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**REGULAR BOARD MEETING AGENDA**  
**Wednesday, September 14, 2022, 12:30PM**  
**RCD Office: 11769 Waterhill Road, Lakeside, CA 92040**

**Zoom: <https://us02web.zoom.us/j/86310174457?pwd=eXlPV2lnczUzMFIJK0hoTGhSWmtUz09>**  
**Meeting ID: 863 1017 4457, Passcode: 924243**

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. 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)).

**4. CONSENT CALENDAR**

- 4-1** Approval of Regular Meeting Minutes of August 10, 2022
- 4-2** Note and file monthly Treasurer's Reports for July 2022
- 4-3** Approve monthly expenses for July 2022

**5. STAFF AND OTHER REPORTS**

- 5-1** Executive Director's Staff Report (attached)
- 5-2** Grant Status Spreadsheets (attached)

**6. OTHER AGENCY, DIRECTOR, ASSOC DIRECTOR, COMMITTEE, AND ASSOCIATION REPORTS**

- 6-1** CARCD Report
- 6-2** Director/Assoc. Director and Other Activity or Committee Reports
- 6-3** NRCS Report

**7. BOARD ACTION AND DISCUSSION ITEMS**

- 7-1** Discuss / Approve Resolution 2022-28: AB 361
- 7-2** Discuss / Approve Resolution 2022-29: Acknowledgement of Jordan Gascon's service
- 7-3** Discuss / Approve Review Policy: Reserves Policy and budget corrections
- 7-4** Discuss / Approve Resolution 2022-33: Legislative Advocacy Policy
- 7-5** Discuss / Approve Resolution 2022-30: MOU with Girl Scouts San Diego- Imperial Council
- 7-6** Discuss / Approve Resolution 2022-31: Black Fox Timber Management contract
- 7-7** Discuss / Approve Resolution 2022-32: CARCD contract for NRCS block grant
- 7-8** Discuss / Approve Speak-off Competition: Board to appoint a judging panel

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

**8. CLOSED SESSION**

**8-1 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.

**9. AGENDA SETTING**

**10. 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.

<b>UPCOMING EVENTS</b>		
RCD Board Meeting	Wednesday, October 12, 2022 12:300pm	RCD Office & Zoom
FSC Executive & General Board Meetings	Thursday, November 10, 2022 9:00am	TBD
Wild Willow Farm Volunteering	Saturdays weekly 9am-noon	Wild Willow Farm

<b><u>RCD Board of Directors – August 2022</u></b>	
<b>Don Butz, President</b>	
Marilyn Huntamer, Vice President	Neil Meyer, Director
Maggie Sleeper, Director	Odette Gonzalez, Treasurer
Diane Moss, Director	One Vacancy
<i>Associate Directors</i>	
D.K. Nasland, Jo MacKenzie, Lance Rogers	

<b>RCD STAFF – August 2022</b>	
Ann Baldrige, Executive Director	Heather Marlow, Director of Forestry & Fire Prevention Projects
Chris Kelley, Financial Director	Gregg Cady, Farm Director
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, Regional 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, Agricultural Outreach Assistant	Kim Hanson, Farm Field Trip & Volunteer Coordinator
Sarah Leon, Garden Coordinator	

**REGULAR BOARD MEETING MINUTES**

**Wednesday, August 10, 2022 12:30 PM**

**Zoom link: <https://us02web.zoom.us/j/86310174457?pwd=eXlPV2lnczUzMFlJK0hoTGhSWmtUz09;>**

**Meeting ID: 863 1017 4457, Passcode: 924243**

**DIRECTORS PRESENT:** Don Butz, Neil Meyer, Maggie Sleeper, Odette Gonzalez, Diane Moss  
**DIRECTORS ABSENT:** Marilyn Huntamer  
**VACANCIES:** One  
**ASSOC. DIRECTORS PRESENT:** Jo MacKenzie, Lance Rogers  
**ASSOC. DIRECTORS ABSENT:** DK Nasland  
**OTHERS PRESENT:** Ann Baldrige, Codi Hale, Joanne Sauerma, Chris Kelley, Heather Marlow, Steve Boehmer, Gregg Cady, James Nieh, Raul Alvarado

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 12:35PM

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

Motion by Sleeper / Second Gonzalez No additions or changes  
BOD Meyer entered at 12:39pm

**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 or comment.

**4. CONSENT CALENDAR**

**4-1** Approval of Regular Meeting Minutes of July 13, 2022

Motion/second (Sleeper / Gonzalez) approved Meeting minutes for July passed unanimously:  
Butz, Gonzalez, Moss, Meyer, Sleeper Absent: Huntamer

**4-2** Note and file monthly Treasurer's Reports for June 2022

**4-3** Approve monthly expenses for May 2022, Motion to approve

Motion / second (Sleeper / Gonzalez) Consent Calendar approved, Passed unanimously:  
Butz, Gonzalez, Moss, Meyer, Sleeper. Absent: Huntamer

**5. STAFF AND OTHER REPORTS**

**5-1** Executive Directors Staff Report

**5-2** Grant Status Spreadsheets (attached)

**5-3** Staff Presentation: Pollinators for working lands program by Codi Hale

**6. OTHER AGENCY, DIRECTOR, ASSOC DIRECTOR, COMMITTEE, AND ASSOCIATION REPORTS**

**6-1** CARCD Report – Butz

**6-2** Director /Assoc Director and Other Activity or Committee Reports

**6-3 NRCS Report**

**7. BOARD ACTION AND DISCUSSION ITEMS**

**7-1** Discussion / Approve Resolution 2022-26: AB361 teleconference policy

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

**7-2** Discuss / Approve Performance Stipends for FY 2021-22

Motion /Second (Butz/ Sleeper) to approve Performance Stipends Roll call vote Butz, Sleeper, Moss, Meyer, Gonzalez Absent : Huntamer

**7-3** Discuss / Approve budget for Board Training, Board requested other possible training programs and add to agenda

**7-4** Discuss / Confirm RCD Board Position on Lafco Ad Hoc Committee, Nomination of Don Butz to Represent the Ad Hoc Committee along with Ann Baldrige Executive Director

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

**8. CLOSED SESSION**

**8-1 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.

**9. AGENDA SETTING:**

**10. ADJOURNMENT:**

**Motion to adjourn Motion/second ( Meyer/Sleeper ) 2:05PM**

Respectfully submitted,



Heather Marlow

**RCD of Greater San Diego County**  
**Profit Loss Budget vs. Actual**  
**July 2022**

Ordinary Income/Expense	Jul 2022	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
40000 · Grant Income Restricted				
40041 · CDFA TA HSP	781.37	25,341.11	-24,559.74	3.08%
40042 · CDFA CUSP Economic Relief Grant	806.40	41,245.50	-40,439.10	1.96%
40043 · CDFA WETA	808.07	136,000.00	-135,191.93	0.59%
40045 · CDFA Climate Smart Ag TA	2,059.20	32,521.82	-30,462.62	6.33%
40048 · CDFA Cover Cropping	356.98	54,880.26	-54,523.28	0.65%
40049 · CARCD Monarchs	332.64	10,000.00	-9,667.36	3.33%
40050 · CARCD CalFire Block Grant	0.00	250,000.00	-250,000.00	0.0%
40051 · DOC RFFC Block Grant	33,681.83	567,744.89	-534,063.06	5.93%
40052 · DOC SALC	6,180.12	86,951.96	-80,771.84	7.11%
40053 · DOC RFFC Round IIA	46,639.32	1,100,000.00	-1,053,360.68	4.24%
40055 · CARCD NRCS Equity	0.00	22,000.00	-22,000.00	0.0%
40060 · NRCS IERCD	691.50	8,500.00	-7,808.50	8.14%
40065 · NRCS Conservation Planning	1,391.76	55,000.00	-53,608.24	2.53%
40080 · SDRC Fuels	291,509.23	1,792,783.24	-1,501,274.01	16.26%
40085 · SDRC NACC	3,946.37	379,206.68	-375,260.31	1.04%
40090 · IRWMP Proposition 84	4,248.40	770,000.00	-765,751.60	0.55%
40100 · CARCD NFWF TA	773.70	10,000.00	-9,226.30	7.74%
40120 · Port	1,136.85	10,000.00	-8,863.15	11.37%
40122 · CalFire Forest Health Gran	1,164.80	2,230,873.66	-2,229,708.86	0.05%
40130 · NACD Urban Agriculture Conservation	625.17	49,905.90	-49,280.73	1.25%
40140 · SDG&E Environmental Champions	0.00	7,500.00	-7,500.00	0.0%
40145 · SDG&E DSAP	0.00	10,000.00	-10,000.00	0.0%
40146 · SDG&E Fuels MOU	15,859.80	1,100,000.00	-1,084,140.20	1.44%
40190 · Tijuana River Valley Garden	9,279.80	75,000.00	-65,720.20	12.37%
40191 · Sweetwater Community Garden	9,819.28	46,000.00	-36,180.72	21.35%
40194 · Wild Willow Farm Classes & Workshops	0.00	55,000.00	-55,000.00	0.0%
40195 · Wild Willow Farm Agricultural CSA & Wholesale	4,585.52	65,000.00	-60,414.48	7.06%
40196 · Wild Willow Field Trips & Tours	880.00	25,000.00	-24,120.00	3.52%
42007 · USFWS Pollinators on Working Lands	1,321.38	10,000.00	-8,678.62	13.21%
<b>Total 40000 · Grant Income Restricted</b>	<b>438,879.49</b>	<b>9,026,455.02</b>	<b>-8,587,575.53</b>	<b>4.86%</b>
45000 · Income - Unrestricted				
45010 · Rent - San Diego River Conserva	2,756.00	33,500.00	-30,744.00	8.23%
45020 · Donations, Awards & Scholarship	490.00	500.00	-10.00	98.0%
45025 · WWF Donations	0.00	20,000.00	-20,000.00	0.0%
45030 · Rebates and Refunds	0.00	25.00	-25.00	0.0%
45040 · LAIF Interest	1,281.79	10,000.00	-8,718.21	12.82%
45080 · US Bank Interest	3.59	45.00	-41.41	7.98%
45090 · Tax Assessments	32,500.00	379,000.00	-346,500.00	8.58%
45095 · Redevelopment Revenue City Tax	0.00	9,000.00	-9,000.00	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%
<b>Total 45000 · Income - Unrestricted</b>	<b>37,031.38</b>	<b>478,270.00</b>	<b>-441,238.62</b>	<b>7.74%</b>
<b>Total Income</b>	<b>475,910.87</b>	<b>9,504,725.02</b>	<b>-9,028,814.15</b>	<b>5.01%</b>
<b>Expense</b>				
50000 · Grant Expenses Restricted				
50041 · CDFA TA HSP	585.24	21,117.59	-20,532.35	2.77%
50042 · CDFA CUSP Economic Relief Grant	425.42	35,865.65	-35,440.23	1.19%
50043 · CDFA WETA	537.91	113,000.00	-112,462.09	0.48%
50045 · CDFA Climate Smart Ag TA	1,280.72	27,101.52	-25,820.80	4.73%
50048 · CDFA Cover Cropping	210.34	49,891.15	-49,680.81	0.42%
50049 · CARCD Monarchs	206.88	8,333.33	-8,126.45	2.48%
50050 · CARCD CalFire Block Grant	0.00	208,340.00	-208,340.00	0.0%
50051 · DOC Block Grant	24,563.78	473,120.74	-448,556.96	5.19%
50052 · DOC SALC	4,926.58	82,811.39	-77,884.81	5.95%
50053 · DOC RFFC Round IIA	40,184.64	972,246.77	-932,062.13	4.13%
50055 · CARCD NRCS Equity	0.00	18,736.00	-18,736.00	0.0%
50060 · NRCS IERCD	516.10	7,083.33	-6,567.23	7.29%
50065 · NRCS Conservation Planning	865.61	45,833.33	-44,967.72	1.89%
50080 · SDRC Fuels	262,604.58	1,629,802.95	-1,367,198.37	16.11%
50085 · SDRC NACC	3,587.61	344,736.96	-341,149.35	1.04%
50090 · IRWMP Proposition 84	3,358.33	733,333.33	-729,975.00	0.46%
50100 · CARCD NFWF TA	577.43	8,333.33	-7,755.90	6.93%
50120 · Port	771.34	8,333.33	-7,561.99	9.26%
50122 · CalFire Forest Health	1,040.53	1,991,851.48	-1,990,810.95	0.05%
50130 · NACD Urban Agriculture Conservation	495.82	45,369.00	-44,873.18	1.09%
50140 · SDG&E Environmental Champions	0.00	6,250.00	-6,250.00	0.0%
50145 · SDG&E DSAP	0.00	8,333.33	-8,333.33	0.0%
50146 · SDG&E Fuels MOU	11,576.16	916,666.67	-905,090.51	1.26%

**RCD of Greater San Diego County**  
**Profit Loss Budget vs. Actual**  
**July 2022**

50190 · Tijuana River Valley Garden	7,982.65	65,217.39	-57,234.74	12.24%
50191 · Sweetwater Community Garden	7,639.71	43,809.52	-36,169.81	17.44%
50193 · Parker Foundation F2F	0.00	0.00	0.00	0.0%
50194 · Wild Willow Farm Classes & Workshops	5,350.18	53,921.59	-48,571.41	9.92%
50195 · Wild Willow Farm Agricultural CSA & Wholesale	13,599.98	97,500.00	-83,900.02	13.95%
50196 · Wild Willow Farm Field Trips & Tours	7,025.99	30,000.00	-22,974.01	23.42%
52006 · USFWS Creating Pollinator Habit	0.00	0.00	0.00	0.0%
52007 · USFWS Pollinators on Working Lands	821.82	8,333.33	-7,511.51	9.86%
52025 · 21USFS SFA355827	0.00	0.00	0.00	0.0%
<b>Total 50000 · Grant Expenses Restricted</b>				
<b>53000 · Expenses Unrestricted</b>	<b>400,735.35</b>	<b>8,055,273.01</b>	<b>-7,654,537.66</b>	<b>4.98%</b>
53005 · Advertising	0.00	5,000.00	-5,000.00	0.0%
53035 · Processing Fees	780.09	4,500.00	-3,719.91	17.34%
53040 · Bank Fees	23.05	500.00	-476.95	4.61%
53050 · Depreciation	3,583.00	48,000.00	-44,417.00	7.47%
53060 · Donations, Awards & Scholarship	75.00	15,000.00	-14,925.00	0.5%
53070 · Dues & Subscriptions	255.00	10,000.00	-9,745.00	2.55%
53080 · Equipment Leases	266.59	3,500.00	-3,233.41	7.62%
53100 · Automobile				
53110 · Fuel	0.00	2,000.00	-2,000.00	0.0%
53120 · Repairs & Maintenance	412.93	3,000.00	-2,587.07	13.76%
<b>Total 53100 · Automobile</b>	<b>412.93</b>	<b>5,000.00</b>	<b>-4,587.07</b>	<b>8.26%</b>
53900 · Insurance				
53910 · Auto & General Liability	3,433.26	29,000.00	-25,566.74	11.84%
53920 · In Leiu of Health Insurance	10,732.28	186,000.00	-175,267.72	5.77%
53930 · Workers Compensation	1,682.38	32,000.00	-30,317.62	5.26%
<b>Total 53900 · Insurance</b>	<b>15,847.92</b>	<b>247,000.00</b>	<b>-231,152.08</b>	<b>6.42%</b>
54000 · Outside Services				
54010 · Facility Maintenance & Repairs	667.68	15,000.00	-14,332.32	4.45%
54020 · Janitorial	515.00	5,500.00	-4,985.00	9.36%
54030 · Landscaping	0.00	22,500.00	-22,500.00	0.0%
54040 · Payroll Processing Fees	509.89	4,500.00	-3,990.11	11.33%
54050 · Pest Control	0.00	20.00	-20.00	0.0%
54060 · Website & Computer Maintenance	1,664.95	40,000.00	-38,335.05	4.16%
<b>Total 54000 · Outside Services</b>	<b>3,357.52</b>	<b>87,520.00</b>	<b>-84,162.48</b>	<b>3.84%</b>
54070 · Permits & Fees	0.00	100.00	-100.00	0.0%
54080 · Postage	14.03	800.00	-785.97	1.75%
54090 · Printing	-33.17	1,500.00	-1,533.17	-2.21%
55000 · Professional Services				
55010 · Accounting Fees	0.00	7,500.00	-7,500.00	0.0%
55020 · Legal Fees	4,486.07	25,000.00	-20,513.93	17.94%
55030 · Professional Services - Other	767.34	10,000.00	-9,232.66	7.67%
<b>Total 55000 · Professional Services</b>	<b>5,253.41</b>	<b>42,500.00</b>	<b>-37,246.59</b>	<b>12.36%</b>
57000 · Supplies				
57100 · Conservation Garden & Education	0.00	6,000.00	-6,000.00	0.0%
57150 · Discretionary Projects	1,874.95	132,000.00	-130,125.05	1.42%
57200 · Office Supplies	676.89	9,500.00	-8,823.11	7.13%
57300 · Office General	69.01	8,000.00	-7,930.99	0.86%
<b>Total 57000 · Supplies</b>	<b>2,620.85</b>	<b>155,500.00</b>	<b>-152,879.15</b>	<b>1.69%</b>
59000 · Utilities				
59100 · Gas & Electric	1,119.22	15,000.00	-13,880.78	7.46%
59200 · Sewer	0.00	900.00	-900.00	0.0%
59300 · Trash	323.39	5,040.00	-4,716.61	6.42%
59400 · Water	0.00	9,000.00	-9,000.00	0.0%
59500 · Telephones	1,420.41	21,000.00	-19,579.59	6.76%
<b>Total 59000 · Utilities</b>	<b>2,863.02</b>	<b>50,940.00</b>	<b>-48,076.98</b>	<b>5.62%</b>
<b>Total 53000 · Expenses Unrestricted</b>	<b>35,319.24</b>	<b>677,360.00</b>	<b>-642,040.76</b>	<b>5.21%</b>
65000 · Travel and Meetings				
65310 · Training	198.00	9,000.00	-8,802.00	2.2%
65320 · Travel Transportation & Accomod	-175.97	12,000.00	-12,175.97	-1.47%
65330 · Travel Meals	42.69	3,500.00	-3,457.31	1.22%
<b>Total 65000 · Travel and Meetings</b>	<b>64.72</b>	<b>24,500.00</b>	<b>-24,435.28</b>	<b>0.26%</b>
66000 · Payroll Expenses				
66100 · Gross Payroll	14,314.35	410,000.00	-395,685.65	3.49%
66200 · In Leiu of Social Security 10.5%	2,278.13	43,050.00	-40,771.87	5.29%
66300 · Medicare 1.45%	314.60	5,945.00	-5,630.40	5.29%
66400 · FUTA, SDI, ETT, SUI	29.18	8,500.00	-8,470.82	0.34%
<b>Total 66000 · Payroll Expenses</b>	<b>16,936.26</b>	<b>467,495.00</b>	<b>-450,558.74</b>	<b>3.62%</b>
<b>Total Expense</b>	<b>453,055.57</b>	<b>9,224,628.01</b>	<b>-8,771,572.44</b>	<b>4.91%</b>
<b>Net Ordinary Income</b>	<b>22,855.30</b>	<b>280,097.01</b>	<b>-257,241.71</b>	<b>8.16%</b>
<b>Net Income</b>	<b>22,855.30</b>	<b>280,097.01</b>	<b>-257,241.71</b>	<b>8.16%</b>

RCD of Greater San Diego County  
Balance Sheet  
As of July 31, 2022

7/31/2022

ASSETS

Current Assets

Checking/Savings

10000 · US Bank Checking	834,146.45
10020 · Petty Cash	400.00
10030 · LAIF	232,137.46
<b>Total Checking/Savings</b>	<b>1,066,683.91</b>

Accounts Receivable

12000 · Accounts Receivable

12001 · RCD Foundation	0.00
12002 · DOC SALC	35,785.03
12003 · USFWS	0.00
12004 · NRCS IERCD	2,337.57
12006 · NRCS Conservation Planning	5,391.84
12008 · DOC RFFC Block Grant	270,670.84
12010 · CDFA CUSP Economic Relief Grant	2,047.95
12011 · CARCD	4,328.33
12012 · 21USFS SFA355827	175,000.00
12013 · CDFA Soil TA	4,595.55
12014 · CDFA Climate Smart Ag TA	2,681.99
12016 · CDFA Prescribed Grazing	2,090.71
12017 · CDFA Cover Cropping	11,383.44
12019 · DOC RFFC Round IIA	125,376.07
12020 · Fire Safe Council of San Diego	153.57
12021 · San Diego River Conservancy	23,758.16
12022 · CalFire Forest Health Grant	396,443.10
12023 · Wild Willow Field Trips and Tours	4,172.50
12024 · Wild Willow Classes and Workshops	2,027.90
12025 · Wild Willow AG & CSA Sales	1,238.62
12026 · Miscellaneous Receivables	0.00
12030 · Port District	4,000.00
12051 · Prop 84	315,259.96
12060 · Tijuana River Valley Community	33,985.74
12090 · Sweetwater Community Garden	22,330.00

**Total 12000 · Accounts Receivable** **1,445,058.87**

**Total Accounts Receivable** **1,445,058.87**

Other Current Assets

12005 · Undeposited Funds	2,627.50
13000 · Prepaid Expenses	56,354.57

**Total Other Current Assets** **58,982.07**

**Total Current Assets** **2,570,724.85**

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
14090 · Vehicles	76,537.22
14000 · Accumulated Depreciation - Other	-503,520.40

**Total 14000 · Accumulated Depreciation** **814,047.91**

**Total Fixed Assets** **814,047.91**

RCD of Greater San Diego County  
 Balance Sheet  
 As of July 31, 2022

	7/31/2022
TOTAL ASSETS	<u><u>3,384,772.76</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	267,262.04
Total Accounts Payable	<u>267,262.04</u>
Other Current Liabilities	
21000 · Deferred Compensation	19,419.09
21010 · Refundable Deposits on Garden Plots	24,756.67
21020 · Deferred Revenue	189,896.76
21045 · Accounts Payable Accrual	266.59
21060 · Vacation Accrual	49,282.68
Total Other Current Liabilities	<u>283,621.79</u>
Total Current Liabilities	<u>550,883.83</u>
Total Liabilities	550,883.83
Equity	
30000 · Administration Operations Reser	780,000.00
30020 · Capital Improvements Facility R	71,314.00
30040 · Computer Reserve Fund Balance	10,601.33
30080 · Discretionary Project Reserve	50,000.00
30091 · Fleet Reserve	50,000.00
30092 · General Fund Balance	280,296.83
30093 · Investment in Fixed Assets	865,461.00
32000 · Retained Earnings	327,565.52
32020 · Unrestricted Net Assets	375,794.95
Net Income	22,855.30
Total Equity	<u>2,833,888.93</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,384,772.76</u></u>



RCD of Greater San Diego County

Profit & Loss

July 31, 2022

Jul ' 22

Ordinary Income/Expense

Income

40000 · Grant Income Restricted	
40041 · CDFA HSP TA	781.37
40042 · CDFA CUSP Economic Relief Grant	806.40
40043 · CDFA WETA	808.07
40045 · CDFA Climate Smart Ag TA	2,059.20
40047 · CDFA Prescribed Grazing	0.00
40048 · CDFA Cover Cropping	356.98
40049 · CARCD Monarchs	332.64
40050 · CARCD CalFire Block Grant	0.00
40051 · DOC RFFC Block	33,681.83
40052 · DOC SALC	6,180.12
40053 · DOC RFFC Round IIA	46,639.32
40060 · NRCS IERCD	691.50
40065 · NRCS Conservation Planning	1,391.76
40080 · SDRC Fuels	291,509.23
40085 · SDRC NACC	3,946.37
40090 · IRWMP Proposition 84	4,248.40
40100 · CARCD NFWF TA	773.70
40120 · Port	1,136.85
40122 · CalFire Forest Health Grant	1,164.80
40130 · NACD Urban Ag	625.17
40140 · SDG&E Environmental Champions	0.00
40145 · SDG&E DSAP	0.00
40146 · SDG&E Fuels MOU	15,859.80
40190 · Tijuanna River Valley Garden	9,279.80
40191 · Sweetwater Community Garden	9,819.28
40193 · Parker Foundation Farm to Families	0.00
40194 · Wild Willow Farm Classes & Workshops	0.00
40195 · Wild Willow Farm CSA & Ag	4,585.52
40196 · Wild Willow Farm Field Trips & Tours	880.00
42007 · USFWS Pollinators on Working Lands	1,321.38

Total 40000 · Grant Income Restricted 438,879.49

45000 · Income - Unrestricted

45010 · Rent	2,756.00
45020 · Donations	490.00
45025 · WWF Donations	0.00
45030 · Rebates & Refunds	0.00
45040 · LAIF Interest	1,281.79
45080 · US Bank Interest	3.59
45090 · Tax Assessments	32,500.00
45095 · Redevelopment Revenue	0.00
45100 · Misc Income	0.00
45200 · Fee for Service	0.00

Total 45000 · Income - Unrestricted 37,031.38

Total Income

475,910.87

Expense

RCD of Greater San Diego County

Profit & Loss

July 31, 2022

Jul ' 22

50000 · Grant Expenses Restricted	
50041 · CDFA TA HSP	585.24
50042 · CDFA CUSP Economic Relief Grant	425.42
50043 · CDFA WETA	537.91
50045 · CDFA Climate Smart Ag TA	1,280.72
50047 · CDFA Prescribed Grazing	0.00
50048 · CDFA Cover Cropping	210.34
50049 · CARCD Monarchs	206.88
50050 · CARCD CalFire Block Grant	0.00
50051 · DOC RFFC Block Grant	24,563.78
50052 · DOC SALC	4,926.58
50053 · DOC RFFC Round IIA	40,184.64
50060 · NRCS IERCD	516.10
50065 · NRCS Conservation Planning	865.61
50080 · SDRC Fuels	262,604.58
50085 · SDRC NACC	3,587.61
50090 · IRWMP Proposition 84	3,358.33
50100 · CARCD NFWF TA	577.43
50120 · Port	771.34
50122 · CalFire Forest Health Grant	1,040.53
50130 · NACD Urban Ag TA	495.82
50140 · SDG&E Environmental Champions	0.00
50145 · SDG&E DSAP	0.00
50146 · SDG&E Fuels MOU	11,576.16
50190 · Tijuana River Valley Garden	7,982.65
50191 · Sweetwater Community Garden	7,639.71
50193 · Parker Foundation Farm to Families	0.00
50194 · Wild Willow Farm Classes & Workshops	5,350.18
50195 · Wild Willow Farm Ag & CSA	13,599.98
50196 · Wild Willow Farm Field Trips & Tours	7,025.99
52007 · USFWS Pollinators on Working Lands	821.82
Total 50000 · Grant Expenses Restricted	<u>400,735.35</u>
53000 · Expenses Unrestricted	
53005 · Advertising	0.00
53035 · Processing Fees	780.09
53040 · Bank Fees	23.05
53050 · Depreciation	3,583.00
53060 · Donations, Awards & Scholarships	75.00
53070 · Dues & Subscriptions	255.00
53080 · Equipment Leases	266.59
53100 · Automobile	
53110 · Fuel	0.00
53120 · Repairs & Maintenance	412.93
Total 53100 · Automobile	<u>412.93</u>
53900 · Insurance	
53910 · Auto & General Liability	3,433.26
53920 · In Lieu of Health Insurance	10,732.28
53930 · Workers Compensation	1,682.38
Total 53900 · Insurance	<u>15,847.92</u>

RCD of Greater San Diego County

Profit & Loss

July 31, 2022

	<u>Jul ' 22</u>
54000 · Outside Services	
54010 · Facility Maintenance & Repairs	667.68
54020 · Janitorial	515.00
54030 · Landscaping	0.00
54040 · Payroll Processing Fees	509.89
54050 · Pest Control	0.00
54060 · Website & Computer Maintenance	1,664.95
Total 54000 · Outside Services	<u>3,357.52</u>
54070 · Permit	0.00
54080 · Postage	14.03
54090 · Printing	-33.17
55000 · Professional Services	
55010 · Accounting Fees	0.00
55020 · Legal Fees	4,486.07
55030 · Professional Services - Other	767.34
Total 55000 · Professional Services	<u>5,253.41</u>
57000 · Supplies	
57100 · Conservation Garden & Education	0.00
57150 · Discretionary Projects	1,874.95
57200 · Office Supplies	676.89
57300 · Office General	69.01
Total 57000 · Supplies	<u>2,620.85</u>
59000 · Utilities	
59100 · Gas & Electric	1,119.22
59200 · Sewer	0.00
59300 · Trash	323.39
59400 · Water	0.00
59500 · Telephones	1,420.41
Total 59000 · Utilities	<u>2,863.02</u>
Total 53000 · Expenses Unrestricted	<u>35,319.24</u>
65000 · Travel and Meetings	
65310 · Training	198.00
65320 · Travel Transportation & Accomod	-175.97
65330 · Travel Meals	42.69
Total 65000 · Travel and Meetings	<u>64.72</u>
66000 · Payroll Expenses	
66100 · Gross Payroll	14,314.35
66200 · In Leiu of Social Security 10.5%	2,278.13
66300 · Medicare 1.45%	314.60
66400 · FUTA, SDI, ETT, SUI	29.18
Total 66000 · Payroll Expenses	<u>16,936.26</u>
Total Expense	<u>453,055.57</u>
Net Ordinary Income	<u>22,855.30</u>
Net Income	<u><u>22,855.30</u></u>

RCD of Greater San Diego County  
Reconciliation Summary  
US Bank-General Checking, Period Ending 7/31/2022

	<b>Jul 31, 22</b>
<b>Beginning Balance</b>	1,117,250.39
<b>Cleared Transactions</b>	
<b>Checks and Payments - 119 items</b>	-502,911.74
<b>Deposits and Credits - 57 items</b>	60,890.05
<b>Total Cleared Transactions</b>	-442,021.69
<b>Cleared Balance</b>	<b>675,228.70</b>
<b>Uncleared Transactions</b>	
<b>Checks and Payments - 40 items</b>	-578,811.95
<b>Deposits and Credits - 8 items</b>	737,780.55
<b>Total Uncleared Transactions</b>	158,968.60
<b>Register Balance as of 07/31/2022</b>	<b>834,197.30</b>

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 7/31/22

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,117,250.39
<b>Cleared Transactions</b>						
<b>Checks and Payments - 119 items</b>						
Bill Pmt -Check	05/05/2022	11846	Michelle Bearmar	Ö	-100.00	-100.00
Bill Pmt -Check	06/01/2022	11941	Joanne Sauerman	Ö	-50.00	-150.00
Bill Pmt -Check	06/01/2022	11938	Erik Rodriguez	Ö	-50.00	-200.00
Bill Pmt -Check	06/06/2022	11962	Nicole Currssitan	Ö	-1,000.00	-1,200.00
Bill Pmt -Check	06/06/2022	11961	Nathan Cheng	Ö	-1,000.00	-2,200.00
Bill Pmt -Check	06/06/2022	11958	Lee Fontanaries	Ö	-1,000.00	-3,200.00
Bill Pmt -Check	06/06/2022	11964	Roxanna Braganca	Ö	-1,000.00	-4,200.00
Bill Pmt -Check	06/14/2022	12015	La Jolla Band of Luiseno Indiä	Ö	-34,334.96	-38,534.96
Bill Pmt -Check	06/14/2022	12010	La Jolla Band of Luiseno Indiä	Ö	-19,565.35	-58,100.31
Bill Pmt -Check	06/14/2022	11996	CARCD	Ö	-5,000.00	-63,100.31
Bill Pmt -Check	06/14/2022	11977	La Jolla Band of Luiseno Indiä	Ö	-1,014.96	-64,115.27
Bill Pmt -Check	06/14/2022	11976	Heather Marlow	Ö	-408.19	-64,523.46
Bill Pmt -Check	06/21/2022	12031	Davey Tree Expert Company	Ö	-34,880.00	-99,403.46
Bill Pmt -Check	06/21/2022	12038	Pope Tree Service	Ö	-29,700.00	-129,103.46
Bill Pmt -Check	06/21/2022	12035	LC Tree Service	Ö	-29,525.00	-158,628.46
Bill Pmt -Check	06/21/2022	12042	The Patriot Group	Ö	-27,850.00	-186,478.46
Bill Pmt -Check	06/21/2022	12048	Lincoln Financial	Ö	-14,072.25	-200,550.71
Bill Pmt -Check	06/21/2022	12029	CM Precision Tree & Landscap	Ö	-9,000.00	-209,550.71
Bill Pmt -Check	06/21/2022	12049	U.S. Bancorp Service Center,	Ö	-6,243.17	-215,793.88
Bill Pmt -Check	06/21/2022	12041	Sharp Business Systems	Ö	-388.99	-216,182.87
Bill Pmt -Check	06/21/2022	12033	JMB Sanitation	Ö	-219.55	-216,402.42
Bill Pmt -Check	06/21/2022	12050	CSDA, San Diego Chapter	Ö	-150.00	-216,552.42
Bill Pmt -Check	06/21/2022	12045	Union Bank	Ö	-20.56	-216,572.98
Bill Pmt -Check	06/23/2022	12051	Mateusz Ciasnocha	Ö	-611.33	-217,184.31
Check	06/23/2022	12052	Wendy Peterson	Ö	-100.00	-217,284.31
Bill Pmt -Check	06/27/2022	12053	Pope Tree Service	Ö	-24,800.00	-242,084.31
Bill Pmt -Check	06/27/2022	12060	The Patriot Group	Ö	-10,900.00	-252,984.31
Bill Pmt -Check	06/27/2022	12054	The Patriot Group	Ö	-5,700.00	-258,684.31
Bill Pmt -Check	06/27/2022	12057	Davey Tree Expert Company	Ö	-4,780.00	-263,464.31
Bill Pmt -Check	06/27/2022	12058	LC Tree Service	Ö	-3,200.00	-266,664.31
Bill Pmt -Check	06/27/2022	12055	California American Water	Ö	-1,878.88	-268,543.19
Bill Pmt -Check	06/27/2022	12059	Pope Tree Service	Ö	-1,600.00	-270,143.19
Bill Pmt -Check	06/27/2022	12061	Verizon	Ö	-37.87	-270,181.06
Bill Pmt -Check	06/28/2022	12062	CIT Technology	Ö	-550.50	-270,731.56
Bill Pmt -Check	06/29/2022	12067	Farm Bureau San Diego Cour	Ö	-450.00	-271,181.56
Bill Pmt -Check	06/29/2022	12065	Columbia Pacific Telesystem:	Ö	-290.00	-271,471.56
Bill Pmt -Check	06/29/2022	12066	EDCO Disposal Corporation	Ö	-100.08	-271,571.64
Check	06/29/2022	12063	Julia Casper	Ö	-100.00	-271,671.64
Bill Pmt -Check	06/29/2022	12064	CDFA Cashier	Ö	-0.20	-271,671.84
Bill Pmt -Check	06/30/2022	12071	Tanner Environmental	Ö	-5,000.00	-276,671.84
Bill Pmt -Check	06/30/2022	12070	Lakeside Water District	Ö	-429.66	-277,101.50
General Journal	06/30/2022	CR 1031		Ö	-14.91	-277,116.41
Bill Pmt -Check	07/01/2022	12074	County of San Diego	Ö	-1,644.40	-278,760.81
General Journal	07/01/2022	JE 1240		Ö	-228.55	-278,989.36
Bill Pmt -Check	07/01/2022	12072	Coral Garden Creations	Ö	-120.00	-279,109.36
Bill Pmt -Check	07/01/2022	12073	Petty Cash	Ö	-82.37	-279,191.73
Bill Pmt -Check	07/01/2022	12077	Cheyenne Piacenza	Ö	-50.00	-279,241.73
Bill Pmt -Check	07/01/2022	12079	Codi Hale	Ö	-50.00	-279,291.73
Bill Pmt -Check	07/01/2022	12080	Erik Rodriguez	Ö	-50.00	-279,341.73
Bill Pmt -Check	07/01/2022	12086	Morgan Graves	Ö	-50.00	-279,391.73
Bill Pmt -Check	07/01/2022	12081	Gregg Cady	Ö	-50.00	-279,441.73
Bill Pmt -Check	07/01/2022	12076	Ann Baldridge	Ö	-50.00	-279,491.73
Bill Pmt -Check	07/01/2022	12075	Andy Williamson	Ö	-50.00	-279,541.73
Bill Pmt -Check	07/01/2022	12088	Rachel Lloyd	Ö	-50.00	-279,591.73
Bill Pmt -Check	07/01/2022	12090	Stan Hill	Ö	-50.00	-279,641.73
Bill Pmt -Check	07/01/2022	12082	Heather Marlow	Ö	-50.00	-279,691.73
Bill Pmt -Check	07/01/2022	12083	Joanne Sauerman	Ö	-50.00	-279,741.73
General Journal	07/01/2022	JE 1241		Ö	-37.53	-279,779.26
General Journal	07/01/2022	CR 1033		Ö	-26.12	-279,805.38
Bill Pmt -Check	07/05/2022	12095	Flex Fleet Rental LLC	Ö	-7,160.64	-286,966.02
Bill Pmt -Check	07/05/2022	12096	ITCM	Ö	-2,594.95	-289,560.97
Bill Pmt -Check	07/05/2022	12097	Kathleen Hedberg	Ö	-1,089.06	-290,650.03
Bill Pmt -Check	07/05/2022	12098	McDougal Love Boehmer Fol	Ö	-1,003.00	-291,653.03

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 7/31/22

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/05/2022	12101	The SoCo Group Inc.	Ö	-910.18	-292,563.21
Bill Pmt -Check	07/05/2022	12094	Cox Communications	Ö	-614.54	-293,177.75
Bill Pmt -Check	07/05/2022	12099	Pacific Building Maintenance	Ö	-515.00	-293,692.75
Bill Pmt -Check	07/05/2022	12091	Alpine Ace Hardware	Ö	-103.68	-294,382.36
Bill Pmt -Check	07/05/2022	12092	Andy Williamson	Ö	-94.77	-294,477.13
General Journal	07/05/2022	JE 1006		Ö	-55.05	-294,532.18
General Journal	07/05/2022	JE 1007		Ö	-9.14	-294,541.32
General Journal	07/06/2022	JE 1001		Ö	-32,656.82	-327,198.14
Bill Pmt -Check	07/06/2022	12103	Tree Culture	Ö	-15,000.00	-342,198.14
General Journal	07/06/2022	JE 1001		Ö	-7,308.90	-349,507.04
Bill Pmt -Check	07/07/2022	12106	La Jolla Band of Luiseno Indiã	Ö	-54,560.00	-404,067.04
Bill Pmt -Check	07/07/2022	12107	La Jolla Band of Luiseno Indiã	Ö	-22,298.00	-426,365.04
Bill Pmt -Check	07/07/2022	12109	CM Precision Tree & Landscap	Ö	-5,145.00	-431,510.04
Bill Pmt -Check	07/07/2022	12108	City of San Diego	Ö	-4,976.20	-436,486.24
Bill Pmt -Check	07/07/2022	12114	Gregg Cady	Ö	-3,201.10	-439,687.34
Bill Pmt -Check	07/07/2022	12105	La Jolla Band of Luiseno Indiã	Ö	-2,316.86	-442,004.20
Bill Pmt -Check	07/07/2022	12113	Sophia Maple	Ö	-600.00	-442,604.20
General Journal	07/07/2022	JE 1235		Ö	-33.38	-442,637.58
General Journal	07/07/2022	JE 1238		Ö	-19.20	-442,656.78
Bill Pmt -Check	07/08/2022	12116	Flex Fleet Rental LLC	Ö	-5,131.28	-447,788.06
Bill Pmt -Check	07/08/2022	12117	Office Depot	Ö	-135.08	-447,923.14
General Journal	07/08/2022	CR 1010		Ö	-29.41	-447,952.55
Bill Pmt -Check	07/12/2022	12120	Jacob Stone	Ö	-1,600.00	-449,552.55
Bill Pmt -Check	07/12/2022	12119	Gary J. Amaral, DVM	Ö	-199.00	-449,751.55
General Journal	07/12/2022	JE 1007		Ö	-35.67	-449,787.22
General Journal	07/12/2022	CR 1016		Ö	-34.98	-449,822.20
General Journal	07/13/2022	JE 2522		Ö	-525.00	-450,347.20
General Journal	07/13/2022	CR 1018		Ö	-22.16	-450,369.36
Bill Pmt -Check	07/14/2022	12121	Palomar Observatory DAVEY	Ö	-1,040.00	-451,409.36
General Journal	07/14/2022	JE 1002		Ö	-7.15	-451,416.51
General Journal	07/15/2022	JE 1003		Ö	-22.45	-451,438.96
Check	07/15/2022			Ö	-20.95	-451,459.91
Bill Pmt -Check	07/19/2022	12132	Sweetwater Authority	Ö	-5,447.86	-456,907.77
Bill Pmt -Check	07/19/2022	12124	Richard Leeman	Ö	-3,000.00	-459,907.77
Bill Pmt -Check	07/19/2022	12128	Morgan Graves	Ö	-266.59	-460,174.36
Check	07/19/2022	12123	Emily Dowgiallo	Ö	-100.00	-460,274.36
Bill Pmt -Check	07/19/2022	12131	Quench USA Inc	Ö	-41.49	-460,315.85
General Journal	07/19/2022	JE 1005		Ö	-37.53	-460,353.38
Bill Pmt -Check	07/19/2022	12127	Luxury	Ö	-34.64	-460,388.02
Bill Pmt -Check	07/19/2022	12126	EDCO Disposal Corporation	Ö	-30.00	-460,418.02
Bill Pmt -Check	07/19/2022	12133	Union Bank	Ö	-2.10	-460,420.12
General Journal	07/20/2022	JE 1001		Ö	-32,244.82	-492,664.94
General Journal	07/20/2022	JE 1001		Ö	-7,072.29	-499,737.23
General Journal	07/20/2022	JE 1006		Ö	-37.25	-499,774.48
General Journal	07/20/2022	CR 1007		Ö	-31.02	-499,805.50
General Journal	07/20/2022	CR 1024		Ö	-18.58	-499,824.08
General Journal	07/20/2022	JE 1008		Ö	-5.02	-499,829.10
Bill Pmt -Check	07/21/2022	12135	Coit Services Inc	Ö	-625.00	-500,454.10
Bill Pmt -Check	07/22/2022	12136	Al Delalat	Ö	-1,446.95	-501,901.05
Bill Pmt -Check	07/25/2022	12139	Easy Farm Supply	Ö	-776.77	-502,677.82
General Journal	07/25/2022	1056		Ö	-100.00	-502,777.82
General Journal	07/25/2022	1058		Ö	-39.34	-502,817.16
General Journal	07/29/2022	CR 1003		Ö	-94.58	-502,911.74
Total Checks and Payments					-502,911.74	-502,911.74
<b>Deposits and Credits - 57 items</b>						
Bill Pmt -Check	06/03/2022	11952	Jacob Stone	Ö	0.00	0.00
Bill Pmt -Check	06/14/2022	11999	Flex Fleet Rental LLC	Ö	0.00	0.00
General Journal	06/30/2022	CR 1030		Ö	138.00	138.00
General Journal	06/30/2022	CR 1030		Ö	554.94	692.94
Deposit	06/30/2022			Ö	2,976.00	3,668.94
Deposit	07/01/2022			Ö	260.00	3,928.94
Deposit	07/01/2022			Ö	700.00	4,628.94
Deposit	07/05/2022			Ö	410.00	5,038.94
General Journal	07/05/2022	JE 1236		Ö	720.00	5,758.94
Deposit	07/05/2022			Ö	2,570.00	8,328.94
General Journal	07/05/2022	JE 1239		Ö	9,983.98	18,312.92

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 7/31/22

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	07/06/2022			Ö	260.00	18,572.92
Bill Pmt -Check	07/07/2022	12104	La Jolla Band of Luiseno Indiz	Ö	0.00	18,572.92
Deposit	07/07/2022			Ö	1,530.00	20,102.92
General Journal	07/08/2022	CR 1008		Ö	23.00	20,125.92
General Journal	07/08/2022	CR 1011		Ö	30.00	20,155.92
Deposit	07/08/2022			Ö	400.00	20,555.92
Deposit	07/08/2022			Ö	432.40	20,988.32
Deposit	07/08/2022			Ö	1,190.00	22,178.32
Deposit	07/08/2022			Ö	1,380.00	23,558.32
Deposit	07/08/2022			Ö	3,883.72	27,442.04
General Journal	07/11/2022	JE 07092022		Ö	10.00	27,452.04
Deposit	07/11/2022			Ö	1,610.00	29,062.04
General Journal	07/12/2022	CR 1017		Ö	272.00	29,334.04
Deposit	07/12/2022			Ö	1,200.00	30,534.04
Deposit	07/12/2022			Ö	1,610.00	32,144.04
General Journal	07/14/2022	JE 1050		Ö	240.00	32,384.04
Deposit	07/14/2022			Ö	285.00	32,669.04
Deposit	07/14/2022			Ö	760.00	33,429.04
Deposit	07/14/2022			Ö	1,040.00	34,469.04
General Journal	07/15/2022	CR 1015		Ö	40.00	34,509.04
Deposit	07/15/2022			Ö	1,030.00	35,539.04
Deposit	07/15/2022			Ö	1,120.00	36,659.04
Deposit	07/15/2022			Ö	4,998.88	41,657.92
General Journal	07/19/2022	JE 1004		Ö	120.00	41,777.92
Deposit	07/19/2022			Ö	1,675.00	43,452.92
General Journal	07/20/2022	CR 1023		Ö	750.00	44,202.92
Deposit	07/20/2022			Ö	1,720.00	45,922.92
General Journal	07/21/2022	1055		Ö	4,649.06	50,571.98
General Journal	07/22/2022	CR 1006		Ö	24.00	50,595.98
General Journal	07/22/2022	CR 1004		Ö	240.00	50,835.98
Deposit	07/22/2022			Ö	860.00	51,695.98
Deposit	07/22/2022			Ö	1,050.00	52,745.98
Bill Pmt -Check	07/25/2022	12137	La Jolla Band of Luiseno Indiz	Ö	0.00	52,745.98
Deposit	07/25/2022			Ö	50.00	52,795.98
Deposit	07/25/2022			Ö	132.50	52,928.48
Deposit	07/25/2022			Ö	132.50	53,060.98
Deposit	07/25/2022			Ö	147.50	53,208.48
Deposit	07/25/2022			Ö	275.00	53,483.48
Deposit	07/25/2022			Ö	357.50	53,840.98
Deposit	07/25/2022			Ö	357.50	54,198.48
Deposit	07/25/2022			Ö	1,805.00	56,003.48
General Journal	07/25/2022	CR 1023		Ö	2,091.43	58,094.91
General Journal	07/26/2022	1060		Ö	901.55	58,996.46
Deposit	07/31/2022			Ö	3.59	59,000.05
General Journal	07/31/2022	CR 1005		Ö	450.00	59,450.05
Deposit	07/31/2022			Ö	1,440.00	60,890.05
Total Deposits and Credits					60,890.05	60,890.05
Total Cleared Transactions					-442,021.69	-442,021.69
Cleared Balance					-442,021.69	675,228.70
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 40 items</b>						
Bill Pmt -Check	02/23/2022	11597	Carl Michael Reeske		-100.00	-100.00
Check	03/03/2022	11631	Martha Gonzalez		-7.50	-107.50
Bill Pmt -Check	05/05/2022	11848	Ronnie McCord		-100.00	-207.50
Bill Pmt -Check	06/06/2022	11965	Sydney Moran		-1,000.00	-1,207.50
Bill Pmt -Check	06/14/2022	12022	Kim Hanson AP		-300.00	-1,507.50
Bill Pmt -Check	06/16/2022	12027	San Diego Agricultural Laboratory		-49.00	-1,556.50
Bill Pmt -Check	07/01/2022	12078	Chris Kelley		-50.00	-1,606.50
Bill Pmt -Check	07/01/2022	12087	Paul Maschka		-50.00	-1,656.50
Bill Pmt -Check	07/01/2022	12084	Joel Kramer		-50.00	-1,706.50
Bill Pmt -Check	07/01/2022	12085	Kim Hanson AP		-50.00	-1,756.50
Bill Pmt -Check	07/01/2022	12089	Sierra Reiss		-50.00	-1,806.50
Bill Pmt -Check	07/05/2022	12100	Pope Tree Service		-25,800.00	-27,606.50
Bill Pmt -Check	07/07/2022	12111	Pope Tree Service		-17,900.00	-45,506.50
Bill Pmt -Check	07/07/2022	12112	The Patriot Group		-11,300.00	-56,806.50
Bill Pmt -Check	07/07/2022	12110	Joel Kramer		-79.03	-56,885.53

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 7/31/22

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/08/2022	12115	USDA Forest Service		-113,892.57	-170,778.10
General Journal	07/08/2022	CR 1009			-89.21	-170,867.31
Check	07/11/2022	12118	Hankija Mesanovic		-100.00	-170,967.31
General Journal	07/11/2022	JE 07092023			-29.21	-170,996.52
General Journal	07/14/2022	JE 1049			-10.73	-171,007.25
Check	07/15/2022	12122	Maria Elsa Mariel Sta Agueda C27		-100.00	-171,107.25
Bill Pmt -Check	07/19/2022	12129	Pauma Band of Luiseno Indians		-240,701.18	-411,808.43
Bill Pmt -Check	07/19/2022	12130	Priya Kanakha		-3,718.00	-415,526.43
Bill Pmt -Check	07/19/2022	12134	United Site Services		-521.57	-416,048.00
Bill Pmt -Check	07/19/2022	12125	County of San Diego Auditor and		-242.34	-416,290.34
Bill Pmt -Check	07/25/2022	12150	USDA Forest Service		-105,911.36	-522,201.70
Bill Pmt -Check	07/25/2022	12148	SDRPF		-18,939.29	-541,140.99
Bill Pmt -Check	07/25/2022	12138	La Jolla Band of Luiseno Indians		-18,080.17	-559,221.16
Bill Pmt -Check	07/25/2022	12149	Tree Culture		-10,000.00	-569,221.16
Bill Pmt -Check	07/25/2022	12143	California American Water		-3,739.09	-572,960.25
Bill Pmt -Check	07/25/2022	12140	California American Water		-2,019.41	-574,979.66
Bill Pmt -Check	07/25/2022	12141	SDG&E		-1,119.22	-576,098.88
Bill Pmt -Check	07/25/2022	12145	Davey Tree Expert Company		-920.00	-577,018.88
Bill Pmt -Check	07/25/2022	12144	SDG&E		-701.26	-577,720.14
Bill Pmt -Check	07/25/2022	12146	Diamond Environmental Services		-262.96	-577,983.10
Bill Pmt -Check	07/25/2022	12147	JMB Sanitation		-219.55	-578,202.65
Bill Pmt -Check	07/25/2022	12142	Office Depot		-212.66	-578,415.31
General Journal	07/25/2022	1057			-89.21	-578,504.52
General Journal	07/28/2022	JE 1010			-120.00	-578,624.52
General Journal	07/31/2022	1059			-187.43	-578,811.95
Total Checks and Payments					-578,811.95	-578,811.95
<b>Deposits and Credits - 8 items</b>						
General Journal	07/21/2022	CR 1024			240.00	240.00
General Journal	07/22/2022	CR 1022			307.98	547.98
General Journal	07/22/2022	CR 1022			308.00	855.98
Deposit	07/22/2022				1,270.00	2,125.98
Deposit	07/22/2022				4,008.18	6,134.16
Deposit	07/22/2022				19,325.57	25,459.73
Deposit	07/31/2022				8,680.00	34,139.73
Deposit	07/31/2022				703,640.82	737,780.55
Total Deposits and Credits					737,780.55	737,780.55
Total Uncleared Transactions					158,968.60	158,968.60
<b>Register Balance as of 07/31/2022</b>					<b>-283,053.09</b>	<b>834,197.30</b>



**Resource Conservation District of Greater San Diego County**  
**Check Register**  
**August 2022**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
08/01/2022	12151	Justin Webster	SW Refund	-100.00
08/01/2022	12152	Petty Cash	Petty Cash	-71.62
08/01/2022	12153	Andy Williamson	Expense Reimbursement	-173.44
08/01/2022	12154	Ann Baldrige	August Telephone Stipend	-50.00
08/01/2022	12155	Cheyenne Piacenza	August Telephone Stipend	-50.00
08/01/2022	12156	Chris Kelley	August Telephone Stipend	-50.00
08/01/2022	12157	Codi Hale	August Telephone Stipend	-50.00
08/01/2022	12158	Davey Tree Expert Company	Restricted Grant Expense	-8,510.00
08/01/2022	12159	Erik Rodriguez	August Telephone Stipend	-50.00
08/01/2022	12160	Flex Fleet Rental LLC	Restricted Grant Expense	-1,496.87
08/01/2022	12161	Gregg Cady	August Telephone Stipend	-50.00
08/01/2022	12162	Heather Marlow	August Telephone Stipend	-50.00
08/01/2022	12163	Joanne Sauerman	August Telephone Stipend	-50.00
08/01/2022	12164	Joel Kramer	Expense Reimbursement	-161.15
08/01/2022	12165	LC Tree Service	Restricted Grant Expense	-4,775.00
08/01/2022	12166	Morgan Graves	August Telephone Stipend	-50.00
08/01/2022	12167	Paul Maschka	August Telephone Stipend	-50.00
08/01/2022	12168	Pope Tree Service	Restricted Grant Expense	-50,100.00
08/01/2022	12169	Rachel Lloyd	August Telephone Stipend	-50.00
08/01/2022	12170	San Diego Farm Bureau	Annual Fee	-330.00
08/01/2022	12171	Sierra Reiss	August Telephone Stipend	-50.00
08/01/2022	12172	Stan Hill	Expense Reimbursement	-86.09
08/01/2022	12173	The Patriot Group	Restricted Grant Expense	-16,050.00
08/01/2022	12174	Verizon	Telephone	-38.00
08/01/2022	12175	Kim Hanson AP	August Telephone Stipend	-50.00
08/02/2022	12176	Back Country Land Trust	Restricted Grant Expense	-237.50
08/02/2022	12177	Diamond B Ranch	Restricted Grant Expense	-200.00
08/02/2022	12178	Edward Grangetto Jr.	Restricted Grant Expense	-300.00
08/02/2022	12179	John Austel	Restricted Grant Expense	-100.00
08/02/2022	12180	LC Tree Service	Restricted Grant Expense	-6,750.00
08/02/2022	12181	Lincoln Financial	457 EE/ER Health Insurance	-14,026.98
08/02/2022	12182	Jorge Reyes	Jorge Reyes - Reyes Vineyards	-100.00
08/03/2022	12183	Petty Cash	Petty Cash Reimbursement WWF	-63.81
08/03/2022	12184	Manuel Cabada	SW Refund	-100.00
08/04/2022	12185	California Wildlife Foundation	Restricted Grant Expense	-36,949.85
08/04/2022	12186	CM Precision Tree & Landscape Maintenance	Restricted Grant Expense	-3,600.00
08/04/2022	12187	EDCO Disposal Corporation	TRV Green Waste Service	-114.02
08/04/2022	12188	Gregg Cady	Expense Reimbursement	-2,213.12
08/04/2022	12189	ITCM	Managing Servers	-1,559.95
08/04/2022	12190	LC Tree Service	Restricted Grant Expense	-4,950.00
08/04/2022	12191	Pacific Building Maintenance	Janitorial	-515.00
08/04/2022	12192	Pala Band of Mission Indians	Restricted Grant Expense	-868.41
08/04/2022	12193	Pope Tree Service	Restricted Grant Expense	-97,600.00
08/04/2022	12194	Rachel Lloyd	Expense Reimbursement	-71.37
08/04/2022	12195	The Patriot Group	Restricted Grant Expense	-19,450.00
08/04/2022	12196	The SoCo Group Inc.	RCD Fuel/Restricted Grant Expense	-637.05

**Resource Conservation District of Greater San Diego County**  
**Check Register**  
**August 2022**

08/04/2022	12197	Tree Culture	Restricted Grant Expense	-2,833.75
08/04/2022	12198	Waste Management	Trash	-316.50
08/08/2022	12199	Colin H. Richard	FSC Restricted Grant Expense	-250.00
08/08/2022	12200	Wallace Laboratories, Inc	Restricted Grant Expense	-65.00
08/08/2022	12201	A & L Laboratories	Restricted Grant Expense	-40.00
08/08/2022	12202	A & L Laboratories	Restricted Grant Expense	-84.00
08/08/2022	12203	VOID	VOID	0.00
08/09/2022	12204	VOID	VOID	0.00
08/09/2022	12205	California American Water	Restricted Grant Expense	-4,204.37
08/09/2022	12206	California American Water	Restricted Grant Expense	-3,262.30
08/09/2022	12207	Quench USA Inc	Water	-41.49
08/09/2022	12208	SDG&E	Wild Willow Farm Utilities	-343.97
08/09/2022	12209	Stratton Design & Marketing	Olivenhain FSC Newsletter	-150.00
08/09/2022	12210	The SoCo Group Inc.	Restricted Grant Expense	-492.30
08/09/2022	12211	U.S. Bancorp Service Center, Inc	RCD Credit Card	-2,311.95
08/09/2022	12212	United Site Services	Restricted Grant Expense	-521.57
08/09/2022	12213	LC Tree Service	Restricted Grant Expense	-5,970.00
08/09/2022	12214	McDougal Love Boehmer Foley Lyon Canlas	Legal	-4,486.07
08/09/2022	12215	VOID	VOID	0.00
08/09/2022	12216	Cox Communications	Telephone	-620.41
08/09/2022	12217	EDCO Disposal Corporation	WWF Trash	-35.00
08/09/2022	12218	Pope Tree Service	Restricted Grant Expense	-11,800.00
08/10/2022	12219	Diamond Environmental Services	Restricted Grant Expense	-262.96
08/10/2022	12220	The Patriot Group	Restricted Grant Expense	-23,000.00
08/10/2022	12221	Wallace Laboratories, Inc	Restricted Grant Expense	-65.00
08/10/2022	12222	Golden State Labor Compliance	Annual Dues	-500.00
08/10/2022	12223	Cheyenne Piacenza	Expense Reimbursement	-103.96
08/11/2022	12224	County of San Diego	Restricted Grant Expense	-1,644.40
08/11/2022	12225	Ann Baldrige	06/30/2022 Perf Stip	-1,786.08
08/11/2022	12226	Gregg Cady	06/30/2022 Perf Stip	-1,289.45
08/11/2022	12227	Morgan Graves	06/30/2022 Perf Stip	-1,059.70
08/11/2022	12228	Codi Hale	06/30/2022 Perf Stip	-1,008.65
08/11/2022	12229	Kim Hanson AP	06/30/2022 Perf Stip	-566.64
08/11/2022	12230	Stan Hill	06/30/2022 Perf Stip	-1,494.33
08/11/2022	12231	Chris Kelley	06/30/2022 Perf Stip	-1,611.23
08/11/2022	12232	Joel Kramer	06/30/2022 Perf Stip	-927.73
08/11/2022	12233	Rachel Lloyd	06/30/2022 Perf Stip	-917.10
08/11/2022	12234	Heather Marlow	06/30/2022 Perf Stip	-1,698.86
08/11/2022	12235	Paul Maschka	06/30/2022 Perf Stip	-434.73
08/11/2022	12236	Joanna Parra	06/30/2022 Perf Stip	-304.05
08/11/2022	12237	Cheyenne Piacenza	06/30/2022 Perf Stip	-781.04
08/11/2022	12238	Sierra Reiss	06/30/2022 Perf Stip	-1,045.33
08/11/2022	12239	Erik Rodriguez	06/30/2022 Perf Stip	-384.92
08/11/2022	12241	Joanne Sauerman	06/30/2022 Perf Stip	-879.55
08/11/2022	12242	Juliann Tidwell	06/30/2022 Perf Stip	-304.04
08/11/2022	12243	Andy Williamson	06/30/2022 Perf Stip	-706.61
08/12/2022	12244	Descanso Branch Library	Restricted Grant Expense	-600.00

**Resource Conservation District of Greater San Diego County**  
**Check Register**  
**August 2022**

08/12/2022	12245	Potrero Community Center	Restricted Grant Expense	-900.00
08/12/2022	12246	Valley Center Branch Library	Restricted Grant Expense	-600.00
08/15/2022	12247	Tina Farrar	SW Refund	-237.50
08/16/2022	12248	Eleanor Miano	SW Refund	-100.00
08/16/2022	12249	CIT Technology	Copier Lease	-283.91
08/16/2022	12250	La Jolla Band of Luiseno Indians	Restricted Grant Expense	-26,361.82
08/16/2022	12251	County of San Diego Sanitation	Annual Sewer Charge	-569.58
08/16/2022	12252	Elite Wear Apparel Inc	WWF T-shirts	-374.92
08/16/2022	12253	Greater San Diego Air Conditioning Co	Facility Maintenance & Repairs	-279.50
08/16/2022	12254	Heather Marlow	Expense Reimbursement	-228.64
08/16/2022	12255	ITCM	Computer Maintenance	-412.50
08/16/2022	12256	JMB Sanitation	Restricted Grant Expense	-219.55
08/16/2022	12257	Pope Tree Service	Restricted Grant Expense	-1,700.00
08/16/2022	12258	San Diego Region Irrigated Lands Group	TRV annual acreage fee	-88.23
08/16/2022	12259	SDG&E	Utilities	-995.45
08/16/2022	12260	The Patriot Group	Restricted Grant Expense	-12,000.00
08/22/2022	12261	CIT Technology	Copier Lease	-283.91
08/22/2022	12262	McDougal Love Boehmer Foley Lyon Canlas	Legal	-647.50
08/22/2022	12263	The SoCo Group Inc.	Restricted Grant Expense	-235.83
08/22/2022	12264	U.S. Bancorp Service Center, Inc	RCD Credit Card	-3,136.34
08/23/2022	12265	Cheyenne Piacenza	PayCheckReplacement 8/17/22	-1,149.68
08/25/2022	12266	Coral Garden Creations	Restricted Grant Expense	-120.00
08/30/2022	12267	Palomar Observatory DAVEY	Restricted Grant Expense	-1,020.00
08/30/2022	12268	Petty Cash	Petty Cash Reimbursement WWF	-44.79
08/31/2022	12269	Classic Landscape & Horticulture	Monthly Landscape	-1,025.00
08/31/2022	12270	OMNI Pacific	RCD Office Remodel	-2,670.99
				<b><u>-409,739.91</u></b>

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Don Butz

Date

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Ann Baldrige

Date

## SUCCESSES • STRUGGLES • SUPPORT

Activity Highlights for August 2022  
Prepared for Board Meeting on 09/14/22

### SUCCESSES

#### **Executive Director:**

- Conducted annual reviews with Chris and Gregg, and continued to hold regular check-ins with staff and bi-weekly office staff meetings.
- Started working at the farm on Monday mornings to attend farm staff meetings and connect with staff.
- Continued discussions with Streamline and staff to launch the new Streamline RCD website.
- Attended a meeting regarding carbon credits for fuels reduction projects.
- Gave an interview for Spectrum news on the status of monarchs and our pollinator work. Link below under Pollinator Health.
- Had a call with Yvonne Franco from Coachella Valley RCD to plan for a SoCal Baja Regional RCD meeting.
- Completed the required Harassment Prevention Training.
- Attended meetings with Black Fox and Girls Scouts to discuss environmental compliance for fuels reduction projects on Girl Scouts property.
- Participated in calls with various partners regarding fire prevention / forest health and our pollinator program.
- Completed interviews for the Community Garden position and worked on recruitment for the Agricultural Field Assistant position. Hired new Community Garden Coordinator and began onboarding with her.
- Worked with staff to prepare logistics such as office space and computers for four new staff - two Grizzly Corps fellows, the Community Garden Coordinator, and the Ag Tech Assistant.
- Continued to meet with our HR consultant about updating our policies and procedures.
- Submitted a grant to the Hervey House Fund to support the farm's Community Supported Ag program.
- Supported staff members with grant application planning and writing. Upcoming grants include CDFA Specialty Crop Block and Wildfire.
- Worked with staff to finalize the City of San Diego's agreement revision for our Prop 84 grant and to reach out to two local tribes regarding partnership on this program.
- Attended a meeting with RCD and County staff regarding the Wild Willow Farm lease.
- Attended a meeting with RCD staff and funders from SDGE to discuss progress and our budget for 2023.
- Participated in the monthly District Managers' call, this month's focus was on Public Records Act.

#### **PROGRAM REPORTS**

##### **Port:**

- Started outreach to schools who returned from summer break in late August.
- Began working on the Q1 Port Report.

- Interviewed potential interns and hired Sydney Harrison who will begin on September 8<sup>th</sup>.

### **Pollinator Health**

#### **San Diego Native Milkweed Project**

- Continued to ship native milkweed seed packets to people who responded to our Facebook posts about free seed
- Spectrum News piece was released - [watch here!](#)
- Partnered with the local San Diego Audobon Society to package seed for future events and in exchange, they get to keep 1/4 lb of seed

#### **SoCal Pollinator Network**

- Hosted meeting on 8.25

#### **San Diego Pollinator Alliance**

- Toured Ocean Beach Community Garden on 8.15 to prepare for upcoming pollinator gardening presentation on 9.24

#### **Pilot Pollinator Education Program**

- Booked three presentations to begin in September.
- Communicated with museums to provide pollinator resources.

#### **Pollinators for Working Lands**

- Performed 1 site visit on 8.19 in the Ramona Grasslands for the San Diego Habitat Conservancy - attached are the site visit notes
- Held a meeting on 8.25 with working lands partners/field team to determine next round of site visits, and created a criteria to determine eligibility for applicant support
- Presented our work at the RCDGSDC board meeting on 8.10 - see attached for the Working Lands guide



SDHC - Post  
Assessment Report.t



FINAL - Working  
Lands Pollinator Gui

#### **Tijuana River Valley Community Garden:**

- Sales of produce to Foodshed \$977.32 through the month in addition to contributing a couple of items a week to the Wild Willow CSA.
- In the process of clearing more abandoned plots and cross referencing with waiting list for new gardeners.
- Revamping map to color code with current status updates – streamlining for New Garden Coordinator
- Finalizing and coordinating another I love a Clean San Diego Day for September 17, 2022.
- New Garden Coordinator started on August 31.

#### **Sweetwater Community Garden:**

- 13 Orientations given to potential gardeners this month.

- Friday, August 16, 2022 partnered with The Bonita Library and held our second monthly “Story Time” for kids and after a plant and seed swap for Parents. Plant prizes were given out and mini tour of the garden.
- Currently have 47 plots available.
- Finalizing clean up slated for early September 9, 2022 partnering with SW Park Rangers and volunteers from The Fulbright Student Program based out of New York.

### **Soil Health and Farmer / Rancher TA**

#### **CA Dept of Food and Ag:**

- Conducted irrigation evaluations at three agricultural operations and Wild Willow, provided reports on distribution uniformity to producers, and processed requests for evaluations for four additional producers.
- Purchased equipment to supplement mobile irrigation lab.
- Presented about RCD water conservation services to San Diego Irrigated Lands Group to about 10 agricultural producers.
- Expanded and verified directory of regional pump testing contractors.
- Held Compost Connector webinar with Zero Foodprint and Solana Center (30 participants including 9 producers).
- Sampled baseline organic matter at Reyes Vineyard for Healthy Soils grant award.
- Passed responsibility for quarterly reporting of CDFA 2021 Healthy Soils Grant to Outreach Assistant Codi Hale; completed quarterly reporting for CDFA Healthy Soils Technical Assistance grants.
- Attended statewide meeting of Carbon Farming hubs hosted by Carbon Cycle Institute.
- Analyzed soils testing results for Year 2 of Cover Crop demonstration.
- Advertised CAFF Drought Relief funds to Producers of Color.
- Worked with new HSP grant awardees and CDFA on contract development.
- Communicated with local producers, and financing organizations to explore options for acquiring compost distribution equipment.
- Hosted social and farm tour for San Diego Farmer Guild Event in partnership with Community Alliance with Family Farmers involving about 35 producers.

#### **CA Dept of Conservation:**

- Held meeting with policy partners to review results of policy meetings regarding (1) Land Access, (2) Water Availability and (3) Agricultural Workforce.
- Prepared for Policy Strategic Planning meeting involving government decision-makers, agricultural producers and supporting organizations to create working groups on three policy topics.
- Held meeting with County, Farm Bureau and ranching associations to assess accuracy of County data for mapped agricultural lands.
- Reviewed Policy Inventory of regional agricultural policies by SDSU City Planning.
- Coordinated GIS processing of emissions modelling by consultant Dudek.
- Met with funder to explain reporting process.

#### **CA Dept of Water Resources:**

- Finalized contract revision for City of San Diego.
- Prepared and sent communication to Barona and Viejas Kumeyaay Bands to join as project partner as per grant application.

**US Natural Resources Conservation Service:**

- Managed applications for technical assistant position.
- Submit financial claim through online portal.

**Zero Foodprint:**

- Monitored growth of warm season cover crop, advised on growth period given issues with predation.
- Scheduled final site assessment.

**RCD General:**

- Submit application for CDFA Beginning Farmer Training grant (\$1M) for targeted grazing apprenticeship program in partnership with Good Shepherds and Fire Safe Council.
- Submitted electronic comments to the August 30 and 31 Board of Supervisors meetings in support of the Ag Pass program and the Carbon Farming pilot program, and spoke publicly at the 8/31 meeting in support of Carbon Farming pilot program.
- Attended County Board of Supervisors meeting on Organic Materials Ordinance and CDFA Farm Bill webinar.
- Held retreat with four members of agricultural department to discuss 2023 program and funding priorities.
- Prepared administration for December exchange to Poland agricultural agents through US State Department.
- Coordinated with Chula Vista High School to design native landscaping.
- Prepared to apply for CDFA Specialty Crop Block Grant to fund Crop Swap Program and to fund Food Distribution Hub, and prepared to apply for CDFA Conservation Planning Grant to fund carbon farm planning.
- Created promotional materials for the CARCD Speak off Competition and started outreach. Mission RCD and Upper San Luis Rey RCD will be participating this year.

**Forestry and Fire Prevention**

**19 CAL FIRE Forest Health:**

- Resuming conversations around the Palomar Mountain Collaborative, assessing who wants to be involved in future implementation and get ready for the next funding/grant opportunity.
- Also looking to initiate a similar collaborative concept in the Laguna Mountains.
- Cal Tech portion nearing completion, will move to Palomar Land and Cattle land soon.
- Forest Service started work at Jeff Valley.

**DOC RFFC Round 1:**

- First town hall GSOB video screening and Q&A is planned for Palomar Mountain on Sept. 10.
- SD Prescribed Burn Association (PBA) discussions and planning continue. Met with Pala FD chief and deputy, they are ready to go.
- Met with Pauma Valley tribes to discuss PBA and share information.
- Beginning to engage with State Parks and CSA for the next cohort of NACC crew.

- Harrison Serenity Ranch continuing treatment, 4 acres complete. Forest inventory and data collection ongoing.
- Working with our DOC partners from Sacramento to arrange a training session for RCD staff.

**DOC RFFC Round 2:**

- The larger of two greenhouses at La Jolla is nearing completion, where they are working to propagate oaks.
- Worked on our contract budget revisions to include the additional \$115K, which will boost our staff time allocated to the project.
- Met with Girl Scouts, Black Fox Timber, and DUDEK to discuss next steps in evaluating how to utilize the Cal VTP/PEIR process. Working with Girl Scouts to develop an MOU for this process.
- Participated in monthly statewide block-grantee meetings and helped to plan and co-host our southern region block-grantee meeting.
- Continuing to work with local partners to provide resources for project planning and to organize information for next steps of the RPP.

**SDG&E Annual Contract:**

- Met with SDG&E team to review 2022 accomplishments, and finalize 2023 budget.
- Implemented the contract for roadside brushing for the community of Oak Grove.

**Fire Safe Council:**

- Hosted monthly virtual “Coffee Chat” meeting. This month’s meeting showcased a successful community grazing project completed by Good Shepherds, IERCD, San Bernardino Fire, and East Little Mountain FSC. We created a video about the project and project partners then explained how this multi-stakeholder approach to grazing made the project successful.
- FSCSDC provided a letter of support for the RCF’s CDFA Farmer Training Grant which would fund a grazing apprenticeship program, education on prescribed grazing, capacity building for Good Shepherds, and prescribed grazing project development.
- Attended a webinar on USFS’s Community Wildfire Defense Grants.
- Participated in United Policyholder’s Wildfire Risk Reduction and Asset Protection working group.
- Actively working with County Fire to develop a public facing document which outlines the steps to developing a CWPP.
- Sent out a survey to all FSCs requesting up to date contact information. We have received results from almost all groups and now are working on placing the new information that FSCs consented to have shared in a Google Map to be linked on our website again.
- Sourced all MOAs for active FSCs in the County and placed them in a Central location in the Z Drive. Actively working on developing folders for each FSC which have their contact information, MOA, boundary map, and any other relevant information.
- Completed last USFS SFA21 narrative and report. This was our last report for the grant and we reached our match commitment, so we were able to close it out.
- Hosted a booth at the Valley Center SDG&E Wildfire Safety Fair and gave a presentation at the Julian SDG&E Wildfire Safety Fair. The FSCSDC was able to present and/or table at all events this summer.



**DSAP and Chipping:**

- Presented at the County of San Diego's Rural Communities Telebriefing on the FSCSDC's DSAP/Chipping Programs.
- Revamping DSAP/Chipping Program budget and brainstorming how we can better make use of the funds for this program by grouping applications, comparing contractor's bids, etc.

**Wild Willow Farm**

**Produce sales**

- Held weekly Saturday morning community volunteer sessions
- Flowers harvested and sold to Pixca Farm
- Several large wholesale orders delivered to Foodshed
- Participated in Suncoast Farmers Market by holding a booth and selling fruits and veggies
- Farmer Joanna has consistently been operating a Saturday afternoon farm stand
- Received card processor to accept EBT/SNAP
- Averaging about 30 weekly CSA customers, also selling eggs and flower bouquets as add-ons
- Continued selling to restaurants Garden Kitchen and Millport
- Consolidated weekly Ocean Beach CSA deliveries to a single drop site
- Harvested honey for additional sales

**Classes, workshops, tours & field trips**

- Hosted free Summer Fruit Tree Pruning workshop (NACD grant)
- Hosted Autism Tree Project at the farm. Sierra led a field trip and participants made a pesto pasta recipe with basil that they harvested on the farm.
- Held gathering for Farmer's Guild, gave a tour and cooked pizza for about 50 people
- Field Trip Intern Simon developed brochure for self-guided tour
- Completed another 3-part beekeeping workshop series
- Scheduled, published, and promoted workshops taught by Paul Maschka until April 2023.
- Finalized the outside educator pricing structure and began communication to bring new workshops to the farm about animals, seeds, nutrition, and cooking.
- August 3rd, Girl Scout Day Camp field trip for 60 girls to earn their BUGS badge, took a hike in TRV Regional Park
- Worked with Chula Vista High School to provide CSA bags and nutrition education to school families.

**Operations**

- Added new interns Avi, Guiseppe, Bruce, Ja'Quan
- Started Pest Control Log to assess pest pressure and track traps
- Began process of building permanent farm store in Q hut
- Participated in compost bucket exchanges for Food2Soil program

**• STRUGGLES •**

- At Sweetwater Community Garden: Lack of compost maintenance / lack of active gardeners to maintain the compost area is resulting in a high rat population in the compost.

**• SUPPORT •**

- Help with promoting the CARCD Speak off Competition from board members and staff
- Review of SALC Draft Reports (Outreach, Mapping, Policy)

**• NEWSLETTERS •**

- Farmer and Rancher Newsletter: <https://mailchi.mp/68df4433280c/farmer-rancher-newsletter-nov21-7126883>
- Wild Willow Farm Newsletter: <https://www.wildwillowfarm.org/so/baOAZgtxz?languageTag=en#/main>
- Fire Safe Council Newsletter: <https://mailchi.mp/80bd9422afee/fire-safe-council-july-2021-newsletter-7265090>

**• UPCOMING EVENTS •**

- Parent Nutrition Class at Chula Vista High School September 14, 5:30pm
- CA Wildfire and Forest Resilience Task Force Meeting September 27-28 - Grass Valley/ Zoom
- Propagation Basics, WWF, October 3, 9:00 am-12:00 pm
- RFFC Statewide Convening October 12 - Zoom
- FSC Coffee Chat October 13 - Zoom
- Make it Saucy, WWF, October 15, 10:00am – 1:00pm
- Intro to Pest Management & Gardening for Pollinators, WWF, October 16, 9:00am – 12:00pm
- RFFC Regional Convening October 21 - Irvine
- Beekeeping 101 – 103, WWF, October 22 – November 5, 10:00am – 4:00pm
- CA Wildfire and Forest Resilience Task Force Meeting November 17 - Sacramento/ Zoom

**RCD STAFF – August 2022**

Ann Baldrige, Executive Director	Heather Marlow, Director of Forestry & Fire Prevention Projects
Chris Kelley, Financial Director	Gregg Cady, Farm Director
Sierra Reiss, Education Coordinator	Cheyenne Piacenza, Assistant Farm Manager
Rachel Lloyd, Accounting Clerk	Joel Kramer, Regional Agricultural Specialist
Stan Hill, Forestry & Fire Prevention Project Manager	Andy Williamson, Farming & Gardening Coordinator
Erik Rodriguez, Farmer II	Morgan Graves, Fire Prevention & Forestry Coordinator
Juliann Tidwell, Farmer	Joannaluz “Joanna” Parra, Farmer
Kim Hanson, Field Trip & Volunteer Coordinator	Paul Maschka, Regenerative Farming Educator
Codi Hale- Agricultural Outreach Assistant	Joanne Sauerma, Office Coordinator

**RCD / FSC GRANT STATUS**

**CURRENT GRANT ACTIVITY – AUGUST 2022**

**ITEM 5-2a**

<b>Grant Applications Submitted</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes / Updates</b>
DOC	RFFC Program- Wildfire Resiliency	\$2.63M	RFFC Round III
CARCD – WCB block grant	Pollinator Health	\$356,515	In full proposal stage. Five-year grant, will be awarded to CARCD and sub-awarded to RCDs.
CDFA Beginning Farmer and Farm Worker Training Program	Grazing apprenticeship program with Good Shepherds	\$994,239	Two-year program, submitted 8/15/22
<b>Grants Currently Working On</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
County Coordinator Grant – CAFSC	FSC technical assistance, CWPPS, capacity building	TBD	Awaiting release of application, anticipated this fall
Community Wildfire Defense Fund	USFS – Implementation of County CWPP projects, including chipping and DSAP	TBD – up to \$10m	Planning application, due 10/7/22
CDFA Specialty Crop Block Grant	Crop Swap program for farmers	Up to \$500k	Working on developing proposal
CDFA Pollinator Habitat Program	Funds to support implementation of pollinator habitat on working lands	TBD – up to \$2m	Working on developing proposal
<b>Recent Grants Awarded</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
CDFA – WETA	Agricultural Program	\$408,000	Irrigation support to farmers and ranchers. Awarded May 2022
DOC	RFFC Program- Wildfire Resiliency	\$114,000	RFFC Round I Early Action Opportunity Fund; staff capacity; awarded June 2022
DOC/ CNRA	RFFC Program- Wildfire Resiliency	\$2.2M	Early Action funding awarded October 2021
NACD Urban Agriculture and Conservation	Community Gardens and Farm	\$49,995.90	Awarded April 2022
Port of San Diego	Environmental Education (watershed)	\$42,000	Three-year bid to renew our watershed education project. Awarded May 2022
CARCD- CAL FIRE Block Grant	Fire Prevention, GSOB work, planning and TA	\$750,000	Funds for program management, PBA, GSOB support, chipping & DSAP; awarded June 2022
CARCD - NRCS Block Grant	Farmer Equity Outreach	\$22,483	Awarded, pending contract
CARCD - Monarch Joint Venture Block Grant	Pollinator Health	\$10,000	Participation in a pilot monarch education program
SDG&E	Defensible Space Assistance Program	\$20,000	Awarded January 2022
SDG&E	DSAP Support	\$10,000	Awarded September 2021
SDG&E	Fuels Reduction	\$1.2M	New budget amount for 2023; renewable annual budget for 5 years
San Diego River Conservancy	Native American Conservation Corp	\$364,678	NACC project with State Parks

San Diego River Conservancy	Chipping/ DSAP Work	\$3.5M	Awarded May 2021
CAFSC Fuels Reduction	Chipping, DSAP, Education	\$200,000	Awarded October 2021
NRCS	Conservation Planning support	\$70,085.52	Awarded September 2021
<b>Grants Denied / Cancelled</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
CAL FIRE- Fire Prevention	Chipping/ DSAP/ Community Projects	\$3.3M	Denied June 2022
CAFSC/ SFA 2022	Chipping/ DSAP	\$200K	Chipping/DSAP. Denied June 2022
NFWF	Provide TA to farmers, improving pollinator practices while improving soil health.	\$108,655	Denied November 2021

**RC FOUNDATION GRANT STATUS**

**CURRENT GRANT ACTIVITY – AUGUST 2022**

**ITEM 5-2b**

<b>Grant Applications Submitted</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes / Updates</b>
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.
CDFA – Farm to School, Track 4	Wild Willow Farm production	\$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.
County of San Diego – ARPA funds	Wild Willow Farm Field trips and Activities	\$122,866	Funding available to supplement youth programs, compensation based on participation.
Hervey Family Fund	Wild Willow Farm CSA	\$20,592	Submitted 8/15/22
<b>Grants Currently Working On</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
<b>Grants/ Donations Awarded</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
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
SD Foundation- Hervey Family	Wild Willow Farm	\$18,000	Direct support gift through SD Foundation 11/2021
USFWS	SDG&E Garden Boxes	\$1,050	Pollinator plant support
SD Foundation- H. House Family Fund	Wild Willow Farm	\$10,000	Direct support gift through SD Foundation 9/2021
SD Foundation Opening the Outdoors	Wild Willow Farm/ Farm to Families	\$50,000	Partnership with 3 other organizations, Approved July 2021
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.
Boochcraft	Farm to Families 2021	\$10,000	Funding for Calendar Year 2021
Marguerite Tyrell	Wild Willow Farm Support	\$30,000	Received May 2021
<b>Grants Denied / Cancelled</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>



**Resource Conservation District of Greater San Diego County**

11769 Waterhill Road \* Lakeside, CA 92040

Phone: 619-562-0096 \* Fax: 619-562-4799 \* Website: [www/rcdsandiego.org](http://www/rcdsandiego.org)

**RESOLUTION 2022-28**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO MAKING FINDINGS IN ACCORDANCE WITH AB 361 AND GOVERNMENT CODE SECTION 54953, AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO

WHEREAS, all meetings of the Resource Conservation District of Great San Diego County's ("District") Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Governor Newsom signed AB 361, amending the Brown Act, including Government Code section 54953, subd. (e) that makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subd. (b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and

WHEREAS, the proclaimed state of emergency remains in effect; and

WHEREAS, California Department of Public Health and the federal Centers for Disease Control and Prevention caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors and to protecting the health, welfare, and safety of the participants; and

WHEREAS, the Board of Directors does hereby find that the COVID-19 emergency has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and deems it necessary to find that meeting in person for meetings of all District-related legislative bodies as well as subcommittees of the Board of Directors subject to the Ralph M. Brown Act, would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing as provided in Government Code section 54953, subd. (e); and

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WHEREAS, all teleconference meetings of the Board of Directors of the District and any legislative bodies of the District shall comply with the requirements to provide the public with access to the meetings as prescribed in section 54953; subd. (e)(2).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Resource Conservation District of Greater San Diego County as follows:

1. Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board finds that meeting in person for meetings of all District-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.
3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next Board of Directors meeting (whichever comes first), with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. The District Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953, subd. (e), and other applicable provisions of the Brown Act.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Resource Conservation District of Greater San Diego County at its regular meeting held on the 14th day of September 2022, by the following roll call vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

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Marilyn Huntamer, Board Vice President

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Joanne Sauerma, Board Clerk





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**Date:** September 14, 2022

## **Agenda Item 7-2: Resolution 2022-29 to acknowledge Jordan Gascon**

### **Discussion / History:**

Jordan Gascon served on the RCD Board of Directors for over five years, first briefly as an Associate Director before formally joining the Board of Directors in February 2017. The Board of Directors would like to thank and recognize him for his contributions to the District, and mark this with a plaque and resolution.

**Financial Impact:** None.

**Staff Recommendation to Board:** Staff recommends that the Board pass this resolution in recognition of Jordan's service to the RCD.

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**RESOLUTION 2022-29**

RESOLUTION OF APPRECIATION TO JORDAN GASCON FROM THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO

**WHEREAS**, Jordan Gascon served on the RCDGSDC Board of Directors from February 2017 to May 2022; and

**WHEREAS**, Jordan Gascon volunteered his time and expertise, providing invaluable insights, perspective, and guidance to the RCDGSDC; and

**WHEREAS**, Jordan Gascon served on the Board with great professionalism, dedication and distinction.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Resource Conservation District of Greater San Diego County that Jordan Gascon is hereby honored for his outstanding service to the RCD and the residents within its service area.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Directors of the Resource Conservation District of Greater San Diego County at its regular meeting held on the 14th day of September 2022, by the following roll call vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

---

Marilyn Huntamer, Board Vice President

---

Joanne Sauerma, Board Clerk



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**Date:** September 14, 2022

### **Agenda Item 7-3: RCD Reserves Policy review**

#### **Discussion / History:**

The last time the RCD Board reviewed and approved the District's Reserves Policy was in May 2011. That policy is included in the Board Packet for Board review. This policy was unknown to staff and as such, some minor budget revisions are required to replenish the reserves to the amount specified in the Policy.

**Financial Impact:** None.

**Staff Recommendation to Board:** Staff recommends that the Board approves budget revisions to bring reserves up to the agreed upon levels.

**RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY  
RESERVE POLICY**

**Board Approved: 5/3/2011**

**PURPOSE**

The Resource Conservation District of Greater San Diego County (the District) shall maintain reserve funds from existing unrestricted funds as designated by the RCD's Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following specific goals:

- Maintain operational sustainability in periods of economic uncertainty.
- Fund capital improvements of District's facilities.
- Fund regular replacement of computer hardware and software for District staff.
- Fund designated conservation projects/programs or other special uses not otherwise funded by grants or requiring additional monetary support.
- Fund replacement and major repairs for the District's vehicle fleet.

**POLICY**

NOTE: Use of District Reserves is limited to available "Unrestricted Funds" (not obligated by law, contract or agreement), including donations, interest earned, fees for service or other non-grant earnings. All special use funds will be designated by formal action of the RCD Board of Directors.

- ADMINISTRATION OPERATIONS RESERVE: Administration Operations Reserve will accumulate from existing unrestricted funds at a rate of \$260,000 annually. The maximum amount of Facility Administration Operations Reserves will be \$780,000. When the annual accumulation would increase beyond \$780,000 (equivalent of three years of Operations Reserves), only the amount required to meet the maximum will be reserved.
- CAPITAL IMPROVEMENTS RESERVE: Capital Improvements Reserve will accumulate from existing unrestricted funds at a rate of \$25,000 annually. Designated Capital Improvement Funds may be used to cover major facility improvements (construction, installation of new doors or windows, replacing doors and windows, roof replacement, HVAC replacement, alarm system installation, storefront improvements, parking lot and outside lighting improvements, etc.). The maximum amount of Capital Improvement Reserves will be \$100,000. When the annual accumulation would increase the Reserve beyond \$100,000, only the amount required to reach the maximum will be reserved.
- COMPUTER RESERVE: Computer Reserve will accumulate from existing unrestricted funds at a rate of \$4,000 annually. The maximum amount of Computer Reserves will be \$20,000. When the annual accumulation would increase the Reserve beyond \$20,000, only the amount required to reach the maximum will be reserved.
- DISCRETIONARY PROJECT/SPECIAL USE RESERVE: Discretionary Project/Special Use Reserve will accumulate from existing funds at a rate of \$10,000 annually. The maximum amount of Discretionary Project/Special Use Reserve will be \$50,000. When the annual accumulation would increase the Reserve beyond \$50,000, only the amount required to reach the maximum will be reserved.
- VEHICLE FLEET RESERVE: Vehicle Fleet Reserves will accumulate from existing unrestricted funds at a rate of \$10,000 annually. The maximum amount of Vehicle Fleet Reserve will be \$50,000. When the annual accumulation would increase the Reserve beyond \$50,000, only the amount required to reach the maximum will be reserved.
- TOTAL ALL RESERVES: The total amount of Reserves designated annually from all funds shall be \$309,000 with a cumulative accrual cap of \$1,000,000.

**RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY  
RESERVE POLICY**

**USING RESERVE FUNDS**

- ADMINISTRATION OPERATIONS RESERVE: Administration Operations Reserves shall be accrued to insure three years of minimal facility and administrative functions at a rate of \$260,000. Reserve funds shall be utilized to support:
  - Administration Operations functions, including minimal staffing levels and administrative/office expenses;
  - Facility operations;
  - Facility repairs (distinguished from Capital Improvements and may include painting, caulking of seams, roof repairs, HVAC repairs, patching of walls, etc.)
- CAPITAL IMPROVEMENTS RESERVE: Capital Improvements Reserves shall be limited to costs related to making changes to improve capital assets, increase their useful life, or add to the value of these assets.
- COMPUTER RESERVE: Computer Reserves will be used to purchase computer hardware and software in support of District operations, with the intent of maintaining a modern computer fleet for employees.
- DISCRETIONARY PROJECT/SPECIAL USE RESERVE: Discretionary Project and Special Use Reserves will be used for projects identified by the District Executive Director and/or the Board of Directors and approved by the Board. Uses must further the mission of the RCD and will be evaluated for designation according to communities and/or the District.
- VEHICLE FLEET RESERVE: Vehicle Fleet Reserves will be used exclusively for the purchase of new vehicles to support District operations, or to make major repairs to existing vehicles.

**MONITORING RESERVE LEVELS**

The District Executive Director, in collaboration with the District Director of Finance and Board Treasurer, shall perform a reserve status analysis annually, to be provided to the Board of Directors' for annual deliberation and approval of Budget and Reserve Funds.

Additional Information may be provided to the Board of Directors upon the occurrence of the following events:

- When a major change in conditions threatens the reserve levels established within this policy, or calls into question the effectiveness of this policy;
- Upon District Executive Director and/or Board request.



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**Date:** September 14, 2022

## **Agenda Item 7-4: RCD Legislative Advocacy Policy**

### **Discussion / History:**

The RCD does not have a policy in place outlining how and why it takes a position on legislative issues. The Legislative Advocacy Policy presented today outlines the purpose, goals, and principles of the policy as well as lays out proposed advocacy priorities and procedures. This will provide guidance to Board and staff for steps to take to respond to requests for supporting legislation in a timely and structured manner.

**Financial Impact:** None.

**Staff Recommendation to Board:** Staff recommends that the Board approves the Legislative Advocacy Policy, or provides feedback on any revisions they feel are needed.

**Resource Conservation District of Greater San Diego County**  
**Legislative Advocacy Policy**  
*Proposed September 14, 2022*

Purpose

The purpose of the policy is to guide Resource Conservation District of Greater San Diego County (District) Board and staff in considering legislative or regulatory proposals that are likely to have an impact on the District, and to allow for a timely response to important legislative issues, including designation of the District as a supporter of legislation, and/or letters from the District to the Legislature and/or Congress consistent with this policy. Although the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited, the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions which will affect the public agency expending the funds.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to District staff with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the District Executive Director, or other designee, discretion to advocate in the District’s best interests in a manner consistent with the goals and priorities adopted by the Board of Directors.

Policy Goals

- Advocate the District’s legislative interests at the County, State, and Federal levels.
- Inform and provide information to the Board of Directors and district staff on the legislative process and key issues and legislation that could have a potential impact on the district.
- Serve as an active participant with other local governments, the California Association of Resource Conservation Districts, the California Special Districts Association, and other aligned entities on legislative and regulatory issues that are important to the district and the region.
- Seek grant and funding assistance for District projects, services, and programs to enhance services for the community.

Policy Principles

The Board of Directors recognizes the need to protect District interests and local control, and to identify various avenues to implement its strategic and long-term goals. It is the policy of the District to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors.

This policy provides the District’s Executive Director, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Directors to set Advocacy Priorities to provide policy guidance. The Board of Directors shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the District, the matter shall be brought before the Board of Directors at a regularly scheduled board meeting for formal direction from the Board of Directors. The Board of Directors may choose to establish a standing committee of two Directors, known as the “Legislative Advocacy Committee”, with the authority to adopt a position when consideration by the full Board of Directors is not feasible within the time-constraints of the legislative process.

Generally, the District will not address matters that are not pertinent to the district’s local government services, such as social issues or international relations issues.

### Advocacy Priorities

#### *Support the District’s Mission*

The District’s mission is to empower communities to protect, conserve, and restore natural resources through education, collaboration, and implementation. The District will support legislation that directly supports this mission. Examples of how legislation could support the District’s mission include but are not limited to: creating technical assistance or incentive programs that support conservation efforts on the part of landowners; streamlining permitting requirements in order to facilitate conservation projects such as habitat restoration or climate-smart farming; developing conservation grant programs or allocating grant funds to conservation work.

#### *Recognize the Important Role of RCDs Statewide*

Examples of how legislation could recognize the role of RCDs include but are not limited to specifically listing RCDs as participants in advisory or decision-making bodies, as providers of technical assistance, as entities eligible for grant or contract funds, or as otherwise integral to carrying out the intent of the legislation.

#### *Support Funding Opportunities*

Support opportunities that allow the District to compete for its fair share of regional, state and federal funding, that leverage the District’s ability to contract directly with state agencies, and that maintain funding streams. Opportunities may include competitive grant programs, direct contracts, or dedicated funding streams at the regional, state and federal levels. In addition to new or continued funding streams, support measures that improve the administration of such funds, for example through advance payments, prompt payment clauses, or support of adequate indirect cost reimbursements.

#### *Do Not Support New or More Stringent Regulations*

The District is a non-regulatory public agency. While we do not outright oppose the concept of regulation, our work is founded in voluntary efforts. As such, we do not support legislation that imposes additional regulations, or makes existing regulations more onerous. We do support efforts to streamline regulations in order to facilitate voluntary conservation efforts.

#### *Preserve Local Control*

Preserve and protect the District’s powers, duties and prerogatives to enact policy direction concerning local affairs and carry out programs to address local resource concerns, and oppose legislation that preempts local authority. Support measures that preserve local control over local government



budgeting. Oppose mandates that will result in additional costs to the District with no guarantee of local reimbursement or offsetting benefits. Oppose measures that shift local funds to the State or Federal Governments without offsetting benefits.

#### Legislative Advocacy Procedures

It is the policy of the District to proactively monitor and advocate for legislation as directed by the Guiding Principles and by the specific direction of the Board of Directors. This process involves interaction with federal, state and local government entities both in regards to specific items of legislation and to promote positive ongoing intergovernmental relationships.

Monitoring legislation is a shared function of the Board of Directors and District staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The Executive Director, or other designee, will act on legislation utilizing the following procedures:

1. The Executive Director or other designee shall review requests that the District take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
2. The Executive Director or other designee will conduct a review of positions and analysis completed by the California Special Districts Association, California Association of Resource Conservation Districts, and other local government associations when formulating positions.
3. If the matter aligns with the approved priorities, District response shall be supplied in the form of a letter to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the district, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the Executive Director or designee. The Executive Director or designee shall advise staff to administer the form of advocacy, typically via letters signed by the Executive Director, or designee, on behalf of the Board of Directors.
4. All draft legislative position letters initiated by the Executive Director or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue, and shall include adequate justification for the recommended action. If possible, the letter should include examples of how a bill would specifically affect the district.
5. The Executive Director may also provide a letter of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation. Letters of concern or interest are to be administered through the Executive Director or designee.
6. A position may be adopted by the Executive Director or designee if any of the following criteria is met:
  - a. The position is consistent with the adopted Advocacy Priorities;

- b. The position is consistent with that of organizations to which the district is a member, such as the California Special Districts Association; or
  - c. The position is approved by the Board of Directors [or the Legislative Advocacy Committee].
7. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Directors at the next regularly scheduled Board Meeting. When appropriate, the General Manager or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Directors.

#### Candidates for Public Office

It is the policy of the District not to participate in, directly or indirectly, or to intervene in (including by means of the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

#### Individual Land Use Projects

It is the policy of the District not to take positions on individual land use projects, for example a new housing development or farming operation.

#### Advocacy on the part of Individual District Directors and Staff

Notwithstanding the above policies, the District recognizes that individual Board Members and staff may wish to participate in the political process. Individual Board Members and staff may take a position on behalf of or in opposition to any candidate for public office or any legislation and communicate regarding those positions so long as they clearly indicate that the position reflects their individual views and is not the position of the District. In no case shall a member of District staff, in the course of their professional role, take or communicate a position which is contrary to an official position of the District.

*Resource Conservation District of Greater San Diego County*  
11769 Waterhill Road \* Lakeside, CA 92040  
Phone: 619-562-0096 \* Fax: 619-562-4799 \* Website: [www/rcdsandiego.org](http://www/rcdsandiego.org)

## **RESOLUTION 2022-33**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY TO APPROVE A LEGISLATIVE ADVOCACY POLICY FOR THE DISTRICT

WHEREAS, the Resource Conservation District of Greater San Diego County Board and staff have an interest in supporting legislature that aligns with its mission; and

WHEREAS, a timely response is often required in supporting or providing a position on legislative issues; and

WHEREAS, a policy to outline the RCD's legislative priorities and procedures for responding to requests to take a position on legislative issues is needed and the proposed Legislative Advocacy Policy outlines those items.

NOW, THEREFORE, BE IT RESOLVED that the RCD Board of Directors approves the adoption of the Legislative Advocacy Policy.

PASSED AND ADOPTED at the RCD regular meeting held on September 14, 2022 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

---

Donald H. Butz, President

---

Joanne Sauerma, Board Clerk



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](http://www.rcdsandiego.org)

**Date:** September 14, 2022

## **Agenda Item 7-5: Resolution 2022-30 to approve MOU with Girl Scouts San Diego**

### **Discussion / History:**

The RCD holds grants from the Department of Conservation to work on the Regional Forest and Fire Capacity Program. Our Round 2 grant includes funding for a demonstration project on Girl Scout land in the Julian area. In order to proceed with the fuels management work required, environmental compliance is needed. The RCD proposes to fund the environmental compliance work with cooperation from Girl Scouts as the land owner. This MOU outlines the working relationship between the RCD and Girl Scouts San Diego.

**Financial Impact:** None.

**Staff Recommendation to Board:** Staff recommends that the Board pass this resolution.

## **Memorandum of Understanding**

Between the Resource Conservation District of Greater San Diego County and  
Girls Scouts San Diego-Imperial Council

### **I. Purpose and Scope**

The purpose of this Memorandum of Understanding (MOU) is to identify the roles and responsibilities of the Resource Conservation District of Greater San Diego County (RCD) and Girl Scouts San Diego (GSSD) for the purpose of utilizing the California Vegetation Treatment Program (CalVTP), and completion of a Programmatic Environmental Impact Report (Programmatic EIR) to expedite the implementation of vegetation treatments at camp Winaka and Camp Whispering Oaks to reduce wildfire risk while conserving natural resources.

### **II. MOU Term**

This MOU shall be in force from October 1, 2022 through March 15, 2025.

### **III. Girl Scouts San Diego responsibilities**

- Task 1. Solicit a qualified contractor to assist in the development of the CalVTP/PEIR project.
- Task 2. Work with RCD to formalize a relationship with the qualified contractor through meetings and review of past performance.
- Task 3. Be signatory to the contract for services with regards to the CalVTP/PEIR. Provide contract oversight as a partner with RCD. Provide access to GSSD property and records as it relates to the project at hand.
- Task 4. Provide consistent feedback to RCD, but no less than monthly correspondence regarding project progression.
- Task5. Provide concurrence for completion as it relates to project milestones and progress invoicing.
- Task 6. Assign a GSSD representative as a single point of contact for the project, with decision making authority.

### **IV. RCD Responsibilities**

- Task 1. Contracting authority for services as it relates to the CalVTP/PEIR project in consultation with GSSD.
- Task 2. Perform as the listed lead agency on the CalVTP document.

- Task 3. Provide contract oversight, respond to questions in a timely manner and provide access to documents and records as it relates to the project at hand.
- Task 4. Assist GSSD in government relations, with regards to local, state, and tribal entities.

**V. Program Expenses**

- 1. As the contracting authority, RCD will closely monitor budget and timelines in consultation with GSSD.
- 2. RCD will pay vendor invoices no later than 30 days after the date its monthly billing period closes.
- 3. GSSD bears no expense as it relates to any contract for services under this agreement without prior written approval.

**VI. Modification and Termination**

- 1. This MOU 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.

**VII. Effective Date and Signature**

Signatures and dates

---

Ann Baldridge, Executive Director  
Resource Conservation District of  
Greater San Diego County

---

Carol M. Dedrich  
Chief Executive Officer  
San Diego-Imperial Council

---

Date

---

Date



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](http://www.rcdsandiego.org)

**Date:** September 14, 2022

**Agenda Item 7-6: Resolution 2022-31 to authorize Executive Director to sign agreement with Black Fox**

**Discussion / History:**

The RCD holds grants from the Department of Conservation to work on the Regional Forest and Fire Capacity Program. Our Round 2 grant includes funding for a demonstration project on Girl Scout land in the Julian area. In order to proceed with the fuels management work required, environmental compliance is needed and Black Fox has been identified as the contractor to perform this work. The RCD would pay the contractor directly for their services out of the amount allocated to Girl Scouts. This attached agreement outlines the working relationship between the RCD and Black Fox.

**Financial Impact:** \$169,325 out of \$418,717 allocated to Girl Scouts San Diego.

**Staff Recommendation to Board:** Staff recommends that the Board authorizes the ED to sign the agreement.

**Resource Conservation District of Greater San Diego County  
AGREEMENT FOR PROFESSIONAL SERVICES**

**THIS AGREEMENT FOR PROFESSIONAL SERVICES** (“Agreement”) dated the August 30, 2022, is between **BLACK FOX TIMBER MANAGEMENT GROUP, INC.** (“CONTRACTOR”) and Resource Conservation District of Greater San Diego County (“COMPANY”). COMPANY and CONTRACTOR agree as follows:

1. **Services.** During the term of this Agreement, CONTRACTOR shall make itself available to perform professional services, in accordance with executed Work Authorizations entered from time-to-time, which Work Authorizations shall be in the form attached hereto as Exhibits and incorporated herein by reference (“Work Authorization”). Rates charged for services shall be as set forth in the applicable Work Authorization. The rates shown on the Work Authorization shall apply, without change, for the term of this Agreement unless otherwise specifically provided in this Agreement. All requests for services shall be accompanied by a completed and executed Work Authorization. Upon execution by both parties, each Work Authorization shall be deemed incorporated herein by reference.
2. **Term.** CONTRACTOR shall make itself available to perform the services for a period commencing on August 30, 2022, and ending on March 1, 2024, unless extended in writing by mutual agreement of the parties or terminated as provided herein.
3. **Compensation.**
  - A. Payment for services and expenses shall be in accordance with the Rate Schedule, unless otherwise provided in the applicable Work Authorization.
  - B. COMPANY shall reimburse CONTRACTOR for expenses incurred on COMPANY’S behalf, including without limitation travel, and lodging with preapproval of COMPANY.
  - C. Unpaid fees and disbursements accrue interest at the maximum rate permitted by law (non-compounded), but not exceeding 12% per month from the beginning of the month in which they became overdue. CONTRACTOR will give COMPANY prompt notice if its account becomes delinquent, and COMPANY agrees to bring the account current.
4. **Independent Contractor.** CONTRACTOR, in performing the services, shall act solely as an independent contractor. CONTRACTOR, and any employees or agents of CONTRACTOR, shall under no circumstances be treated as, or deemed to be, employees of COMPANY. Nothing in this Agreement shall be construed to create a partnership, agency, joint venture, or employer-employee relationship between the parties. CONTRACTOR understands COMPANY has no federal, state, or local obligations regarding employee liability or insurance.



**5. Ownership of Materials Related to Services.**

- A. The parties agree that COMPANY shall own all right, title and interest in the final work product required by a Work Authorization to be produced by CONTRACTOR for COMPANY (“the Work”). The Work, in whole or in part, shall be deemed a work made for hire for all purposes of copyright law, and the copyright shall belong solely to COMPANY. In the event any such Work does not fall within the specifically enumerated works that constitute works made for hire under copyright laws, CONTRACTOR hereby agrees to assign and, upon its authorship or creation, expressly and automatically assigns all copyrights, proprietary rights, trade secrets, and other right, title and interest in and to such Work to COMPANY. CONTRACTOR agrees to render all reasonably required assistance to COMPANY necessary to protect the rights hereinabove described. CONTRACTOR shall, at the expense of the COMPANY, assist the COMPANY or its nominees to obtain copyrights, trademarks or patents for such Work and CONTRACTOR agrees to execute all papers and to give all facts known to it reasonably necessary to secure copyrights and patents, and to transfer or cause to transfer to COMPANY all the right, title, and interest in and to such Work.
- B. Notwithstanding anything to the contrary set forth herein:
- i) CONTRACTOR shall have the right to retain a copy of the Work for its records and agrees to retain such Work in a manner consistent with the ownership rights set forth in Paragraph A above; and
  - ii) The ideas, concepts, know-how, tools, work product, models, methodologies, techniques, information, drawings, documents, designs, patents, inventions, computer programs, computer systems, data, spreadsheets, computer documentation and other tangible and intangible materials utilized or developed by CONTRACTOR during this Agreement, except for the Work, belong to the CONTRACTOR.

**6. Confidential Data.** CONTRACTOR agrees to the following conditions relating specifically to COMPANY'S Confidential Information (as defined below):

- A. Confidential Information includes, but is not limited to, all proprietary information of COMPANY such as: trade secrets; designs; drawings; specifications; computer programs; support materials; information regarding COMPANY'S business operations and plans; or other records concerning COMPANY'S finances, contracts, services, or personnel;
- B. CONTRACTOR shall respect the confidences of COMPANY and shall not at any time, during or after its relationship with COMPANY, directly or indirectly, divulge or disclose for any purpose or use for its own benefit any Confidential Information that has been obtained as a result of the relationship with COMPANY;

- C. CONTRACTOR shall take such steps as may be reasonably necessary to prevent disclosure of Confidential Information to others and shall not disclose Confidential Information to others without the prior written consent of COMPANY. CONTRACTOR agrees that Confidential Information disclosed to it under the terms of this Agreement may be disclosed only to its employees or agents who have a need to know such Confidential Information;
  - D. This Agreement not to disclose Confidential Information will continue to apply for one (1) year after termination of this Agreement. CONTRACTOR will report to COMPANY all unauthorized disclosures or uses of Confidential Information; and
  - E. The following information of COMPANY shall not be considered Confidential Information for purposes of this Agreement: (1) information known by CONTRACTOR when received; (2) information lawfully obtainable from other sources; (3) information necessary to disclose to authorities having jurisdiction over either party or their affiliates, or as may otherwise be required by law; or (4) such duty as to confidentiality is waived by the non-disclosing party.
7. **Insurance and Taxes.** CONTRACTOR shall be responsible for and pay all costs associated with governmental compliance of its business, including but not limited to, city, state, or federal licenses, permits, taxes or assessments of any kind. CONTRACTOR shall be responsible for payment of its own insurance, income taxes, employment taxes and employee withholding. CONTRACTOR shall indemnify COMPANY and hold it harmless from paying such business costs, taxes, or premiums.
8. **Termination.** This Agreement will automatically expire upon conclusion of its term, unless extended by mutual agreement. Additionally, notwithstanding the term stated in Section 2, this Agreement may be terminated immediately by either party, with or without cause, at any time before its expiration, by either party giving the other party ten (10) business days notice. On termination of this Agreement by COMPANY, CONTRACTOR will return COMPANY'S papers and property promptly upon receipt of payment for outstanding fees and costs. COMPANY'S termination of CONTRACTOR'S services will not affect COMPANY'S responsibility for payment of services rendered and out-of-pocket costs incurred before termination and in connection with a Work Authorization.
9. **Compliance with Law.** If rendition of the services provided for herein requires CONTRACTOR to be located at facilities of COMPANY, CONTRACTOR shall comply with all applicable federal, state or local laws and regulatory requirements. CONTRACTOR shall comply with all applicable federal, state and local laws, rules and regulations with regard to the services rendered hereunder.
10. **Limitations of Warranty and Liability.**
- A. Any expressions on CONTRACTOR'S part concerning the outcome of COMPANY'S matters are expressions of CONTRACTOR'S best professional judgment but are not guaranties. CONTRACTOR makes no representations, warranties, or guaranties, express or implied, and specifically disclaims any warranty related to the Work or products

resulting from the Work, including, but not limited to, any implied warranties of merchantability, fitness for a particular purpose, or noninfringement.

B. Except as provided in Paragraph 10(C) below, CONTRACTOR shall not be liable for any damages arising out of or in connection with CONTRACTOR'S performance of Work or products resulting from the Work under this Agreement, including but not limited to indirect, special, incidental, or consequential damages and loss of anticipated revenue, profits, goodwill, or other economic loss. CONTRACTOR shall not be responsible for unintended or unforeseen results obtained by COMPANY in using the Work or products resulting from the Work.

C. All damages that CONTRACTOR is required to pay, whether for negligence, omissions, willful misconduct, breach of contract, or otherwise, in the aggregate, shall not exceed the charges actually paid by COMPANY to CONTRACTOR for the Work or \$100,000, whichever is the greater. The COMPANY and CONTRACTOR may agree to an increase in this limit of liability subject to the negotiation of an increased fee to cover the costs of higher premiums for increased errors and omissions insurance.

11. **Assignment.** Neither party shall assign this Agreement without the prior written consent of the other party. Any attempt to assign this Agreement without prior written consent shall be void.

12. **Force Majeure.** Notwithstanding any other provision of this Agreement, no party to the Agreement shall be deemed in default or breach of this Agreement or liable for any loss or damages or for any delay or failure in performance due to any cause beyond its reasonable control.

13. **Entire Agreement.** This Agreement, including executed Work Authorizations, constitutes the entire agreement between the parties rendered pursuant to this Agreement. Any changes to this Agreement must be agreed to by both parties in writing.

14. **Notices.** All notices authorized or required to be given hereunder shall be in writing and shall be deemed effective when delivered to the parties as follows:

CONTRACTOR:           Black Fox Timber Management Group, Inc.  
                                  Attn: Jimmy Smith  
                                  P.O. Box 687  
                                  McCloud, CA. 96057

COMPANY:               Resource Conservation District of Greater San Diego County  
                                  Attn: Heather Marlow  
                                  11769 Waterhill Road  
                                  Lakeside, CA 92040

15. **Severability.** If any provisions of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other provision of this Agreement.

16. **Governing Law and Venue.** This Agreement shall be governed in all respects, including as to validity, interpretation, and effect, by the laws of the State of California.
17. **Attorneys' Fees.** In the event of litigation between the parties, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs associated therewith.
18. **Remedies.** Except as otherwise provided for herein, no remedy conferred by any of the specific provisions of the Agreement or available to a party is intended to be exclusive of any other remedy, and each remedy shall be cumulative and shall be in addition to every other remedy given hereunder, now, or hereafter existing at law or in equity or by statute or otherwise. The election of any one or more remedies by either party shall not constitute a waiver of the right to pursue other available remedies.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on or about the date set forth above.

**COMPANY**

Resource Conservation District Greater  
San Diego County  
Heather Marlow

By \_\_\_\_\_

Title: Director of Forestry and Fire  
Prevention Programs

**CONTRACTOR**

Black Fox Timber Management Group, Inc.  
Jimmy Smith

By \_\_\_\_\_

Title: Co-Owner

**EXHIBIT A**

WORK AUTHORIZATION NUMBER \_\_\_\_\_

**1. Master Agreement.**

This Work Authorization is issued pursuant to the Professional Services Agreement between Black Fox Timber Management Group, Inc. ("Contractor") and Resource Conservation District Greater San Diego County ("Company") dated as of August 30, 2022

**2. Effective Date of This Work Authorization.**

August 30, 2022

**3. Reference Title for Services Under This Work Authorization.**

**Girls Scout – Camp Winacka- California Vegetation Treatment Program**

**(CAL-VTP) Location: 4720 Boulder Creek Julian CA 92036**

**Page 9 Attachment C: Project Area Map**

**4. Services to Be Performed.** Provide professional forestry services that included biological, Archaeological/cultural resources and information analysts, developing maps, field surveys, boundary delineation, watercourse flagging, marking trees, and or boundaries, meetings, research, filling CAL-VTP with the Board of Forestry.

**5. Deliverables and Schedule of Performance.**

Filing CAL-VTP with the Board of Forestry

**6. Compensation and Payment Schedule for Services.** See Attachment B: Page 8

**7. Acceptance Criteria.**

Filing CAL-VTP with the Board of Forestry

**8. Changes.**

Any amendment or modification of this Work Authorization shall be agreed to in writing by both parties ("Change Order").

**9. Contractor Representatives.**

The representative(s) of Contractor who shall have full authority to negotiate and execute Change Orders are Jimmy Smith, or any other person designated in writing by the Contractor.

**10. Company Representatives.**

The representative(s) of Company who shall have full authority to request the Services to be provided, to negotiate and execute Change Orders, and to terminate this Work Authorization are \_Heather Marlow, or any other person designated in writing by the Company.

Agreed to and accepted by:

COMPANY

CONTRACTOR

Resource Conservation District of Greater of San Diego County

Black Fox Timber Management Group, Inc.

By \_\_\_\_\_

By \_\_\_\_\_

Title:  
Director Forestry and Fire Prevention Programs

Title:  
Co-Owner

Date \_\_\_\_\_

Date \_\_\_\_\_

**EXHIBIT B**  
**RATE SCHEDULE**

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Registered Professional Forester \$49,000  
Biologist \$40,000  
Archeologist \$40,000  
Travel \$12,000  
GIS/Map Development \$8,500  
Foresters/ Forestry Tech Flagging/Marking Field Set up \$19,000  
Supplies \$825.00

Total \$169,325

Hourly Rates:

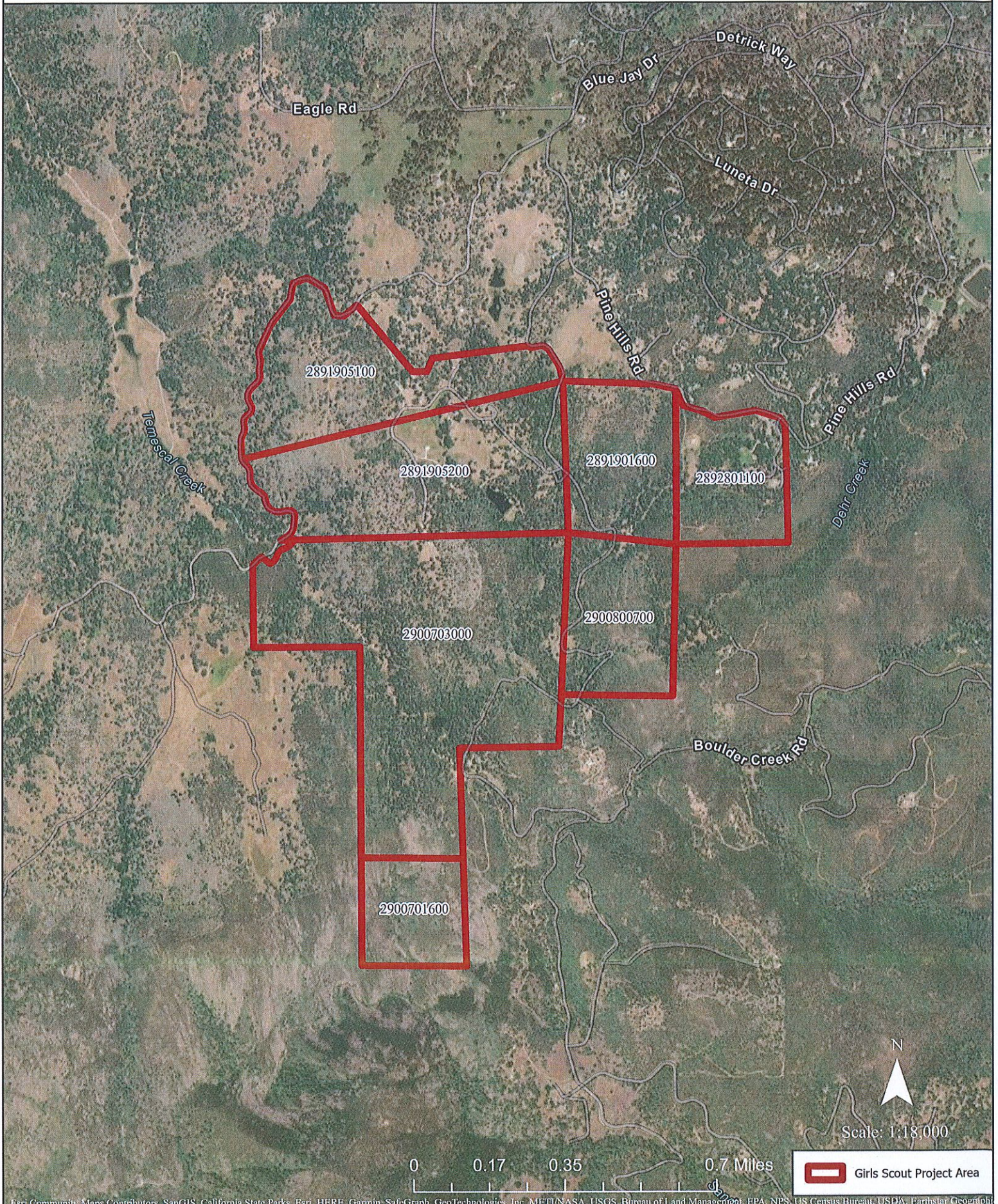
RPF \$125.50  
Forester \$110.00  
Forestry Technician Supervisor \$95.00  
Forestry Technician \$90.00  
GIS/Map Development \$85.00  
Travel Rate \$60.00 per hour round trip  
Per Diem \$200.00

Biologist \$125.00 Field Research  
Biologist \$100.00 Office

Archeologist Services

Senior Specialist IV \$255.00  
Survey Coordination/Reporting Support-Specialist \$225.00  
Survey/Reporting Support-Specialist I \$175.00  
Survey/Reporting Assistance – Technician IV \$155.00  
Survey Crew-Technician I \$125.00  
GIS/Support \$185.00

Mileage \$.75 per mile round trip  
Supplies/postage cost + 5%







Resource Conservation District of Greater San Diego County  
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Phone: (619) 562-0096 ✨ Fax: (619) 562-4799  
Website: [www.rcdsandiego.org](http://www.rcdsandiego.org)

**Date:** September 14, 2022

**Agenda Item 7-7: Resolution 2022-32 to authorize Executive Director to sign grant agreement with the CA Association of RCDs**

**Discussion / History:**

CARCD applied for and has been awarded an NRCS Equity Grant to support underserved farmers and ranchers in the state of California. RCDGSDC is a subawardee of this grant, and upon signing the attached agreement will receive \$22,483 to provide services to underserved producers in our district.

**Financial Impact:** \$22,483 in grant funding.

**Staff Recommendation to Board:** Staff recommends that the Board authorizes the ED to sign the agreement.

NR223A750003C083 - Identify barriers and find strategies to overcome them to expand the delivery of conservation assistance to historically underserved farmers and ranchers in California  
 Subawardee: Resource Conservation District of Greater San Diego County

<b>PROJECT TOTAL:</b>	\$22,483
<b>Personnel:</b>	\$9,588
<b>Fringe:</b>	\$4,794
<b>Travel</b>	\$588
<b>Equipment:</b>	\$0
<b>Supplies:</b>	\$22
<b>Contractual:</b>	\$3,744
<b>Indirect Costs:</b>	\$3,747
<b>Match Requirement:</b>	\$0
<b>Awardee Organization:</b>	Resource Conservation District of Greater San Diego County
<b>Awardee Unique Entity ID:</b>	EAXLTLTD91NL8
<b>Awardee Project Manager:</b>	Joel Kramer
<b>CARCD Grant Manager:</b>	Qi Zhou, qi-zhou@carcd.org
<b>CARCD Financial Administrative Manager:</b>	Emily Sutherland, Emily-sutherland@carcd.org
<b>CARCD's Unique Entity ID:</b>	MPYESGP2U9F5
<b>CARCD's Source of Funds:</b>	U. S. Department of Agriculture Natural Resources Conservation Service
<b>Are these Federal Pass-through funds?</b>	Yes, USDA NR223A750003C083
<b>Invoicing Period:</b>	As often as monthly but not less than quarterly
<b>Reporting Period:</b>	Progress reports are required with any invoices submitted.
<b>All funds must be expended and final Reports are due no later than:</b>	March 31, 2024
<b>Budget note:</b>	

**Invoicing:** Submit invoices as often as monthly but not less than quarterly. Please submit via email to the Grant Manager with the subject line "INVOICE: <date>". Invoices must be submitted on Subawardee letterhead with the date, amount, period, amount of time worked, and very short description of services included. Documentation of services rendered is required for payment, including but not limited to: timecards, receipts, invoices from subcontractors, sign-in sheets from events, photos, web links, and outreach and technical assistance materials generated. CARCD is required to retain timecards on file for 7 years.

**Personnel Record Keeping/Timesheets:** Please ensure that activity reports (timesheets) support salary and wages, and fringe benefit expenditures charged to NRCS grants. Activity reports (timesheets) must contain the following information:

- Employee Name
- Employee Title
- Time base/ number of hours worked per month
- Project/program identifier
- Hours worked per day per program
- Time period (month/year)

- Description of activities performed for each identified project/ program
- Signature and date by both employee and supervisor

**Reporting:** Progress reports are required with any invoices submitted. Reporting will be completed using a shared spreadsheet owned by the CARCD Grant Manager. Quarterly group calls with CARCD Grant Manager and fellow subawardees are mandatory. If reporting is not completed promptly, CARCD reserves the right to cancel the subawardee agreement and redistribute remaining funds.

**Match Documentation Requirements:** This grant does not require matching funds.

*Signing this Cover Letter signifies that the above stipulations are acknowledged, and Subawardee agrees to these conditions.*

---

Project Manager Signature

Date

# CONTRACT FOR SERVICE

This AGREEMENT made on 9/8/2022 between

**CLIENT:**

California Association of Resource Conservation Districts  
705 E Bidwell Street, Suite 2-415, Folsom, CA 95630  
Contact: Qi Zhou  
qi-zhou@carcd.org

and

**CONTRACTOR:**

Resource Conservation District of Greater San Diego County  
11769 Waterhill Rd., Lakeside, CA 92040  
Contact: Ann Baldrige  
ann.baldrige@rcdsandiego.org

## ARTICLE 1. TERM OF CONTRACT

This Agreement will become effective on September 8, 2022 and will continue until March 31, 2024, unless terminated in accordance with the provisions of Article 7 of this Agreement.

## ARTICLE 2. INDEPENDENT CONTRACTOR STATUS

It is the express intention of the parties that Contractor is an independent contractor and not an employee, agent or partner of Client. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Client and Contractor or any employee or agent of Contractor. Both parties acknowledge that Contractor is not an employee for state or federal employee tax purposes. Contractor shall retain the right to perform services for others during the term of this Agreement.

## ARTICLE 3. SERVICES TO BE PERFORMED BY CONTRACTOR

### Scope of Agreement and Scope of Work

Section 3.1. Pursuant to the NRCS Cooperative Agreement NR223A750003C083, the California Association of Resource Conservation Districts (Client) hereby grants to Resource Conservation District of Greater San Diego County (Contractor) a sum not to exceed amount of \$22,483 (Grant Funds), upon and subject to the terms and conditions of this Contract for Service (Agreement).

Contractor will work with Client to plan and execute tasks and duties outlined in the Scope of Work (attached to this contract). Scope of Work changes must be requested in writing to CARCD no later than thirty (30) days prior to the requested implementation date. Any changes to the Scope of Work and Budget are subject to CARCD approval and, at its discretion, CARCD may choose to accept or deny changes. If accepted and after negotiations are concluded, the agreed upon changes will be made and become part of this Agreement. CARCD will respond in writing as to whether the proposed changes are accepted.

Amendments to the funding amount or Agreement term require an amendment in writing and must be requested in writing to the CARCD Grant Manager or designee no later than sixty (60) calendar days prior to the requested implementation date. Amendments are subject to CARCD approval, and, at its discretion, CARCD may choose to accept or deny these changes. No amendments are possible after the Agreement has expired.

#### **Purpose of Agreement**

Section 3.2. Contractor is entering into this Agreement and the Grant Funds shall be used only for the purpose of assisting Client with the project generally described as: "Identify barriers and find strategies to overcome them to expand the delivery of conservation assistance to historically underserved farmers and ranchers in California" (Project).

#### **Method of Performing Services**

Section 3.3 The method of performing services is outlined in the Scope of Work. Client will inform Contractor when additional duties are required.

#### **Employment of Assistants**

Section 3.4. Contractor may, at Contractor's own expense, employ such assistants as Contractor deems necessary to perform the services required of Contractor by this Agreement. Client may not control, direct, or supervise Contractor's assistants or employees in the performance of those services. Contractor assumes full and sole responsibility for the payment of all compensation and expenses of those assistants and for all state and federal income tax, unemployment insurance, Social Security, disability insurance and other applicable withholdings.

#### **Place of Work**

Section 3.5. Contractor shall perform the services required by this Agreement at any appropriate place or location and at such times as Contractor shall determine.

#### **Conditions of Contract**

Section 3.6. Client's obligation to disburse Grant Funds under this Agreement is conditioned upon and subject to the satisfactory completion of all of the following conditions:

Contractor will have provided assurance of eligibility for federal grants for all subcontractors. A subcontractor must also abide by all of the same federal grant policies and procedures, indirect cost rates, and allowable costs as Contractor.

### **ARTICLE 4. DISBURSEMENTS**

Section 4.1. Upon satisfaction of all of the Conditions of Agreement set forth in Section 3, above, and so long as Contractor is not in breach or default under this Agreement, Client agrees to disburse the Grant Funds to Contractor, in arrears, in installments as set forth in this Section 4. Disbursements shall be made not more frequently than monthly and not less frequently than quarterly. All disbursements shall be subject to the availability of funds for purposes of the Project as provided in Section 4.8.

Section 4.2. Contractor shall request disbursement of Grant Funds by submitting both an invoice and a report to Client for approved budgeted work performed on the Project in accordance with Section 4.3. Disbursement shall be contingent upon approval of the disbursement request by the Client.

Section 4.3. The invoice must be submitted on Contractor's letterhead, signed by an authorized representative of Contractor. Invoices must be itemized using the same Categories numbers included in the

attached Budget. Each invoice shall be accompanied by supporting or back-up documentation for all amounts shown on the request, including receipts for all materials and supplies, all Contractor staff time shown by number of hours worked and hourly rate, and all sub-contractor services/invoices. Additionally, materials generated with this grant money, including all outreach and technical assistance materials for electronic or printed dissemination, must be submitted with the invoice. A report must include a written description of all work completed during the period of the invoice and will be provided to the Grant Manager via email.

#### Allowable Costs

A cost is allowable if it directly relates to the approved project and is incurred solely to advance work under this Agreement. Allowable costs may include salaries and wages, fringe benefits, consultant services, travel, scientific research equipment, subcontractors and materials, data collection and analysis, land rentals, and training.

Expenditures must conform to USDA and NRCS program requirements, be made in compliance with federal and state laws and regulations as applicable, and be:

- Necessary and reasonable for proper and efficient performance and administration of the project.
- Authorized or not prohibited under federal, state or local laws or regulations.
- Consistent with policies, regulations, and procedures that apply uniformly to both federal and state funds and other activities of the governmental unit
- Determined in accordance with generally accepted accounting principles.
- Adequately documented.

#### Unallowable Costs

The following costs are not allowed:

- Profit and management fees. Recipients may not earn and keep income resulting from an award
- Costs above the amount authorized for the project.
- Costs incurred after the award period of performance end date.
- Costs not identified in the approved budget or approved budget revisions.
- Costs of promotional items and memorabilia, including models, gifts, and souvenirs.
- Compensation for injuries to persons or damage to property arising from project activities.
- Meals: Meals may be charged to an award only if they are necessary for the performance of the project. For instance, meals (normally only lunch) that are a necessary part of the costs of meetings and conferences (i.e., required attendance and continuity of a meeting), the primary purpose of which is the dissemination of information, are allowable, as are costs of transportation, rental of facilities, speakers' fees, and other items incidental to such meetings or conferences. Note: Meals consumed while in official travel status do not fall in this category. They are considered to be per diem expenses and should be reimbursed in accordance with the organization's established travel policies subject to statutory limitations or in accordance with Federal travel policies.
- Costs normally charged as indirect costs may not be charged as direct costs without proper justification and agency approval. Proper justification includes documentation that the costs meet the criteria for allowability (see 2 CFR 200.403). Examples of such costs include rent, utilities, depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration and general expenses, such as the salaries and expenses of executive officers, personnel administration, and accounting.
- Salaries that are not commensurate with level of work: All costs must be reasonable to be allowable (2 CFR 200.403), and 2 CFR 200.404 defines a reasonable cost as one if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. Salaries determined not to be reasonable compared to the level of work will be unallowable.
- Honoraria. Speaker fees are allowable.
- Costs which lie outside the scope of the approved project and amendments thereto.
- Entertainment costs, regardless of their apparent relationship to project objectives.
- Consulting services performed by a Federal employee during official duty hours when such consulting services result in the payment of additional compensation to the employee; and

- Renovation or refurbishment of facilities, the purchase or installation of fixed equipment in facilities, and the planning,

This list is not exhaustive. For general information about the allowability of particular items of costs, please see 2 CFR Part 200, "Subpart E - Cost Principles", or direct specific inquiries to the administrative contact identified in the award. The allowability of some items of costs may be difficult to determine. To avoid disallowance or dispute of such costs, the recipient may seek prior approval before incurring them. See 2 CFR 200.407. Contact assigned CARCD Grant Manager, Qi Zhou with additional questions.

#### Indirect Cost Rate

Contractor stipulates that the indirect rate included in the attached budget is either at or below the 10% federal de minimus rate or the Contractor's approved NICRA rate approved to use for federal grant awards.

Section 4.4. Contractor shall submit invoices, payment requests, and reports electronically to CARCD's Grant Manager via email at [qi-zhou@carcd.org](mailto:qi-zhou@carcd.org).

Section 4.5. Contractor shall reimburse Client for any erroneous disbursement of Grant Funds under this Agreement. Reimbursement shall occur within 30 days of written demand by Client.

Section 4.6. Contractor shall be responsible for all cost and expenses incident to the performance of services for Client, including but not limited to, all fees, fines, licenses, bonds, or taxes required of or imposed against Contractor and all other of Contractor's cost of doing business.

## ARTICLE 5. OBLIGATIONS OF CONTRACTOR

### Tools and Instrumentality

Section 5.1. Contractor will supply all tools and instrumentalities required to perform the services under this Agreement. Contractor is not required to purchase or rent any tools, equipment or services from Client. Contractor agrees to return all properties belonging to CARCD, including records.

### Workers' Compensation

Section 5.2. Contractor agrees to provide workers' compensation insurance for Contractor's employees and agents and agrees to hold harmless and indemnify Client for any and all claims arising out of any injury, disability, or death of any of Contractor's employees or agents.

### Access to Records/Retention

Section 5.3. Client shall have access to any books, documents, papers and records of Contractor which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, contractor shall maintain all required records for at least seven (7) years after Client makes final payment for any other work authorized hereunder and all pending matters are closed, whichever is later. Contractor acknowledges the right of the auditors of the State of California or Federal government to examine the records of the Client relative to the goods, services, equipment, materials, supplies or other assistance provided to Contractor for the Project.

### Confidentiality

Section 5.4. Information received by CARCD from Contractor regarding personal information from Contractor or Contractor's constituents is confidential. If there is a lack of clarity on which information is confidential, Contractor should get clarification and written documentation from the CARCD Project

Manager.

#### **Indemnification of Liability**

Section 5.5. To the fullest extent permitted by law, Contractor shall indemnify, protect, and hold harmless CARCD, U.S. Department of Agriculture, and their respective members, officers, agents, employees and representatives, from and against any and all claims, demands, damages, losses, costs (including attorneys' fees), expenses, and liability of any nature (Claims) arising out of or incident to the performance of Contractor's duties under this Agreement.

#### **Assignment**

Section 5.6. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Contractor without the prior written consent of Client.

#### **State and Federal Taxes**

Section 5.7. As Contractor is not Client's employee, Contractor is responsible for paying all required state and federal taxes. In particular:

- Client will not withhold FICA (Social Security) from Contractor's payments
- Client will not make state or federal unemployment insurance contributions on behalf of Contractor
- Client will not withhold state or federal income tax from payments to Contractor
- Client will not make disability insurance contributions on behalf of Contractor
- Client will not obtain workers' compensation insurance on behalf of Contractor

### **ARTICLE 6. OBLIGATIONS OF CLIENT**

#### **Cooperation of Client**

Section 6.1. Client agrees to comply with all reasonable requests of Contractor (and provide access to all documents) reasonably necessary to the performance of Contractor's duties under this Agreement.

#### **Assignment**

Section 6.2. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Client without the prior written consent of Contractor.

#### **Project Completion and Final Reporting**

Section 6.3. Project completion under this Agreement is March 31, 2024. Final reporting and final invoices shall be submitted by Contractor to Client no later than March 31, 2024. The Agreement will be completed upon final receipt and approval of the final invoice and final report, and resolution of any performance or compliance issues.

### **ARTICLE 7. TERMINATION OF AGREEMENT**

Notwithstanding anything herein to the contrary, either Contractor or Client may terminate this Agreement upon sixty (60) days written notice to the other. The notice of termination must be given pursuant to the provisions of Section 8.1. At such time of Notice of Termination, all monies due Contractor are due and payable for work that has been completed to the standards of the Agreement, and all Client's documents and Work in Progress are to be returned promptly.



## **ARTICLE 8. GENERAL PROVISIONS**

### **Notices**

Section 8.1. Any notices to be given hereunder by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified postage prepared with return receipt requested or delivered by email to the email address listed in this Agreement.

Mailed and emailed notices shall be addressed to the parties at the addresses appearing in the introductory paragraph or to such other address as a party may later designate by giving to the other party written notice of the designation. Notices delivered personally will be deemed as of actual receipt. Mailed notices shall be deemed served as of four days after mailing.

### **Entire Agreement of Parties**

Section 8.2. This Agreement cancels and replaces any prior understanding or agreement between the parties on its subject matter, contains their entire agreement on its subject matter, and may be modified only by a writing executed by a duly authorized representative of each party.

### **Partial Invalidity**

Section 8.3. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will to the maximum extent allowed by law nonetheless continue in full force without being impaired or invalidated in any way.

### **Arbitration of Disputes Required**

Section 8.4. All claims or disputes arising under or relating to this Agreement that the parties themselves alone cannot resolve are to be resolved by binding arbitration in the County of Sacramento, California. The arbitration will be conducted confidentially pursuant to the Commercial Arbitration Rules of the American Arbitration Association. Any decision or award resulting from such an arbitration proceeding must be in writing, provide an explanation for all conclusions of law and fact, and include a written record of the arbitration hearing and an assessment of costs, expenses and reasonable attorney's fees. Such arbitration will be conducted by an arbitrator experienced in government grants to nonprofit organizations mutually chosen by the parties. An award of arbitration may be confirmed in a court of competent jurisdiction.

### **Attorney's Fees**

Section 8.5. If any action at law or equity, including an arbitration proceeding or an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each party will pay its own attorney fees.

### **Governing Law**

Section 8.6. This Agreement will be governed by and construed in accordance with the laws of the State of California.

### **Accounting/Records/Audits**

Section 8.7. Contractor shall maintain complete and accurate records of its actual Project costs, in accordance with generally accepted accounting principles and practices, and shall retain said records for at least seven years after final disbursement by Client. During such time, Contractor shall make said records available (or cause them to be made available) to the State of California for inspection and audit

purposes during normal business hours. Expenditures not documented, and expenditures not allowed under this Agreement or otherwise authorized in writing by Client shall be borne by Contractor. The audit shall be confined to those matters connected with this Agreement, including but not limited to administration and overhead costs.

Funding provided in this Agreement, from CARCD via the U.S. Department of Agriculture Natural Resources Conservation Service, originates with the U. S. Department of Agriculture. The funds disbursed via this Agreement are thus 'federal pass-through funds.' Guidance for federal awards is published in the Code of Federal Regulations (CFR). The CFR is accessible through the Electronic Code of Federal Regulations at [www.ecfr.gov](http://www.ecfr.gov). Funds are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards contained in [2 CFR part 200](#) and [2 CFR part 400](#). Recipients are responsible for the consistent application of federal regulations to these funds. Recipients of pass through funding are responsible for ensuring their contractors/consultants comply with federal regulations.

#### **Use of Grant Funds to Secure Additional Funding**

Section 8.8. Contractor agrees that the funding provided under this Agreement shall not be used as matching funds for other grants, or to secure loans or other monetary awards without prior consent of the Client.

#### **Non-Discrimination**

Section 8.9. During the performance of this Agreement, Contractor shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical disability (including HIV and AIDS), mental disability, medical condition, marital status, age (over 40), sex, sexual orientation, or use of family care leave, medical care leave, or pregnancy-disability leave. Contractor shall take affirmative action to ensure that the evaluation and treatment of its employees and applicants for employment are free of such discrimination and harassment. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Section 8.10. The Contractor must comply with the drug-free environment standards pursuant to 5151-5160 of the Drug-Free Workplace Act of 1988, as implemented by 2 CFR 421.

Section 8.11: Federal Terms and Conditions: The Contractor, and their subcontractor under this award, agree to comply with all applicable requirements of all Federal laws, executive orders, regulations, and policies governing this program, including but not limited to 2 CFR 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. For-profit organizations will be subject to 48 CFR Subpart 31. Contractors are responsible for identifying the federal regulations appropriate to their organization, consistently applying cost principles and ensuring contractors or consultants comply with federal regulations.

### **ARTICLE 9. AUTHORIZATION**

Section 9.1. The signature of the Co-Interim Executive Director of CARCD certifies that \$22,483 will be disbursed in installments to Contractor for the Project unless contract provisions are enacted.

### **ARTICLE 10. EFFECTIVENESS OF AGREEMENT**

This Agreement shall be deemed executed and effective when fully signed by authorized representative(s) of each of Client and Contractor. Each party shall sign two counterparts of this Agreement.

**ARTICLE 12. EXHIBITS**

Each of the Exhibits referenced in this Agreement is incorporated by reference as though set forth in full herein. The following Exhibits are attached to this Agreement:

- EXHIBIT A – Scope of Work
- EXHIBIT B – Budget

CLIENT	CONTRACTOR
Nancy Wahl-Scheurich, Co-Interim Executive Director	Ann Baldrige, Executive Director
California Association of Resource Conservation Districts	Resource Conservation District of Greater San Diego County
By:	By: _____
Taxpayer ID No. 94-1553749	Taxpayer ID No. 95-2586060

Commented [JK1]: Sign

Exhibit A – Scope of Work

RCD of Greater San Diego County staff will conduct outreach and distribute information to 25 underserved producers, followed by 10 site assessments and follow-up with conservation technical assistance to 5 producers. Contractual costs will cover translation services to provide information in Spanish and stipends for producer participation where this will cover what would have been income if they were not participating.

The Scope of Work for this Agreement is defined in the grant application, as submitted to CARCD, describing the proposed project in detail. For the purposes of this Agreement, the following exceptions/adjustments/alterations to the project as described in the proceeding grant application, include: none.

Exhibit B – Budget

Total budget = \$22,483

- Personnel: \$9,588
  - Outreach Assistant: 175 hours \* \$28.00/hour = \$4,900
  - Agriculture Specialist: 97 hours \* \$32.00/hour = \$3,104
  - Director of Finances: 47 hours \* \$33.70/hour = \$1,584
- Fringe: \$4,794 – 50% of Personnel
- Travel: \$588: Mileage for site assessments and farm visits, 1005 miles at IRS mileage rate of \$.585
- Supplies: \$22: Printed materials
- Contractual: \$2,744:
  - Translation services (\$300)
  - Two partner non-profit organization technical assistance with scaling up conservation practices at \$1,000 each (total \$2,000)
  - \$444 non-profit partner for assistance with conservation planning and technical assistance for historically underserved to engage in planning and implementing practices on pilot project
- Other: \$1,000: Producer stipends of \$100 each, up to 10 producers participating
- Indirect: \$3,747 (approved NICRA 47% - Recipient has elected to voluntarily waive a portion of indirect costs \$4,589)



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](http://www.rcdsandiego.org)

**Date:** September 14, 2022

## **Agenda Item 7-8: Speak-off judging panel**

### **Discussion / History:**

RCDGSDC, in collaboration with Mission RCD and Upper San Luis RCD, is hosting a regional Speak-off competition for San Diego County high school students. Participants will submit a recorded speech on this year's topic, focused on drought and what RCDs can do to help. These videos will be assessed and a 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winner will be selected. Each will receive a small cash prize, and the 1<sup>st</sup> place winner will go to the state-wide competition to take place during the CARCD annual conference. The three RCDs will evenly split these costs.

Staff would like to invite Board members to participate in the assessment panel, whether it is a task the Scholarship committee would like to participate in or if other Board members would like to be involved. The judging will take place in mid-October.

**Financial Impact:** No cost associated with judging the submissions; our share of the Speak Off cash prizes will be \$166 plus a portion of travel and accomodation for the first place winner.

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