

REGULAR BOARD MEETING AGENDA

Monday, September 18, 2023, 12:30PM
RCD office, 11769 Waterhill Road, Lakeside CA 92040

Link for remote participants: <https://us02web.zoom.us/j/88395073362>, meeting ID: 883 9507 3362

Land Acknowledgement Statement: Since time immemorial, the San Diego County region has been the home of the Kumeyaay, Luiseño, Cahuilla, and Cupeño Native people. We acknowledge that people have come before us and lived with care and respect on these lands. We recognize that we are now on the lands of these indigenous people who are still here and will always be. We honor the Indigenous people living today as well as their ancestors, and we deeply respect their resilience and connection to the land.

1. CALL TO ORDER, INTRODUCTION

2. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

3. SWEARING IN OF NEW BOARD MEMBER, MICHAEL MCGRATH

4. PUBLIC COMMENT

Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes. (Gov. Code 54954.3(a)).

5. CONSENT CALENDAR

- 5-1 Approval of Regular Meeting Minutes of July, 2023
- 5-2 Approval of Special Meeting Minutes of August 16, 2023
- 5-3 Note and file monthly Treasurer's Reports for July 2023
- 5-4 Approve monthly expenses for July 2023

6. BOARD ACTION AND DISCUSSION ITEMS

- 6-1 Discuss/Approve: Final budget for 2023-24
- 6-2 Discuss/Approve: Board member participation in the Speak-off Fudging Committee
- 6-3 Discuss/Approve: County Water Authority contract amendment – Agriculture Water Management Program
- 6-4 Discuss / Approve: WETA program services for farmers in Mission RCD service area
- 6-5 Discuss / Approve: Addition of CDFA Conservation Agriculture Planning Grant Program to Master MOU
- 6-6 Informational Item: Report on tree removal at RCDGSDC Lakeside office

7. STAFF AND OTHER REPORTS

- 7-1 Executive Director's Staff Report (attached)
- 7-2 Grant Status Spreadsheets (attached)

8. OTHER AGENCY, DIRECTOR, ASSOC DIRECTOR, COMMITTEE, AND ASSOCIATION REPORTS

- 8-1 CARCD Report
- 8-2 Director/Assoc. Director and Other Activity or Committee Reports
- 8-3 NRCS Report

9. CLOSED SESSION

**Resource Conservation District of Greater San Diego County
Regular Board Meeting Agenda**

9-1 PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957
Title: Executive Director Evaluation

The above matters described on the agenda may be held in closed session in a conference with counsel under the provisions of Government Code Section stated above. If closed sessions are held, a report of actions subject to disclosure will be made by the District’s Counsel upon return to open session respectively.

10. AGENDA SETTING

11. ADJOURNMENT

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at (619) 562-0096. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

UPCOMING EVENTS		
RCD Board Meeting	Wednesday, August 9, 12:30pm	TBD
FSC Executive & General Board Meetings	September 14, 9:00am	TBD
Wild Willow Farm Volunteering	2 nd Saturday of the month, 9:30 – 12:00	Wild Willow Farm

<u>RCD Board of Directors – August 2023</u>	
Don Butz, President	
Marilyn Huntamer, Vice President	Neil Meyer, Director
Maggie Sleeper, Director	Odette Gonzalez, Treasurer
Diane Moss, Director	Michael McGrath
<i>Associate Directors</i>	
D.K. Nasland, Jo MacKenzie, Lance Rogers	

RCD STAFF – August 2023	
Ann Baldrige, Executive Director	Heather Marlow, Director of Forestry & Fire Prevention Projects
Chris Kelley, Financial Director	Gregg Cady, Farm Conservation Advisor
Morgan Graves, Forestry & Fire Prevention Projects Coordinator	Stan Hill, Forestry & Fire Prevention Projects Manager
Sierra Reiss, Education Coordinator	Andy Williamson, Irrigation Technician
Rachel Lloyd, Accounting Clerk	Joel Kramer, Agricultural Specialist
Joanne Sauerman, Office Coordinator	Cheyenne Piacenza, Assistant Farm Manager
Erik Rodriguez, Farmer II	Joannaluz “Joanna” Parra, Farmer
Juliann “JJ” Tidwell, Farmer	Paul Maschka, Regenerative Farming Educator
Codi Hale, Outreach Coordinator	Kim Hanson, Farm Field Trip & Volunteer Coordinator
Elizabeth Garcia, Ag Technician	Carolina Guia, Forestry & Fire Prevention Technical Assistant

Resource Conservation District of Greater San Diego County
Regular Board Meeting Agenda

Daniela Mejia, Community Garden Coordinator	
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RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY

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www.rcdsandiego.org • www.firesafesdcounty.org

MEETING MINUTES OF THE RCD BOARD OF DIRECTORS

Wednesday, JULY 12, 2023, 12:30 PM

DIRECTORS PRESENT: Don Butz, Marilyn Huntamer, Neil Meyer, Diane Moss,
DIRECTORS ABSENT: Maggie Sleeper, Odette Gonzalez
VACANCIES: One
ASSOC. DIRECTORS PRESENT:
ASSOC. DIRECTORS ABSENT: DK Nasland, Lance Rogers, Jo Mackenzie, Mike McGrath
OTHERS PRESENT: Ann Baldrige, Chris Kelley, Steve Boehmer, Joanne Sauerma, Erica Kleinman, Isabela Garcia, Brian Hadley

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1. CALL TO ORDER, INTRODUCTION

The Board meeting was called to order at 12:30PM

2. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

No additions or changes to Agenda motioned (Meyer/Huntamer) approved unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

3. PUBLIC COMMENT

The public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes.

No Public Comments

4. CONSENT CALENDAR

4-1 Approval of Regular Meeting Minutes of June 14, 2023

4-2 Note and file monthly Treasurer's Reports for May 2023

4-3 Approve monthly expenses for May 2023

Motion/Second (Meyer/Huntamer) approved unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

5. BOARD ACTION AND DISCUSSION ITEMS

5-1 Discuss/Approve: Brian Hadley of Wilkinson, Hadley, King & Co., LLP presented 2022 Audit, Auditor gave highest ratings and compliments to RCD Accounting and staff "Good Stewards". Motion/Second (Huntamer/Meyer) approved unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

5-2 Discuss/Approve: Resolution 2023-11, Adoption of RCD Master MOU and authorize Executive Director to execute and sign MOU.

Motion /Second (Meyer/Moss) approved unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

5-3 Discuss/Approve: Resolution 2023-12, Reassignment of Services Agreement for Regional Hub Coordinator

Motion /Second (Huntamer/Meyer) approved unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

5-4 Discuss/Approve: Garden Assistant position

Motion to approve (Huntamer/Meyer) passed unanimously Butz, Huntamer, Meyer, Moss Absent: Sleeper, Gonzalez

SPECIAL BOARD MEETING MINUTES
Wednesday, August 16, 2023, 12:30pm

DIRECTORS PRESENT: Don Butz, Odette Gonzalez, Neil Meyer, Diane Moss
DIRECTORS ABSENT: Marilyn Huntamer, Maggie Sleeper
VACANCIES: One
ASSOC. DIRECTORS PRESENT: Mike McGrath, Lance Rogers
ASSOC. DIRECTORS ABSENT: Jo MacKenzie, DK Nasland
OTHERS PRESENT: Ann Baldrige, Chris Kelley, Steve Boehmer, Kathleen Edwards, Kate Kramer

Land Acknowledgement Statement: Since time immemorial, the San Diego County region has been the home of the Kumeyaay, Luiseño, Cahuilla, and Cupeño Native people. We acknowledge that people have come before us and lived with care and respect on these lands. We recognize that we are now on the lands of these indigenous people who are still here and will always be. We honor the Indigenous people living today as well as their ancestors, and we deeply respect their resilience and connection to the land.

1. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS

The Board meeting was called to order at 12:40pm

2. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

Motion to accept Agenda with no changes (Meyer, Gonzalez) Approved unanimously:
Butz, Gonzalez, Meyer, Moss; Absent: Huntamer, Sleeper

3. PUBLIC COMMENT

Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes. **There were no members of the public requesting to speak.**

4. BOARD ACTION AND DISCUSSION ITEMS

4-1 Discuss/Approve: Resolution 2023-13 Environmental review of Girl Scouts San Diego Camp Winacka-Camp Whispering Oaks Vegetation Management Project.

Motion to approve the resolution and adopt findings of the Project Specific Analysis (Meyer, Gonzalez), Approved unanimously: Butz, Gonzalez, Meyer, Moss; Absent: Huntamer, Sleeper

4-2 Discuss/Approve: Resolution 2023-14 CDFA CA Underserved and Small Producer Grant Agreement

Motion to approve the resolution (Meyer, Gonzalez), Approved unanimously: Butz, Gonzalez, Meyer, Moss; Absent: Huntamer, Sleeper

4-3 Discuss/Approve: Resolution 2023-15 IERCD Disaster Recovery Grant Services Agreement

Motion to approve the resolution (Moss, Gonzalez), Approved unanimously: Butz, Gonzalez, Meyer, Moss; Absent: Huntamer, Sleeper

4-4 Discuss/Approve: Resolution 2023-16 Appointment of Michael McGrath to Seat #2 on the RCD Board of Directors

Motion to approve the resolution to appoint McGrath to the Board of Directors (Meyer, Moss), Approved unanimously: Butz, Gonzalez, Meyer, Moss; Absent: Huntamer, Sleeper. Swearing in to take place at the September meeting.

4-5 Informational item: County Water Authority Agricultural Water Management Program update. Ann Baldrige provided an update on this program. No action taken.

RCD of Greater San Diego County
Profit Loss Budget vs. Actual
July 2023

Ordinary Income/Expense	Jul 2023	Budget	\$ Over Budget	% of Budget
Income				
40000 - Grant Income Restricted				
40043 - CDFA CUSP Economic Relief	0.00	86,410.00		
40043 - CDFA WETA	7,188.99	173,550.00	-166,361.01	4.14%
40044 - CDFA Planning Grant CAPGP-23-07	3,698.28	124,850.00	-121,151.72	2.96%
40045 - CDFA Climate Smart Ag TA	1,664.64	19,650.00	-17,985.36	8.47%
40046 - CDFA Farm to School Incubator	37,581.50	99,910.00	-62,328.50	37.62%
40049 - CARCD Monarchs	111.53	0.00	111.53	100.0%
40050 - CARCD WCB	2,787.15	95,070.00	-92,282.85	2.93%
40053 - DOC RFFC Round IIA	18,097.68	915,805.00	-897,707.32	1.98%
40055 - CARCD NRCS Equity	2,876.30	0.00	2,876.30	100.0%
40056 - CDFA PHP	187.11	123,275.00	-123,087.89	0.15%
40057 - Foodshed (account reserved)	0.00	10,000.00	-10,000.00	0.0%
40058 - Carbon Cycle Institute (account reserved)	0.00	120,000.00	-120,000.00	0.0%
40060 - NRCS IERCD	0.00	15,000.00	-15,000.00	0.0%
40064 - NRCS Scaling Up Climate Resilience	0.00	75,000.00	-75,000.00	0.0%
40070 - CEG Community Enhancement	0.00	9,491.00	-9,491.00	0.0%
40080 - SDRC Fuels	96,538.46	673,880.00	-577,341.54	14.33%
40090 - IRWMP Proposition 84	2,783.10	505,575.00	-502,791.90	0.55%
40115 - SD Foundation Community Food	0.00	185,000.00	-185,000.00	0.0%
40116 - WCB Wildlife Conservation Board Otay Planning	0.00	580,000.00	-580,000.00	0.0%
40120 - Port	167.76	16,000.00	-15,832.24	1.05%
40122 - CalFire Forest Health Grant	199.88	2,558,570.00	-2,558,370.12	0.01%
40123 - CalFire CARCD Increasing Pace & Scale	2,033.42	166,628.00	-164,594.58	1.22%
40124 - CalFire Forest Health Grant Round II	0.00	1,200,000.00	-1,200,000.00	0.0%
40130 - NACD Urban Agriculture Conservation	3,364.89	34,595.00	-31,230.11	9.73%
40140 - SDG&E Pollinators	0.00	2,083.00	-2,083.00	0.0%
40145 - SDG&E DSAP	0.00	20,000.00	-20,000.00	0.0%
40146 - SDG&E Fuels MOU	63,846.25	1,100,000.00	-1,036,153.75	5.8%
40192 - CSA Community Supported Ag	0.00	20,592.00	-20,592.00	0.0%
40193 - F2F Farm to Families	0.00	4,000.00	-4,000.00	0.0%
40198 - SD Foundation Community Food Grant	656.49	66,664.00	-66,007.51	0.99%
42005 - BLM Hermes Butterfly/Zoo (account reserved)	0.00	213,667.00	-213,667.00	0.0%
42007 - USFWS Pollinators on Working Lands	0.00	4,095.00	-4,095.00	0.0%
42022 - CalFire County Coordinator	6,344.55	175,000.00	-168,655.45	3.63%
42023 - CA FSC Fiscal Sponsorship EFHGFS	307.29	0.00	307.29	100.0%
Total 40000 - Grant Income Restricted	250,435.27	9,394,360.00	-9,057,514.73	2.67%
45000 - Income Unrestricted WWF & Gardens				
45001 - Wild Willow Classes & Workshops	3,623.17	60,000.00	-56,376.83	6.04%
45002 - Wild Willow Field Trips & Tours	3,995.00	30,000.00	-26,005.00	13.32%
45003 - Wild Willow Food Sales CSA	-230.00	80,000.00	-80,230.00	-0.29%
45004 - Wild Willow Wholesale Food Sales	2,167.15	3,500.00	-1,332.85	61.92%
45005 - Wild Willow Farm Stand Sales	964.44	5,000.00	-4,035.56	19.29%
45006 - Wild Willow Venue Rental	150.00	7,500.00	-7,350.00	2.0%
45007 - Wild Willow Donations	0.00	10,000.00	-10,000.00	0.0%
45190 - TRV Community Garden	10,705.63	80,000.00	-69,294.37	13.38%
45191 - Sweetwater Community Garden	6,258.83	60,000.00	-53,741.17	10.43%
	27,634.22	336,000.00	-308,365.78	8.22%
45000 - Income - Unrestricted				
45010 - Rent - San Diego River Conserva	2,893.00	35,150.00	-32,257.00	8.23%
45020 - Donations, Awards & Scholarship	450.00	12,000.00	-11,550.00	3.75%
45030 - Rebates and Refunds	0.00	300.00	-300.00	0.0%
45040 - CLASS & LAIF Interest Income	14,819.91	16,500.00	-1,680.09	89.82%
45080 - US Bank Interest	0.00	50.00	-50.00	0.0%
45090 - Tax Assessments	36,500.00	410,000.00	-373,500.00	8.9%
45095 - Redevelopment Revenue City Tax	0.00	12,000.00	-12,000.00	0.0%
45100 - Miscellaneous Income	0.00	25,000.00	-25,000.00	0.0%
45200 - Fee for Service	0.00	1,200.00	-1,200.00	0.0%
45000 - Income - Unrestricted - Other	0.00	0.00	0.00	0.0%
Total 45000 - Income - Unrestricted	54,662.91	512,200.00	-457,537.09	10.67%
Total Income	332,732.40	10,242,560.00	-9,909,827.60	3.25%
Expense				
50000 - Grant Expenses Restricted				
50042 - CDFA CUSP Economic Relief	0.00	72,010.00	-72,010.00	0.0%
50043 - CDFA WETA	4,593.64	145,000.00	-140,406.36	3.17%
50044 - CDFA Planning Grant CAPGP-23-07	2,300.13	96,050.00	-93,749.87	2.4%
50045 - CDFA Climate Smart Ag TA	1,035.31	16,080.00	-15,044.69	6.44%
50046 - CDFA Farm to School Incubator	37,095.90	83,265.00	-46,169.10	44.55%
50049 - CARCD Monarchs	69.37	0.00	69.37	100.0%
50050 - CARCD WCB	2,194.89	86,525.00	-84,330.11	2.54%
50053 - DOC RFFC Round IIA	12,970.44	810,410.00	-797,439.56	1.6%
50055 - CARCD NRCS Equity	2,048.16	0.00	2,048.16	100.0%
50056 - CDFA PHP	111.72	118,873.00	-118,761.28	0.09%
50057 - Foodshed (account reserved)	0.00	8,334.00	-8,334.00	0.0%
50058 - Carbon Cycle Institute (account reserved)	0.00	100,000.00	-100,000.00	0.0%
50060 - NRCS IERCD	0.00	12,500.00	-12,500.00	0.0%
50064 - NRCS Scaling Up Climate Resilience	0.00	66,964.00	-66,964.00	0.0%
50070 - CEG Community Enhancement Grant	0.00	7,900.00	-7,900.00	0.0%
50080 - SDRC Fuels	88,349.35	612,530.00	-524,180.65	14.42%
50090 - IRWMP Proposition 84	2,265.55	481,490.00	-479,224.45	0.47%
50115 - SD Foundation Community Food Grant	0.00	154,167.00	-154,167.00	0.0%
50116 - WCB Wildlife Conservation Board	0.00	483,333.00	-483,333.00	0.0%
50120 - Port	117.15	14,550.00	-14,432.85	0.81%
50122 - CalFire Forest Health	178.46	2,342,400.00	-2,342,221.54	0.01%
50123 - CalFire CARCD Increasing Pace & Scale	1,453.40	159,795.00	-158,341.60	0.91%
50124 - CalFire Forest Health Round II	0.00	1,000,000.00	-1,000,000.00	0.0%
50130 - NACD Urban Agriculture Conservation	2,283.03	28,826.00	-26,542.97	7.92%
50140 - SDG&E Pollinators	0.00	1,825.00	-1,825.00	0.0%
50145 - SDG&E DSAP	0.00	16,667.00	-16,667.00	0.0%
50146 - SDG&E Fuels MOU	52,242.96	910,000.00	-857,757.04	5.74%
50192 - CSA Community Supported Ag	0.00	17,160.00	-17,160.00	0.0%

RCD of Greater San Diego County
Profit Loss Budget vs. Actual
July 2023

50193 · F2F Farm to Families	0.00	3,333.00	-3,333.00	0.0%
50198 · SD Foundation Community Food Grant	431.49	57,971.00	-57,539.51	0.74%
52005 · BLM Hermes Butterfly/Zoo (account reserved)	0.00	194,242.00	-194,242.00	0.0%
52007 · USFWS Pollinators on Working Lands	0.00	3,412.00	-3,412.00	0.0%
52022 · CalFire County Coordinator	4,244.46	156,250.00	-152,005.54	2.72%
52023 · CAFSC Fiscal Sponsorship EFHGFSC	1,532.43	0.00	1,532.43	100.0%
Total 50000 · Grant Expenses Restricted				
53000 · Expenses Unrestricted	215,517.84	8,261,862.00	-8,046,344.16	2.61%
53005 · Advertising	0.00	5,000.00	-5,000.00	0.0%
53035 · Processing Fees	702.69	7,500.00	-6,797.31	9.37%
53040 · Bank Fees	0.00	500.00	-500.00	0.0%
53050 · Depreciation	0.00	58,000.00	-58,000.00	0.0%
53060 · Donations, Awards & Scholarship	62.24	15,000.00	-14,937.76	0.42%
53070 · Dues & Memberships	5,000.00	10,000.00	-5,000.00	50.0%
53075 · Subscriptions	65.48	250.00	-184.52	26.19%
53080 · Equipment Leases	292.00	4,000.00	-3,708.00	7.3%
53100 · Automobile				
53110 · Fuel	-132.93	2,000.00	-2,132.93	-6.65%
53120 · Repairs & Maintenance	0.00	5,000.00	-5,000.00	0.0%
Total 53100 · Automobile	-132.93	7,000.00	-7,132.93	-1.9%
53200 · Unrestricted Expenses WWF & Gardens				
53201 · Wild Willow Farm Rent	1,644.40	20,000.00	-18,355.60	8.22%
53202 · Wild Willow Farm Payroll	14,831.72	160,000.00	-145,168.28	9.27%
53203 · Wild Willow Farm Office Supplies	325.77	600.00	-274.23	54.3%
53204 · Wild Willow Farm Utilities	2,597.86	5,000.00	-2,402.14	51.96%
53205 · Wild Willow Farm Telephone	217.65	3,500.00	-3,282.35	6.22%
53206 · Wild Willow Farm Trash	0.00	500.00	-500.00	0.0%
53207 · Wild Willow Farm Propane & Fuel	215.60	900.00	-684.40	23.96%
53208 · Wild Willow Farm Processing Fees	128.64	1,600.00	-1,471.36	8.04%
53208 · Wild Willow Farm Seeds, Soil & Compost	0.00	4,600.00	-4,600.00	0.0%
53210 · Wild Willow Farm Harvest Supplies	78.45	3,500.00	-3,421.55	2.24%
53211 · Wild Willow Farm Irrigation & Fencing	0.00	5,000.00	-5,000.00	0.0%
53212 · Wild Willow Farm Teaching & Class Supplies	866.59	4,000.00	-3,133.41	21.67%
53213 · Wild Willow Farm Animal Feed & Care	601.11	4,000.00	-3,398.89	15.03%
53214 · Wild Willow Farm Tools & Equipment	2,231.14	5,000.00	-2,768.86	44.62%
53215 · Wild Willow Farm Other Misc Expense	0.00	2,000.00	-2,000.00	0.0%
53216 · Wild Willow Farm Pest Control	0.00	50.00	-50.00	0.0%
53290 · TRV Garden	7,825.81	66,670.00	-58,844.19	11.74%
53291 · Sweetwater Garden	4,626.53	50,000.00	-45,373.47	9.25%
	36,191.27	336,920.00	-300,728.73	10.74%
53900 · Insurance				
53910 · Auto & General Liability	4,497.42	46,226.00	-41,728.58	9.73%
53920 · In Lieu of Health Insurance	12,607.40	186,000.00	-173,392.60	6.78%
53930 · Workers Compensation	1,302.64	34,880.00	-33,577.36	3.74%
Total 53900 · Insurance	18,407.46	267,106.00	-248,698.54	6.89%
54000 · Outside Services				
54010 · Facility Maintenance & Repairs	985.00	30,000.00	-29,015.00	3.28%
54020 · Janitorial	559.65	8,500.00	-7,940.35	6.58%
54030 · Landscaping	1,025.00	22,500.00	-21,475.00	4.56%
54040 · Payroll Processing Fees	242.15	6,000.00	-5,757.85	4.04%
54050 · Pest Control	0.00	20.00	-20.00	0.0%
54060 · Website & Computer Maintenance	2,411.51	42,000.00	-39,588.49	5.74%
Total 54000 · Outside Services	5,223.31	109,020.00	-103,796.69	4.79%
54070 · Permits & Fees	0.00	450.00	-450.00	0.0%
54080 · Postage	6.84	700.00	-693.16	0.98%
54090 · Printing	-6.50	1,500.00	-1,506.50	-0.43%
55000 · Professional Services				
55010 · Accounting Fees	0.00	15,000.00	-15,000.00	0.0%
55020 · Legal Fees	0.00	28,500.00	-28,500.00	0.0%
55030 · Professional Services - Other	1,196.93	15,000.00	-13,803.07	7.98%
Total 55000 · Professional Services	1,196.93	58,500.00	-57,303.07	2.05%
57000 · Supplies				
57100 · Conservation Garden & Education	216.79	6,000.00	-5,783.21	3.61%
57150 · Discretionary Projects	679.84	132,000.00	-131,320.16	0.52%
57200 · Office Supplies	850.36	10,500.00	-9,649.64	8.1%
57250 · Team Building & Incentives	96.43	500.00	-403.57	19.29%
57255 · Staff Uniforms & Merchandise	0.00	5,000.00	-5,000.00	0.0%
57300 · Office General	890.00	10,000.00	-9,110.00	8.9%
Total 57000 · Supplies	2,733.42	164,000.00	-161,266.58	1.67%
59000 · Utilities				
59100 · Gas & Electric	1,378.79	22,500.00	-21,121.21	6.13%
59200 · Sewer	0.00	1,500.00	-1,500.00	0.0%
59300 · Trash	489.88	8,500.00	-8,010.12	5.76%
59400 · Water	0.00	9,000.00	-9,000.00	0.0%
59500 · Telephones	1,800.38	30,000.00	-28,199.62	6.0%
Total 59000 · Utilities	3,669.05	71,500.00	-67,830.95	5.13%
65000 · Travel and Meetings				
65310 · Training	210.00	10,000.00	-9,790.00	2.1%
65320 · Travel Transportation Flights & Mileage	-149.71	12,500.00	-12,649.71	-1.2%
65325 · Hotel Lodging	2,223.96	7,500.00	-5,276.04	29.65%
65330 · Travel Meals	204.16	5,500.00	-5,295.84	3.71%
Total 65000 · Travel and Meetings	2,488.41	35,500.00	-33,011.59	7.01%
66000 · Payroll Expenses				
66100 · Gross Payroll	40,272.03	410,000.00	-369,727.97	9.82%
66200 · In Lieu of Social Security 10.5%	5,120.18	43,050.00	-37,929.82	11.89%
66300 · Medicare 1.45%	707.06	5,945.00	-5,237.94	11.89%
66400 · FUTA, SDI, ETT, SUI	0.00	12,500.00	-12,500.00	0.0%
Total 66000 · Payroll Expenses	46,099.27	471,495.00	-425,395.73	9.78%
Total Expenses Unrestricted	121,998.94	1,623,941.00	-1,501,942.06	7.5%
Total Expense	337,516.78	9,885,803.00	-9,548,286.22	3.41%
Net Ordinary Income	4,784.38	356,757.00	-361,541.38	-1.34%
Net Income	-4,784.38	356,757.00	-361,541.38	-1.34%

RCD of Greater San Diego County
Balance Sheet
As of July 31, 2023

7/31/2023

ASSETS

Current Assets

Checking/Savings

10000 · US Bank Checking	126,756.02
10020 · Petty Cash	400.00
10030 · LAIF	12,288.99
10040 · CLASS	1,049,648.91
Total Checking/Savings	<u>1,189,093.92</u>

Accounts Receivable

12000 · Accounts Receivable

12001 · RCD Foundation	0.00
12002 · DOC SALC	30,192.90
12003 · USFWS	2,025.62
12004 · NRCS IERCD	0.00
12006 · NRCS Conservation Planning	26,149.46
12007 · NACD Urban Ag TA	0.00
12009 · CDFA Farm to School Incubator	25.94
12010 · CDFA CUSP Economic Relief Grant	0.00
12011 · CARCD	15,096.68
12012 · CalFire County Coordinator	0.00
12013 · CDFA Soil TA	0.00
12014 · CDFA Climate Smart Ag TA	4,821.93
12015 · CDFA WETA 21-0881-000-SG	51,986.44
12016 · CDFA Planning	3,471.90
12017 · CDFA Cover Cropping	29,348.81
12019 · DOC RFFC Round IIA	650,950.66
12020 · Fire Safe Council of San Diego	-185.00
12021 · San Diego River Conservancy	364,237.55
12022 · CalFire Forest Health Grant	403,931.68
12023 · Wild Willow Field Trips and Tours	3,340.00
12024 · Wild Willow Classes and Workshops	-1,650.00
12025 · Wild Willow AG & CSA Sales	803.25
12026 · Miscellaneous Receivables	4,074.72
12028 · CalFire CARCD Increasing Pace & Scale	114,316.61
12030 · Port District	0.00
12045 · CA FSC Fiscal Sponsorship EFHGFSC	0.00
12051 · Prop 84	203,341.28
12060 · Tijuana River Valley Community	18,782.76
12090 · Sweetwater Community Garden	21,710.00

Total 12000 · Accounts Receivable 1,946,773.19

Total Accounts Receivable 1,946,773.19

Other Current Assets

12005 · Undeposited Funds	13,967.20
13000 · Prepaid Expenses	63,859.19

Total Other Current Assets 77,826.39

Total Current Assets 3,213,693.50

Fixed Assets

14000 · Accumulated Depreciation

14020 · Building	505,000.00
14040 · Building Improvements	572,981.67
14060 · Furniture & Equipment	53,049.42
14080 · Land	110,000.00

RCD of Greater San Diego County
Balance Sheet
As of July 31, 2023

	7/31/2023
14090 · Vehicles	76,537.22
14000 · Accumulated Depreciation - Other	-526,971.52
Total 14000 · Accumulated Depreciation	790,596.79
Total Fixed Assets	790,596.79
TOTAL ASSETS	4,004,290.29
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	33,559.86
Total Accounts Payable	33,559.86
Other Current Liabilities	
21000 · Deferred Compensation	0.00
21010 · Refundable Deposits on Garden Plots	28,223.67
21020 · Deferred Revenue	813,215.11
21045 · Accounts Payable Accrual	-5,520.65
21060 · Vacation Accrual	51,163.23
Total Other Current Liabilities	887,081.36
Total Current Liabilities	920,641.22
Total Liabilities	920,641.22
Equity	
30000 · Administration Operations Reserve	1,040,000.00
30020 · Capital Improvements Facility Reserve	100,000.00
30030 · Economic Stability Reserve	27,260.00
30040 · Technology Reserve	20,000.00
30080 · Discretionary Project Reserve	50,000.00
30091 · Fleet Reserve	50,000.00
30092 · General Fund Balance	203,503.09
30093 · Investment in Fixed Assets	865,461.00
32000 · Retained Earnings	348,032.82
32020 · Unrestricted Net Assets	384,176.54
Net Income	-4,784.38
Total Equity	3,083,649.07
TOTAL LIABILITIES & EQUITY	4,004,290.29

RCD of Greater San Diego County

Profit & Loss

July 31, 2023

	Jul '23
Ordinary Income/Expense	
Income	
40000 · Grant Income Restricted	
40043 · CDFA WETA	7,188.99
40044 · CDFA Planning Grant CAPGP	3,698.28
40045 · CDFA Climate Smart Ag TA	1,664.64
40046 · CDFA Farm to School Incubator	37,581.50
40049 · CARCD Monarchs	111.53
40050 · CARCD WCB	2,787.15
40053 · DOC RFFC Round IIA	18,097.68
40055 · CARCD NRCS Equity Grant	2,876.30
40056 · CDFA PHP	187.11
40080 · SDRC Fuels	96,538.46
40090 · IRWMP Proposition 84	2,783.10
40120 · Port	167.76
40122 · CalFire Forest Health Grant	199.88
40123 · CalFire CARCD Increasing Pace & Scale	2,033.42
40130 · NACD Urban Ag	3,364.89
40146 · SDG&E Fuels MOU	63,846.25
40198 · SD Foundation Community Food	656.49
42007 · USFWS Pollinators on Working Lands	0.00
42022 · CalFire County Coordinator	6,344.55
42023 · CA FSC Fiscal Sponsorship EFHGFSC	307.29
 Total 40000 · Grant Income Restricted	 250,435.27
 45000 · Income Unrestricted WWF/Gardens	
45001 · Wild Willow Classes & Workshops	3,623.17
45002 · Wild Willow Field Trips & Tours	3,995.00
45003 · Wild Willow Food Sales CSA	-230.00
45004 · Wild Willow Wholesale Food Sales	2,167.15
45005 · Wild Willow Farm Stand Sales	964.44
45006 · Wild Willow Venue Rental	150.00
45190 · TRV Community Garden	10,705.63
45191 · Sweetwater Community Garden	6,258.83
 Total 45000 · Income Unrestricted WWF/Gardens	 27,634.22
45000 · Income - Unrestricted	
45010 · Rent	2,893.00
45020 · Donations	450.00
45025 · WWF Donations	0.00
45030 · Rebates & Refunds	0.00
45040 · LAIF & CLASS Interest	14,819.91
45080 · US Bank Interest	0.00
45090 · Tax Assessments	36,500.00
45095 · Redevelopment Revenue	0.00
45100 · Misc Income	0.00
45200 · Fee for Service	0.00
 Total 45000 · Income - Unrestricted	 54,662.91
 Total Income	 332,732.40

RCD of Greater San Diego County

Profit & Loss

July 31, 2023

Jul '23

Expense

50000 · Grant Expenses Restricted	
50043 · CDFA WETA	4,593.64
50044 · CDFA Planning Grant CAPGP-23-07	2,300.13
50045 · CDFA Climate Smart Ag TA	1,035.31
50046 · CDFA Farm to School Incubator	37,095.90
50049 · CARCD Monarchs	69.37
50050 · CARCD WCB	2,194.89
50053 · DOC RFFC Round IIA	12,970.44
50055 · CARCD NRCS Equity	2,048.16
50056 · CDFA PHP	111.72
50060 · NRCS IERCD	0.00
50080 · SDRC Fuels	88,349.35
50090 · IRWMP Proposition 84	2,265.55
50120 · Port	117.15
50122 · CalFire Forest Health Grant	178.46
50123 · CalFire CARCD Increasing Pace & Scale	1,453.40
50130 · NACD Urban Ag TA	2,283.03
50146 · SDG&E Fuels MOU	52,242.96
50198 · SD Foundation Community Food	431.49
52007 · USFWS Pollinators on Working Lands	0.00
52022 · CalFire County Coordinator	4,244.46
52023 · CAFSC Fiscal Sponsorship EFHGFSC	1,532.43
Total 50000 · Grant Expenses Restricted	<u>215,517.84</u>
53000 · Expenses Unrestricted	
53005 · Advertising	0.00
53035 · Processing Fees	702.69
53040 · Bank Fees	0.00
53050 · Depreciation	0.00
53060 · Donations, Awards & Scholarships	62.24
53070 · Dues & Memberships	5,000.00
53075 · Subscriptions	65.48
53080 · Equipment Leases	292.00
53100 · Automobile	
53110 · Fuel	-132.93
53120 · Repairs & Maintenance	0.00
Total 53100 · Automobile	<u>-132.93</u>
53200 · Unrestricted Expense WWF & Gardens	
53201 · Wild Willow Farm Rent	1,644.40
53202 · Wild Willow Farm Payroll	14,831.72
53203 · Wild Willow Farm Office Supplies	325.77
53204 · Wild Willow Farm Utilities	2,597.86
53205 · Wild Willow Farm Telephone	217.65
53206 · Wild Willow Farm Trash	0.00
53207 · Wild Willow Farm Propane & Fuel	215.60
53208 · Wild Willow Farm Processing Fees	128.64
53208 · Wild Willow Farm Seeds, Soil & Compost	0.00
53210 · Wild Willow Farm Harvest Supplies	78.45
53211 · Wild Willow Farm Irrigation & Fencing	0.00

RCD of Greater San Diego County

Profit & Loss

July 31, 2023

	<u>Jul '23</u>
53212 · Wild Willow Farm Teaching & Class Supplies	866.59
53213 · Wild Willow Farm Animal Feed & Care	601.11
53214 · Wild Willow Farm Tools & Equipment	2,231.14
53215 · Wild Willow Farm Other Misc Expense	0.00
53216 · Wild Willow Farm Pest Control	0.00
53290 · TRV Garden	7,825.81
53291 · Sweetwater Garden	4,626.53
	<u>36,191.27</u>
53900 · Insurance	
53910 · Auto & General Liability	4,497.42
53920 · In Leiu of Health Insurance	12,607.40
53930 · Workers Compensation	1,302.64
Total 53900 · Insurance	<u>18,407.46</u>
54000 · Outside Services	
54010 · Facility Maintenance & Repairs	985.00
54020 · Janitorial	559.65
54030 · Landscaping	1,025.00
54040 · Payroll Processing Fees	242.15
54050 · Pest Control	0.00
54060 · Website & Computer Maintenance	2,411.51
Total 54000 · Outside Services	<u>5,223.31</u>
54070 · Permit	0.00
54080 · Postage	6.84
54090 · Printing	-6.50
55000 · Professional Services	
55010 · Accounting Fees	0.00
55020 · Legal Fees	0.00
55030 · Professional Services - Other	1,196.93
Total 55000 · Professional Services	<u>1,196.93</u>
57000 · Supplies	
57100 · Conservation Garden & Education	216.79
57150 · Discretionary Projects	679.84
57200 · Office Supplies	850.36
57250 · Team Building & Incentives	96.43
57300 · Office General	890.00
Total 57000 · Supplies	<u>2,733.42</u>
59000 · Utilities	
59100 · Gas & Electric	1,378.79
59200 · Sewer	0.00
59300 · Trash	489.88
59400 · Water	0.00
59500 · Telephones	1,800.38
Total 59000 · Utilities	<u>3,669.05</u>
65000 · Travel and Meetings	
65310 · Training	210.00
65320 · Travel Transportation & Accomod	-149.71
65325 · Hotel Lodging	2,223.96

RCD of Greater San Diego County

Profit & Loss

July 31, 2023

	<u>Jul '23</u>
65330 · Travel Meals	204.16
Total 65000 · Travel and Meetings	<u>2,488.41</u>
66000 · Payroll Expenses	
66100 · Gross Payroll	40,272.03
66200 · In Lieu of Social Security 10.5%	5,120.18
66300 · Medicare 1.45%	707.06
66400 · FUTA, SDI, ETT, SUI	0.00
Total 66000 · Payroll Expenses	<u>46,099.27</u>
Total Expense	<u>337,516.78</u>
Net Ordinary Income	<u>-4,784.38</u>
Net Income	<u><u>-4,784.38</u></u>

RCD of Greater San Diego County
Reconciliation Summary
US Bank-General Checking, Period Ending 7/31/2023

	Jul 31, 23
Beginning Balance	950,936.16
Cleared Transactions	
Checks and Payments - 138 items	-2,239,152.98
Deposits and Credits - 59 items	1,468,514.92
Total Cleared Transactions	-770,638.06
Cleared Balance	180,298.10
Uncleared Transactions	
Checks and Payments - 39 items	-76,656.01
Deposits and Credits - 11 items	35,356.68
Total Uncleared Transactions	-41,299.33
Register Balance as of 07/31/2023	138,998.77

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 7/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						950,936.16
Cleared Transactions						
Checks and Payments - 138 items						
Bill Pmt -Check	05/22/2023	13196	Rasheedah Rashada	√	-100.00	-100.00
Bill Pmt -Check	05/25/2023	13205	Leslee Ramirez Yanez	√	-1,000.00	-1,100.00
Bill Pmt -Check	05/25/2023	13209	Ava Curtis	√	-1,000.00	-2,100.00
Bill Pmt -Check	06/01/2023	13242	Kim Hanson AP	√	-50.00	-2,150.00
Bill Pmt -Check	06/08/2023	13267	Danielle Henson	√	-1,050.00	-3,200.00
Bill Pmt -Check	06/08/2023	13264	California American Water	√	-952.95	-4,152.95
Bill Pmt -Check	06/08/2023	13265	CIT Technology	√	-291.51	-4,444.46
Bill Pmt -Check	06/08/2023	13274	SDG&E	√	-231.60	-4,676.06
Bill Pmt -Check	06/08/2023	13268	JMB Sanitation	√	-219.55	-4,895.61
Bill Pmt -Check	06/08/2023	13263	Alison Trujillo Translations	√	-97.50	-4,993.11
Bill Pmt -Check	06/09/2023	13284	Waste Management	√	-489.59	-5,482.70
Check	06/12/2023	13290	Michael Peralta B3	√	-100.00	-5,582.70
Check	06/12/2023	13291	Michael Peralta B3	√	-25.00	-5,607.70
Bill Pmt -Check	06/13/2023	13297	Paul Maschka	√	-100.00	-5,707.70
Bill Pmt -Check	06/14/2023	13309	Joel Kramer	√	-940.03	-6,647.73
Bill Pmt -Check	06/14/2023	13306	Kim Hanson AP	√	-571.29	-7,219.02
Bill Pmt -Check	06/14/2023	13299	Joanne Sauerman	√	-50.00	-7,269.02
Check	06/15/2023			√	-22.95	-7,291.97
Bill Pmt -Check	06/16/2023	13315	Sierra Reiss	√	-1,055.42	-8,347.39
Bill Pmt -Check	06/16/2023	13329	Sierra Reiss	√	-87.05	-8,434.44
Bill Pmt -Check	06/21/2023	13339	Alison Trujillo Translations	√	-3,510.00	-11,944.44
Bill Pmt -Check	06/21/2023	13340	Coral Garden Creations	√	-120.00	-12,064.44
Bill Pmt -Check	06/23/2023	13346	Lincoln Financial	√	-22,573.77	-34,638.21
Bill Pmt -Check	06/23/2023	13345	The Patriot Group	√	-13,600.00	-48,238.21
Bill Pmt -Check	06/23/2023	13344	Cheyenne Piacenza	√	-27.75	-48,265.96
Bill Pmt -Check	06/30/2023	13357	SDRMA	√	-53,968.98	-102,234.94
Bill Pmt -Check	06/30/2023	13353	Pope Tree Service	√	-27,000.00	-129,234.94
Bill Pmt -Check	06/30/2023	13354	The Patriot Group	√	-23,050.00	-152,284.94
Bill Pmt -Check	06/30/2023	13359	Green Tree Forest Service	√	-3,705.27	-155,990.21
Bill Pmt -Check	06/30/2023	13361	Andrew Krynen	√	-639.90	-156,630.11
Bill Pmt -Check	06/30/2023	13347	Andy Williamson	√	-383.61	-157,013.72
Bill Pmt -Check	06/30/2023	13362	Ashleyann Bacay	√	-150.00	-157,163.72
Bill Pmt -Check	06/30/2023	13355	EDCO Disposal Corporation	√	-114.02	-157,277.74
Bill Pmt -Check	06/30/2023	13348	Codi Hale	√	-83.72	-157,361.46
Bill Pmt -Check	06/30/2023	13360	Andrew Krynen	√	-50.00	-157,411.46
Bill Pmt -Check	06/30/2023	13356	San Diego Recorder/Clerk	√	-50.00	-157,461.46
Bill Pmt -Check	06/30/2023	13358	Verizon	√	-41.88	-157,503.34
Bill Pmt -Check	06/30/2023	13349	San Diego County Treasurer Tax Collector	√	-35.15	-157,538.49
Bill Pmt -Check	06/30/2023	13351	U.S. Bancorp Service Center, Inc	√	-22.82	-157,561.31
General Journal	07/01/2023	JE 1016		√	-970,000.00	-1,127,561.31
General Journal	07/01/2023	JE 1016		√	-475,000.00	-1,602,561.31
Bill Pmt -Check	07/03/2023	13377	Joel Kramer	√	-125.98	-1,602,687.29
Bill Pmt -Check	07/03/2023	13382	Sierra Reiss	√	-50.00	-1,602,737.29
Bill Pmt -Check	07/03/2023	13383	Stan Hill	√	-50.00	-1,602,787.29
Bill Pmt -Check	07/03/2023	13364	Andy Williamson	√	-50.00	-1,602,837.29
Bill Pmt -Check	07/03/2023	13381	Rachel Lloyd	√	-50.00	-1,602,887.29
Bill Pmt -Check	07/03/2023	13380	Paul Maschka	√	-50.00	-1,602,937.29
Bill Pmt -Check	07/03/2023	13376	Joanne Sauerman	√	-50.00	-1,602,987.29
Bill Pmt -Check	07/03/2023	13375	Heather Marlow	√	-50.00	-1,603,037.29
Bill Pmt -Check	07/03/2023	13374	Gregg Cady	√	-50.00	-1,603,087.29
Bill Pmt -Check	07/03/2023	13372	Elizabeth Garcia	√	-50.00	-1,603,137.29
Bill Pmt -Check	07/03/2023	13370	Codi Hale	√	-50.00	-1,603,187.29
Bill Pmt -Check	07/03/2023	13369	Chris Kelley	√	-50.00	-1,603,237.29
Bill Pmt -Check	07/03/2023	13368	Cheyenne Piacenza	√	-50.00	-1,603,287.29
Bill Pmt -Check	07/03/2023	13367	Carolina Guia	√	-50.00	-1,603,337.29
Bill Pmt -Check	07/03/2023	13366	Ashleyann Bacay	√	-50.00	-1,603,387.29
General Journal	07/03/2023	JE 1018		√	-1.49	-1,603,388.78
Bill Pmt -Check	07/05/2023	13402	Pope Tree Service	√	-41,600.00	-1,644,988.78
General Journal	07/05/2023	JE 1002		√	-39,680.39	-1,684,669.17
Bill Pmt -Check	07/05/2023	13394	U.S. Bancorp Service Center, Inc	√	-12,468.15	-1,697,137.32
Bill Pmt -Check	07/05/2023	13401	Palomar Observatory CECIL LOGGING INC	√	-11,300.00	-1,708,437.32
Bill Pmt -Check	07/05/2023	13404	The Patriot Group	√	-11,100.00	-1,719,537.32
General Journal	07/05/2023	JE 1002		√	-9,308.18	-1,728,845.50
Bill Pmt -Check	07/05/2023	13392	Tanner Environmental	√	-5,000.00	-1,733,845.50
Bill Pmt -Check	07/05/2023	13384	CARCD	√	-5,000.00	-1,738,845.50
Bill Pmt -Check	07/05/2023	13403	San Diego Audubon Society	√	-3,869.97	-1,742,715.47
Bill Pmt -Check	07/05/2023	13395	Waste Management	√	-489.88	-1,747,413.78
Bill Pmt -Check	07/05/2023	13387	Cynthia L Saylor	√	-389.00	-1,747,802.78
Bill Pmt -Check	07/05/2023	13400	CIT Technology	√	-274.19	-1,748,076.97
Bill Pmt -Check	07/05/2023	13393	The SoCo Group Inc.	√	-242.62	-1,748,319.59
Bill Pmt -Check	07/05/2023	13389	JMB Sanitation	√	-219.55	-1,748,539.14

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 7/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/05/2023	13390	Lakeside Water District	√	-112.58	-1,748,651.72
Check	07/05/2023	13397	Benjamin Jacobs D2	√	-100.00	-1,748,751.72
Check	07/05/2023	13396	Matthew Piven	√	-100.00	-1,748,851.72
Bill Pmt -Check	07/05/2023	13399	A & L Laboratories	√	-48.00	-1,748,899.72
General Journal	07/07/2023	CR 2044		√	-390.00	-1,749,289.72
General Journal	07/07/2023	JE 1007		√	-102.31	-1,749,392.03
Bill Pmt -Check	07/10/2023	13419	California Wildlife Foundation	√	-78,292.36	-1,827,684.39
Bill Pmt -Check	07/10/2023	13414	La Jolla Band of Luiseno Indians	√	-8,550.85	-1,836,235.24
Bill Pmt -Check	07/10/2023	13418	The Patriot Group	√	-4,000.00	-1,840,235.24
Bill Pmt -Check	07/10/2023	13413	Jamul Indian Village of California	√	-2,252.31	-1,842,487.55
Bill Pmt -Check	07/10/2023	13421	California American Water	√	-1,929.56	-1,844,417.11
Bill Pmt -Check	07/10/2023	13408	Carini Heating, Air & Plumbing	√	-910.00	-1,845,327.11
Bill Pmt -Check	07/10/2023	13409	County of San Diego Auditor and Controlle	√	-671.93	-1,845,999.04
Bill Pmt -Check	07/10/2023	13410	Cox Communications	√	-365.53	-1,846,364.57
Bill Pmt -Check	07/10/2023	13412	ITCM	√	-334.63	-1,846,699.20
Bill Pmt -Check	07/10/2023	13420	Michelle Knaier	√	-300.00	-1,846,999.20
Bill Pmt -Check	07/10/2023	13411	CSDA, San Diego Chapter	√	-150.00	-1,847,149.20
Bill Pmt -Check	07/10/2023	13415	Morgan Graves	√	-128.38	-1,847,277.58
General Journal	07/10/2023	JE 1013		√	-83.84	-1,847,361.42
Bill Pmt -Check	07/10/2023	13417	Petty Cash	√	-73.26	-1,847,434.68
General Journal	07/10/2023	JE 1012		√	-21.00	-1,847,455.68
Bill Pmt -Check	07/12/2023	13424	Coast 2 Coast Refrigeration LLC	√	-1,358.74	-1,848,814.42
General Journal	07/12/2023	JE 6565		√	-101.03	-1,848,915.45
Check	07/13/2023	13425	Jesus Alvarez Miranda	√	-100.00	-1,849,015.45
Bill Pmt -Check	07/17/2023	13438	USDA Forest Service	√	-128,542.19	-1,977,557.64
Bill Pmt -Check	07/17/2023	13426	Palomar Land & Cattle CECIL LOGGING INC	√	-40,957.50	-2,018,515.14
Bill Pmt -Check	07/17/2023	13434	McDougal Love Boehmer Foley Lyon Canlas	√	-17,210.00	-2,035,725.14
Bill Pmt -Check	07/17/2023	13428	Black Fox Timber Management	√	-16,342.00	-2,052,067.14
Bill Pmt -Check	07/17/2023	13441	U.S. Bancorp Service Center, Inc	√	-7,296.14	-2,059,363.28
Bill Pmt -Check	07/17/2023	13440	The Patriot Group	√	-6,000.00	-2,065,363.28
Bill Pmt -Check	07/17/2023	13439	Pope Tree Service	√	-4,000.00	-2,069,363.28
Bill Pmt -Check	07/17/2023	13429	California American Water	√	-3,511.54	-2,072,874.82
Bill Pmt -Check	07/17/2023	13433	ITCM	√	-1,837.00	-2,074,711.82
Bill Pmt -Check	07/17/2023	13436	Sweetwater Authority	√	-1,788.62	-2,076,500.44
Bill Pmt -Check	07/17/2023	13437	U.S. Bancorp Service Center, Inc	√	-1,765.99	-2,078,266.43
Bill Pmt -Check	07/17/2023	13442	U.S. Bancorp Service Center, Inc	√	-673.69	-2,078,940.12
General Journal	07/17/2023	JE 6589		√	-525.00	-2,079,465.12
Bill Pmt -Check	07/17/2023	13435	SDG&E	√	-408.27	-2,079,873.39
Bill Pmt -Check	07/17/2023	13430	Diamond Environmental Services	√	-258.08	-2,080,131.47
Bill Pmt -Check	07/17/2023	13432	Gregg Cady	√	-196.99	-2,080,328.46
Bill Pmt -Check	07/17/2023	13431	EDCO Disposal Corporation	√	-70.00	-2,080,398.46
Bill Pmt -Check	07/18/2023	13447	Pauma Band of Luiseno Indians	√	-79,254.11	-2,159,652.57
Bill Pmt -Check	07/18/2023	13444	Al Delalat	√	-2,460.61	-2,162,113.18
Bill Pmt -Check	07/18/2023	13446	Palomar Land & Cattle DAVEY RESOURCE Gf	√	-2,185.00	-2,164,298.18
Bill Pmt -Check	07/18/2023	13445	Office Depot	√	-565.95	-2,164,864.13
General Journal	07/18/2023	JE 6588		√	-100.00	-2,164,964.13
General Journal	07/19/2023	JE 1002		√	-39,831.87	-2,204,796.00
Bill Pmt -Check	07/19/2023	13452	Lincoln Financial	√	-16,984.29	-2,221,780.29
General Journal	07/19/2023	JE 1002		√	-9,370.75	-2,231,151.04
Bill Pmt -Check	07/19/2023	13453	SDG&E	√	-1,378.79	-2,232,529.83
Bill Pmt -Check	07/19/2023	13449	Back Country Land Trust	√	-387.50	-2,232,917.33
Bill Pmt -Check	07/19/2023	13451	Heather Marlow	√	-324.31	-2,233,241.64
Bill Pmt -Check	07/19/2023	13450	Carolina Guia	√	-303.29	-2,233,544.93
Bill Pmt -Check	07/19/2023	13454	The SoCo Group Inc.	√	-172.17	-2,233,717.10
Bill Pmt -Check	07/20/2023	13455	Morgan Graves	√	-2,250.51	-2,235,967.61
General Journal	07/20/2023	JE 6592		√	-65.21	-2,236,032.82
General Journal	07/21/2023	JE 6594		√	-102.31	-2,236,135.13
General Journal	07/21/2023	JE 6595		√	-69.57	-2,236,204.70
General Journal	07/24/2023	JE 6597		√	-58.73	-2,236,263.43
Bill Pmt -Check	07/25/2023	13458	JMB Sanitation	√	-219.55	-2,236,482.98
Bill Pmt -Check	07/25/2023	13460	Stan Hill	√	-108.92	-2,236,591.90
General Journal	07/26/2023	JE 1032		√	-45.30	-2,236,637.20
Bill Pmt -Check	07/28/2023	13463	Pauley Equipment Co.	√	-2,478.25	-2,239,115.45
General Journal	07/31/2023	JE 1035		√	-37.53	-2,239,152.98
Total Checks and Payments					-2,239,152.98	-2,239,152.98
Deposits and Credits - 59 items						
Deposit	06/23/2023			√	1,552.50	1,552.50
General Journal	06/23/2023	JE 1003		√	9,491.00	11,043.50
Deposit	06/30/2023			√	4.00	11,047.50
General Journal	06/30/2023	JE 1017		√	390.00	11,437.50
General Journal	07/01/2023	JE 1016		√	970,000.00	981,437.50
Deposit	07/03/2023			√	50.00	981,487.50
Deposit	07/03/2023			√	931.00	982,418.50
Bill Pmt -Check	07/05/2023	13398	Petty Cash	√	0.00	982,418.50

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 7/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	07/07/2023			√	145.70	982,564.20
Deposit	07/07/2023			√	620.00	983,184.20
Bill Pmt -Check	07/10/2023	13407	California American Water	√	0.00	983,184.20
Bill Pmt -Check	07/10/2023	13416	Palomar Land and Cattle	√	0.00	983,184.20
Bill Pmt -Check	07/10/2023		Jaime Garcia	√	0.00	983,184.20
General Journal	07/10/2023	JE 1008		√	10.00	983,194.20
Deposit	07/10/2023			√	82.30	983,276.50
General Journal	07/10/2023	JE 6571		√	125.04	983,401.54
General Journal	07/10/2023	JE 1011		√	298.17	983,699.71
Deposit	07/10/2023			√	382.00	984,081.71
Deposit	07/11/2023			√	860.00	984,941.71
Deposit	07/12/2023			√	660.00	985,601.71
Deposit	07/12/2023			√	4,648.00	990,249.71
General Journal	07/12/2023	JE 6572		√	300,000.00	1,290,249.71
General Journal	07/14/2023	CR 1005		√	75.00	1,290,324.71
Deposit	07/14/2023			√	1,960.00	1,292,284.71
Deposit	07/14/2023			√	2,200.00	1,294,484.71
Deposit	07/14/2023			√	2,295.00	1,296,779.71
Deposit	07/14/2023			√	2,585.00	1,299,364.71
General Journal	07/15/2023	JE 6587		√	30.00	1,299,394.71
Deposit	07/17/2023			√	461.50	1,299,856.21
General Journal	07/18/2023	JE 6590		√	296.36	1,300,152.57
Deposit	07/19/2023			√	540.00	1,300,692.57
General Journal	07/20/2023	JE 6599		√	19.38	1,300,711.95
General Journal	07/20/2023	JE 6593		√	100.00	1,300,811.95
Deposit	07/20/2023			√	550.00	1,301,361.95
Deposit	07/20/2023			√	3,025.00	1,304,386.95
Deposit	07/21/2023			√	1,538.00	1,305,924.95
Deposit	07/21/2023			√	2,221.00	1,308,145.95
Deposit	07/21/2023			√	2,310.00	1,310,455.95
Deposit	07/21/2023			√	2,375.00	1,312,830.95
Deposit	07/21/2023			√	3,125.00	1,315,955.95
Deposit	07/21/2023			√	33,825.48	1,349,781.43
General Journal	07/24/2023	JE 6600		√	22.70	1,349,804.13
General Journal	07/24/2023	JE 6600		√	131.61	1,349,935.74
Deposit	07/24/2023			√	330.00	1,350,265.74
General Journal	07/24/2023	JE 6596		√	450.00	1,350,715.74
Deposit	07/24/2023			√	652.20	1,351,367.94
Deposit	07/24/2023			√	930.00	1,352,297.94
General Journal	07/24/2023	JE 1030		√	2,791.07	1,355,089.01
General Journal	07/24/2023	JE 6601		√	100,000.00	1,455,089.01
General Journal	07/26/2023	JE 1029		√	36.91	1,455,125.92
Deposit	07/26/2023			√	2,104.00	1,457,229.92
Deposit	07/27/2023			√	1,726.00	1,458,955.92
General Journal	07/28/2023	CR 1028		√	145.00	1,459,100.92
General Journal	07/28/2023	CR 1028		√	465.00	1,459,565.92
Deposit	07/28/2023			√	1,724.00	1,461,289.92
Deposit	07/28/2023			√	2,110.00	1,463,399.92
Deposit	07/28/2023			√	2,585.00	1,465,984.92
Deposit	07/31/2023			√	275.00	1,466,259.92
Deposit	07/31/2023			√	2,255.00	1,468,514.92
Total Deposits and Credits					<u>1,468,514.92</u>	<u>1,468,514.92</u>
Total Cleared Transactions					<u>-770,638.06</u>	<u>-770,638.06</u>
Cleared Balance					-770,638.06	180,298.10
Uncleared Transactions						
Checks and Payments - 39 items						
Bill Pmt -Check	03/13/2023	12925	Palomar Land and Cattle		-2,327.50	-2,327.50
Check	04/24/2023	13090	Jill Lord		-100.00	-2,427.50
Check	04/24/2023	13091	Jill Lord		-50.00	-2,477.50
Bill Pmt -Check	05/01/2023	13118	Kim Hanson AP		-50.00	-2,527.50
Bill Pmt -Check	05/25/2023	13204	Morgan Nelson		-1,000.00	-3,527.50
Bill Pmt -Check	06/01/2023	13239	Heather Marlow		-50.00	-3,577.50
Invoice	06/09/2023	3076	Leslie Nelson		-3.00	-3,580.50
Bill Pmt -Check	06/14/2023	13312	Paul Maschka		-439.16	-4,019.66
Bill Pmt -Check	06/16/2023	13324	Eric Neubauer		-175.00	-4,194.66
Bill Pmt -Check	06/30/2023	13352	U.S. Bancorp Service Center, Inc		-1,610.11	-5,804.77
Bill Pmt -Check	06/30/2023	13363	Ann Baldrige		-60.27	-5,865.04
Bill Pmt -Check	07/03/2023	13373	Erik Rodriguez		-50.00	-5,915.04
Bill Pmt -Check	07/03/2023	13371	Daniela Mejia		-50.00	-5,965.04
Bill Pmt -Check	07/03/2023	13378	Kim Hanson AP		-50.00	-6,015.04
Bill Pmt -Check	07/03/2023	13379	Morgan Graves		-50.00	-6,065.04
Bill Pmt -Check	07/03/2023	13365	Ann Baldrige		-50.00	-6,115.04
Bill Pmt -Check	07/05/2023	13391	Pacific Building Maintenance		-559.65	-6,674.69
Bill Pmt -Check	07/05/2023	13405	Elfin Forest Harmony Grove FSC		-100.00	-6,774.69

RCD of Greater San Diego County
 Reconciliation Detail
 US Bank-General Checking, Period Ending 7/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/06/2023	13406	Josh Zinn		-75.00	-6,849.69
Bill Pmt -Check	07/12/2023	13423	Pauley Equipment Co.		-37,775.53	-44,625.22
Bill Pmt -Check	07/17/2023	13427	Alison Trujillo Translations		-455.00	-45,080.22
Bill Pmt -Check	07/18/2023	13443	A & L Laboratories		-48.00	-45,128.22
Bill Pmt -Check	07/19/2023	13448	A & L Laboratories		-48.00	-45,176.22
Bill Pmt -Check	07/25/2023	13456	Black Fox Timber Management		-3,875.00	-49,051.22
Bill Pmt -Check	07/25/2023	13459	Pope Tree Service		-1,500.00	-50,551.22
Bill Pmt -Check	07/25/2023	13461	Verizon		-41.88	-50,593.10
Bill Pmt -Check	07/25/2023	13457	Chris Kelley		-22.70	-50,615.80
Check	07/26/2023	13462	Kimberly Larsen		-100.00	-50,715.80
Bill Pmt -Check	07/31/2023	13470	The Patriot Group		-19,350.00	-70,065.80
Bill Pmt -Check	07/31/2023	13469	Pope Tree Service		-3,000.00	-73,065.80
Bill Pmt -Check	07/31/2023	13465	Academy Backflow Service, Inc		-1,555.41	-74,621.21
Bill Pmt -Check	07/31/2023	13467	Classic Landscape & Horticulture		-1,025.00	-75,646.21
Bill Pmt -Check	07/31/2023	13471	The Print Button		-318.26	-75,964.47
Check	07/31/2023	PAYPAL	Rebecca Keane		-261.00	-76,225.47
General Journal	07/31/2023	JE 4945			-199.38	-76,424.85
Bill Pmt -Check	07/31/2023	13468	EDCO Disposal Corporation		-114.02	-76,538.87
Bill Pmt -Check	07/31/2023	13466	Austin R Harris		-60.00	-76,598.87
General Journal	07/31/2023	JE 4945			-41.28	-76,640.15
General Journal	07/31/2023	JE 4946			-15.86	-76,656.01
Total Checks and Payments					-76,656.01	-76,656.01
Deposits and Credits - 11 items						
General Journal	07/31/2023	JE 4946			49.50	49.50
General Journal	07/31/2023	JE 4944			120.00	169.50
Deposit	07/31/2023				980.00	1,149.50
Deposit	07/31/2023				1,902.50	3,052.00
Deposit	07/31/2023				1,930.14	4,982.14
Deposit	07/31/2023				2,116.00	7,098.14
Deposit	07/31/2023				2,420.00	9,518.14
Deposit	07/31/2023				2,668.47	12,186.61
Deposit	07/31/2023				5,317.82	17,504.43
Deposit	07/31/2023				8,236.25	25,740.68
Deposit	07/31/2023				9,616.00	35,356.68
Total Deposits and Credits					35,356.68	35,356.68



Resource Conservation District of Greater San Diego County
11769 Waterhill Rd., Lakeside, CA 92040

Phone: (619) 562-0096 🌟 Fax: (619) 562-4799

Website: www.rcdsandiego.org

Date: September 18, 2023

Agenda Item 6-1: Final Amendments to 2023-2024 Budget

Discussion / History:

The Budget Committee Approved the annual budget at the 5/10/2023 board meeting. Attached are the final amendments to the budget presented to the board for approval.

Revenue projection has increased due to new grants and a large increase in our projected investment income. Some adjustments were made to projected expenses primarily in General Liability Insurance, Facilities Repairs & Maintenance, Legal fees and Payroll. All adjustments were made in alignment with projected increases in revenue.

Financial Impact: Increase to projected net income for fiscal year 2023-2024 of \$6,561.

Staff Recommendation to Board: Staff recommends that the Board approves final amendment to budget.

Resource Conservation District of Greater San Diego County
Original Board Approved Budget Compared to Final Amended Budget
July 2023 through June 2024

	Jul '23 - Jun 24	FINAL AMENDED BUDGET
Ordinary Income/Expense		
Income		
40000 · Grant Income Restricted		
40042 · CDFA CUSP Economic Relief Grant	86,410.00	86,410.00
40043 · CDFA WETA	173,550.00	173,550.00
40044 · CDFA Planning Grant CAPGP-23-07	124,850.00	124,850.00
40045 · CDFA Climate Smart Ag TA	19,650.00	19,650.00
40046 · CDFA Farm to School Incubator	99,910.00	99,910.00
40050 · CARCD WCB	95,070.00	95,070.00
40053 · DOC RFFC Round IIA	915,805.00	915,805.00
40056 · CDFA PHP	123,275.00	123,275.00
40057 · Foodshed (account reserved)	10,000.00	10,000.00
40058 · Carbon Cycle Institute (account)	120,000.00	120,000.00
40060 · NRCS IERCD	15,000.00	15,000.00
40064 · NRCS Scaling Up Climate Resilient Planning	0.00	75,000.00
40070 · CEG - Community Enhancement	9,491.00	9,491.00
40080 · SDRC Fuels	673,880.00	673,880.00
40090 · IRWMP Proposition 84	505,575.00	505,575.00
40115 · SD Foundation Community Food	185,000.00	185,000.00
40116 · WCB Wildlife Cons Board Otay Pl	580,000.00	580,000.00
40120 · Port	16,000.00	16,000.00
40122 · CalFire Forest Health Grant	2,558,570.00	2,558,570.00
40123 · CalFire CARCD Incr Pace & Scale	166,628.00	166,628.00
40124 · CalFire Forest Health Round II	1,200,000.00	1,200,000.00
40130 · NACD Urban Agriculture Conserv	34,595.00	34,595.00
40140 · SDG&E Pollinators	2,083.00	2,083.00
40145 · SDG&E DSAP	20,000.00	20,000.00
40146 · SDG&E Fuels MOU	1,100,000.00	1,100,000.00
40192 · CSA Community Supported Ag	20,592.00	20,592.00
40193 · F2F Farm to Families	4,000.00	0.00
40198 · SD Foundation Community Food Grant	66,664.00	66,664.00
42005 · BLM Hermes Butterfly/Zoo (accou	213,667.00	213,667.00
42007 · USFWS Pollinators on Working La	4,095.00	4,095.00
42020 · CA FSC DSAP	0.00	250,000.00
42022 · CalFire County Coordinator	175,000.00	175,000.00
Total 40000 · Grant Income Restricted	9,319,360.00	9,640,360.00
45000 · Income Unrestricted WWF/Gardens		
45001 · Wild Willow Classes & Workshops	60,000.00	60,000.00
45002 · Wild Willow Field Trips & Tours	30,000.00	30,000.00
45003 · Wild Willow Food Sales CSA	80,000.00	54,500.00
45004 · Wild Willow Wholesale Food Sls	3,500.00	29,000.00
45005 · Wild Willow Farm Stand Sales	5,000.00	5,000.00
45006 · Wild Willow Venue Rental	7,500.00	7,500.00
45007 · Wild Willow Farm Donations	10,000.00	10,000.00
45190 · TRV Community Garden	80,000.00	80,000.00
45191 · Sweetwater Community Garden	60,000.00	60,000.00
Total 45000 · Income Unrestricted WWF/Gardens	336,000.00	336,000.00
45500 · Unrestricted Income Other		
45010 · Rent - San Diego River Conserva	35,150.00	35,150.00
45020 · Donations, Awards & Scholarship	12,000.00	12,000.00
45030 · Rebates & Refunds	300.00	300.00
45040 · LAIF and CLASS Investment Interest	16,500.00	68,000.00
45080 · US Bank Interest	50.00	50.00
45090 · Tax Assessments	410,000.00	410,000.00
45095 · Redevelopment Revenue City Tax	12,000.00	12,000.00
45100 · Miscellaneous Income	25,000.00	25,000.00
45200 · Fee for Service	1,200.00	1,200.00
Total 45500 · Unrestricted Income Other	512,200.00	563,700.00
Total Income	10,167,560.00	10,540,060.00
Gross Profit	10,167,560.00	10,540,060.00

Resource Conservation District of Greater San Diego County
Original Board Approved Budget Compared to Final Amended Budget
July 2023 through June 2024

	Jul '23 - Jun 24	FINAL AMENDED BUDGET
Expense		
50000 · Grant Expenses Restricted		
50042 · CDFA CUSP Economic Relief Grant	72,010.00	72,010.00
50043 · CDFA WETA	145,000.00	145,000.00
50044 · CDFA Planning Grant CAPGP-23-07	96,050.00	96,050.00
50045 · CDFA Climate Smart Ag TA	16,080.00	16,080.00
50046 · CDFA Farm to School Incubator	83,265.00	83,265.00
50050 · CARCD WCB	86,525.00	86,525.00
50053 · DOC RFFC Round IIA	810,410.00	810,410.00
50056 · CDFA PHP	118,873.00	118,873.00
50057 · Foodshed (account reserved)	8,334.00	8,334.00
50058 · Carbon Cycle Institute (account)	100,000.00	100,000.00
50060 · NRCS IERCD	12,500.00	12,500.00
50064 · NRCS Scaling Up Climate Resilient Planning		66,964.00
50070 · CEG - Community Enhancement	7,900.00	7,900.00
50080 · SDRC Fuels	612,530.00	612,530.00
50090 · IRWMP Proposition 84	481,490.00	481,490.00
50115 · SD Foundation Community Food	154,167.00	154,167.00
50116 · WCB Wildlife Conservation Board	483,333.00	483,333.00
50120 · Port	14,550.00	14,550.00
50122 · CalFire Forest Health	2,342,400.00	2,342,400.00
50123 · CalFire CARCD Incr Pace & Scale	159,795.00	159,795.00
50124 · CalFire Forest Health Round II	1,000,000.00	1,000,000.00
50130 · NACD Urban Agriculture Conserva	28,826.00	28,826.00
50140 · SDG&E Pollinators	1,825.00	1,825.00
50145 · SDG&E DSAP	16,667.00	16,667.00
50146 · SDG&E Fuels MOU Expense	910,000.00	910,000.00
50192 · CSA Community Supported Ag	17,160.00	17,160.00
50193 · F2F Farm to Families	3,333.00	3,333.00
50198 · SD Foundation Community Food Grant	57,971.00	57,971.00
52005 · BLM Hermes Butterfly/Zoo (accou	194,242.00	194,242.00
52007 · USFWS Pollinators on Working La	3,412.00	3,412.00
52020 · CAFSC DSAP	0.00	208,333.00
52022 · CalFire County Coordinator	156,250.00	156,250.00
Total 50000 · Grant Expenses Restricted	8,194,898.00	8,470,195.00
53000 · Expenses Unrestricted		
53005 · Advertising	5,000.00	5,000.00
53035 · Processing Fees	7,500.00	8,500.00
53040 · Bank Fees	500.00	500.00
53050 · Depreciation	58,000.00	58,000.00
53060 · Donations, Awards & Scholarship	15,000.00	15,000.00
53070 · Dues & Memberships	10,000.00	10,000.00
53075 · Subscriptions	250.00	250.00
53080 · Equipment Leases	4,000.00	4,000.00
53100 · Automobile		
53110 · Fuel	2,000.00	2,000.00
53120 · Repairs & Maintenance	5,000.00	5,000.00
Total 53100 · Automobile	7,000.00	7,000.00
53200 · Unrestricted Exp WWF & Gardens		
53201 · Wild Willow Farm Rent	20,000.00	20,000.00
53202 · Wild Willow Farm Payroll	160,000.00	180,000.00
53203 · Wild Willow Office Supplies	600.00	600.00
53204 · Wild Willow Utilities Gas & Elec	5,000.00	5,000.00
53205 · Wild Willow Telephone	3,500.00	3,500.00
53206 · Wild Willow Trash	500.00	500.00
53207 · Wild Willow Propane	900.00	900.00
53208 · Wild Willow Processing Fees	1,600.00	1,600.00
53209 · WWF Seeds Soil Compost	4,600.00	4,600.00
53210 · WWF Harvest Supplies	3,500.00	3,500.00
53211 · WWF Irrigation & Fencing	5,000.00	5,000.00
53212 · WWF Teaching and Class Supplies	4,000.00	4,000.00
53213 · WWF Animal Feed & Care	4,000.00	4,000.00
53214 · WWF Tools & Equipment	5,000.00	5,000.00
53215 · WWF Other Misc Exp	2,000.00	2,000.00
53216 · WWF Pest Control	50.00	50.00
53290 · TRV Garden	66,670.00	66,670.00
53291 · Sweetwater Community Garden	50,000.00	50,000.00
Total 53200 · Unrestricted Exp WWF & Gardens	336,920.00	356,920.00

Resource Conservation District of Greater San Diego County
Original Board Approved Budget Compared to Final Amended Budget
July 2023 through June 2024

	Jul '23 - Jun 24	FINAL AMENDED BUDGET
53900 · Insurance		
53910 · Auto & General Liability	46,226.00	55,000.00
53920 · In Lieu of Health Insurance	186,000.00	186,000.00
53930 · Workers Compensation	34,880.00	34,880.00
Total 53900 · Insurance	267,106.00	275,880.00
54000 · Outside Services		
54010 · Facility Maintenance & Repairs	30,000.00	45,000.00
54020 · Janitorial	8,500.00	8,500.00
54030 · Landscaping	22,500.00	25,000.00
54040 · Payroll Processing Fees	6,000.00	6,000.00
54050 · Pest Control	20.00	20.00
54060 · Website & Computer Maintenance	42,000.00	42,000.00
Total 54000 · Outside Services	109,020.00	126,520.00
54070 · Permits & Fees	450.00	450.00
54080 · Postage	700.00	700.00
54090 · Printing	1,500.00	1,500.00
55000 · Professional Services		
55010 · Accounting Fees	15,000.00	15,000.00
55020 · Legal Fees	28,500.00	35,500.00
55030 · Professional Services - Other	15,000.00	15,000.00
Total 55000 · Professional Services	58,500.00	65,500.00
57000 · Supplies		
57100 · Conservation Garden & Education	6,000.00	6,000.00
57150 · Discretionary Projects	132,000.00	132,000.00
57200 · Office Supplies	10,500.00	10,500.00
57250 · Team Building and Incentives	500.00	500.00
57255 · Staff Uniforms & Merchandising	5,000.00	5,000.00
57300 · Office General	10,000.00	10,000.00
Total 57000 · Supplies	164,000.00	164,000.00
59000 · Utilities		
59100 · Gas & Electric	22,500.00	22,500.00
59200 · Sewer	1,500.00	3,500.00
59300 · Trash	8,500.00	8,500.00
59400 · Water	9,000.00	9,000.00
59500 · Telephones	30,000.00	30,000.00
Total 59000 · Utilities	71,500.00	73,500.00
65000 · Travel and Meetings		
65310 · Training	10,000.00	10,000.00
65320 · Travel Trans, Flights, Mileage	12,500.00	12,500.00
65325 · Hotel Lodging	7,500.00	15,000.00
65330 · Travel Meals	5,500.00	5,500.00
Total 65000 · Travel and Meetings	35,500.00	43,000.00
66000 · Payroll Expenses		
66100 · Gross Payroll	410,000.00	434,000.00
66200 · In Lieu of Social Sec10.5%	43,050.00	45,570.00
66300 · Medicare 1.45%	5,945.00	6,293.00
66400 · FUTA, SDI, ETT, SUI	12,500.00	12,500.00
Total 66000 · Payroll Expenses	471,495.00	498,363.00
Total 53000 · Expenses Unrestricted	1,623,941.00	1,714,583.00
Total Expense	9,818,839.00	10,184,778.00
Net Ordinary Income	348,721.00	355,282.00
Net Income	348,721.00	355,282.00



Resource Conservation District of Greater San Diego County
11769 Waterhill Rd., Lakeside, CA 92040

Phone: (619) 562-0096 ✨ Fax: (619) 562-4799

Website: www.rcdsandiego.org

Date: September 18, 2023

Agenda Item 6-2: Speak-off judging panel

Discussion / History:

RCDGSDC is hosting a regional Speak-off competition for San Diego County high school students within our district. Participants will submit a recorded speech on this year's topic, focused on groundwater and what RCDs can do to help. These videos will be assessed, and a 1st, 2nd, and 3rd place winner will be selected. Each will receive a small cash prize, and the 1st place winner will participate in the state-wide competition during the CARCD annual conference.

Staff would like to invite up to two Board members to participate in the assessment panel. The judging will take place in mid-October.

Financial Impact: No cost associated with judging the submissions; through discretionary funds, the RCD will pay the regional cash prizes, as well as travel and accomodation for the 1st place contestant to attend the state competition.

Staff Recommendation to Board: Staff recommends that the Board assigns members to participate in judging Speak Off submissions, if it is of interest.



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Date: September 18, 2023

Agenda Item 6-3: County Water Authority Agricultural Water Management Program

Discussion / History:

Mission RCD holds a contract with the San Diego County Water Authority to operate the Agriculture Water Management Program. Under this program, irrigation audits and rebates are offered to San Diego commercial producers farming on one acre or more. Up until this year, Mission has offered this service to growers across the county. The contract is now being amended to include Upper San Luis Rey and Greater San Diego as subcontractors and is being extended from the initial period of June 2020 – June 2023 through to June 2025.

If approved, this contract and scope of work will be added to the Master MOU.

The contract amendment and the original contract are both included in this packet.

Financial Impact: Funds from this contract will cover RCD staff to perform irrigation audits, complementing the audits we offer through our WETA program.

Staff Recommendation to Board: Staff recommends that the Board authorizes RCGSDC to participate in this program as a subcontractor, and approves the addition of this contract to the Master MOU.

Contract Amendment No. 1

The contract between Mission Resource Conservation District, a non-enterprise special district of the State of California (Contractor) and the San Diego County Water Authority, a county water authority (Water Authority) for the Agriculture Water Management Program, which was executed by the parties on June 4, 2020 is amended as follows:

1. The term of the contract is extended for two years, and the termination date is changed from June 30, 2023, to June 30, 2025. Section 4(a) is amended to reflect this change.

2. Section 2, Scope of Services, is amended to add the following:

Contractor shall coordinate and supervise work and services performed outside its service area under this contract with subcontractors Greater San Diego Resource Conservation District and the Upper San Luis Rey Resource Conservation District, who shall perform such work and services as described in the Memorandum of Understanding (MOU) provided in Attachment C-1. Contractor agrees that Water Authority has no obligation to make payments to Greater San Diego Resource Conservation District and the Upper San Luis Rey Resource Conservation District under this contract and that any payments due to such entities will be made by Contractor pursuant to the MOU.

3. Attachment B, Payment and Fee Schedule, is amended as provided in Attachment B-1.

4. All other terms, covenants, and conditions in the original contract as amended shall remain in full force and effect and shall be applicable to this amendment.

The individuals executing this amendment to the contract represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this Contract Amendment No. 1 on the following date.

DATED: September 8, 2023

San Diego County Water Authority

Mission Resource Conservation District

By Jeff Stephenson
Jeff Stephenson
Acting Director of Water Resources

By Scott A. Murray
Scott Murray
Board President

Approved as to form:

By Michael J. McDonnell
Michael J. McDonnell
Assistant General Counsel

ATTACHMENT B-1**PAYMENT AND FEE SCHEDULE**

The Payment and Fee Schedule is amended to add Task 1.0 Program Administration to the Services table, and to revise the hourly rates for Task 10.0 As-Needed Services, as follows:

Services*		
Task 1.0 Program Administration	Not-to- Exceed	\$12,000
Task 2.0 Audits with four or more acres	Per Audit	\$1,200.00
Task 3.0 Audits with a minimum of one acre and less than four acres	Per Audit	\$600.00
Task 4.0 Administration and Pass-Through Funding for Continuation of EC Mapping/Soil Moisture Sensor System Program	Not-to-Exceed	\$190,000**
Task 5.0 Administration and Pass-Through Funding for Agricultural Irrigation Efficiency Program	Not-to-Exceed	\$310,000**
Task 8.0 Continuing auditor training (includes travel/per diem)	Per Person	\$1,000.00
Task 9.0 (a) Prepare an Annual Report on the Water Authority's Ag Program	Not-to-Exceed	\$1,200.00
*Fees for Tasks 6.0, 7.0, and 9.0 (b) and (c) are included in the services fees listed above.		
**The not-to-exceed amounts for Contractor's costs for Tasks 4.0 and 5.0 include the estimated amount of administration and pass-through funding expected to be distributed during the contract term. Should the administration and pass-through funding be greater than anticipated, the contract fee schedule shall be revised via contract amendment.		

Task 10.0. As-Needed Services

Staff	Hourly Rate
Program Manager	\$75.60
Senior Irrigation Auditor	\$75.60
Irrigation Technician	\$48.50
Bookkeeper	\$50.00
Administrative Assistant	\$46.70

REIMBURSEMENTS

Subcontractor invoices are required to be submitted with invoices as back-up documentation for payment.

PROFESSIONAL SERVICES CONTRACT

1. PARTIES:

The parties to this contract are the San Diego County Water Authority, a county water authority, (the Water Authority) and Mission Resource Conservation District, a non-enterprise special district of the State of California (Contractor).

2. SCOPE OF SERVICES:

The services to be provided by Contractor are described in Attachment A.

3. PAYMENT:

- (a) Payment for services. The Water Authority shall pay for services performed in accordance with this contract according to the payment and fee schedule contained in Attachment B.
- (b) Reimbursement of expenses. The payment for services includes payment for all costs and expenses that may be incurred by Contractor in the performance of services, with the exception of the material cost for brochures which shall be reimbursed as provided in Attachment B.
- (c) Maximum payment. The maximum payment under this contract for services and, if authorized, reimbursement of expenses, shall not exceed \$750,000.
- (d) Invoices. All invoices for services will be submitted on a monthly basis to the Contract Manager. The Water Authority generally will process and pay bills within thirty (30) days from receipt. Each bill shall include an invoice showing the amount of services rendered during the billing period and the fee for such services. Payments are subject to a final audit upon completion of services or other termination of this contract.
- (e) Audit of Records. Contractor shall maintain complete and accurate records of all payrolls, expenditures, disbursements and other cost items charged to the Water Authority for establishing the basis of an invoice, for a minimum of four (4) years from the date of final payment to Contractor. All such records shall be clearly identifiable. Contractor shall allow Water Authority representative to inspect, examine, copy and audit such records during regular business hours upon 24 hours' notice.

4. TIME FOR PERFORMANCE:

- (a) Contractor will complete all services by June 30, 2023.
- (b) Extension of time for unforeseen circumstances. In the event that the Contractor is unable to meet the completion date or schedule of services, if any, due to circumstances beyond Contractor's reasonable control, such as war, riots, strikes, lockouts, work slow down or stoppage, except strikes, lockouts, or work slow down or stoppage of Contractor's employees or subcontractors, acts of God, such as floods or earthquakes, and electrical blackouts or brownouts, Contractor shall inform the Contract Manager of the additional time required to perform the

work and the Contract Manager may adjust the schedule.

5. COMPLIANCE WITH APPLICABLE LAWS AND STANDARD OF PERFORMANCE:

Contractor's services shall be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of Contractor's profession currently practicing under similar conditions. Contractor shall comply with all applicable federal, state, and local laws relating to this scope of work. Whenever the scope of work requires or permits approval by the Water Authority, it is understood to be approval solely for the purposes of conforming to the requirements of the scope of work and not acceptance of any professional or other responsibility for the work. Such approval does not relieve the Contractor of responsibility for complying with the standard of performance or laws, regulations, industry standards, or from liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of Contractor or its subcontractors. By delivery of completed work, Contractor certifies that the work conforms to the requirements of this contract and all applicable federal, state and local laws. If Contractor is retained to perform services requiring a license, certification, registration or other similar requirement under California law, Contractor shall maintain that license, certification, registration or other similar requirement throughout the term of this Contract.

6. INDEPENDENT CONTRACTOR:

Contractor is an independent contractor. Neither Contractor nor any of Contractor's officers, employees, agents or subcontractors, if any, is an employee of the Water Authority by virtue of this contract or performance of any work under this contract. Contractor retains the right to pay and supervise its employees and subcontractors as it sees fit. The Water Authority has no right to supervise Contractor's employees or subcontractors, and if any issues arise with Contractor's employees or subcontractors as to their performance, the Water Authority shall contact the Contractor directly so that Contractor may address any issues. If for any reason Contractor, or any of Contractor's officers, employees, agents or subcontractors, believes that any actions of the Water Authority are inconsistent with Contractor's role as an independent contractor they shall provide written notice to the Water Authority of such action(s) within 30 days of their occurrence or they are waived to the extent permitted by law. If such written notice is not timely provided and then any claims are later made against the Water Authority related to such action(s), Contractor agrees that such claims qualify under Section 18 below as being subject to defense and indemnity by Contractor for the benefit of the Water Authority. Contractor agrees that any employee or subcontractor whom Contractor engages to do work under the scope of this contract shall be made aware of this contract and shall agree in writing to abide by the provisions of this section.

7. ASSIGNMENT:

Contractor shall not assign or transfer voluntarily or involuntarily any of its rights, duties, or obligations under this contract without the express written consent of the Water Authority in each instance.

8. SUBCONTRACTORS AND CONTRACTOR EMPLOYEES:

Contractor will perform the work personally or through Contractor’s employees. Contractor may subcontract work only upon prior approval of the Water Authority and in compliance with provisions of the Water Authority’s Small Contractor Outreach and Opportunities Program, if the Water Authority determines that the program provisions are applicable. Contractor is responsible to the Water Authority for the acts and omissions of Contractor's employees, its subcontractors, and of the subcontractor’s employees in performance of this contract. Nothing contained in this contract shall create any contractual relationship between any employee or subcontractor of Contractor and the Water Authority.

9. CONTRACTOR’S EMPLOYEES:

(a) Immigration Reform and Control Act of 1986. Contractor is aware of the requirements of the Immigration Reform and Control Act of 1986 and shall comply with those requirements, including, but not limited to, verifying the eligibility for employment of all of Contractor’s agents, employees, subcontractors and Contractors that are included in this contract.

(b) Limitation of Water Authority Liability. The payment made to Contractor pursuant to this contract shall be the full and complete compensation to which Contractor and Contractor’s officers, employees, agents and subcontractors are entitled for performance of any work under this contract. Neither Contractor nor Contractor’s officers or employees are entitled to any salary or wages, or retirement, health, leave or other fringe benefits applicable to employees of the Water Authority. The Water Authority will not make any federal or state tax withholdings on behalf of Contractor. The Water Authority shall not be required to pay any workers' compensation insurance on behalf of Contractor.

(c) Indemnification for Employee Payments. To the extent permitted by law, Contractor agrees to defend and indemnify the Water Authority for any obligation, claim, suit or demand for tax, retirement contribution including any contribution to the California Public Employees Retirement System (CalPERS), social security, salary or wages, overtime payment, or workers' compensation payment which the Water Authority may be required to make on behalf of Contractor or any employee of Contractor, or any employee of Contractor construed to be an employee of the Water Authority, for work done under this contract. This is a continuing obligation that survives the termination of this contract.

10. FAIR EMPLOYMENT PRACTICES:

(a) Administrative Code Provisions. Contractor acknowledges and agrees to abide by the following provision of the Water Authority Administrative Code Section 2.24.010 that states:

“(a) It is the policy of the Authority to protect and safeguard the right and opportunity of all persons to seek, obtain, and hold employment without discrimination or abridgment on account of race, color, ethnicity, national origin, ancestry, religion, creed, veteran status, physical disability, mental disability, medical condition, marital status, sex, sexual orientation, age, gender, gender identity, gender expression or other status protected from workplace discrimination by state or federal law. Authority officers, employees and Contractors shall not knowingly deny an Authority opportunity or benefit, discriminate against or harass, any Authority employee, applicant for employment,

contractor, vendor, or recipient of Authority services on account of the person's race, color, ethnicity, national origin, ancestry, religion, creed, veteran status, physical disability, mental disability, medical condition, marital status, sex, sexual orientation, age, gender, gender identity, gender expression or other status protected from workplace discrimination by state or federal law. Authority officers, employees and Contractors shall not knowingly give preferential treatment to any applicant for employment, bidder, contractor, vendor, or recipient of Authority services on the basis of race, color, ethnicity, national origin, ancestry, religion, creed, physical disability, mental disability, medical condition, marital status, sex, or sexual orientation.

“(b) This section shall be interpreted in a manner that is consistent with the California and United States Constitutions and applicable state and federal statutes governing workplace discrimination. The terms used in this section shall have the same meaning as defined in state statutes governing the same subject matter.

“(c) Nothing in this section shall be interpreted as prohibiting bona fide occupational qualifications consistent with applicable state and federal law and reasonably necessary to the normal operation of Authority employment or contracting. Nothing in this section shall be interpreted as prohibiting regulations and policies to prevent nepotism or conflicts of interest.

“(d) Nothing in this section shall be interpreted as prohibiting action taken to establish or maintain eligibility for any federal program, where ineligibility would result in a loss of federal funds to the Authority.”

(b) Civil Rights Act. Contractor agrees to comply with Title VII of the Civil Rights Act of 1964, as amended, the California Fair Employment Practices Act, the Americans with Disabilities Act of 1990, any other applicable federal and state laws and regulations hereinafter enacted, and the Water Authority's Small Contractor Outreach and Opportunities Program.

(c) Water Authority Discrimination/Harassment Policy. Contractor and its officers, employees, agents and subcontractors shall comply with the Water Authority's Discrimination/Harassment Prohibition Policy in performance of this contract.

(d) Indemnification. To the fullest extent permitted by law and without limitation by the provisions of Section 19 relating to insurance, the Contractor shall also indemnify, defend and hold harmless the Water Authority, and its directors, officers, employees and agents from and against all liability (including without limitation all claims, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys' fees, court costs, and costs of alternative dispute resolution) resulting from any claim of discrimination or harassment, including but not limited to sexual harassment, arising from the conduct of the Contractor or any of the Contractor's officers, employees, agents, licensees, or subcontractors. In the event of a discrimination or harassment complaint against any employee, agent, licensee or subcontractor of the Contractor or its subcontractors, the Contractor shall take immediate and appropriate action in response to such complaint, including, but not limited to termination or appropriate discipline of any responsible employee, agent, licensee or subcontractor. The provisions of this Section survive completion of the services or termination of the contract.

11. CONDUCT AND BEHAVIOR AT WATER AUTHORITY PROPERTY:

If Contractor and Contractor's officers, employees, agents and subcontractors are on Water Authority property they shall comply with the Water Authority's Substance-free Work Place Policy, Information and Communications Systems Policy, and other rules and regulations governing work place safety, conduct, and behavior, for any portion of the work performed on the premises of the Water Authority or using Water Authority facilities or equipment.

12. OWNERSHIP OF WORK PRODUCT:

Upon delivery, the work product, including without limitation, all original reports, writings, recordings, drawings, files, and detailed calculations developed under this contract are the property of the Water Authority. Contractor agrees that all copyrights which arise from creation of the work pursuant to this contract shall be vested in the Water Authority and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the Water Authority. Water Authority acknowledges that its use of the work product is limited to the purposes contemplated by the scope of work and that the Contractor makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by the scope of work.

13. FORMAT OF DOCUMENTS:

Documents submitted to the Water Authority in electronic format shall be formatted according to specifications provided by the Water Authority, or if not otherwise specified, in Microsoft Word, Excel, PowerPoint or other Microsoft Office format as appropriate for the particular work product or, if directed by the Contract Manager, in Adobe Acrobat pdf format.

14. CHANGES IN WORK:

No payment for changed or additional work shall be made unless the changed or additional work has first been approved in writing by the Contract Manager and the parties have agreed upon the appropriate adjustment, if any, to the payment schedule and maximum payment amount for the changed or additional work. The Contract Manager may order changes or additions to the scope of work. Whether a change or addition to the scope of work is proposed by the Contractor or ordered by the Contract Manager, the parties shall in good faith negotiate an appropriate adjustment, if any, to the payment schedule and maximum payment for the changed or additional work. An approved change or addition, along with the payment adjustment, if any, will be effective upon an amendment to this contract executed by both parties. The amendment shall not render ineffective or invalidate unaffected portions of this contract. All changes in work that increase the amount of payment shall be subject to Section 4.04.040 of the Water Authority Administrative Code.

15. CONFIDENTIALITY:

(a) Confidential Nature of Information. Contractor shall treat all information obtained from the Water Authority in the performance of this contract as confidential and proprietary to the Water Authority. Contractor shall treat all records and work product prepared or maintained by Contractor in the performance of this contract as confidential. Contractor warrants that it has

systems in place to assure its compliance with applicable state and federal laws relating to the collection and management of personal and confidential information.

(b) Limitation on use and disclosure. Contractor agrees that it will not use any information obtained as a consequence of the performance of work for any purpose other than fulfillment of Contractor's scope of work. Contractor will not disclose any information prepared for the Water Authority, or obtained from the Water Authority or obtained as a consequence of the performance of work to any person other than the Water Authority, or its own employees, agents or subcontractors who have a need for the information for the performance of work under this contract unless such disclosure is specifically authorized in writing by the Water Authority.

(c) Security plan. Contractor shall prepare a security plan to assure that information obtained from the Water Authority or as a consequence of the performance of work is not used for any unauthorized purpose or disclosed to unauthorized persons. Contractor shall establish, implement, and maintain safeguards reasonably designed to ensure the security of personal and confidential information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of the information. Contractor shall provide to its employees, subcontractors, and any personnel working with Water Authority data, reasonable information security awareness training. Contractor shall immediately advise the Water Authority of any request for disclosure of information or of any actual or potential unauthorized disclosure of confidential or personal information. Contractor is responsible for taking reasonable responsive security and identity protection measures should an unauthorized disclosure occur at the sole cost to the Contractor.

(d) Survival. Contractor's obligations under this paragraph shall survive the termination of this contract.

16. PROHIBITED INTEREST:

No official or employee of the Water Authority who is authorized in such capacity on behalf of the Water Authority to negotiate, make, accept, or approve, or take part in negotiating, making, accepting, or approving this contract, shall become directly or indirectly interested in this contract or in any part thereof. No officer or employee of the Water Authority who is authorized in such capacity and on behalf of the Water Authority to exercise any executive, supervisory, or similar functions in connection with the performance of this contract shall become directly or indirectly interested personally in this contract or any part thereof.

17. CONFLICT OF INTEREST:

(a) Local Conflict of Interest Code Compliance. The Water Authority has determined, based on the scope of the services to be provided by Contractor under this contract, that this contract does not confer on Contractor or any of Contractor's employees the status of a "designated employee" or "Consultant" of the Water Authority for the purposes of the Water Authority's Local Conflict of Interest Code and the California Political Reform Act. This contract does not require or permit Contractor to make a governmental decision as specified in 2 Cal. Code of Regs. § 18700.3, subdiv. (a)(1), or serve in a staff capacity as specified in 2 Cal. Code of Regs. § 18700.3, subdiv. (a)(2).

(b) Disqualification. Contractor shall not make or participate in making or in any way

attempt to use Contractor's position to influence a governmental decision in which Contractor knows or has reason to know Contractor has a direct or indirect financial interest other than the compensation promised by this contract. Contractor will not have such interest during the term of this contract. Contractor will immediately advise the General Counsel of the Water Authority if Contractor learns of a financial interest of Contractor's during the term of this contract. If Contractor's participation in another Water Authority project would create an actual or potential conflict of interest, in the opinion of the Water Authority, the Water Authority may disqualify Contractor from participation in such other project during the term of this contract.

18. INDEMNIFICATION:

(a) To the fullest extent permitted by law, the Contractor shall (1) immediately defend, and (2) indemnify the Water Authority, and its directors, officers, and employees from and against all liabilities regardless of nature or type arising out of or resulting from Contractor's performance of services under this contract, or any negligent or wrongful act or omission of the Contractor or Contractor's officers, employees, agents, or subcontractors. Liabilities subject to the duties to defend and indemnify include, without limitation all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution. The Contractor's obligation to indemnify applies unless it is adjudicated that its liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, the Contractor's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

(b) The duty to defend is a separate and distinct obligation from the Contractor's duty to indemnify. The Contractor shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by the Water Authority, the Water Authority and its directors, officers, and employees, immediately upon tender to the Contractor of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination of comparative active negligence or willful misconduct by an indemnified party does not relieve the Contractor from its separate and distinct obligation to defend Water Authority. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if the Contractor asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the sole active negligence or sole willful misconduct of an indemnified party, Contractor may submit a claim to the Water Authority for reimbursement of reasonable attorneys' fees and defense costs.

(c) The review, acceptance or approval of the Contractor's work or work product by any indemnified party shall not affect, relieve or reduce the Contractor's indemnification or defense obligations. This Section survives completion of the services or the termination of this contract. The provisions of this Section are not limited by and do not affect the provisions of this contract relating to insurance.

19. INSURANCE:

(a) Requirement. Contractor shall procure and maintain during the period of performance of this contract, insurance from insurance companies authorized to do business in the State of California, as set forth in this section. These policies shall be primary insurance as to the Water Authority so that any other coverage held by the Water Authority shall not contribute to any loss under Contractor's insurance.

General liability: (with coverage at least as broad as ISO form CG 00 01 10 01) coverage in an amount not less than \$2,000,000 general aggregate and \$1,000,000 per occurrence for general liability, bodily injury, personal injury, and property damage.

Automobile liability: (with coverage at least as broad as ISO form CA 00 01 10 01, for "any auto") coverage in an amount not less than \$1,000,000 per accident for personal injury, including death, and property damage.

Workers' compensation and employer's liability: coverage shall comply with the laws of the State of California, but not less than an employer's liability limit of \$1,000,000.

A deductible or retention may be utilized, subject to approval by the Water Authority. All policies that include a self-insured retention shall include a provision that payments of defense costs and damages (for bodily injury, property damage, personal injury or any other coverages included in the policy) by any party including additional insureds or insurers, shall satisfy the self-insured retention limits.

(b) Endorsements. The insurance policies shall be endorsed as follows:

For the commercial general liability insurance, the Water Authority (including its directors, officers, employees, and agents) shall be named as additional insured, and the policy shall be endorsed with a form equivalent to ISO form CG 20 10 10 93, that contains the provisions required by this contract.

Contractor's insurance is primary to any other insurance available to the Water Authority with respect to any claim arising out of this Agreement. Any insurance maintained by the Water Authority shall be excess of the Contractor's insurance and shall not contribute with it. The Contractor's endorsement of insurance shall include a waiver of any rights of subrogation against the Water Authority, and its directors, officers, employees and agents.

Contractor's insurance will not be canceled, limited, amended, reduced in coverage amount, or allowed to expire without renewal until after thirty (30) days' written notice has been given to the Water Authority, or after ten (10) days' written notice in the case of cancellation for non-payment of premium.

(c) Qualifications of Insurer. The insurance shall be provided by an acceptable insurance provider, as determined by the Water Authority, which satisfies the following minimum requirements: An insurance carrier admitted to do business in California and maintaining an agent for process within the state. Such insurance carrier shall maintain a current A.M. Best rating classification of "A-" or better and a financial size of "\$10 million to \$24 million (Class V) or better," or a Lloyds of London program provided by syndicates of Lloyds of London and

other London insurance carriers, providing all participants are qualified to do business in California and the policy provides for an agent for process in the state. Workers' Compensation and Employer's Liability shall be provided by an A-V rated carrier or by the California State Compensation Fund. If provided by a carrier other than California State Compensation Fund, Contractor shall provide proof of the carrier's A-V rating to Water Authority.

(d) Provision of Insurance Prior to Commencement of Services. Before commencing any services, Contractor shall furnish certificates of insurance and endorsements affecting coverage on forms provided by Water Authority, or on equivalent ISO forms that contain provisions required by this contract.

20. ACCIDENT REPORTS:

Contractor shall immediately report (as soon as feasible, but not more than 24 hours) to the Water Authority any accident or other occurrence causing injury to persons or property during the performance of this contract. If required by the Water Authority's Risk Manager, the report shall be made in writing and shall include, at a minimum: (a) the names, addresses, and telephone numbers of the persons involved, (b) the names, addresses and telephone numbers of any known witnesses, (c) the date, time and description of the accident or other occurrence.

21. COVENANT AGAINST CONTINGENT FEES:

Contractor agrees that its firm has not employed or retained any company or person, other than a bona fide employee working for Contractor, to solicit or secure this contract, and that Contractor has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this contract. For breach or violation of this provision, the Water Authority shall have the right to terminate this contract without liability, or, in its discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fees, gift, or contingent fee.

22. TERMINATION OR ABANDONMENT:

(a) Water Authority's Rights. The Water Authority has the right to terminate or abandon any portion or all of the work by giving ten (10) days' written notice. Upon receipt of a notice of termination, Contractor shall perform no further work except as specified in the notice. Before the date of termination, Contractor shall deliver to Water Authority all work product, whether completed or not, as of the date of termination and not otherwise previously delivered. The Water Authority shall pay Contractor for services performed in accordance with this contract before the date of termination. If this contract provides for payment of a lump sum for all services or by task and termination occurs before completion of the work or any defined task which according to the performance schedule was commenced before the notice of termination, the fee for services performed shall be based on an amount mutually agreed to by the Water Authority and Contractor for the portion of work completed in conformance with this contract before the date of termination. In addition, the Water Authority will reimburse Contractor for authorized expenses incurred and not previously reimbursed. The Water Authority shall not be liable for any fees or costs associated for the termination or abandonment except for the fees, and reimbursement of authorized expenses, payable pursuant to this section.

(b) Contractor's Rights. Contractor, if Contractor is not in default or breach, may terminate Contractor's obligation to provide further services under this contract upon thirty (30) days' written notice only in the event of a material default by the Water Authority, which default has not been cured within thirty (30) days following the written notice.

23. SUCCESSORS OR ASSIGNS:

All terms, conditions, and provisions of this contract shall apply to and bind the respective heirs, executors, administrators, successors, and assigns of the parties. Nothing in this paragraph is intended to affect the limitation on assignment.

24. DAMAGE OR LOSS OF EQUIPMENT OR FACILITIES:

General Obligation. Contractor shall pay to the Water Authority the replacement cost of any equipment or repair cost of any facilities provided by the Water Authority for Contractor's use in performance of services that is lost or damaged by Contractor or Contractor's officers, employees, agents or subcontractors.

25. ELECTRONIC COMMUNICATIONS:

During the course of this contract, communications may occur through sending, receiving or exchanging electronic versions of documents and e-mails using commercially available computer software and Internet access. Contractor and the Water Authority acknowledge that the Internet is occasionally victimized by the creation and dissemination of so-called viruses, or similar destructive electronic programs. Contractor and the Water Authority view the issues raised by these viruses seriously and have invested in document and e-mail scanning software that identify and reject files containing known viruses. Contractor agrees to update its system with the software vendor's most current releases at regular intervals. Because of the virus scanning software, the respective computer systems of the parties may occasionally reject a communication. The parties acknowledge that this occurrence is to be expected as part of the ordinary course of business. Because the virus protection industry is generally one or two steps behind new viruses, neither party can guarantee that its respective communications and documents will be virus free. Occasionally, a virus will escape and go undetected as it is passed from system to system. Although each party will use all reasonable efforts to assure that its communications are virus free, neither party warrants that its documents will be virus free. Each party agrees to advise the other if it discovers a virus in its respective system that may have been communicated to the other party.

Contractor shall identify reasonably foreseeable internal and external risks to the privacy and security of personal information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of the information. Contractor shall regularly assess the sufficiency of any safeguards and information security awareness training in place to control reasonably foreseeable internal and external risks, and evaluate and adjust those safeguards in light of the assessment.

Contractor shall maintain its own e-mail system. Neither Contractor, its employees, its subcontractors, or subcontractor's employees shall be given a Water Authority e-mail address.

26. LAWS AND VENUE:

This contract and disputes arising out of or relating to the contract or the parties' relationship are governed by the laws of the State of California. Any action or proceeding arising out of or relating to the contract or the parties' relationship shall be brought in a state or federal court in the County of San Diego, State of California.

27. ADMINISTRATION:

(a) Contractor's principal place of business and agent for service of process. Contractor's principal place of business is 130 East Alvarado Street, Fallbrook, CA 92028. Contractor's agent for service of process is Lance Anderson.

(b) Water Authority's Representative. The Water Authority's representative for administration of this contract is Joni German, who is the designated Contract Manager. The Water Authority may change the Contract Manager at any time upon notice to the Contractor.

(c) Contractor's Representative. The Contractor's representative for administration of this contract is Lance Anderson, who is designated as the Project Manager. The Contractor may change the Project Manager upon written notice to and approval by the Contract Manager.

(d) Notices. Any notice or instrument required to be given or delivered by law or this contract shall be effective upon receipt thereof and shall be by personal service or delivered by depositing the same in any United States Post Office, registered or certified, postage prepaid, addressed to:

San Diego County Water Authority
4677 Overland Avenue
San Diego, CA 92123-1233
Attn: Joni German (Contract Manager)

Contractor:
Mission Resource Conservation District
130 East Alvarado Street
Fallbrook, CA 92028
Attn: Lance Anderson (Project Manager)

Either party may change the address or identity of the person for notices under this paragraph by written notice to the other delivered in accordance with this paragraph.

(e) Routine Administrative Communications. Routine administrative communication required to be in writing may be by personal delivery, mail, facsimile transmission or electronic mail as agreed between the Contractor and Contract Manager.

28. INTEGRATION AND MODIFICATION:

This contract represents the entire understanding of the Water Authority and Contractor as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This contract may not be modified, amended, or altered except in writing signed by the Water Authority and Contractor.

29. ADVICE OF COUNSEL:

The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms, and conditions of this contract, and that the decision of whether or not to seek the advice of counsel with respect to this contract is a decision which is the sole responsibility of each of the parties hereto. This contract shall not be construed in favor or against either party by reason of the extent to which each party participated in the drafting of the contract.

30. INDEPENDENT REVIEW:

Each party hereto declares and represents that in entering this contract it has relied and is relying solely upon its own judgment, belief and knowledge of the nature, extent, effect and consequence relating thereto. Each party further declares and represents that this contract is being made without reliance upon any statement or representation not contained herein of any other party, or any representative, agent, or attorney of any other party.

31. TIME:

Time is of the essence in this contract. Any reference to days means calendar days unless otherwise specifically stated.

32. ASSIGNMENT OF ANTI-TRUST CLAIMS:

The Contractor offers and agrees to assign to the Water Authority all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act [Chapter 2 (commencing with § 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchases of goods, services, or materials pursuant to the contract. This assignment shall become effective at the time the Water Authority tenders final payment to Contractor, without further acknowledgment by the parties. The Contractor shall have the rights set forth in Sections 4553 and 4554 of the Government Code.

33. TAXES:

The Contractor shall pay all applicable federal, state, and local excise, sales, consumer use, and other similar taxes required by law for the execution of the work.

34. SIGNATURES:

The individuals executing this contract represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities. This contract may be executed in any number of counterparts and by the parties hereto in separate counterparts, each of which shall be deemed to be an original when executed, and all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this contract on the following date.

DATED: June 4, 2020

San Diego County Water Authority

By: Kelley Gage
Director of Water Resources

Mission Resource Conservation District

By: Scott A Murray
Board President

Approved as to form:
San Diego County Water Authority

By: Anna Brathwaite
Assistant General Counsel

ATTACHMENT A

SCOPE OF WORK

The contract will be task order based. Before the start of any work, the Water Authority shall provide the Contractor with a Scope of Work for a given task (Task). Contractor shall provide the Water Authority with a Task Cost Estimate and Schedule based on the service in the contract payment and fee schedule. Upon mutual agreement of the parties on the Task Cost Estimate and Schedule, the Water Authority will issue a Notice to Proceed (NTP). The Contractor shall begin the Task within seven calendar days of a written NTP.

Contractor shall manage customer participation in the Agriculture Water Management Program (Ag Program), which includes agriculture irrigation system evaluations, a grant-funded EC Mapping/Soil Moisture Sensor System Program and, pending an award of a Department of Water Resources grant, an Agricultural Irrigation Efficiency Program. The goal of Ag Program is to increase water use efficiency and crop yield on agricultural sites.

Contractor shall perform the following tasks:

1.0 Program Administration

- a. Staff
Specify a primary program administrator (Program Administrator), who will be available on weekdays during normal business hours to answer Water Authority staff questions and who will meet with the Water Authority's Program Manager or designated representative as often as necessary. These meetings will generally take place in the Program Manager's office unless otherwise specified. The Program Administrator must be knowledgeable in the agricultural sciences, irrigation technology, irrigation scheduling, California Irrigation Management Information System (CIMIS) and evapotranspiration, soil, plant and water relationships, and other related fields.
- b. Work Appropriate Clothing
The Program Auditor and any accompanying personnel must wear climate and work appropriate clothing. Identifying caps, jackets or shirts are required. The Program Auditor must wear picture identification, which indicates their name, Program name, and company name.

2.0 Audits with Four or More Acres

Agricultural audits shall be available to avocado and citrus groves and other agricultural operations with four (4) or more acres of agriculture in the Water Authority's service area. The audit shall consist of the following components:

- a. Verify that the customer is a customer of one of the Water Authority's member agencies.
- b. Obtain and review water use records;
- c. Obtain the customer's signature on the Cooperator's Agreement before the audit is begun which allows the Program Auditor to be on the property for the purpose of

- performing the audit. The Cooperator Agreement shall contain a hold harmless provision in favor of the Water Authority;
- d. Ascertain acreage under irrigation;
 - e. Examine the existing irrigation system while it is operating to determine system pressure; emitter, micro-sprinkler or sprinkler flowrates; system application rates; system pressure; visual observation of other factors and conditions affecting system performance;
 - f. Determine soil characteristics and rooting depth as well as other observations and determinations to further examine soil-plant-water relationships as needed to improve overall irrigation efficiency.
 - g. Prepare a Customer Report. The report for four (4) or more acres of agriculture will contain the following:
 - i. An Executive Summary of the audit's major findings and auditor recommendations.
 - ii. A summary of data collected during the evaluation.
 - iii. A summary of the irrigation system's hydraulic characteristics based on the data collected including system application rate, system pressure, flow rate and uniformities.
 - iv. A brief discussion of soil characteristics and related findings;
 - v. Estimated annual crop coefficients.
 - vi. Recommendations to improve overall system efficiency, including changes and/or upgrades in system hardware, maintenance and management.
 - vii. An estimate of annual water losses and potential water savings.
 - viii. Specification sheets on the sprinklers/emitters used.
 - ix. A discussion or prepared literature with information on agricultural practices such as fertilization, pest control, irrigation scheduling, soil moisture, CIMIS, tensiometers, and soil erosion.
 - x. If applicable, an estimate of an irrigation regime that accounts for a percent reduction in water deliveries due to drought conditions.
 - xi. Any other specific issues of concern raised by the customer.

3.0 Audits with a Minimum of One Acre but Less Than Four Acres

Agricultural audits shall be available to avocado and citrus groves and other agricultural operations with a minimum of one (1) acre but less than four (4) acres of agriculture in the Water Authority's service area. The audit shall consist of the following components:

- a. Verify that the customer is a customer of one of the Water Authority's member agencies.
- b. Obtain the customer's signature on the Cooperator's Agreement before the audit is begun which allows the Program Auditor to be on the property for the purpose of performing the audit. The Cooperator's Agreement shall contain a "hold harmless" provision in favor of the Water Authority.
- c. Ascertain acreage under irrigation.
- d. Examine the existing irrigation system while it is operating to determine system pressure; emitter, micro-sprinkler or sprinkler flow rates; system application rates; system pressure; visual observation of other factors and conditions affecting system performance.

- e. Determine the soil characteristics and rooting depth as well as other observations and determinations to further examine soil-plant-water relationships as needed to improve overall irrigation efficiency.
- f. Prepare a Customer Report: The report for a minimum of one (1) acre but less than four (4) acres of agriculture will contain the following:
 - i. Results of the emissions uniformity test.
 - ii. Recommendations for improving emissions uniformity (if needed).
 - iii. A brief discussion of observations made during the audit and a monthly checklist for maintenance activities that should be performed on the irrigation system.
 - iv. A description of the irrigation nozzles used and their flow characteristics.
 - v. An irrigation schedule based on sprinkler spacing, canopy size, and improved emissions uniformity will be produced at the audit and handed to the customer.
 - vi. The customer will receive a packet of useful information on efficient irrigation, including information on using CIMIS.

4.0 Administration and Pass-Through Funding for Continuation of an EC Mapping/Soil Moisture Sensor System Program

Provide pass through funding of up to \$315,000 from the Water Authority to an organization or qualified individual(s) who participate in the EC Mapping/Soil Moisture Sensor System Program in compliance with the conditions of the grant-funded program.

- a. Establish Irrigation Management Plan for site test blocks and control blocks for the evaluation of irrigation practices based upon Electrical Conductivity (EC) mapping of soils in test blocks.
- b. Implement a new irrigation regime using new management plan in test blocks. Evaluate water usage and tree water stress.
- c. Perform economic evaluation of new irrigation management plan on operating costs for growers and in terms of potential water conservation.
- d. Promote and maximize the adoption of Irrigation Management Plans by growers based upon the findings of the project and expanded through the outreach vehicles including workshops, irrigation system evaluations, website, email blasts, project fact sheets and local conservation partners.
- e. Measure the level of adoption of the Irrigation Management Plans by participants in order to determine what irrigation methods work best.
- f. Perform a pre-site visit for each qualified site.
- g. Perform a post site inspection to verify installation of hardware that qualifies for reimbursement.
- h. Submit invoices to the Water Authority for pass-through funding.

5.0 Administration and Pass-Through Funding for Agricultural Irrigation Efficiency Program

Provide pass-through funding of up to \$385,000 from the Water Authority to an organization or qualified individual(s) who participate in the Agricultural Irrigation Efficiency Program in compliance with the conditions of the grant-funded program. This program will provide farmers with technical assistance and reimbursement up to 50% for recommended irrigation system equipment retrofits that improve distribution uniformity and efficiency.

- a. After completion of an irrigation system evaluation showing the participant's current system emission uniformity (EU), develop an Irrigation System Improvement Plan, including a list of recommended components and their estimated material costs intended to meet the Plan's water efficiency goals.
- b. Deliver improvement plan to participant and advise of program guidelines including 6-month deadline to implement plan recommendations at participant's expense. Secure all required documentation and signatures from participant.
- c. Upon notification by participant that new system has been installed, perform a post site inspection to verify installation of equipment. Qualifying systems will have an EU below 80%. Conduct new irrigation audit to verify that grower can achieve their Plan's water efficiency goals with their new system.
- d. Verify participant receipts for program eligibility and keep a cumulative tracking sheet that is updated and submitted with invoices to the Water Authority.
- e. Submit invoices, including all backup documentation, to the Water Authority for payment of pass-through funding to participant via Contractor. Provide proof of rebate payment which shall include participant's name and rebate amount paid.
- f. Measure the participation rates and water efficiency improvement rates for the program.
- g. Develop all forms required for this program including, but not limited to, participation agreement and cost-share program terms and conditions.

6.0 Conduct Site Pre-Screenings

In coordination with retail agencies identify up to ten sites annually that are overwatering. Contact the sites and offer free audit services.

7.0 Marketing and Communication of the Water Authority's Agriculture Program

Contractor shall work in cooperation with the Water Authority and member agencies to market the Ag Program. Advertising materials, publications, and marketing plan must be pre-approved by the Water Authority.

8.0 Auditor Training

Provide continuing auditor training as requested and approved by the Water Authority Program Manager. Provide certificate of completion or other relevant documentation associated with the training.

9.0 Deliverables

- a. Prepare and submit a draft and final annual report, incorporating Water Authority comments, to the Water Authority on the Water Authority's Ag Program. Reports shall include at minimum:
 - i. Executive Summary
 - ii. Background
 - iii. Program Statistics
 - iv. Summary of Evaluations
 - v. Summary of Re-Evaluations
- b. Prepare and submit a draft and final quarterly report to Water Authority, incorporating Water Authority comments, for member agencies to inform them of customers who have received an agricultural irrigation audit. Reports shall include at minimum:

- i. Executive Summary
 - ii. Background
 - iii. Program Statistics
 - iv. Summary of Evaluations
 - v. Summary of Re-Evaluations
- c. Prepare and submit quarterly progress reports for grant reporting requirements. Reports shall include at minimum:
 - i. Program/project activity updates
 - ii. Scheduled activities for the future quarter
 - iii. Costs associated with program/project activities
 - iv. Barriers to implementation
 - v. Changes to scope, budget or schedule
- d. All deliverables submitted to the Water Authority shall be formatted according to specifications provided by the Water Authority, or if not otherwise specified, Windows 10, Microsoft Office, and Adobe Acrobat Standard (latest version). Any work product, including all original reports, writings, recordings, drawings, files, database records, and detailed calculations developed under this contract, is the property of the Water Authority. At the conclusion of contract, program files shall be transferred to the Water Authority. Deliverables include, but are not limited to:
 - i. Copies of site reports
 - ii. Participant and site data
 - iii. Project database
 - iv. Participant survey and responses
 - v. Program collateral
 - vi. Annual reports
 - vii. Operating procedures manual
 - viii. Marketing and program collateral material

10.0 As-Needed Services

Provide as-needed services related to agricultural field services at the discretion of the Water Authority. As-needed task costs shall be negotiated based upon the contracted hourly rate schedule. Contractor shall not begin any extended service task until receiving a written task order from the Water Authority Contract Manager authorizing Contractor to proceed with the work. As-needed services include, but are not limited to:

- a. Marketing and outreach
- b. Technical assistance
- c. Expert review and input of agricultural techniques and studies
- d. Pass-through funding administration

ATTACHMENT B**PAYMENT and FEE SCHEDULE**

Contractor shall submit monthly invoices for services rendered. Payment for services shall be made on a task fee basis. The fees provided in the “Services” table below are inclusive of all costs associated with performing the services, including but not limited to, labor, benefits, incidental telephone calls, process design, meeting preparation and facilitation, meeting summary, meeting materials, travel, and mileage.

Invoices must include all expenses incurred for that month and will be due the fifteenth day of the following month. If for some reason the expenses cannot be consolidated by the fifteenth day, the Contractor must include with the invoice a list of outstanding expenses.

Services*		
Task 2.0 Audits with four or more acres	Per Audit	\$1,200.00
Task 3.0 Audits with a minimum of one acre and less than four acres	Per Audit	\$600.00
Task 4.0 Administration and Pass-Through Funding for Continuation of EC Mapping/Soil Moisture Sensor System Program	Not-to-Exceed	\$190,000**
Task 5.0 Administration and Pass-Through Funding for Agricultural Irrigation Efficiency Program	Not-to-Exceed	\$310,000**
Task 8.0 Continuing auditor training (includes travel/per diem)	Per Person	\$1,000.00
Task 9.0 (a) Prepare an Annual Report on the Water Authority’s Ag Program	Not-to-Exceed	\$1,200.00
*Fees for Tasks 1.0, 6.0, 7.0, and 9.0 (b) and (c) are included in the services fees listed above.		
**The not-to-exceed amounts for Contractor’s costs for Tasks 4.0 and 5.0 include the estimated amount of administration and pass-through funding expected to be distributed during the contract term. Should the administration and pass-through funding be greater than anticipated, the contract fee schedule shall be revised via contract amendment.		

Task 10.0. As-Needed Services

Staff	Hourly Rate
Program Manager	\$65
Senior Irrigation Auditor	\$60
Irrigation Technician	\$40
Bookkeeper	\$35
Administrative Assistant	\$25



Resource Conservation District of Greater San Diego County
11769 Waterhill Rd., Lakeside, CA 92040

Phone: (619) 562-0096 ✨ Fax: (619) 562-4799

Website: www.rcdsandiego.org

Date: September 18, 2023

Agenda Item 6-4: WETA program services for farmers in Mission RCD area

Discussion / History:

RCDGSDC holds a grant from the California Department of Food and Agriculture's Water Efficiency Technical Assistance (WETA) program. Through this program we offer irrigation audits and pump test rebates to commercial producers in our district as well as those in Upper San Luis Rey RCD's service area.

Mission RCD has funding to offer irrigation audits but not to offer pump test rebates. We propose to extend our funding for pump test rebates into Mission RCD's service area. The pump tests are performed by a vendor, with whom the RCD has a vendor agreement. Producers are assessed first via a short phone call with RCDGSDC Irrigation Technician. The RCDGSDC proposes to offer up to 15 pump test rebates to farmers within the Mission RCD service area throughout the grant term. Please see the Statement of Work included with this packet. Our vendor agreement is also included.

If approved, this Statement of Work will be added to the Master MOU.

Financial Impact: Funds from the WETA grant will be used to cover pump test rebates in Mission's area, and our ability to reach our grant deliverables will not be negatively impacted.

Staff Recommendation to Board: Staff recommends that the Board authorizes RCDGSDC to extend pump test rebates into Mission RCD farmers, and to add this program to the Master MOU.



Vendor Agreement

Resource Conservation District of Greater San Diego County

Water Efficiency Technical Assistance - Pump Testing

This Vendor Agreement (“Agreement”) by and between **Jacob Austel** located at _____ (hereafter: “The Contractor”) and the **Resource Conservation District of Greater San Diego County** (“RCD”) with its principal offices located at 11769 Waterhill Road, Lakeside, CA 92040.

Program Goals

The RCD is offering pump efficiency test rebates to agriculture producers, prioritizing those on small operations defined by 50 acres or less or are socially disadvantaged. Pursuant to the definition and guidelines provided by the California Department of Food and Agriculture (CDFA), socially disadvantaged groups are defined as “African Americans, Native Indians, Alaskan Natives, Hispanic, Latino/a, Asian Americans and Native Hawaiians and Pacific Islander groups”. Pump efficiency tests are an eligibility requirement for the CDFA’s [State Water and Energy Efficiency Program \(SWEET\)](#) grant program, which provides up to the total amount of \$300,000 for all of the qualified projects, which improve water and energy efficiency. The pump efficiency test is required in order to demonstrate that the grant improves upon existing energy use by qualified agriculture producers, and can be applied to either a well pump or booster pump for municipal water.

Term

This Agreement shall commence on **09/01/2023** (“Effective Date”) and will remain operative and applicable until **May 31st, 2025**. Thereafter, the Agreement shall terminate.

Scope of Engagement

The Contractor hereby agrees to provide pump efficiency testing and any additional qualified services required (“Services”) by the agricultural producers (“Recipients”) referred to them through the RCD’s Water Efficiency Technical Assistance (WETA) program. The standard pump efficiency test must include, but is not limited to, the following information:

1. Pump fuel or electricity use (gallons, scf, kWh)
2. Motor Rated Horsepower (hP)
3. Overall Pumping Efficiency (%)
4. Pumping depth (ft)
5. Discharge pressure (ft*)
6. Friction losses (ft*)

For a sample of pump test results, see pages 5 and 6.

**If pressures are known in units of PSI, please convert units to feet (PSI x 2.306726)*

Each producer can qualify for testing of up to one well pump and/or one booster pump per operation (“qualifying pumps”). Multiple pumps pressurizing the same line simultaneously shall be considered one “pumping station” and assessed as one qualifying pump. A well pump and booster pump separated by a holding tank will be considered two qualifying pumps. If The Contractor determines that a complex system warrants an exception to the above pumping station rule they must request approval from the RCD prior to testing in order to treat the pumping station as more than one qualifying pump. The RCD will indicate in its referrals to The Contractor how many qualifying pumps are at the properties in question. Any additional services outside of the qualifying pump efficiency tests that are offered by The Contractor to the Recipient must be clearly communicated to the Recipient in writing as an accessory to the requested pump efficiency test and should not be mandated by The Contractor. **The Recipient should be informed in writing by The Contractor that said Recipient is responsible for full payment of any additional services outside of the qualifying pump efficiency tests. The RCD will not be involved in any negotiations regarding additional services over and above the testing of qualifying pumps.**

Terms and Conditions

Recipients are eligible for this subsidy provided by the RCD if they are within the RCD’s service area, as reflected on the map on page 3. Eligible Recipients must reside in the jurisdiction of the RCD or Upper San Luis Rey. The RCD will confirm that the Recipient is eligible prior to initial contact.

The RCD will provide funding up to the sum of \$500 per qualifying pump of the overall pump test cost, but will not pay for additional services. This subsidy will be available until June 30th, 2025 and available to a maximum of 60 recipients over that period.

The Contractor will provide documentation of standard rates for services and labor charges, and charge a consistent fee based on these rates. If there is a change to these rates, The Contractor must notify the RCD in writing in advance of billing. For each job, The Contractor will provide a detailed invoice to the RCD including Recipient’s name, address and contact telephone number.

The Contractor will bill the RCD for the cost of the pump test, up to the sum of \$500 per qualifying pump, and not more than \$1000 per operation if there are two qualifying pumps at said operation. The Contractor will bill the Recipients directly for any additional costs above and beyond the sum of \$500 per qualifying pump.

Prior to any services taking place or being provided to the Recipient, The Contractor should notify the Recipient of any amount above \$500 that the Recipient will be responsible for paying and receive written approval from the Recipient to proceed. The RCD shall not be liable for any additional expenses or costs if the Recipient does not pay any of the additional charges.

The RCD requests that The Contractor share a copy of the final test results for each pump for the purposes of using aggregated, anonymized data in our internal reporting and Annual Report. No individual’s identifiable data will be shared externally by the RCD without prior written consent from the Recipient.



Modification and Termination

1. This Agreement may be cancelled or terminated without cause by either party by giving (30) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements.
2. Any and all amendments must be made in writing, agreed to, and executed by the parties before becoming effective.

Severability

In the event that any of the provisions of this Agreement are found invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of the Agreement.

Waiver

The waiver by either party of a breach, default, delay, or omission of any other provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of same or other provisions.

Laws Governing

This Agreement shall be governed by and construed in accordance with the laws of the State of California. The venue for any dispute by and between the parties shall be the County of San Diego.

Effective Date and Signature

RCD Representative Name: _____

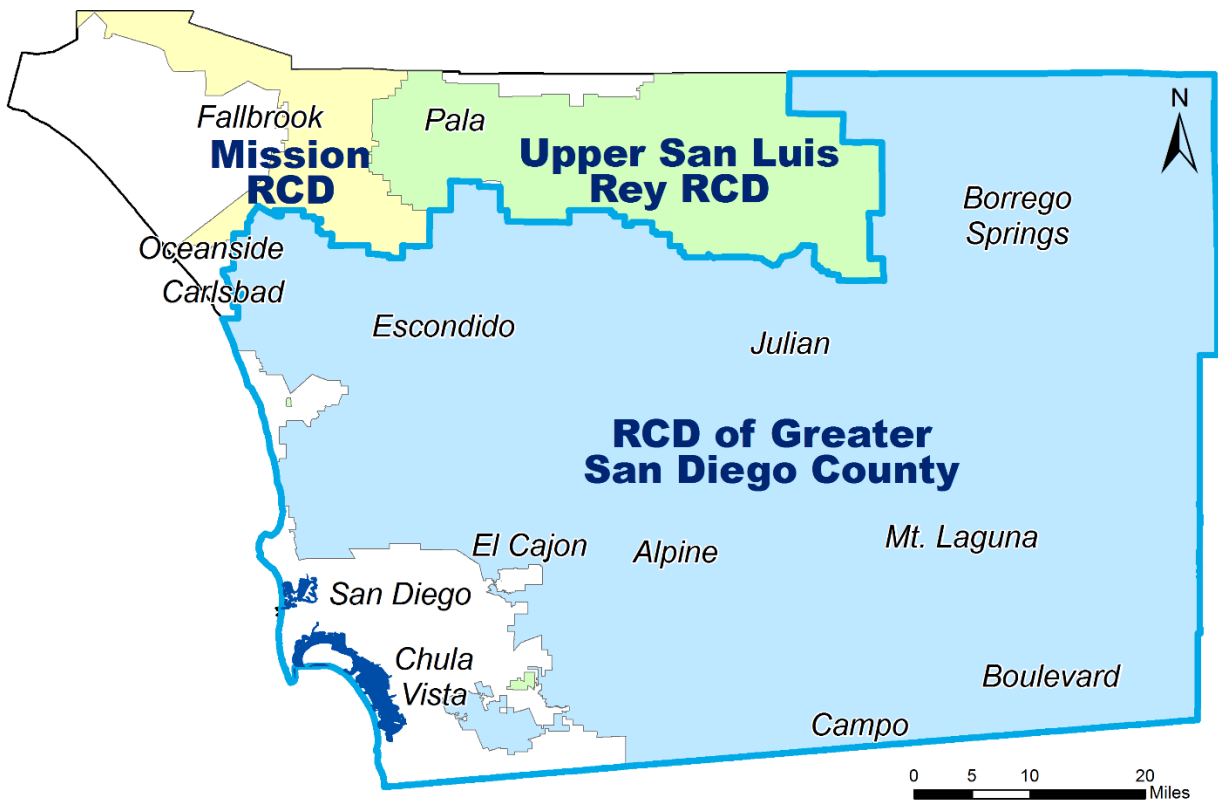
RCD Representative Title/Position: _____

RCD Signature: _____ Signed Date: _____

_____ PETS Representative Name: _____

PETS Representative Title/Position: _____


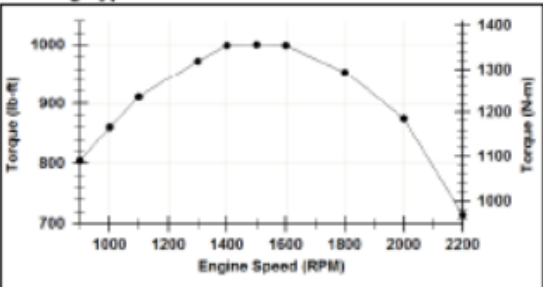
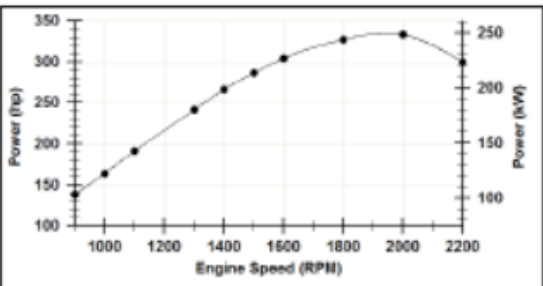
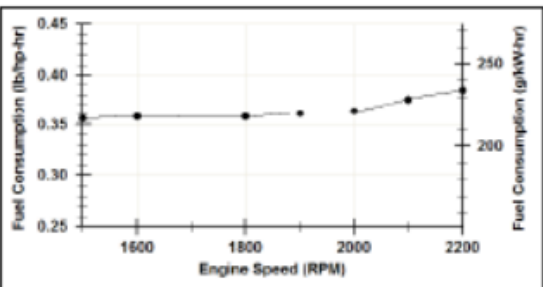
PETS Signature: _____ Signed Date: _____



- RCD of Greater San Diego County
 - Upper San Luis Rey RCD
- RCD of Greater San Diego County Sphere of Influence
 - Mission RCD

For further clarification, enter the operation's address here: <https://arcg.is/00bDXj>

Appendix 5: Example Engine Performance Data Sheet

	Engine Performance Data	Industrial	300 BHP (224 kW) @ 2200 RPM		
	Cummins Inc <small>Columbus, Indiana 47202-3005 http://www.cummins.com</small>	QSC FR91509	1,000 lb-ft (1,356 N-m) @ 1500 RPM		
Compression Ratio: 17.6:1 Fuel System: CCR Emission Certification: U.S. EPA Tier 3, CARB Tier 3, EU Stage IIIA		Displacement: 608 In3 (8.8 L) Aspiration: Turbocharged and Charge Air Cooled			
<small>All data is based on the engine operating with fuel system, water pump, and 15 in H2O (3.733 kPa) inlet air restriction with 6 in (152 mm) inner diameter, and with 3 in Hg (10 kPa) exhaust restriction with 4 in (102 mm) inner diameter; not included are alternator, fan, optional equipment and driven components. Coolant flows and heat rejection data based on coolants as 50% ethylene glycol/50% water. All data is subject to change without notice.</small>					
Rating Type: Intermittent					
			Torque Output		
			RPM	lb-ft	N-m
			900	805	1,091
			1,000	860	1,166
			1,100	910	1,234
			1,300	973	1,319
			1,400	1,000	1,355
			1,500	1,000	1,356
			1,600	1,000	1,355
			1,800	954	1,293
			2,000	874	1,185
			2,200	715	969
			Power Output		
			RPM	hp	kW
			900	138	103
			1,000	164	122
			1,100	191	142
			1,300	241	180
			1,400	266	198
			1,500	285	213
			1,600	304	227
			1,800	327	244
			2,000	333	248
			2,200	300	224
			Fuel Consumption		
			RPM	lb/hp-hr	g/kW-hr
			1,500	0.356	217
			1,600	0.358	218
			1,800	0.358	218
			1,900	0.362	220
			2,000	0.364	221
			2,100	0.376	229
			2,200	0.385	234
<small>Curves shown above represent gross engine performance capabilities obtained and corrected in accordance with SAE J1995 conditions of 29.6 in Hg (100 kPa) barometric pressure (300ft (91m) altitude) 77 deg F (25 deg C) inlet air temperature, and 0.30 in Hg (1kPa) water vapor pressure with No. 2 diesel fuel. The engine may be operated up to 7,000 ft (2,134 m) altitude before electronic derate is applied.</small>					
STATUS FOR CURVES AND DATA: Limited-(measured data) TOLERANCE: Within +/- 6 %				CHIEF ENGINEER: Mark A Sublette	

Intake Air System			
Maximum allowable air temperature rise over ambient at Intake Manifold (Naturally Aspirated Engines) or Turbo Compressor Inlet (Turbo-charged Engines): (This parameter impacts emissions, LAT and/or altitude capability)	30 delta deg F	16.7 delta deg C	
Charge Air Cooling System			
Maximum intake manifold temperature at 25 deg C (77 F) ambient	140 deg F	60 deg C	
Maximum allowable pressure drop across charge air cooler and OEM CAC piping (IMPD):	4 in-Hg	14 kPa	
Maximum Intake Manifold Temperature Differential (Ambient to IMT) (IMTD):	63 delta deg F	35 delta deg C	
Intake manifold temperature for Fan-ON	140 deg F	60 deg C	
Maximum coolant temperature for engine protection controls	225 deg F	107 deg C	
Maximum coolant operating temperature at engine outlet (max. top tank temp):	225 deg F	107 deg C	
Exhaust System			
Maximum exhaust back pressure:	3 in-Hg	10.1 kPa	
Recommended exhaust piping size (inner diameter):	4 in	101.6 mm	
Lubrication System			
Nominal operating oil pressure			
@ minimum low idle	10 psi	69 kPa	
@ maximum rated speed	55.1 psi	380 kPa	
Minimum engine oil pressure for engine protection devices			
@ minimum low idle	8 psi	55 kPa	
Fuel System			
Fuel cooling requirements (with diesel fuel)			
Maximum heat rejection to return fuel at max. coolant and inlet fuel temperature:	70 BTU/min	1.23 kW	
@ fuel return flow rate of:	165 lb/hr	75 kg/hr	
@ fuel return temperature prior to cooler:	150 deg F	66 deg C	
Maximum supply fuel flow:	302 lb/hr	137 kg/hr	
Maximum return fuel flow:	165 lb/hr	75 kg/hr	
Engine fuel compatibility (consult Service Bulletin #3379001 for appropriate use of other fuels)	DF1, DF2		
Maximum fuel inlet pressure:	10 psi	70 kPa	
Performance Data			
Maximum low idle speed:	1,200 RPM		
Minimum low idle speed:	600 RPM		
Minimum engine speed for full load sustained operation:			
	Rated Power	Maximum Power	Torque Peak
Engine Speed	2,200 RPM	2,000 RPM	1,500 RPM
Output Power	300 hp 223 kW	333 hp 248 kW	288 hp 213 kW
Torque	715 lb-ft 969 N-m	874 lb-ft 1,185 N-m	1,000 lb-ft 1,366 N-m
Friction Horsepower	51 hp 38 kW	43 hp 32 kW	25 hp 19 kW
Intake Manifold Pressure	51 in-Hg 172 kPa	53 in-Hg 180 kPa	53 in-Hg 180 kPa
Turbo Comp. Outlet Pressure	55 in-Hg 188 kPa	57 in-Hg 192 kPa	56 in-Hg 185 kPa
Turbo Comp. Outlet Temperature	333 deg F 167 deg C	334 deg F 168 deg C	334 deg F 165 deg C
Inlet Air Flow	714 ft ³ /min 337 L/s	667 ft ³ /min 315 L/s	506 ft ³ /min 230 L/s
Charge Air Flow	55 lb/min 25 kg/min	51 lb/min 23 kg/min	39 lb/min 18 kg/min
Exhaust Gas Flow	1,805 ft ³ /min 852 L/s	1,767 ft ³ /min 834 L/s	1,464 ft ³ /min 691 L/s
Exhaust Gas Temperature	995 deg F 535 deg C	1,033 deg F 558 deg C	1,087 deg F 589 deg C
Maximum Fuel Flow to Pump	302 lb/hr 137 kg/hr		
Heat Rejection to Coolant	6,489 BTU/min 114.1 kW	6,591 BTU/min 115.9 kW	5,414 BTU/min 95.2 kW
Heat Rejection to Fuel	70 BTU/min 1.23 kW		
Heat Rejection to Ambient	1,717 BTU/min 30.2 kW	1,513 BTU/min 28.8 kW	1,985 BTU/min 34.9 kW
Heat Rejection to Exhaust	12,790 BTU/min 224.9 kW	12,659 BTU/min 222.8 kW	10,487 BTU/min 184.4 kW
**Steady State Smoke	0.4 Bosch	0.3 Bosch	0.8 Bosch

**When operating naturally aspirated engines above SAE J1995 conditions, it should be noted that smoke levels will increase due to combustion inefficiencies associated with a reduction in the air to fuel mixture.

Cummins Confidential

Statement of Work: Water Efficiency Technical Assistance Program

Program Summary

Through a grant from the California Department of Food and Agriculture's Water Efficiency Technical Assistance Program, the Resource Conservation District of Greater San Diego County (RCDGSDC) has funding to provide assistance to farmers and ranchers within the Greater San Diego and Upper San Luis Rey district boundaries. Assistance includes irrigation system audits as well as rebates of up to \$500 towards pump efficiency tests.

Scope of Services

Producers within the Mission RCD (MRCD) boundary have expressed interest in the pump test rebates. RCDGSDC can assist these producers by extending the pump testing rebate to farmers within the Mission RCD service area.

This service consists of the following tasks provided by Andy Williamson of RCDGSDC and independent contractors.

1. Assessing producer eligibility for the pump test rebate: interested producers will have a brief phone conversation with Andy Williamson in which they will answer questions about whether they meet the criteria of the program. If they do, they will be referred to an independent contractor to perform the pump test.
2. Pump efficiency testing: eligible producers can contact an approved contractor to arrange for a pump test to be conducted on their property. The contractor will bill RCDGSDC for the \$500 rebate and any remaining cost will be passed on to the producer. RCDGSDC agrees to provide up to 15 pump test rebates to producers in MRCD service area during the lifetime of the grant.

Timeline

This service will start on the date this Statement of Work is approved and appended to the Master MOU; it will end in May 31, 2025.



Resource Conservation District of Greater San Diego County
11769 Waterhill Rd., Lakeside, CA 92040

Phone: (619) 562-0096 ✨ Fax: (619) 562-4799

Website: www.rcdsandiego.org

Date: September 18, 2023

Agenda Item 6-5: Addition of CAPGP to Master MOU

Discussion / History:

RCDGSDC was recently awarded a grant of \$249,700 from the California Department of Food and Agriculture's Conservation Agriculture Planning Grants Program (CAPGP). Through this funding, we will work in partnership with the Southern California Carbon Farming Hub with the goal of expanding access to conservation planning for small-scale producers in our region. Hub members include four Resource Conservation Districts (RCD): Greater San Diego County, Mission, Inland Empire and Upper San Luis Rey. Other partners, such as FoodShed and CA Audubon, are also involved. The central activity of this program will be to write 26 plans including carbon farm plans, irrigation management plans, organic transition plans, range management plans, etc for 16 commercial producers. Most partners will write plans, and some partners will also review plans.

Subaward agreements are being drafted for project partners, but we would like to incorporate this project into the Master MOU for the three San Diego RCDs. RCDGSDC is the project lead and will also write and review plans; Mission RCD will write and review plans, and Upper San Luis Rey will review plans.

A scope of work and budget are included in this packet. The Board reviewed and approved execution of the grant agreement at the May 2023 meeting. We are requesting the Board's approval to add this grant to the Master MOU.

Financial Impact: No financial impact to adding this grant to the Master MOU.

Staff Recommendation to Board: Staff recommends that the Board authorizes RCDGSDC staff to add this program to the Master MOU, and ask the other RCDs to approve as well.

Scope of Work**Application ID: CAPGP-23-076****Budget: \$249,700****Agreement Term:** June 15, 2023 - June 14, 2025**I. Project Details****Recipient:** Resource Conservation District of Greater San Diego

Project Summary: The Southern California Soil and Water Hub is collaborating to expand access to conservation planning for small-scale producers in our region. Hub members include four Resource Conservation Districts (RCD): Greater San Diego County, Mission, Inland Empire and Upper San Luis Rey. The Hub is one of several Statewide that build planning capacity and cooperate between agencies and partners to address the urgency, scale, and complexity of the climate crisis in agriculture. Partners will build off experience developed through existing grant agreements with NRCS to prepare conservation plans. Our focus is the Carbon Farm Plan (CFP), as it addresses the primary resource concerns of our beneficiaries: water scarcity, rising temperatures and expanding pest populations. Carbon Farm Plans provide a holistic view of resource concerns across an operation, and incorporate practice with co-benefits such as water retention, temperature mitigation and enhanced biodiversity. These practices also address the compounding impacts of climate change, such as erosion, nutrient depletion and variable rainfall. CFPs are in high demand following extensive outreach during our CDFA Healthy Soils Carbon Farming demonstration in the Tijuana River Valley.

Complimentary plans on farms will address irrigation and pollination, addressing the needs of this unique growing climate whose warm which supports subtropical crops and abundant biodiversity, but is also more vulnerable to drought and pests. In addition, private ranching operations will seek to expand beneficial grazing by developing Habitat Management plans. One rancher who participated in outreach from the CDFA Healthy Soils Prescribed Grazing Demonstration will develop a grazing management plan, making them eligible for Healthy Soils funding. Lastly, the Hub will expand our expertise in organic transition by offering Organic Systems plans in the jurisdiction of two RCD's, opening capacity for future planning.

Counties Served: *Riverside, San Diego***Commitment to spend 25% of funding to benefit Socially Disadvantaged Farmers and Ranchers (SDFRs):** Yes

SUCCESSES • STRUGGLES • SUPPORT

Activity Highlights for July - August 2023
Prepared for Board Meeting on 9/18/23

SUCCESSSES

Executive Director:

- Continued to hold regular check-ins with staff and bi-weekly office staff meetings.
- Continued working at the farm regularly to attend farm staff meetings and connect with staff.
- Working with Chris Kelley to develop a salary scale for all RCD positions.
- Supported staff with grant applications and reporting.
- Attended meetings with partners / funders.
- Participated in a SDAF grant debrief and planning session with San Diego Regional Fire Foundation and San Diego River Conservancy.
- Chaired the July FSC Executive Board meeting.
- Attended a meeting where Black Fox Timber consultant presented the findings of the Girl Scouts CalVTP project and prepared to present this to the RCD Board.
- Attended a site visit to the Volcan Mountain Foundation forest restoration project sites to learn about their work and discuss supporting their environmental compliance process as lead agency.
- Participated in planning calls to with VMF and California Department of Fish & Wildlife to learn more about the Statutory Exemption for Restoration Projects (SERP), a streamlined process under the Cutting Green Tape initiative.
- Worked with VMP to prepare a request form for concurrence under SERP and submitted to CDFW for review.
- Presented SALC Agricultural Policy Recommendations to the LAFCO Commission
- Held Sierra's annual review.
- Attended a site tour of the old Suzie's land in the Tijuana River Valley and explored putting in a response to the County's RFP to develop that land into a recreation site with an agricultural component. Ultimately decided not to submit.
- Travelled to Arcadia for the Southern California Wildfire Crisis Strategy Data and Planning Workshop.
- Collaborated with Project New Village and UCSD Center for Community Health to submit a grant to the Regional Resilience Planning and Implementation Grant Program, lead by UCSD.
- Collaborated with USFS, SD Zoo & Wildlife Alliance, BLM, SDMMP, Viejas and others to submit a grant application under the Good Neighbor Authority for a Hermes Copper Butterfly restoration project (RCD as lead agency).
- Worked on preparing documents to add to the Master MOU for collaborative projects between San Diego RCDs.
- Supported staff in recruitment processes for new staff members.
- Worked with the other two San Diego RCDs to submit a letter in support of the proposed Natural Resources / Climate Resilience bond to Senator Toni Atkins.
- Worked with staff to develop tour concepts for the NACD conference in February 2024, being held in San Diego.

PROGRAM REPORTS

Port

- Delivered three presentations for the Girl Scouts of San Diego.
- Worked on recruiting the upcoming watershed intern. Received three applications but putting the internship on hold while training the new education employee.
- Started creating and sent out promotional materials for the upcoming school year to begin booking watershed presentations.
- Interviewed candidates and hired Savannah Villar as the new Education Assistant who will be coordinating the watershed program and assisting with Farm field trips.

Pollinators

Working Lands for Pollinators - CDFA Pollinator Habitat Program and CARCD WCB Grant

- Booked more site visits for August.
- Submitted Q2 reporting.
- Conducted 3 field visits - all visits will resume early 2024, so we can use the Fall/Winter to evaluate projects for those we have seen this year.
- Drafted internal criteria for project evaluation, selection, and program administration in consultation with program partners.
- Partners from US Fish & Wildlife and Point Blue Conservation Science lead a farmer we had previously visited on a native plant walk to increase his awareness and education as we plan his project.

General

- Discussed opportunity to collaborate on federal Hermes copper butterfly habitat restoration grant.
- Attended webinar to learn about new County of San Diego Butterfly Habitat program to streamline permitting and technical assistance for projects taking place within habitats of endangered and/or threatened butterfly species.
- Held bi-monthly SoCal Pollinator Network meeting.
- Participated in planning meetings for a Hermes copper butterfly habitat restoration project.
- Held quarterly San Diego Pollinator Alliance meeting.
- Visited the San Diego Botanical Garden to learn more about their emerging research and native plant propagation programs, and discussed future collaboration with the San Diego Pollinator Alliance.

Sweetwater Community Garden

- Made updates to the 2023/2024 Terms of Use and Renewal Instructions.
- Made updates to the Sweetwater page on the RCD website.
- Created an info flyer for pesticide alternatives
- Coordinating backflow valve repairs
- New Gardener Orientations in August
- Fall Clean-Up Planning and Coordination
- As of August, there are 45 available plots

Tijuana River Valley Community Garden

- 2023/2024 Renewal Instructions updates

- New system for paying and acquiring the code for the green waste program; promotional flier sent out and implemented cost increase.
- Info Flyer for pesticide alternatives
- Coordinating of backflow repairs
- As of August, 5 plots are available and ready to be filled by the waiting list.
- New Gardener Orientations for August.
- Technical Assistance Compost Workshop training, with Spanish translation.
- Fall Clean-up Planning and Coordination.

Agriculture Department

CA Dept of Food and Ag:

- Irrigation evaluations for Citlali in Tijuana River Valley, Orfila Vineyard in Escondido, Hidden Valley Vineyard in Escondido, and Robert Francisco in San Marcos.
- Met with partners on Conservation Planning grant and began outreach to producers who requested carbon farm plans including Domaine Artefact and Papaw's Organic (USLR)
- Received offer from Audubon CA to receive double match for carbon farm plans on rangeland and to partner for monitoring and plan composition.
- Under Farm to School Grant held planning meeting with Wild Willow Farm staff and Southwest High school team, purchased tractor and implements and began field development, and attended Farm to School focus group for grantee reporting surveys.
- Submitted final report for California Underserved Producers (CUSP) economic relief grant.
- Attended meeting for awardees of next round of CUSP funding.
- Monthly announcements ([July edition](#)) sent to 280 recipients including ~150 farmers and ranchers.
- Rebates for pump testing by AWPS Engineering to two local farms.
- Planned and held workshop on Irrigation Efficiency and Design for August 24 at the Tijuana River Valley Community Garden, including 4 participants.
- Ag Specialist presented on UCANR panel for Avocado Irrigation at Farm Bureau
- Began drafting carbon farm plan for Domaine Artefact in San Pasqual Valley and conducted site assessment for carbon farm plan at Rancho Valencia in San Marcos.
- Assisted producers to interpret soil tests and troubleshoot nutrient issues.
- Conducted annual soil testing for one Healthy Soils grant recipient.
- Kicked off the second round of Underserved Producer Economic Relief grant and created producer outreach strategy.

CA Dept of Water Resources (Prop 84)

- Met with US Forest Service and Back Country Land Trust to plan for penultimate quarter of project activities, and shared guidance on final reporting and post-performance reporting.
- Attended Viejas Tribal Earth Day, met with Environmental Coordinator, confirmed interest in project activities and scheduled meeting to begin project planning with RCD Forestry Department and other Viejas partners.
- Completed progress reporting for Q2 2023.
- Attended San Diego Management and Monitoring Program meeting regarding regional monitoring priorities for invasives and habitat quality.
- Shared guidance with City of San Diego on final reporting and post-performance reporting
- Communicated with Back Country Land Trust about activities for final quarter of grant.

- Prepared extension of with USFS to include remainder of 2023.
- Met with collaborative group of non-profits led by Viejas to create plan for Viejas to restore habitat across the reservation and to seek grant funding.
- Met with Viejas to define scope of work.

US Natural Resources Conservation Service

- Edited conservation practices guide for five NRCS practices including soil carbon amendment, cover cropping in vineyards, hedgerow planting, mulching and nutrient management.
- Conducted site assessment and soil sample for Papa Jo's farm in Jamul and Rancho Guejito in San Pasqual to assess eligibility for NRCS EQIP.
- Reviewed gaps in outreach to underserved producers and communities, including ranchers, agriculture students, tribes, and Latinos.
- Participated in quarterly office hours with CARCD.
- Participated in monthly JEDI office hours with CARCD and NRCS.
- Conducted site visit with Kind Folk Farm at the Tijuana River Valley.
- Soil Sample for Erik Rodriguez/Citlali Farm at the Tijuana River Valley.
- Visited Casa Familiar, discussed needs of Latinx community for environmental center La Semilla, and discussed the RCD role in program development.
- Attended Redbud Resource Group Training: Going Beyond Land Acknowledgement.
- Outreach Coordinator and Technical Assistant attended Redbud Tribal workshop regarding supporting tribal members and updating RCD land acknowledgement.
- Kicked off renewal of NRCS Disaster Relief grant, managed by IERCD, created map of affected producers and discussed producer outreach strategy.
- Field staff met with IERCD staff for training on field techniques for Disaster Relief program.
- Attended webinars for USDA funding for Beginning and Underserved Farmers and Ranchers

Zero Foodprint

- No action to report.

NACD Urban Agriculture

- Fixed leak in backflow prevention system at Tijuana River Valley and assessed leaks at incubator plot meters.
- Cleared woody vegetation and waste materials from plots #6 and #8 and assisted neighbor Mike Sterling to mow the plots; both plots are ready for new tenants.
- Planning bilingual (Spanish) workshop on Composting Techniques for August 20 at the Tijuana River Valley Community Garden which will be led by the Farm Conservation Advisor.
- Held bilingual workshop on Composting Techniques at the Tijuana River Valley Community Garden, led by the Farm Conservation Advisor.
- Provided Technical Assistance training for three gardeners at Sweetwater Community Garden.

San Diego Foundation:

- Initiated hiring process for Garden Assistant and distributed job description to partner organizations; hired Garden Assistant Eli Valdez and began on-boarding.
- Met with finance department to clearly define roles for onboarding new garden applicants.
- Completed progress reporting for Q2 2023.

- Planned and prepared for Coastal Cleanup Day.
- Leased incubator Plot #6 to Jeannette Fainessi. Two plots remain available. Stacey Fiorenzi is still present at Plot #7.
- Prepared for flooding from summer tropical storm, alerted producers and assessed damage; fortunately, no cultivated fields at Wild Willow or Community Garden were inundated; back 2 acres at Wild Willow were flooded – additional measures are needed to prepare and protect these cultivated areas.

RCD General /Ag Outreach

- Met with the new Executive Director of Farm to Institution to continue our relationship.
- Submitted CDFA Healthy Soils Program application to provide technical assistance for the next round of 2023/2024 funding.
- Collected soil sample and submitted to lab for analysis for Orfila Vineyard in Escondido
- Advocated for planning needs of agricultural communities at SANDAG Regional Plan Meeting
- Participated in CA Board of Forestry Range Management Advisory Committee as member, hosted Sonoma RCD as guest speaker and contributed to planning for 2024 educational events.
- Participated in North Coast Soil Hub webinar on biochar.
- Assisted South Bay Sustainable Communities in Tijuana River Valley to assess soil quality.
- Sent guides for carbon farming practices to Spanish-language translator.
- Agricultural Specialist Participated in CARCD JEDI Outreach committee to advise on outreach strategy for recruiting committee members.
- Toured Suzie's Farm parcel with County representatives, met with potential partners and County partners at the Land Use and Environmental Group and drafted a list of income-generating land uses to prepare for submission of proposal for land lease.
- Visited KCW Custom Processing in Ramona to assess capacity for expanding services to ranchers.
- Attended monthly Farm Bureau meeting as technical advisor.
- Reviewed annual report for agriculture and watershed restoration programs.
- Updated SALC Report text with partner feedback for review and distribution by LAFCO.
- Synced index numerals for Producer Contacts and Soil Carbon databases.
- Irrigation Technician presented about Water Efficiency program activities to RCD Board.
- Technical Assistant completed CSU Humboldt class on Rangeland Plants.
- Met with farm staff to determine priority projects for the CDFA Urban Agriculture grant and began drafting narrative and budget with Sierra.
- Discussed offering future internships for college students with professors at Southwestern College.
- Promotion for Codi Hale to the position of Community Programs Manager. New role supports Garden Coordinator with management of community gardens.
- Celebrated 5-year work anniversary for Conservation Farm Advisor
- In partnership with Mission RCD and IERCD, received and reviewed applications for SoCal Soil and Water Hub Coordinator and conducted interviews with the top 7 applicants.
- Technical Assistant drafted youth opportunities announcement with Education Manager.
- Farm Conservation Advisor registered as Technical Service Provider with NRCS.
- Conservation Advisor received scholarship from CARCD to participate in CSU Chico Center for Regenerative Agriculture and Resilient Systems Technical Assistance Provider Training Program.
- Conservation Advisor attended CA Association of Pest Control Advisers Tree and Vine Seminar.

- Submitted two proposals for presentations or workshops to CARCD annual conference.
- Nominated John Austel Excellence Award from Society for Range Management.
- Attended CalCAN Quarterly Priority Briefing Policies.
- Participated in Green Infrastructure Consortium Meeting to plan for habitat restoration projects in the San Dieguito and Sweetwater watersheds.
- Represented RCD at monthly SD Food System Alliance Community Agriculture Table group.

Forestry + Fire Prevention Department

Forestry + Fire Prevention General

- Working with USFS on SCIRP Working Group
- Hosted a booth at the La Jolla Earth Day Event.
- Hosted a booth at the Jamul/Viejas Earth Day Event.
- Shared space with USFS at the San Diego County Fair.
- Wrapped up the 2022-23 cohort of Grizzly Corps Fellowship; final presentations were completed and will be posted to their [YouTube channel](#).
- Attended the SoCal Wildfire Strategy Workshop in Arcadia to learn about applying the regional resource kits, Planscape, and ForSys.
- Attended the FAC Data for the People webinar (part 1 of 4).
- Attended So Cal Edison Listening session.
- Organized first meeting of the new Palomar Mountain Collaborative. About 15 attendees started conversations around forest resilience and wildfire threat reduction on Palomar.
- Working with State Parks on a direct funding arrangement to continue our Native American Conservation Corps (NACC) program. Continuing program recruitment in the meantime.
- Working with the CAL FIRE FH team and RFFC SoCal group to develop the Pilot Community Block Grant and framework for regional investment.
- Working on access/egress/roadside brushing projects in Harrison Park, Sheraton Valley, Pine Hills, Rancho Heights, and Engineers Road as part of our SDG&E partnership.
- Continuing to plan the [Oak Woodlands Forest Gathering](#) event with the Water Solutions Network and team from La Jolla Band of Luiseño Indians. The event will take place in September with 100 guests consisting of regional land managers, statewide representatives, and local indigenous community members.

CAL FIRE Forest Health

- Hosted the new grant manager on a tour of the Forest Health project. Attendees included representation from all project partners.
- Planning in progress for the next application opening.
- CAL FIRE FH contractors in final area of Palomar Land & Cattle, and continuing work in Jeff Valley (USFS).
- Palomar Collaborative-work progresses towards a CWDG application. Communicating with private landowners, state and federal agencies and Palomar Mountain FSC.

DOC- RFFC Program

- Continuing to meet with our SoCal Collaborative group, participate in statewide meetings and communicate with local contributors regularly.
- Continuing to work on subcontract amendments with project partners.
- The draft CalVTP document was completed for Girl Scouts, now under review.
- Began working with Volcan Mountain Foundation to help further their project planning.
- Participating in the planning committee for the Sept. Oak Woodlands Forest Gathering Event at La Jolla Indian Reservation.
- Completed a contract amendment for our Climate Science [Alliance Indigenous Fire, Forestry, and Fuels Crew](#) project.
- Providing project planning assistance and TA to land managers to further develop landscape-scale projects.
- Co-hosting a SoCal Collaborative meeting Riverside on 9/13 with regional partners and statewide representatives.

FSC General

- Coordinating with Live Well San Diego's Rural Sector team to plan an Emergency Preparedness Event at Ramona Library. Co-leading recruitment of volunteers for the event.
- Hosted bimonthly in person General and Executive Meetings. Red Cross hosted us and Rancho Santa Fe gave a presentation on their Fire Watch project.
- Met with SDRFF and SDRC to discuss the 2023 Volunteer Awards and how we would like to implement the program for next year. We talked about the potential of moving the event up to better align with the grant program calendar.
- Meet with Assemblymember Chris Ward's office to discuss their wildfire safety and preparedness webinar. Supporting their staffers with recruiting presenters for the event.
- Attended a Fire Adapted Communities webinar on the new statewide CWPP toolkit that will be rolled out in the next year.
- Participated in California Fire Safe Council's monthly regional, statewide, and County Coordinator calls.
- 2023 Julian CWPP was completed, signed, and posted on our website.
- Completed the EFHG FSC Capacity Building Grant, report was completed on time and submitted to CFSC. EFHG used these grant funds to purchase promotional materials, create brochures, receive their 501©3, and host their first community meetings.
- Hosted a WUI Workshop in Ramona, about 40 community members attended. CAL FIRE, USFS, and BLM presented at the workshop.
- Co-hosted the "Rural Emergency Preparedness Day" in partnership with the Livewell Rural Sector. Several hundred people came through the event to receive emergency preparedness information, go-bags, and attend a panel with several emergency preparedness professionals.
- Hosted our monthly FSC Coffee Chat with a presentation from NFPA on their Firewise recognition program.
- Supporting Rural San Diego FSC as they transition to new leadership.
- Attended California Fire Safe Council's monthly Statewide, Regional, and County Coordinator check-ins.
- Prepared a 2022-23 program report for San Diego Gas and Electric.

- Communicating with groups in Del Mar and Ranchita who are interested in forming local Fire Safe Councils.
- Working with a graphic designer on a brand guide and CWPP template update.

DSAP & Chipping Programs

- Closed the programs for outside of the SDRC boundary and created a priority list and game plan for this area of the county. Sent out purchase orders for the greater Valley Center area first.
- Promoted the current program area through newsletter blasts and social media posts. Working with local FSCs in the SDRC boundary to promote the program and increase registration in the priority area before our grant closes in September. Completed quarterly fuels reports for San Diego Gas and Electric and San Diego River Conservancy.
- Creating updated program flyers and beginning to outline how our new programs will be organized.
- Planning community chipping days with Jamul and Lakeside FSCs for September and October.
- Wrapping up our SDRC grant and sending out final purchase orders. The window for new applications is currently closed until we relaunch the new updated programs.

GrizzlyCorps

- GrizzlyCorp June Cohort Training: Wrap-Up Reflections & Establishing a Theory of Change
- Working on PBA and GSOB toolkits, PBA Story Map
- Completed site supervisor training for 2023-2024 cohort.
- Our Fellow will start their service year on Sept. 15.

Tasks + Outreach-related:

- Ashleyann's graduation presentation: 07/10
- Carolina's graduation presentation: 07/19
- Hosted a booth at the Vieja's Earth Day event: 07/10
- RFFC metrics meeting: 07/20
- Grizzly's Graduation Event: 07/26-07/28
- Ashleyann's Final Deliverable, PBA Storymap [Prescribed Burn Association StoryMap](#)
- Education from GrizzlyCorps program:
- ID Oak Restoration with Earth Discovery
- UCANR Invasive Species Lunchtime Talk Zoom webinars.
- GrizzlyCorps interview workshop
- CNRA Zoom Webinar-What's happening with 30x30 California? Checking in on the Movement to Protect and Restore Nature Across California
- UCB Fidelity training

Education:

- Emergency Action Plan Training: 07/05
- Attended the ESRI conference: 07/10-07/14

Wild Willow Farm

- Finished the summer Beekeeping series.
- Hosted two full-day workshops with Climate Science Alliance.
- Worked with three external educators to plan and host summer and fall workshops.

- Met with Solana Center to schedule a composting workshop in October.
- Met with Flower to plan workshops for the Super Adobe structure.
- Wrote and sent out two Wild Willow Farm Newsletters.
- Worked with Kim to create Field Trip Workshops that are open to anyone.
- Performed Paul's annual review.
- Hosted three successful workshops: Demystifying Mushroom Cultivation, Community Field Trip, and Harvesting & Processing Herbs
- Prepared for the Fall Session of Farm School to begin on September 16th.
- Participated in planning meetings for the CDFA Urban Agriculture Grant which would support the farm.
- Hosted one school field trip and one community field trip.
- Kim Hanson transitioned out of her role as the Field Trip Coordinator.
- Worked to recreate all farm flyers & working to distribute flyers throughout Imperial Beach.
- Interviewed and hired for the new Farm Education Coordinator, Anthony Reynoso
- Worked with Erik and a printing company to repair the Self-Guided Tour Signs. Waiting for the rework of the WWF Logo to proceed.
- Began planning a Fall at the Farm event funded by the Community Enhancement Grant scheduled for October 28, 2023.
- Developed pumpkin patch, corn maze, and gourd trellis for u-pick pumpkin and popcorn opportunities this fall.
- Interns - new cohort interviewed 8/30 (started 1st week September).
- Season changing! Farmers are very excited for fall, and fall/winter crops!
- Received tractor and implements for CDFA Farm2School program.
- Finalized purchasing of dry storage for tractor.
- Expanding production through development of two fields.

CSA

- CSA \$945 started CSA back up August 2nd for pick-up only at the farm to limit labor/input costs [delivery and fuel]- Start up Wednesday Pick-up only, IB continuing starting September 2023.
- Looking forward to adding another pick-up day [Saturday] soon.
- Looking for drop sites south of the 54 to better serve immediate community.

Sales

- Floral sales: July over \$1,200 August \$650 - started relationship with new florist.
- Vegetable (wholesale, farmstand) sales: over \$1,800 for July wholesale - *higher than projected* Produce \$2,137 for August
- Farmstand sales \$749 - *higher than projected*. Implemented more cashless payment options at the farmstand and have been collecting more data: times of day with most sales, what sells, etc.
- Donations /weekly or bi-weekly produce donations to various food distribution sites or non-profits, averaging weight of 200lbs/week - limiting on-site food waste.

Support needed:

RCD General:

- Met with Nancy from CARCD to coordinate a CARCD conference panel about the Pollinator Program.
- Created promotional materials for the 2023 Speak Off Competition
- Met with Tricia Elisara to participate in this year's Food Day at Julian. October 19th

- Sent out promotional materials for the 2023 Speak Off Competition. Worked with staff to create a resource page on this year's topic. Planning in person promotion of the program to students.

• STRUGGLES •

- Still issues with ITCM at the farm and can't remote into the Z drive (Farm)
- Community areas are in desperate need of repair as we are approaching another winter with leaking bathrooms and unsafe kitchen roof (Farm, crew lunchroom)
- Personnel - farm production team needs more people as we expand production to meet financial goals and community access.

• SUPPORT •

- Work together to propose flood prevention support to County and USGS (Farm/TRV)
- Growing production also includes a growing need for infrastructure support to processing, pack, and store produce for new revenue streams ie wholesale to Southwest, misc. florists, etc.
- Fridge expansion (Farm)
- Packing materials - waxed boxes, liners, post-harvest handling safety supplies, etc (Farm)

• NEWSLETTERS •

- Forestry and Fire: JULY [Fire Safe Council Newsletter](#)
- [August FSC Newsletter](#) (link)
- [August Blog Post](#) (link)
- AG Outreach: [July edition](#)
- AG Outreach: [August Farmer & Rancher Newsletter](#)
- Wild Willow Farm Newsletter -July
<https://www.wildwillowfarm.org/so/8bOcEDS1R?languageTag=en>
- Wild Willow Farm Newsletter- August
<https://www.wildwillowfarm.org/so/99OefUw7U?languageTag=en>

• UPCOMING EVENTS •

- 8/12 – Ramona WUI Workshop
- 8/24 – Irrigation Efficiency and Design Workshop at TRV, led by Irrigation Technician
- 8/26 – Mushroom Cultivation
- 8/26 – Valley Center Wildfire Safety Fair
- 8/29 – CA Wildfire and Forest Resilience Task Force Meeting
- 9/6 – Range Management Advisory Committee
- 9/7 – Rescue Resource Fair
- 9/9 – Mead Making Workshop

- 9/10 – Natural Tie Dye Workshop
- 9/12 – Intertribal Ag Summit
- 9/13 – RFFC SoCal Convening in Riverside
- 9/16 – Fall Farm School begins
- 9/19 and 9/30 - Jamul Community Chipping Days
- 9/17 – 9/20 - Oak Woodlands Forest Gathering Event
- 9/23 and 10/21 - Lakeside Community Chipping Days
- 9/23 – Coastal Cleanup Day
- 10/24 – 10/26 - California Wildfire Conference
- 11/6 – Southern Montane Forests Conservation Strategy Workshop

RCD STAFF – August 2023	
Ann Baldridge, Executive Director	Heather Marlow, Director of Forestry & Fire Prevention Projects
Chris Kelley, Financial Director	Gregg Cady, Conservation Farm Advisor
Sierra Reiss, Education Manager	Cheyenne Piacenza, Farm Manager
Rachel Lloyd, Accounting Clerk	Joel Kramer, Agricultural Specialist
Stan Hill, Forestry & Fire Prevention Project Manager	Andy Williamson, Irrigation Technician
Erik Rodriguez, Farm Operations Manager	Morgan Graves, Fire Prevention & Forestry Coordinator
Juliann “JJ” Tidwell, Farmer	Joannaluz “Joanna” Parra, Farmer
Kim Hanson, Field Trip & Volunteer Coordinator	Paul Maschka, Regenerative Farming Educator
Codi Hale, Outreach Coordinator	Joanne Sauerman, Office Coordinator
Elizabeth Garcia, Ag Technician	Daniela Mejia, Community Garden Coordinator
Carolina Guia, Forestry & Fire Prevention Technical Assistant	Eli Valdez, Garden Assistant

RCD / FSC GRANT STATUS

CURRENT GRANT ACTIVITY – AUGUST 2023

ITEM 7-2a

Grant Applications Submitted	Program	Amount \$	Notes / Updates
Good Neighbor Authority (Bureau of Land Management)	Pollinator Health	\$640,870	Hermes Copper Butterfly restoration; submitted 9/1/23; partnership with USFS, SD Zoo & Wildlife Alliance, SDMMMP, USFWS and others. RCD as lead agency
Regional Resilience Planning and implementation Grant Program	Agriculture Department	\$272,925 (to RCD)	Collaboration with UCSD Center for Community Health and Project New Village (UCSD as lead), focus on urban ag
NACD Technical Assistance	Agriculture Department	\$100,000	To provide TA on integrated pest management
USDA Local Meat Processing	Agriculture dept	\$87,000	Supporting a \$1.1m application from KCW Custom Processing to develop a mobile slaughter and processing facility. RCD will provide outreach and TA.
CDFA Healthy Soils TA	Ag Department	\$56,000	To partner with Zero Food Print on their block grant application. If successful, we will provide TA to farmers in our district.
CDFA Healthy Soils and SWEEP TA	Ag Department	\$200,000	Technical assistance for grant applications and implementation for Healthy Soils and SWEEP
Dept of Conservation – Climate Smart Working Lands	Agriculture Dept	\$1M	Submitted in partnership with SD County – our share, if funded, will be \$1m of the \$2M request. Submitted 5/8/23
CARCD USDA Equity in Conservation Outreach Block Grant	Agriculture dept	\$45,000	Outreach to underserved farmers
Wildlife Conservation Board	Habitat restoration planning grant	\$580,000	Project in collaboration with the Green Infrastructure Consortium and Otay River valley Regional Park, RCD as lead partner. Preapplication approved, invited to full proposal
Grants Currently Working On	Program	Amount \$	Notes
CDFA Urban Agriculture	Wild Willow Farm	\$250,000	Staff capacity and business planning
Community Wildfire Defense Grant	Forestry & Fire Prevention	\$2m	Palomar Mountain FSC CWPP projects, especially defensible space and ingress/egress
Strategic Growth Council Community Resilience Center	Ag Department and Wild Willow Farm	\$99,681.44 (RCD ask)	These funds are part of a proposal from Casa Familiar in San Ysidro who want to partner with us to help them develop a community garden and curriculum for residents.
CAL FIRE Pilot Community Block Grant	Forestry & Fire Prevention	\$10m	Regional Investment Strategy for RFFC SoCal Block Grantees. We will manage the grant for the region, if awarded.
CA State Parks Direct Funding Agreement	Forestry & Fire Prevention	\$870,000	\$290,000 per year for three years to continue the Native American Conservation Corps program.
NRCS-CARCD	Forestry & Fire Prevention	\$300,000	Three-year grant to fund a full-time forester or similar position to support forest management plans and other planning work.

RC FOUNDATION GRANT STATUS

CURRENT GRANT ACTIVITY – AUGUST 2023

ITEM 7-2b

Grant Applications Submitted	Program	Amount \$	Notes / Updates
Grants Currently Working On	Program	Amount \$	Notes
Grants/ Donations Awarded	Program	Amount \$	Notes
CDFA – Farm to School, Track 4	Wild Willow Farm	\$150,000	Funding to develop a Farm to School field to supply produce to Sweetwater Union High School District for school consumption and nutrition education programs.
Hervey Family Fund	Wild Willow Farm	\$20,592	Funding to review the CSA model and promote to / engage the local community
Hervey Family Fund	Wild Willow Farm	\$10,000	Donation via SD Foundation, December 2022
SDG&E	Wild Willow Farm	\$3,000	Contribution for hosting a corporate volunteer event
SDG&E Environmental Champions 2022-23	Pollinator health	\$7,500	Program to promote native milkweed and host an event to swap tropical milkweed plants for a native plants
Collins Aerospace	Wild Willow Farm Donation	\$1,300	Staff Field Day Donation 2022
One Tree Planted	Arbor Day tree planting	\$2,500	Wild Willow Farm 2022
SD Foundation- H. House Family Fund	Wild Willow Farm	\$10,000	Direct support gift through SD Foundation 4/2022
SDG&E Environmental Champions 2021-22	Build and distribute garden boxes to South Bay families	\$7,500	Funding for vegetable or pollinator gardening container gardening workshops and supplies.
Grants Denied / Cancelled	Program	Amount \$	Notes
SD City Council - CPPS	Pollinator health	\$6,715	Program to promote native milkweed and host a San Diego Pollinator Week program of events.
SD City Council - CPPS	Wild Willow Farm Field trips	\$5,250	10 free field trips for schools in neighboring communities, plus some additional supplies.