

REGULAR BOARD MEETING AGENDA

Wednesday, June 14, 2023, 12:30PM
5560 Overland Avenue, Room 172, San Diego CA 92123

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 May 10, 2023

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

4-3 Approve monthly expenses for April 2023

5. PRESENTATION

Sierra Reiss (RCD staff) will give a short presentation on the Jim Thompson Conservation Scholarship and checks will be awarded to scholarship recipients.

6. BOARD ACTION AND DISCUSSION ITEMS

6-1 Discuss/Approve: Resolution 2023-06 CDFA Grant Agreement: Pollinator Habitat Program

6-2 Discuss/Approve: Resolution 2023-07 CDFA Grant Agreement: Farm to School Program

6-3 Discuss/Approve: Resolution 2023-08 San Diego Foundation Community Food Grant

6-4 Discuss/Approve: Resolution 2023-09 Submit funding proposal to Wildlife Conservation Board

6-5 Discuss/Approve: Carbon Cycle Institute (CCI) Services Agreement

6-6 Discuss/Approve: CEQA determination for Working Lands for Pollinators Program, Resolution 2023-10

6-7 Informational item: Budget correction and update (for budget correction and Wild Willow Farm)

6-8 Discuss/Approve: COLA increase protocol and designation of COLA

6-9 Discuss/Approve: Board stipulated performance stipends for 2022

6-10 Discuss/Approve: Proposed changes to investment account

6-11 Discuss/Approve: New position – Forestry and Fire Prevention Technical Assistant

7. STAFF AND OTHER REPORTS

7-1 Executive Director's Staff Report (attached)

7-2 Grant Status Spreadsheets (attached)

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

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

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

9. CLOSED SESSION

- 9-1 PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957
Title: Executive Director Evaluation
- 9-2 REAL PROPERTY NEGOTIATIONS - Government Code Section 54956.8
Negotiator: Executive Director, Ann Baldrige
Subject: Proposed County Lease Agreement

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

10. AGENDA SETTING

11. ADJOURNMENT

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

| UPCOMING EVENTS | | |
|--|---|------------------|
| RCD Board Meeting | Wednesday, July 12, 12:30pm | RCD office |
| FSC Executive & General Board Meetings | July 13, 2023, 10:30am | |
| Wild Willow Farm Volunteering | 2 nd Saturday of the month, 9:30 – 12:00 | Wild Willow Farm |

| <u>RCD Board of Directors – May 2023</u> | |
|---|----------------------------|
| Don Butz, President | |
| 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, Michael McGrath | |

| RCD STAFF – May 2023 | |
|--|---|
| Ann Baldrige, Executive Director | Heather Marlow, Director of Forestry & Fire Prevention Projects |
| Chris Kelley, Financial Director | Gregg Cady, Farm Conservation Advisor |
| Morgan Graves, Forestry & Fire Prevention Projects Coordinator | Stan Hill, Forestry & Fire Prevention Projects Manager |
| Sierra Reiss, Education Coordinator | Andy Williamson, Irrigation Technician |

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

| | |
|---|---|
| Rachel Lloyd, Accounting Clerk | Joel Kramer, Agricultural Specialist |
| Joanne Sauerman, Office Coordinator | Cheyenne Piacenza, Assistant Farm Manager |
| Erik Rodriguez, Farmer II | Joannaluz “Joanna” Parra, Farmer |
| Juliann “JJ” Tidwell, Farmer | Paul Maschka, Regenerative Farming Educator |
| Codi Hale, Outreach Coordinator | Kim Hanson, Farm Field Trip & Volunteer Coordinator |
| Elizabeth Garcia, Ag Technician | Ashleyann Bacay – Grizzly Corps Fellow |
| Daniela Mejia, Community Garden Coordinator | Carolina Guia, Grizzly Corps Fellow |

MEETING MINUTES OF THE RCD BOARD OF DIRECTORS
Wednesday, May 10, 2023, 12:30PM

DIRECTORS PRESENT: Don Butz, Marilyn Huntamer, Odette Gonzalez, Maggie Sleeper, Neil Meyer, Diane Moss
DIRECTORS ABSENT: None
VACANCIES: One
ASSOC. DIRECTORS PRESENT: Mike McGrath
ASSOC. DIRECTORS ABSENT: DK Nasland, Lance Rogers, Jo Mackenzie
OTHERS PRESENT: Ann Baldrige, Chris Kelley, Steve Boehmer, Joanne Sauerma, Carl Bradley, Celine Morales

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 12:34 PM
2. **ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))**
Motion/ Second (Huntamer/Maggie) to accept Agenda- No changes or additions.
3. **PUBLIC COMMENT**
Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes. No Comment
4. **CONSENT CALENDAR**
 - 4-1 Approval of Regular Meeting Minutes of April 12, 2023
 - 4-2 Note and file monthly Treasurer’s Reports for March 2023**Noted Director Huntamer request concerns and status of financial status of WWF.
 - 4-3 Approve monthly expenses for March 2023
Motion/ Second (Meyer/Sleeper) Consent Calendar approved unanimously– Butz, Huntamer, Gonzalez, Moss, Sleeper, Meyer.
5. **BOARD ACTION AND DISCUSSION ITEMS**
 - 5-1 Discuss/Approve: Preliminary budget for 2023-24: Motion/Second (Huntamer/Sleeper) Approved unanimously; Butz, Huntamer, Sleeper, Moss, Meyer, Gonzalez
 - 5-2 Discuss/Approve: Revised Staff Handbook- Tabled to update some verbiage, Approved/Second (Sleeper/Meyer) motion carries : Butz, Huntamer, Moss, Meyer, Sleeper, Gonzalez
 - 5-3 Discuss/Approve: Resolution 2023-05 CDFA Conservation Agriculture Planning Grants Program Agreement Motion/Second (Huntamer/Meyer) Approved unanimously: Butz, Huntamer, Meyer, Moss, Sleeper, Gonzalez
 - 5-4 Discuss: Creating an RCD salary scale. Tabled to first determine COLA. Board directed staff to prepare recommendations for the June meeting.
 - 5-5 Discuss/Approve: MOU for collaboration with the Southern CA RFFC group: Motion/Second (Huntamer/Meyer) Approved unanimously: Butz, Huntamer, Meyer, Gonzalez, Moss, Sleeper

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

- 5-6** Discuss/Approve: Quotes to repair damaged concrete at RCD Lakeside Facility – Tabled to reject current bids Neil /Joanne to do RFP Request. Motion /Second (Moss/Sleeper) Butz, Huntamer, Moss, Meyer, Gonzalez, Sleeper
- 6. STAFF AND OTHER REPORTS**
- 6-1** Executive Director’s report
6-2 Grant status Spreadsheets
- 7. OTHER AGENCY, DIRECTOR, ASSOC DIRECTOR, COMMITTEE, AND ASSOCIATION REPORTS**
- 7-1** CARCD Report
7-2 Director/Assoc. Director and Other Activity or Committee Reports
7-3 NRCS Report
- 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.
- Closed session: 2:15 pm
- 9. AGENDA SETTING:**
- 10. ADJOURNMENT** Meeting adjourned: 2:30 pm

Respectfully submitted,



Joanne Sauerman

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

| Ordinary Income/Expense | Jul - Apr 2023 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|----------------------|---------------|
| Income | | | | |
| 40000 · Grant Income Restricted | | | | |
| 40041 · CDFA TA HSP | 23,507.38 | 25,341.11 | -1,833.73 | 92.76% |
| 40042 · CDFA CUSP Economic Relief Grant | 20,659.09 | 41,245.50 | -20,586.41 | 50.09% |
| 40043 · CDFA WETA | 57,684.37 | 136,000.00 | -78,315.63 | 42.42% |
| 40045 · CDFA Climate Smart Ag TA | 16,877.58 | 32,521.82 | -15,644.24 | 51.9% |
| 40046 · CDFA Farm to School Incubator | 0.00 | 74,929.60 | -74,929.60 | 0.0% |
| 40047 · CDFA Prescribed Grazing | 1,381.19 | 0.00 | 1,381.19 | 100.0% |
| 40048 · CDFA Cover Cropping | 38,482.66 | 54,880.26 | -16,397.60 | 70.12% |
| 40049 · CARCD Monarchs | 7,008.11 | 10,000.00 | -2,991.89 | 70.08% |
| 40050 · CARCD WCB | 2,458.26 | 250,000.00 | -247,541.74 | 0.98% |
| 40051 · DOC RFFC Block Grant | 287,993.46 | 567,744.89 | -279,751.43 | 50.73% |
| 40052 · DOC SALC | 66,682.22 | 86,951.96 | -20,269.74 | 76.69% |
| 40053 · DOC RFFC Round IIA | 802,646.92 | 1,100,000.00 | -297,353.08 | 72.97% |
| 40055 · CARCD NRCS Equity | 6,497.94 | 22,000.00 | -15,502.06 | 29.54% |
| 40060 · NRCS IERCD | 7,903.44 | 8,500.00 | -596.56 | 92.98% |
| 40065 · NRCS Conservation Planning | 49,160.58 | 55,000.00 | -5,839.42 | 89.38% |
| 40080 · SDRC Fuels | 925,489.62 | 1,792,783.24 | -867,293.62 | 51.62% |
| 40085 · SDRC NACC | 210,704.66 | 379,206.68 | -168,502.02 | 55.57% |
| 40090 · IRWMP Proposition 84 | 351,731.47 | 770,000.00 | -418,268.53 | 45.68% |
| 40100 · CARCD NFWF TA | 8,099.38 | 10,000.00 | -1,900.62 | 80.99% |
| 40120 · Port | 10,000.00 | 10,000.00 | 0.00 | 100.0% |
| 40122 · CalFire Forest Health Gran | 612,376.53 | 2,230,873.66 | -1,618,497.13 | 27.45% |
| 40123 · CalFire CARCD Increasing Pace & Scale | 150,719.67 | 128,763.00 | 21,956.67 | 117.05% |
| 40130 · NACD Urban Agriculture Conservation | 17,108.79 | 49,905.90 | -32,797.11 | 34.28% |
| 40140 · SDG&E Pollinators | 7,374.94 | 7,500.00 | -125.06 | 98.33% |
| 40145 · SDG&E DSAP | 20,000.00 | 10,000.00 | 10,000.00 | 200.0% |
| 40146 · SDG&E Fuels MOU | 627,306.60 | 1,100,000.00 | -472,693.40 | 57.03% |
| 40190 · Tijuana River Valley Garden | 59,981.12 | 75,000.00 | -15,018.88 | 79.98% |
| 40191 · Sweetwater Community Garden | 45,309.59 | 46,000.00 | -690.41 | 98.5% |
| 40192 · CSA Community Supported Ag | 0.00 | 20,592.00 | -20,592.00 | 0.0% |
| 40194 · Wild Willow Farm Classes & Workshops | 42,690.95 | 55,000.00 | -12,309.05 | 77.62% |
| 40195 · Wild Willow Farm Agricultural CSA & Wholesale | 33,128.11 | 65,000.00 | -31,871.89 | 50.97% |
| 40196 · Wild Willow Field Trips & Tours | 32,030.00 | 25,000.00 | 7,030.00 | 128.12% |
| 42007 · USFWS Pollinators on Working Lands | 6,783.59 | 10,000.00 | -3,216.41 | 67.84% |
| 42022 · CalFire County Coordinator | 21,780.51 | 58,333.00 | -36,552.49 | 37.34% |
| 42023 · CA FSC Fiscal Sponsorship EFHGFSC | 1,180.41 | 20,000.00 | -18,819.59 | 5.9% |
| Total 40000 · Grant Income Restricted | 4,572,739.14 | 9,329,072.62 | -4,756,333.48 | 49.02% |
| 45000 · Income - Unrestricted | | | | |
| 45010 · Rent - San Diego River Conserva | 27,834.00 | 33,500.00 | -5,666.00 | 83.09% |
| 45020 · Donations, Awards & Scholarship | 490.00 | 500.00 | -10.00 | 98.0% |
| 45025 · WWF Donations | 11,876.44 | 20,000.00 | -8,123.56 | 59.38% |
| 45030 · Rebates and Refunds | 430.24 | 25.00 | 405.24 | 1,720.96% |
| 45040 · LAIF Interest | 16,262.32 | 10,000.00 | 6,262.32 | 162.62% |
| 45080 · US Bank Interest | 25.96 | 45.00 | -19.04 | 57.69% |
| 45090 · Tax Assessments | 324,500.00 | 379,000.00 | -54,500.00 | 85.62% |
| 45095 · Redevelopment Revenue City Tax | 11,071.93 | 9,000.00 | 2,071.93 | 123.02% |
| 45100 · Miscellaneous Income | 997.95 | 25,000.00 | -24,002.05 | 3.99% |
| 45200 · Fee for Service | 2,445.92 | 1,200.00 | 1,245.92 | 203.83% |
| 45000 · Income - Unrestricted - Other | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 45000 · Income - Unrestricted | 395,934.76 | 478,270.00 | -82,335.24 | 82.79% |
| Total Income | 4,968,673.90 | 9,807,342.62 | -4,838,668.72 | 50.66% |
| Expense | | | | |
| 50000 · Grant Expenses Restricted | | | | |
| 50041 · CDFA TA HSP | 18,041.64 | 21,117.59 | -3,075.95 | 85.43% |
| 50042 · CDFA CUSP Economic Relief Grant | 12,977.89 | 35,865.65 | -22,887.76 | 36.19% |
| 50043 · CDFA WETA | 36,793.60 | 113,000.00 | -76,206.40 | 32.56% |
| 50045 · CDFA Climate Smart Ag TA | 10,679.38 | 27,101.52 | -16,422.14 | 39.41% |
| 50046 · CDFA Farm to School Incubator | 0.00 | 62,445.50 | -62,445.50 | 0.0% |
| 50047 · CDFA Prescribed Grazing | 1,255.63 | 0.00 | 1,255.63 | 100.0% |
| 50048 · CDFA Cover Cropping | 27,858.63 | 49,891.15 | -22,032.52 | 55.84% |
| 50049 · CARCD Monarchs | 4,352.10 | 8,333.33 | -3,981.23 | 52.23% |
| 50050 · CARCD WCB | 1,528.90 | 208,340.00 | -206,811.10 | 0.73% |
| 50051 · DOC Block Grant | 226,600.11 | 473,120.74 | -246,520.63 | 47.9% |
| 50052 · DOC SALC | 54,274.59 | 82,811.39 | -28,536.80 | 65.54% |
| 50053 · DOC RFFC Round IIA | 679,546.93 | 972,246.77 | -292,699.84 | 69.89% |
| 50055 · CARCD NRCS Equity | 4,100.79 | 18,736.00 | -14,635.21 | 21.89% |
| 50056 · CDFA PHP | 0.00 | 0.00 | 0.00 | 0.0% |
| 50060 · NRCS IERCD | 5,357.59 | 7,083.33 | -1,725.74 | 75.64% |
| 50065 · NRCS Conservation Planning | 31,404.04 | 45,833.33 | -14,429.29 | 68.52% |
| 50080 · SDRC Fuels | 811,786.51 | 1,629,802.95 | -818,016.44 | 49.81% |
| 50085 · SDRC NACC | 191,549.69 | 344,736.96 | -153,187.27 | 55.56% |
| 50090 · IRWMP Proposition 84 | 344,498.56 | 733,333.33 | -388,834.77 | 46.98% |
| 50100 · CARCD NFWF TA | 6,030.88 | 8,333.33 | -2,302.45 | 72.37% |
| 50120 · Port | 7,046.69 | 8,333.33 | -1,286.64 | 84.56% |
| 50122 · CalFire Forest Health | 550,993.49 | 1,991,851.48 | -1,440,857.99 | 27.66% |
| 50123 · CalFire CARCD Increasing Pace & Scale | 126,261.17 | 121,474.00 | 4,787.17 | 103.94% |
| 50130 · NACD Urban Agriculture Conservation | 11,774.06 | 45,369.00 | -33,594.94 | 25.95% |

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

| | | | | |
|---|---------------------|---------------------|----------------------|---------------|
| 50140 · SDG&E Pollinators | 5,178.70 | 6,250.00 | -1,071.30 | 82.86% |
| 50145 · SDG&E DSAP | 16,667.60 | 8,333.33 | 8,334.27 | 200.01% |
| 50146 · SDG&E Fuels MOU | 522,297.82 | 916,666.67 | -394,368.85 | 56.98% |
| 50190 · Tijuana River Valley Garden | 60,049.75 | 65,217.39 | -5,167.64 | 92.08% |
| 50191 · Sweetwater Community Garden | 48,520.04 | 43,809.52 | 4,710.52 | 110.75% |
| 50192 · CSA Community Supported Ag | 0.00 | 17,160.00 | -17,160.00 | 0.0% |
| 50193 · Parker Foundation F2F | 0.00 | 0.00 | 0.00 | 0.0% |
| 50194 · Wild Willow Farm Classes & Workshops | 38,687.35 | 53,921.59 | -15,234.24 | 71.75% |
| 50195 · Wild Willow Farm Agricultural CSA & Wholesale | 119,544.47 | 97,500.00 | 22,044.47 | 122.61% |
| 50196 · Wild Willow Farm Field Trips & Tours | 46,270.28 | 30,000.00 | 16,270.28 | 154.23% |
| 52007 · USFWS Pollinators on Working Lands | 4,603.87 | 8,333.33 | -3,729.46 | 55.25% |
| 52022 · CalFire County Coordinator | 15,263.73 | 52,083.00 | -36,819.27 | 29.31% |
| 52023 · CAFSC Fiscal Sponsorship EFHGFSC | 1,159.75 | 20,000.00 | -18,840.25 | 5.8% |
| Total 50000 · Grant Expenses Restricted | | | | |
| 53000 · Expenses Unrestricted | 4,042,956.23 | 8,328,435.51 | -4,285,479.28 | 48.54% |
| 53005 · Advertising | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 53035 · Processing Fees | 5,491.85 | 4,500.00 | 991.85 | 122.04% |
| 53040 · Bank Fees | 348.18 | 500.00 | -151.82 | 69.64% |
| 53050 · Depreciation | 35,830.00 | 48,000.00 | -12,170.00 | 74.65% |
| 53060 · Donations, Awards & Scholarship | 75.00 | 15,000.00 | -14,925.00 | 0.5% |
| 53070 · Dues & Subscriptions | 3,236.82 | 10,000.00 | -6,763.18 | 32.37% |
| 53080 · Equipment Leases | 2,750.38 | 3,500.00 | -749.62 | 78.58% |
| 53100 · Automobile | | | | |
| 53110 · Fuel | -1,969.57 | 2,000.00 | -3,969.57 | -98.48% |
| 53120 · Repairs & Maintenance | 5,216.04 | 3,000.00 | 2,216.04 | 173.87% |
| Total 53100 · Automobile | 3,246.47 | 5,000.00 | -1,753.53 | 64.93% |
| 53900 · Insurance | | | | |
| 53910 · Auto & General Liability | 34,332.60 | 29,000.00 | 5,332.60 | 118.39% |
| 53920 · In Lieu of Health Insurance | 113,945.40 | 186,000.00 | -72,054.60 | 61.26% |
| 53930 · Workers Compensation | 21,928.27 | 32,000.00 | -10,071.73 | 68.53% |
| Total 53900 · Insurance | 170,206.27 | 247,000.00 | -76,793.73 | 68.91% |
| 54000 · Outside Services | | | | |
| 54010 · Facility Maintenance & Repairs | 6,965.15 | 15,000.00 | -8,034.85 | 46.43% |
| 54020 · Janitorial | 5,328.60 | 5,500.00 | -171.40 | 96.88% |
| 54030 · Landscaping | 9,225.00 | 22,500.00 | -13,275.00 | 41.0% |
| 54040 · Payroll Processing Fees | 3,495.06 | 4,500.00 | -1,004.94 | 77.67% |
| 54050 · Pest Control | 8.37 | 20.00 | -11.63 | 41.85% |
| 54060 · Website & Computer Maintenance | 27,363.09 | 40,000.00 | -12,636.91 | 68.41% |
| Total 54000 · Outside Services | 52,385.27 | 87,520.00 | -35,134.73 | 59.86% |
| 54070 · Permits & Fees | 225.00 | 100.00 | 125.00 | 225.0% |
| 54080 · Postage | 219.12 | 800.00 | -580.88 | 27.39% |
| 54090 · Printing | 630.41 | 1,500.00 | -869.59 | 42.03% |
| 55000 · Professional Services | | | | |
| 55010 · Accounting Fees | 0.00 | 7,500.00 | -7,500.00 | 0.0% |
| 55020 · Legal Fees | 27,366.67 | 25,000.00 | 2,366.67 | 109.47% |
| 55030 · Professional Services - Other | 15,984.72 | 10,000.00 | 5,984.72 | 159.85% |
| Total 55000 · Professional Services | 43,351.39 | 42,500.00 | 851.39 | 102.0% |
| 57000 · Supplies | | | | |
| 57100 · Conservation Garden & Education | 4,199.95 | 6,000.00 | -1,800.05 | 70.0% |
| 57150 · Discretionary Projects | 29,129.16 | 132,000.00 | -102,870.84 | 22.07% |
| 57200 · Office Supplies | 5,647.02 | 9,500.00 | -3,852.98 | 59.44% |
| 57300 · Office General | 8,183.93 | 8,000.00 | 183.93 | 102.3% |
| Total 57000 · Supplies | 47,160.06 | 155,500.00 | -108,339.94 | 30.33% |
| 59000 · Utilities | | | | |
| 59100 · Gas & Electric | 11,039.58 | 15,000.00 | -3,960.42 | 73.6% |
| 59200 · Sewer | 569.58 | 900.00 | -330.42 | 63.29% |
| 59300 · Trash | 4,241.83 | 5,040.00 | -798.17 | 84.16% |
| 59400 · Water | 1,945.89 | 9,000.00 | -7,054.11 | 21.62% |
| 59500 · Telephones | 18,413.90 | 21,000.00 | -2,586.10 | 87.69% |
| Total 59000 · Utilities | 36,210.78 | 50,940.00 | -14,729.22 | 71.09% |
| Total 53000 · Expenses Unrestricted | 401,367.00 | 677,360.00 | -275,993.00 | 59.26% |
| 65000 · Travel and Meetings | | | | |
| 65310 · Training | 3,417.00 | 9,000.00 | -5,583.00 | 37.97% |
| 65320 · Travel Transportation & Accomod | 13,597.61 | 12,000.00 | 1,597.61 | 113.31% |
| 65330 · Travel Meals | 2,645.16 | 3,500.00 | -854.84 | 75.58% |
| Total 65000 · Travel and Meetings | 19,659.77 | 24,500.00 | -4,840.23 | 80.24% |
| 66000 · Payroll Expenses | | | | |
| 66100 · Gross Payroll | 181,518.92 | 410,000.00 | -228,481.08 | 44.27% |
| 66200 · In Lieu of Social Security 10.5% | 34,221.69 | 43,050.00 | -8,828.31 | 79.49% |
| 66300 · Medicare 1.45% | 4,256.75 | 5,945.00 | -1,688.25 | 71.6% |
| 66400 · FUTA, SDI, ETT, SUI | 5,006.60 | 8,500.00 | -3,493.40 | 58.9% |
| Total 66000 · Payroll Expenses | 225,003.96 | 467,495.00 | -242,491.04 | 48.13% |
| Total Expense | 4,688,986.96 | 9,497,790.51 | -4,808,803.55 | 49.37% |
| Net Ordinary Income | 279,686.94 | 309,552.11 | -29,865.17 | 90.35% |
| Net Income | 279,686.94 | 309,552.11 | -29,865.17 | 90.35% |

RCD of Greater San Diego County
Balance Sheet
As of April 30, 2023

4/30/2023

ASSETS

Current Assets

Checking/Savings

| | |
|-------------------------------|---------------------|
| 10000 · US Bank Checking | 356,675.51 |
| 10020 · Petty Cash | 400.00 |
| 10030 · LAIF | 1,422,117.99 |
| Total Checking/Savings | 1,779,193.50 |

Accounts Receivable

12000 · Accounts Receivable

| | |
|---|------------|
| 12001 · RCD Foundation | 0.00 |
| 12002 · DOC SALC | 37,180.76 |
| 12003 · USFWS | 2,388.32 |
| 12004 · NRCS IERCD | 0.00 |
| 12006 · NRCS Conservation Planning | 17,992.72 |
| 12007 · NACD Urban Ag TA | 0.00 |
| 12008 · DOC RFFC Block Grant | 95,301.74 |
| 12010 · CDFA CUSP Economic Relief Grant | 10,391.52 |
| 12011 · CARCD | 7,218.16 |
| 12012 · CalFire County Coordinator | 109,280.51 |
| 12013 · CDFA Soil TA | 11,779.94 |
| 12014 · CDFA Climate Smart Ag TA | 2,941.74 |
| 12015 · CDFA WETA 21-0881-000-SG | 20,082.21 |
| 12016 · CDFA Planning | 3,471.90 |
| 12017 · CDFA Cover Cropping | 29,348.81 |
| 12019 · DOC RFFC Round IIA | 314,395.96 |
| 12020 · Fire Safe Council of San Diego | -120.00 |
| 12021 · San Diego River Conservancy | 323,839.21 |
| 12022 · CalFire Forest Health Grant | 278,319.11 |
| 12023 · Wild Willow Field Trips and Tours | 10,650.00 |
| 12024 · Wild Willow Classes and Workshops | 2,550.00 |
| 12025 · Wild Willow AG & CSA Sales | 539.65 |
| 12026 · Miscellaneous Receivables | 1,868.24 |
| 12028 · CalFire CARCD Increasing Pace & Scale | 61,778.90 |
| 12030 · Port District | 2,500.00 |
| 12045 · CA FSC Fiscal Sponsorship EFHGFSC | 0.00 |
| 12051 · Prop 84 | 286,276.58 |
| 12060 · Tijuana River Valley Community | 3,951.13 |
| 12090 · Sweetwater Community Garden | 980.00 |

Total 12000 · Accounts Receivable **1,634,907.11**

Total Accounts Receivable **1,634,907.11**

Other Current Assets

| | |
|---------------------------|-----------|
| 12005 · Undeposited Funds | 3,886.66 |
| 13000 · Prepaid Expenses | 11,723.64 |

Total Other Current Assets **15,610.30**

Total Current Assets **3,429,710.91**

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 |

RCD of Greater San Diego County
Balance Sheet
As of April 30, 2023

| | <u>4/30/2023</u> |
|---|----------------------------|
| 14000 · Accumulated Depreciation - Other | -519,805.52 |
| Total 14000 · Accumulated Depreciation | 797,762.79 |
| Total Fixed Assets | 797,762.79 |
| TOTAL ASSETS | <u>4,227,473.70</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 · Accounts Payable | 253,201.46 |
| Total Accounts Payable | 253,201.46 |
| Other Current Liabilities | |
| 21000 · Deferred Compensation | 0.00 |
| 21010 · Refundable Deposits on Garden Plots | 25,873.67 |
| 21020 · Deferred Revenue | 810,034.21 |
| 21045 · Accounts Payable Accrual | -1,986.74 |
| 21060 · Vacation Accrual | 44,949.61 |
| Total Other Current Liabilities | 878,870.75 |
| Total Current Liabilities | 1,132,072.21 |
| Total Liabilities | 1,132,072.21 |
| Equity | |
| 30000 · Administration Operations Reser | 780,000.00 |
| 30020 · Capital Improvements Facility R | 100,000.00 |
| 30040 · Computer Reserve Fund Balance | 20,000.00 |
| 30080 · Discretionary Project Reserve | 132,000.00 |
| 30091 · Fleet Reserve | 50,000.00 |
| 30092 · General Fund Balance | 408,763.09 |
| 30093 · Investment in Fixed Assets | 865,461.00 |
| 32000 · Retained Earnings | 75,313.92 |
| 32020 · Unrestricted Net Assets | 384,176.54 |
| Net Income | 279,686.94 |
| Total Equity | 3,095,401.49 |
| TOTAL LIABILITIES & EQUITY | <u>4,227,473.70</u> |

RCD of Greater San Diego County

Profit & Loss

April 30, 2023

Apr '23

Ordinary Income/Expense

Income

| | |
|---|-----------------------|
| 40000 · Grant Income Restricted | |
| 40041 · CDFA HSP TA | 0.00 |
| 40042 · CDFA CUSP Economic Relief Grant | 3,595.44 |
| 40043 · CDFA WETA | 7,888.07 |
| 40045 · CDFA Climate Smart Ag TA | 2,157.55 |
| 40047 · CDFA Prescribed Grazing | 0.00 |
| 40048 · CDFA Cover Cropping | 0.00 |
| 40049 · CARCD Monarchs | 268.92 |
| 40050 · CARCD WCB | 1,821.42 |
| 40051 · DOC RFFC Block | 0.00 |
| 40052 · DOC SALC | 9,179.90 |
| 40053 · DOC RFFC Round IIA | 136,832.86 |
| 40055 · CARCD NRCS Equity Grant | 1,296.53 |
| 40060 · NRCS IERCD | 0.00 |
| 40065 · NRCS Conservation Planning | 3,151.55 |
| 40080 · SDRC Fuels | 95,223.97 |
| 40085 · SDRC NACC | 87,590.92 |
| 40090 · IRWMP Proposition 84 | 3,441.42 |
| 40100 · CARCD NFWF TA | 0.00 |
| 40120 · Port | 883.62 |
| 40122 · CalFire Forest Health Grant | 3.36 |
| 40123 · CalFire CARCD Increasing Pace & Scale | 88,940.77 |
| 40130 · NACD Urban Ag | 2,225.80 |
| 40140 · SDG&E Pollinators | 1,352.08 |
| 40145 · SDG&E DSAP | 0.00 |
| 40146 · SDG&E Fuels MOU | 86,246.63 |
| 40190 · Tijuanna River Valley Garden | 0.00 |
| 40191 · Sweetwater Community Garden | 0.00 |
| 40193 · Parker Foundation Farm to Families | 0.00 |
| 40194 · Wild Willow Farm Classes & Workshops | 9,845.00 |
| 40195 · Wild Willow Farm CSA & Ag | 978.22 |
| 40196 · Wild Willow Farm Field Trips & Tours | 795.00 |
| 42007 · USFWS Pollinators on Working Lands | 1,554.61 |
| 42022 · CalFire County Coordinator | 7,131.49 |
| 42023 · CA FSC Fiscal Sponsorship EFHGFSC | 0.00 |
| | <hr/> |
| Total 40000 · Grant Income Restricted | 552,405.13 |
| 45000 · Income - Unrestricted | |
| 45010 · Rent | 2,893.00 |
| 45020 · Donations | 0.00 |
| 45025 · WWF Donations | 119.00 |
| 45030 · Rebates & Refunds | 0.00 |
| 45040 · LAIF Interest | 9,281.67 |
| 45080 · US Bank Interest | 0.00 |
| 45090 · Tax Assessments | 32,500.00 |
| 45095 · Redevelopment Revenue | 0.00 |
| 45100 · Misc Income | 0.00 |
| 45200 · Fee for Service | 270.00 |
| Total 45000 · Income - Unrestricted | <hr/> 45,063.67 <hr/> |

RCD of Greater San Diego County

Profit & Loss

April 30, 2023

Apr '23

| | |
|--------------|------------|
| Total Income | 597,468.80 |
| Expense | |

| | |
|--|-------------------|
| 50000 · Grant Expenses Restricted | |
| 50041 · CDFA TA HSP | -1,088.99 |
| 50042 · CDFA CUSP Economic Relief Grant | 2,241.38 |
| 50043 · CDFA WETA | 4,956.96 |
| 50045 · CDFA Climate Smart Ag TA | 1,359.47 |
| 50047 · CDFA Prescribed Grazing | 0.00 |
| 50048 · CDFA Cover Cropping | 0.00 |
| 50049 · CARCD Monarchs | 167.26 |
| 50050 · CARCD WCB | 1,132.82 |
| 50051 · DOC RFFC Block Grant | 0.00 |
| 50052 · DOC SALC | 7,539.64 |
| 50053 · DOC RFFC Round IIA | 118,030.86 |
| 50055 · CARCD NRCS Equity | 839.82 |
| 50056 · CDFA PHP | 0.00 |
| 50060 · NRCS IERCD | 0.00 |
| 50065 · NRCS Conservation Planning | 2,144.44 |
| 50080 · SDRC Fuels | 84,708.32 |
| 50085 · SDRC NACC | 79,019.98 |
| 50090 · IRWMP Proposition 84 | 2,540.97 |
| 50100 · CARCD NFWF TA | 0.00 |
| 50120 · Port | 868.98 |
| 50122 · CalFire Forest Health Grant | 3.00 |
| 50123 · CalFire CARCD Increasing Pace & Scale | 65,392.45 |
| 50130 · NACD Urban Ag TA | 1,527.94 |
| 50140 · SDG&E Pollinators | 850.37 |
| 50145 · SDG&E DSAP | 0.00 |
| 50146 · SDG&E Fuels MOU | 70,582.47 |
| 50190 · Tijuana River Valley Garden | 5,747.08 |
| 50191 · Sweetwater Community Garden | 2,585.27 |
| 50193 · Parker Foundation Farm to Families | 0.00 |
| 50194 · Wild Willow Farm Classes & Workshops | 3,186.67 |
| 50195 · Wild Willow Farm Ag & CSA | 12,159.34 |
| 50196 · Wild Willow Farm Field Trips & Tours | 6,467.58 |
| 52007 · USFWS Pollinators on Working Lands | 1,284.65 |
| 52022 · CalFire County Coordinator | 4,933.28 |
| 52023 · CAFSC Fiscal Sponsorship EFHGFSC | 0.00 |
| Total 50000 · Grant Expenses Restricted | 479,182.01 |
| 53000 · Expenses Unrestricted | |
| 53005 · Advertising | 0.00 |
| 53035 · Processing Fees | 473.50 |
| 53040 · Bank Fees | 0.00 |
| 53050 · Depreciation | 3,583.00 |
| 53060 · Donations, Awards & Scholarships | 0.00 |
| 53070 · Dues & Subscriptions | 0.00 |
| 53080 · Equipment Leases | 540.78 |
| 53100 · Automobile | |
| 53110 · Fuel | -125.34 |

RCD of Greater San Diego County

Profit & Loss

April 30, 2023

| | Apr '23 |
|--|-----------|
| 53120 · Repairs & Maintenance | 83.49 |
| Total 53100 · Automobile | -41.85 |
| 53900 · Insurance | |
| 53910 · Auto & General Liability | 3,433.26 |
| 53920 · In Leiu of Health Insurance | 12,334.40 |
| 53930 · Workers Compensation | 2,411.59 |
| Total 53900 · Insurance | 18,179.25 |
| 54000 · Outside Services | |
| 54010 · Facility Maintenance & Repairs | 81.39 |
| 54020 · Janitorial | 559.65 |
| 54030 · Landscaping | 2,050.00 |
| 54040 · Payroll Processing Fees | 232.41 |
| 54050 · Pest Control | 0.00 |
| 54060 · Website & Computer Maintenance | 5,051.09 |
| Total 54000 · Outside Services | 7,974.54 |
| 54070 · Permit | 0.00 |
| 54080 · Postage | 29.59 |
| 54090 · Printing | -7.02 |
| | |
| 55000 · Professional Services | |
| 55010 · Accounting Fees | 0.00 |
| 55020 · Legal Fees | 3,197.51 |
| 55030 · Professional Services - Other | 3,692.38 |
| Total 55000 · Professional Services | 6,889.89 |
| 57000 · Supplies | |
| 57100 · Conservation Garden & Education | 112.47 |
| 57150 · Discretionary Projects | 1,482.62 |
| 57200 · Office Supplies | 136.09 |
| 57300 · Office General | 253.44 |
| Total 57000 · Supplies | 1,984.62 |
| 59000 · Utilities | |
| 59100 · Gas & Electric | 1,002.49 |
| 59200 · Sewer | 0.00 |
| 59300 · Trash | 507.57 |
| 59400 · Water | 154.02 |
| 59500 · Telephones | 2,165.78 |
| Total 59000 · Utilities | 3,829.86 |
| 65000 · Travel and Meetings | |
| 65310 · Training | 0.00 |
| 65320 · Travel Transportation & Accomod | 157.97 |
| 65330 · Travel Meals | 149.93 |
| Total 65000 · Travel and Meetings | 307.90 |
| 66000 · Payroll Expenses | |
| 66100 · Gross Payroll | 5,055.50 |
| | |
| 66200 · In Leiu of Social Security 10.5% | 2,587.40 |
| 66300 · Medicare 1.45% | 357.32 |
| 66400 · FUTA, SDI, ETT, SUI | 73.38 |

RCD of Greater San Diego County

Profit & Loss

April 30, 2023

| | Apr '23 |
|--------------------------------|-------------------------|
| Total 66000 · Payroll Expenses | <u>8,073.60</u> |
| Total Expense | <u>530,999.67</u> |
| Net Ordinary Income | <u>66,469.13</u> |
| Net Income | <u><u>66,469.13</u></u> |

RCD of Greater San Diego County
Reconciliation Summary
US Bank-General Checking, Period Ending 4/30/2023

| | Apr 30, 23 |
|--|-------------------|
| Beginning Balance | 177,798.08 |
| Cleared Transactions | |
| Checks and Payments - 118 items | -565,453.35 |
| Deposits and Credits - 42 items | 1,008,425.20 |
| Total Cleared Transactions | 442,971.85 |
| Cleared Balance | 620,769.93 |
| Uncleared Transactions | |
| Checks and Payments - 53 items | -265,916.32 |
| Deposits and Credits - 5 items | 1,821.90 |
| Total Uncleared Transactions | -264,094.42 |
| Register Balance as of 04/30/2023 | 356,675.51 |

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 4/30/2023

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|---------|----------------------------------|-----|------------|-------------------|
| Beginning Balance | | | | | | 177,798.08 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 118 items | | | | | | |
| Bill Pmt -Check | 11/01/2022 | 12481 | Kim Hanson AP | √ | -50.00 | -50.00 |
| Check | 11/04/2022 | 12520 | Cameron Stallings | √ | -300.00 | -350.00 |
| Bill Pmt -Check | 12/01/2022 | 12593 | Kim Hanson AP | √ | -50.00 | -400.00 |
| Bill Pmt -Check | 12/06/2022 | 12610 | Kim Hanson AP | √ | -55.00 | -455.00 |
| Bill Pmt -Check | 01/03/2023 | 12699 | Kim Hanson AP | √ | -50.00 | -505.00 |
| Bill Pmt -Check | 02/01/2023 | 12784 | Kim Hanson AP | √ | -50.00 | -555.00 |
| Bill Pmt -Check | 03/01/2023 | 12880 | Kim Hanson AP | √ | -50.00 | -605.00 |
| Bill Pmt -Check | 03/13/2023 | 12919 | Berkeley Law University of CA | √ | -20,000.00 | -20,605.00 |
| Bill Pmt -Check | 03/13/2023 | 12920 | Coral Garden Creations | √ | -120.00 | -20,725.00 |
| Check | 03/15/2023 | | Bank Fees | √ | -22.95 | -20,747.95 |
| Bill Pmt -Check | 03/21/2023 | 12939 | Priya Kanakha | √ | -4,523.45 | -25,271.40 |
| Bill Pmt -Check | 03/21/2023 | 12953 | Thomas J. Smith | √ | -1,480.00 | -26,751.40 |
| Bill Pmt -Check | 03/21/2023 | 12932 | Daniela Mejia | √ | -118.79 | -26,870.19 |
| Bill Pmt -Check | 03/24/2023 | 12964 | Thomas J. Smith | √ | -1,480.00 | -28,350.19 |
| Bill Pmt -Check | 03/27/2023 | 12970 | Pala Band of Mission Indians | √ | -40,363.65 | -68,713.84 |
| Bill Pmt -Check | 03/27/2023 | 12971 | Pope Tree Service | √ | -1,900.00 | -70,613.84 |
| Bill Pmt -Check | 03/27/2023 | 12973 | The Patriot Group | √ | -900.00 | -71,513.84 |
| Bill Pmt -Check | 03/27/2023 | 12966 | Cynthia L Saylor | √ | -296.00 | -71,809.84 |
| Bill Pmt -Check | 03/27/2023 | 12972 | Sarah Lifton | √ | -275.00 | -72,084.84 |
| Bill Pmt -Check | 03/27/2023 | 12974 | Verizon | √ | -37.92 | -72,122.76 |
| Bill Pmt -Check | 03/27/2023 | 12969 | Michelle Knaier | √ | -20.45 | -72,143.21 |
| Bill Pmt -Check | 03/28/2023 | 12976 | Lincoln Financial | √ | -5,474.50 | -77,617.71 |
| Bill Pmt -Check | 03/28/2023 | 12977 | Thomas J. Smith | √ | -1,480.00 | -79,097.71 |
| Bill Pmt -Check | 03/29/2023 | 12980 | Cheyenne Piacenza | √ | -150.51 | -79,248.22 |
| General Journal | 04/01/2023 | JE 1030 | Pacific Building Maintenance | √ | -559.65 | -79,807.87 |
| Bill Pmt -Check | 04/03/2023 | 12987 | La Jolla Band of Luiseno Indians | √ | -30,758.33 | -110,566.20 |
| Bill Pmt -Check | 04/03/2023 | 12992 | The Patriot Group | √ | -19,400.00 | -129,966.20 |
| Bill Pmt -Check | 04/03/2023 | 12988 | Pope Tree Service | √ | -8,700.00 | -138,666.20 |
| Bill Pmt -Check | 04/03/2023 | 12991 | Tanner Environmental | √ | -8,540.00 | -147,206.20 |
| Bill Pmt -Check | 04/03/2023 | 12986 | ITCM | √ | -1,815.81 | -149,022.01 |
| Bill Pmt -Check | 04/03/2023 | 12984 | County of San Diego | √ | -1,644.40 | -150,666.41 |
| Bill Pmt -Check | 04/03/2023 | 12993 | The SoCo Group Inc. | √ | -793.31 | -151,459.72 |
| Bill Pmt -Check | 04/03/2023 | 12994 | Waste Management | √ | -507.57 | -151,967.29 |
| Bill Pmt -Check | 04/03/2023 | 12983 | CIT Technology | √ | -308.83 | -152,276.12 |
| Bill Pmt -Check | 04/03/2023 | 12989 | S&S Seeds California LP | √ | -290.85 | -152,566.97 |
| Bill Pmt -Check | 04/03/2023 | 13000 | Chris Kelley | √ | -195.41 | -152,762.38 |
| Bill Pmt -Check | 04/03/2023 | 12982 | Alison Trujillo Translations | √ | -130.00 | -152,892.38 |
| Bill Pmt -Check | 04/03/2023 | 12985 | EDCO Disposal Corporation | √ | -114.02 | -153,006.40 |
| Bill Pmt -Check | 04/03/2023 | 13014 | Stan Hill | √ | -50.00 | -153,056.40 |
| Bill Pmt -Check | 04/03/2023 | 13013 | Sierra Reiss | √ | -50.00 | -153,106.40 |
| Bill Pmt -Check | 04/03/2023 | 13012 | Rachel Lloyd | √ | -50.00 | -153,156.40 |
| Bill Pmt -Check | 04/03/2023 | 13005 | Gregg Cady | √ | -50.00 | -153,206.40 |
| Bill Pmt -Check | 04/03/2023 | 12995 | Andy Williamson | √ | -50.00 | -153,256.40 |
| Bill Pmt -Check | 04/03/2023 | 12996 | Ann Baldrige | √ | -50.00 | -153,306.40 |
| Bill Pmt -Check | 04/03/2023 | 12997 | Ashleyann Bacay | √ | -50.00 | -153,356.40 |
| Bill Pmt -Check | 04/03/2023 | 12998 | Carolina Guia | √ | -50.00 | -153,406.40 |
| Bill Pmt -Check | 04/03/2023 | 13006 | Heather Marlow | √ | -50.00 | -153,456.40 |
| Bill Pmt -Check | 04/03/2023 | 12990 | Sarah Lifton | √ | -50.00 | -153,506.40 |
| Bill Pmt -Check | 04/03/2023 | 12999 | Cheyenne Piacenza | √ | -50.00 | -153,556.40 |
| Bill Pmt -Check | 04/03/2023 | 13001 | Codi Hale | √ | -50.00 | -153,606.40 |
| Bill Pmt -Check | 04/03/2023 | 13011 | Paul Maschka | √ | -50.00 | -153,656.40 |
| Bill Pmt -Check | 04/03/2023 | 13010 | Morgan Graves | √ | -50.00 | -153,706.40 |
| General Journal | 04/04/2023 | CR 1008 | ADP Payroll Processing Fees | √ | -21.35 | -153,727.75 |
| Bill Pmt -Check | 04/05/2023 | 13015 | Wallace Laboratories, Inc | √ | -180.00 | -153,907.75 |
| General Journal | 04/05/2023 | CR 1009 | ADP Payroll Processing Fees | √ | -83.20 | -153,990.95 |
| Bill Pmt -Check | 04/06/2023 | 13020 | Thomas J. Smith | √ | -2,960.00 | -156,950.95 |
| Bill Pmt -Check | 04/06/2023 | 13019 | Raymond Martinez | √ | -1,600.00 | -158,550.95 |
| Bill Pmt -Check | 04/06/2023 | 13017 | Donald Pena | √ | -1,600.00 | -160,150.95 |
| Bill Pmt -Check | 04/06/2023 | 13016 | Dominick J. Chapparosa Jr. | √ | -1,600.00 | -161,750.95 |
| Bill Pmt -Check | 04/06/2023 | 13018 | Gary Connor McVey | √ | -1,600.00 | -163,350.95 |
| General Journal | 04/07/2023 | JE 1033 | ADP Payroll Processing Fees | √ | -97.44 | -163,448.39 |
| Bill Pmt -Check | 04/10/2023 | 13025 | Black Fox Timber Management | √ | -58,688.25 | -222,136.64 |
| Bill Pmt -Check | 04/10/2023 | 13024 | USDA Forest Service | √ | -52,289.53 | -274,426.17 |
| Bill Pmt -Check | 04/10/2023 | 13023 | USDA Forest Service | √ | -50,000.00 | -324,426.17 |
| Bill Pmt -Check | 04/10/2023 | 13040 | Pope Tree Service | √ | -17,600.00 | -342,026.17 |
| Bill Pmt -Check | 04/10/2023 | 13027 | California Wildlife Foundation | √ | -16,132.27 | -358,158.44 |
| Bill Pmt -Check | 04/10/2023 | 13029 | Clausen Nursery | √ | -970.00 | -375,922.45 |
| Bill Pmt -Check | 04/10/2023 | 13042 | Sierra Reiss | √ | -732.84 | -376,655.29 |
| Bill Pmt -Check | 04/10/2023 | 13035 | ITCM | √ | -608.38 | -377,263.67 |
| Deposit | 04/10/2023 | | Biz Haven | √ | -515.00 | -377,778.67 |
| Bill Pmt -Check | 04/10/2023 | 13031 | Cox Communications | √ | -365.53 | -378,144.20 |
| Bill Pmt -Check | 04/10/2023 | 13030 | Colin H. Richard | √ | -300.00 | -378,444.20 |
| Bill Pmt -Check | 04/10/2023 | 13034 | Heather Marlow | √ | -266.18 | -378,710.38 |
| Bill Pmt -Check | 04/10/2023 | 13026 | Brian Wiley | √ | -258.15 | -378,968.53 |
| Bill Pmt -Check | 04/10/2023 | 13043 | Stratton Design & Marketing | √ | -250.00 | -379,218.53 |

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 4/30/2023

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|---------|---|-----|-------------|-------------|
| Bill Pmt -Check | 04/10/2023 | 13021 | Wallace Laboratories, Inc | √ | -90.00 | -379,308.53 |
| Bill Pmt -Check | 04/10/2023 | 13032 | EDCO Disposal Corporation | √ | -35.00 | -379,343.53 |
| Bill Pmt -Check | 04/10/2023 | 13037 | Midwest Laboratories | √ | -1.78 | -379,345.31 |
| Bill Pmt -Check | 04/11/2023 | 13047 | California Wildlife Foundation | √ | -50,489.07 | -429,834.38 |
| Bill Pmt -Check | 04/11/2023 | 13045 | Pauma Band of Luiseno Indians | √ | -21,907.31 | -451,741.69 |
| Bill Pmt -Check | 04/11/2023 | 13049 | Heather Marlow | √ | -3,864.70 | -455,606.39 |
| Bill Pmt -Check | 04/11/2023 | 13050 | Pacific Building Maintenance | √ | -559.65 | -456,166.04 |
| Bill Pmt -Check | 04/11/2023 | 13046 | California American Water | √ | -435.59 | -456,601.63 |
| Bill Pmt -Check | 04/11/2023 | 13048 | Carolina Guia | √ | -182.96 | -456,784.59 |
| Bill Pmt -Check | 04/11/2023 | 13052 | SDG&E | √ | -175.71 | -456,960.30 |
| Bill Pmt -Check | 04/11/2023 | 13022 | Nonprofit Solutions | √ | -60.00 | -457,020.30 |
| General Journal | 04/12/2023 | JE 1001 | Gross Payroll | √ | -37,164.49 | -494,184.79 |
| General Journal | 04/12/2023 | JE 1001 | Payroll Taxes | √ | -8,288.66 | -502,473.45 |
| General Journal | 04/13/2023 | JE 2522 | Biz Haven | √ | -525.00 | -502,998.45 |
| General Journal | 04/13/2023 | JE 268 | Refund CSA | √ | -120.00 | -503,118.45 |
| General Journal | 04/13/2023 | JE 269 | Local Harvest | √ | -100.00 | -503,218.45 |
| Bill Pmt -Check | 04/14/2023 | 13054 | AIM Lab | √ | -860.00 | -504,078.45 |
| Bill Pmt -Check | 04/17/2023 | 13060 | McDougal Love Boehmer Foley Lyon Canlas | √ | -2,275.48 | -506,353.93 |
| Bill Pmt -Check | 04/17/2023 | 13056 | California American Water | √ | -1,163.20 | -507,517.13 |
| Bill Pmt -Check | 04/17/2023 | 13068 | U.S. Bancorp Service Center, Inc | √ | -1,035.45 | -508,552.58 |
| Bill Pmt -Check | 04/17/2023 | 13065 | SDG&E | √ | -1,002.49 | -509,555.07 |
| Bill Pmt -Check | 04/17/2023 | 13061 | Office Depot | √ | -323.58 | -509,878.65 |
| Bill Pmt -Check | 04/17/2023 | 13057 | Diamond Environmental Services | √ | -262.96 | -510,141.61 |
| Bill Pmt -Check | 04/17/2023 | 13058 | JMB Sanitation | √ | -219.55 | -510,361.16 |
| Bill Pmt -Check | 04/17/2023 | 13066 | Stan Hill | √ | -144.94 | -510,506.10 |
| Bill Pmt -Check | 04/17/2023 | 13064 | Quench USA Inc | √ | -41.49 | -510,547.59 |
| Bill Pmt -Check | 04/17/2023 | 13069 | U.S. Bancorp Service Center, Inc | √ | -25.01 | -510,572.60 |
| Bill Pmt -Check | 04/21/2023 | 13071 | Wallace Laboratories, Inc | √ | -540.00 | -511,112.60 |
| General Journal | 04/21/2023 | CR 1023 | Local Harvest | √ | -100.00 | -511,212.60 |
| General Journal | 04/21/2023 | JE 1033 | ADP Payroll Processing Fees | √ | -97.44 | -511,310.04 |
| Bill Pmt -Check | 04/21/2023 | 13072 | Carolina Guia | √ | -82.67 | -511,392.71 |
| Bill Pmt -Check | 04/24/2023 | 13083 | ITCM | √ | -629.02 | -512,021.73 |
| Bill Pmt -Check | 04/24/2023 | 13082 | Heather Marlow | √ | -309.14 | -512,330.87 |
| Bill Pmt -Check | 04/24/2023 | 13085 | Rachel Lloyd | √ | -148.64 | -512,479.51 |
| General Journal | 04/24/2023 | CR 1029 | ADP Payroll Processing Fees | √ | -36.80 | -512,516.31 |
| Bill Pmt -Check | 04/25/2023 | 13092 | Jamul Fire Safe Council | √ | -4,161.53 | -516,677.84 |
| General Journal | 04/26/2023 | JE 1002 | Gross Payroll | √ | -37,232.13 | -553,909.97 |
| General Journal | 04/26/2023 | JE 1002 | Payroll Taxes | √ | -8,305.85 | -562,215.82 |
| Bill Pmt -Check | 04/28/2023 | 13099 | Donald Pena | √ | -3,200.00 | -565,415.82 |
| General Journal | 04/30/2023 | JE 1008 | ADP Payroll Processing Fees | √ | -37.53 | -565,453.35 |
| Total Checks and Payments | | | | | -565,453.35 | -565,453.35 |
| Deposits and Credits - 42 items | | | | | | |
| Bill Pmt -Check | 02/06/2023 | 12803 | VOID | √ | 0.00 | 0.00 |
| Deposit | 03/17/2023 | | Deposit | √ | 3,627.27 | 3,627.27 |
| Deposit | 03/24/2023 | | Deposit | √ | 3,549.23 | 7,176.50 |
| Deposit | 03/31/2023 | | Deposit | √ | 2.04 | 7,178.54 |
| Deposit | 03/31/2023 | | Deposit | √ | 541.00 | 7,719.54 |
| Deposit | 04/04/2023 | | Deposit | √ | 150.00 | 7,869.54 |
| General Journal | 04/06/2023 | CR 1011 | Deposit | √ | 520,000.00 | 527,869.54 |
| General Journal | 04/07/2023 | CR 1007 | Deposit | √ | 84.00 | 527,953.54 |
| Deposit | 04/07/2023 | | Deposit | √ | 778.00 | 528,731.54 |
| Bill Pmt -Check | 04/10/2023 | 13039 | VOID | √ | 0.00 | 528,731.54 |
| General Journal | 04/10/2023 | CR 1010 | Deposit | √ | 10.00 | 528,741.54 |
| Deposit | 04/10/2023 | | Deposit | √ | 3,000.00 | 531,741.54 |
| General Journal | 04/11/2023 | JE 266 | Deposit | √ | 120.00 | 531,861.54 |
| General Journal | 04/12/2023 | JE 1009 | Deposit | √ | 1,433.05 | 533,294.59 |
| Deposit | 04/12/2023 | | Deposit | √ | 21,327.15 | 554,621.74 |
| Deposit | 04/13/2023 | | Deposit | √ | 1,400.00 | 556,021.74 |
| Deposit | 04/14/2023 | | Deposit | √ | 243,490.65 | 799,512.39 |
| Bill Pmt -Check | 04/17/2023 | 13067 | VOID | √ | 0.00 | 799,512.39 |
| Deposit | 04/18/2023 | | Deposit | √ | 527.50 | 800,039.89 |
| Bill Pmt -Check | 04/21/2023 | 13073 | VOID | √ | 0.00 | 800,039.89 |
| Bill Pmt -Check | 04/21/2023 | 13074 | VOID | √ | 0.00 | 800,039.89 |
| Bill Pmt -Check | 04/21/2023 | 13077 | VOID | √ | 0.00 | 800,039.89 |
| Bill Pmt -Check | 04/21/2023 | 13076 | VOID | √ | 0.00 | 800,039.89 |
| Bill Pmt -Check | 04/21/2023 | 13075 | VOID | √ | 0.00 | 800,039.89 |
| General Journal | 04/21/2023 | CR 1027 | Deposit | √ | 7.69 | 800,047.58 |
| Deposit | 04/21/2023 | | Deposit | √ | 15.00 | 800,062.58 |
| General Journal | 04/21/2023 | CR 1026 | Deposit | √ | 120.00 | 800,182.58 |
| General Journal | 04/21/2023 | CR 1025 | Deposit | √ | 180.11 | 800,362.69 |
| General Journal | 04/21/2023 | CR 1022 | Deposit | √ | 240.00 | 800,602.69 |
| General Journal | 04/21/2023 | CR 1021 | Deposit | √ | 383.72 | 800,986.41 |
| Deposit | 04/21/2023 | | Deposit | √ | 4,188.93 | 805,175.34 |
| General Journal | 04/21/2023 | JE 1038 | Deposit | √ | 40,520.71 | 845,696.05 |
| General Journal | 04/21/2023 | CR 1024 | Deposit | √ | 130,124.66 | 975,820.71 |
| Bill Pmt -Check | 04/24/2023 | 13078 | VOID | √ | 0.00 | 975,820.71 |
| General Journal | 04/24/2023 | CR 1028 | Deposit | √ | 100.00 | 975,920.71 |

RCD of Greater San Diego County
Reconciliation Detail
US Bank-General Checking, Period Ending 4/30/2023

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|---------|--|-----|--------------|--------------|
| Deposit | 04/24/2023 | | Deposit | √ | 1,418.51 | 977,339.22 |
| General Journal | 04/24/2023 | CR 1031 | Deposit | √ | 12,476.48 | 989,815.70 |
| Bill Pmt -Check | 04/26/2023 | 13096 | VOID | √ | 0.00 | 989,815.70 |
| Deposit | 04/26/2023 | | Deposit | √ | 600.00 | 990,415.70 |
| General Journal | 04/26/2023 | JE 1007 | Deposit | √ | 18,000.00 | 1,008,415.70 |
| Bill Pmt -Check | 04/28/2023 | 13098 | VOID | √ | 0.00 | 1,008,415.70 |
| General Journal | 04/30/2023 | JE 1010 | Deposit | √ | 9.50 | 1,008,425.20 |
| Total Deposits and Credits | | | | | 1,008,425.20 | 1,008,425.20 |
| Total Cleared Transactions | | | | | 442,971.85 | 442,971.85 |
| Cleared Balance | | | | | 442,971.85 | 620,769.93 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 53 items | | | | | | |
| Bill Pmt -Check | 08/01/2022 | 12161 | Gregg Cady | | -50.00 | -50.00 |
| Bill Pmt -Check | 08/01/2022 | 12175 | Kim Hanson AP | | -50.00 | -100.00 |
| Bill Pmt -Check | 09/01/2022 | 12280 | Kim Hanson AP | | -50.00 | -150.00 |
| Bill Pmt -Check | 09/23/2022 | 12336 | A & L Laboratories | | -84.00 | -234.00 |
| Bill Pmt -Check | 10/03/2022 | 12360 | Kim Hanson AP | | -50.00 | -284.00 |
| Bill Pmt -Check | 10/03/2022 | 12362 | Paul Maschka | | -50.00 | -334.00 |
| Bill Pmt -Check | 10/25/2022 | 12434 | Jessica Garcia | | -250.00 | -584.00 |
| Bill Pmt -Check | 11/01/2022 | 12474 | Paul Maschka | | -50.00 | -634.00 |
| Bill Pmt -Check | 12/01/2022 | 12591 | Joanne Sauerman | | -50.00 | -684.00 |
| Bill Pmt -Check | 12/12/2022 | 12618 | Jaime Garcia | | -148.39 | -832.39 |
| Bill Pmt -Check | 02/01/2023 | 12779 | Erik Rodriguez | | -50.00 | -882.39 |
| Bill Pmt -Check | 02/01/2023 | 12783 | Joel Kramer | | -50.00 | -932.39 |
| Bill Pmt -Check | 02/06/2023 | 12801 | Joel Kramer | | -48.47 | -980.86 |
| Bill Pmt -Check | 03/01/2023 | 12875 | Erik Rodriguez | | -50.00 | -1,030.86 |
| Bill Pmt -Check | 03/01/2023 | 12879 | Joel Kramer | | -50.00 | -1,080.86 |
| Bill Pmt -Check | 03/01/2023 | 12872 | Codi Hale | | -50.00 | -1,130.86 |
| Check | 03/10/2023 | 12917 | Odetta Gonzalez C41 | | -400.00 | -1,530.86 |
| Bill Pmt -Check | 03/13/2023 | 12925 | Palomar Land and Cattle | | -2,327.50 | -3,858.36 |
| Bill Pmt -Check | 03/21/2023 | 12940 | Richard Restuccia | | -300.00 | -4,158.36 |
| Bill Pmt -Check | 04/03/2023 | 13003 | Elizabeth Garcia | | -50.00 | -4,208.36 |
| Bill Pmt -Check | 04/03/2023 | 13004 | Erik Rodriguez | | -50.00 | -4,258.36 |
| Bill Pmt -Check | 04/03/2023 | 13009 | Kim Hanson AP | | -50.00 | -4,308.36 |
| Bill Pmt -Check | 04/03/2023 | 13002 | Daniela Mejia | | -50.00 | -4,358.36 |
| Bill Pmt -Check | 04/03/2023 | 13008 | Joel Kramer | | -50.00 | -4,408.36 |
| Bill Pmt -Check | 04/03/2023 | 13007 | Joanne Sauerman | | -50.00 | -4,458.36 |
| Bill Pmt -Check | 04/10/2023 | 13028 | City of San Diego | | -5,603.70 | -10,062.06 |
| Bill Pmt -Check | 04/10/2023 | 13038 | Morgan Graves | | -313.25 | -10,375.31 |
| Bill Pmt -Check | 04/10/2023 | 13041 | Sarah Lifton | | -200.64 | -10,575.95 |
| Bill Pmt -Check | 04/11/2023 | 13051 | Pope Tree Service | | -47,200.00 | -57,775.95 |
| Bill Pmt -Check | 04/12/2023 | 13053 | Pacific Building Maintenance | | -559.65 | -58,335.60 |
| Check | 04/14/2023 | 13055 | La Shawn Matthews | | -25.00 | -58,360.60 |
| Bill Pmt -Check | 04/17/2023 | 13059 | La Jolla Band of Luiseno Indians | | -39,500.00 | -97,860.60 |
| Bill Pmt -Check | 04/17/2023 | 13070 | U.S. Bancorp Service Center, Inc | | -7,593.53 | -105,454.13 |
| Bill Pmt -Check | 04/17/2023 | 13063 | Pope Tree Service | | -7,000.00 | -112,454.13 |
| Bill Pmt -Check | 04/17/2023 | 13062 | Palomar Land and Cattle | | -1,900.00 | -114,354.13 |
| Bill Pmt -Check | 04/24/2023 | 13081 | California Wildlife Foundation | | -108,201.58 | -222,555.71 |
| Bill Pmt -Check | 04/24/2023 | 13088 | The Patriot Group | | -13,825.00 | -236,380.71 |
| Bill Pmt -Check | 04/24/2023 | 13084 | Pope Tree Service | | -6,400.00 | -242,780.71 |
| Bill Pmt -Check | 04/24/2023 | 13086 | San Diego County Water Authority | | -3,167.38 | -245,948.09 |
| Bill Pmt -Check | 04/24/2023 | 13080 | American Red Cross | | -1,338.00 | -247,286.09 |
| Bill Pmt -Check | 04/24/2023 | 13089 | The SoCo Group Inc. | | -965.12 | -248,251.21 |
| Bill Pmt -Check | 04/24/2023 | 13079 | Al Delalat | | -420.30 | -248,671.51 |
| Check | 04/24/2023 | 13090 | Jill Lord | | -100.00 | -248,771.51 |
| Bill Pmt -Check | 04/24/2023 | 13087 | Stan Hill | | -89.81 | -248,861.32 |
| Check | 04/24/2023 | 13091 | Jill Lord | | -50.00 | -248,911.32 |
| Bill Pmt -Check | 04/26/2023 | 13093 | Cahuilla Band of Indians Fire Department | | -2,500.00 | -251,411.32 |
| Bill Pmt -Check | 04/26/2023 | 13097 | Classic Landscape & Horticulture | | -1,025.00 | -252,436.32 |
| Bill Pmt -Check | 04/26/2023 | 13095 | Stan Rodriguez | | -1,000.00 | -253,436.32 |
| Bill Pmt -Check | 04/26/2023 | 13094 | Laguna Resource Services Inc. | | -900.00 | -254,336.32 |
| Bill Pmt -Check | 04/28/2023 | 13101 | Raymond Martinez | | -3,200.00 | -257,536.32 |
| Bill Pmt -Check | 04/28/2023 | 13100 | Gary Connor McVey | | -3,200.00 | -260,736.32 |
| Bill Pmt -Check | 04/28/2023 | 13103 | Thomas J. Smith | | -2,590.00 | -263,326.32 |
| Bill Pmt -Check | 04/28/2023 | 13102 | Thomas J. Smith | | -2,590.00 | -265,916.32 |
| Total Checks and Payments | | | | | -265,916.32 | -265,916.32 |
| Deposits and Credits - 5 items | | | | | | |
| General Journal | 01/10/2023 | JE 2795 | | | 510.00 | 510.00 |
| Deposit | 01/17/2023 | | | | 600.00 | 1,110.00 |
| General Journal | 04/28/2023 | CR 1035 | | | 20.00 | 1,130.00 |
| General Journal | 04/28/2023 | CR 1034 | | | 60.00 | 1,190.00 |
| Deposit | 04/28/2023 | | | | 631.90 | 1,821.90 |
| Total Deposits and Credits | | | | | 1,821.90 | 1,821.90 |
| Total Uncleared Transactions | | | | | -264,094.42 | -264,094.42 |
| Register Balance as of 04/30/2023 | | | | | 178,877.43 | 356,675.51 |



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

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

Website: www.rcdsandiego.org

Date: June 14, 2023

Agenda Item 6-1: Grant agreement: CDFA Pollinator Habitat Program Grant

Discussion / History: The RCDGSDC has recently applied for and been awarded a grant from CDFA's new Pollinator Habitat Program. These funds will complement our CARCD-WCB grant to expand our Working Lands for Pollinator Program by supporting the cost of recommended pollinator habitat practices on farms and ranches in San Diego.

The grant agreement and resolution 2023-06 to seek authorization to sign the grant agreement are attached.

Financial Impact: Grant award of \$339,001

Staff Recommendation to Board: Staff requests that the Board authorizes the Executive Director to sign the grant agreement.

**GRANT AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER

23-0242-000-SG

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

RECIPIENT'S NAME

RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO

2. The Agreement Term is: July 1, 2023 through June 30, 2026

3. The maximum amount of this Agreement is: \$339,001.00

4. The parties agree to comply with the terms and conditions of the following exhibits and attachments which are by this reference made a part of the Agreement:

Exhibit A: Recipient and Project Information 2 Page(s)

Exhibit B: General Terms and Conditions 5 Page(s)

Exhibit C: Payment and Budget Provisions 2 Page(s)

Attachments: Scope of Work and Budget

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT

RECIPIENT'S NAME (*Organization's Name*)

RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO

BY (*Authorized Signature*)

DATE SIGNED



PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

11769 WATERHILL ROAD, LAKESIDE, CA 92040

STATE OF CALIFORNIA

AGENCY NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY (*Authorized Signature*)

DATE SIGNED



PRINTED NAME AND TITLE OF PERSON SIGNING

LAURA RODRIGUEZ, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS

1220 N STREET, ROOM 120
SACRAMENTO, CA 95814

LA

EXHIBIT A

RECIPIENT AND PROJECT INFORMATION

1. CDFA hereby awards an Agreement to the Recipient for the project described herein:
Pollinator Habitat Program

Project Title: Extending Pollinator Habitat on Working Lands in San Diego

2. The Managers for this Agreement are:

| FOR CDFA: | | FOR RECIPIENT: | |
|------------------|--|-----------------------|---|
| Name: | Patricia Bohls | Name: | Ann Baldrige |
| Division/Branch: | Office of Environmental Farming and Innovation | Organization: | RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO |
| Address: | 1220 N Street | Address: | 11769 WATERHILL ROAD |
| City/State/Zip: | Sacramento, CA 95814 | City/State/Zip: | LAKESIDE, CA 92040 |
| Phone: | 916-658-3317 | Phone: | 619-562-0096 |
| Email Address: | CDFA.OEFI_php@cdfa.ca.gov | Email Address: | ann.baldrige@rcdsandiego.org |

3. The Grant Administrative Contacts for this Agreement are:

| FOR CDFA: | | FOR RECIPIENT: | |
|------------------|--|-----------------------|--|
| Name: | Rukmi Satpanthi | Name: | |
| Division/Branch: | Office of Environmental Farming and Innovation | Organization: | |
| Address: | 1220 N Street | Address: | |
| City/State/Zip: | Sacramento, CA 95814 | City/State/Zip: | |
| Phone: | 916-658-3361 | Phone: | |
| Email Address: | CDFA.OEFI_php@cdfa.ca.gov | Email Address: | |

| FISCAL CONTACT FOR RECIPIENT (if different from above): |
|--|
| Name: |
| Organization: |
| Address: |
| City/State/Zip: |
| Phone: |
| Email Address: |

4. RECIPIENT: Please check appropriate box below:

Research and Development (R&D) means all research activities, both basic and applied, and all development activities that are performed by non-Federal entities. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other R&D activities and where such activities are not included in the instruction function.

This award does does not support R&D.

5. For a detailed description of activities to be performed and duties, see Scope of Work and Budget.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. Approval

This Agreement is of no force or effect until signed by both parties. The Recipient may not invoice for activities performed prior to the commencement date or completed after the termination date of this Agreement.

2. Agreement Execution

Unless otherwise prohibited by state law, regulation, or Department or Recipient policy, the parties agree that an electronic copy of a signed Agreement, or an electronically signed Agreement, has the same force and legal effect as an Agreement executed with an original ink signature. The term "electronic copy of a signed Agreement" refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed Agreement in a portable document format. The term "electronically signed Agreement" means an Agreement that is executed by applying an electronic signature using technology approved by all parties.

3. Assignment

This Agreement is not assignable by the Recipient, either in whole or in part, without the prior consent of the CDFR Agreement Manager or designee in the form of a formal written amendment.

4. Governing Law

This Agreement is governed by and will be interpreted in accordance with all applicable State and Federal laws.

5. State and Federal Law

It is the responsibility of the Recipient to know and understand which State, Federal, and local laws, regulations, and ordinances are applicable to this Agreement and the Project, as described in Exhibit A. The Recipient shall be responsible for observing and complying with all applicable State and Federal laws and regulations. Failure to comply may constitute a material breach.

6. Recipient Commitments

The Recipient accepts and agrees to comply with all terms, provisions, conditions and commitments of the Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by the Recipient in the application, documents, amendments, and communications in support of its request for funding.

7. Performance and Assurances

The Recipient agrees to faithfully and expeditiously perform or cause to be performed all Project work as described in the Scope of Work, and to apply grant funds awarded in this Agreement only to allowable Project costs.

8. Mutual Liability

Parties shall, to the extent allowed by law, each be individually liable for any and all claims, losses, causes of action, judgments, damages, and expenses to the extent directly caused by their officers, agents, or employees.

9. Unenforceable Provision

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement shall remain operative and binding.

10. Contractors/Consultants

The Recipient assumes full responsibility for its obligation to pay its Contractors/Consultants. The Recipient is responsible to ensure that any/all contractors/consultants it engages to carry out activities under this Agreement shall have the proper licenses/certificates required in their respective disciplines. The Recipient's use of contractors/consultants shall not affect the Recipient's responsibilities under this Agreement.

11. Non-Discrimination Clause

The Recipient agrees that during the performance of this Agreement, it will not discriminate, harass, or allow harassment or discrimination against any employee or applicant for employment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The Recipient agrees to require the same of all contractors and consultants retained to carry out the activities under this Agreement.

The Recipient agrees that during the performance of this Agreement, the evaluation and treatment of its employees and applicants for employment are free from discrimination and harassment. The Recipient will comply with the provisions of the Fair Employment and Housing Act (Government Code section 12990 *et seq.*) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, section 7285 *et seq.*). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Recipient will give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining unit or other Agreement. The Recipient must include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

The Recipient agrees to require the same of all contractors and consultants retained to carry out activities under this Agreement.

12. Excise Tax

The State of California is exempt from federal excise taxes and no payment will be made for any taxes levied on employees' wages. The CDFA will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another State.

13. Disputes

The Recipient must continue with the responsibilities under this Agreement during any dispute. In the event of a dispute, the Recipient must file a "Notice of Dispute" with the CDFA Agreement Manager, identified in Exhibit A, or designee within ten (10) calendar days of discovery of the problem. The Notice of Dispute must contain the Agreement number. Within ten (10) calendar days of receipt of the Notice of Dispute, the CDFA Agreement Manager or designee must meet with the Recipient for the purpose of resolving the dispute. In the event of a dispute, the language contained within this Agreement prevails.

14. Termination for Convenience

This Agreement may be terminated by either party upon written notice. Notice of termination must be delivered to the other party at least thirty (30) calendar days prior to the intended date of termination. Notice of termination does not nullify obligations already incurred prior to the date of termination. In the event of Termination for Convenience of this Agreement by CDFA, CDFA must pay all responsible costs and non-cancellable obligations incurred by the Recipient as of the date of termination.

15. Termination for Cause

Either party may terminate this Agreement for cause in the event of a material breach of this Agreement, provided that the non-breaching party provides written notice of the material breach and ten (10) calendar days to cure the breach. If the breach is not cured to the satisfaction of the non-breaching party within ten (10) calendar days of receipt of notice, this Agreement shall automatically terminate and the CDFA shall reimburse the Recipient for all documented costs incurred up to the date of the notice of termination, including all non-cancellable obligations.

16. Acceptable Failure to Perform

The Recipient shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, accidents, or the inability to obtain any required government approval to proceed, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, pandemics, or similar occurrences.

17. Breach

Reimbursement under this Agreement may be suspended, terminated, or both, and the Recipient may be subject to debarment if CDFA determines that the Recipient has breached the terms of this Agreement. A determination of breach may be appealed in writing to the CDFA. The appeal must be post marked within ten (10) calendar days of the date the Recipient received notification and addressed to the CDFA Legal Office of Hearing and Appeals or emailed to CDFA.LegalOffice@cdfa.ca.gov.

California Department of Food and Agriculture
Legal Office of Hearing and Appeals
1220 N Street
Sacramento, CA 95814

18. Non-Material Breach

The Recipient may be in material breach under this Agreement if it fails to comply with any term of this Agreement. In the event of a material breach, CDFA shall provide in writing a Notice of Breach to the Recipient within ten (10) calendar days upon discovery of breach. The Recipient shall have ten (10) calendar days from receipt of the notice to cure the breach. If the Recipient fails to cure the breach within the time prescribed by this Agreement, CDFA may do any of the following:

- A. Suspend payments;
- B. Demand repayment of all funding;
- C. Terminate the Agreement; or
- D. Take any other action deemed necessary to recover costs.

If CDFA determines that the Recipient is not in material breach but that the Project is not being implemented in accordance with the provisions of this Agreement, or that the Recipient has failed in any other respect to comply with the provisions of this Agreement, and the Recipient has failed to remedy any such failure in a reasonable and timely manner, CDFA may withhold all or any portion of the grant funding and take any other action that CDFA deems necessary to protect its interests.

Where a portion of the grant funding has been disbursed to the Recipient and CDFA notifies the Recipient of its decision not to release funds that have been withheld pursuant to paragraph 17, the portion that has been disbursed shall thereafter be repaid immediately. CDFA may consider the Recipient's refusal to repay the requested disbursed amount a material breach.

If CDFA notifies the Recipient of its decision to withhold the entire funding amount from the Recipient pursuant to this paragraph, this Agreement shall terminate upon receipt of such notice by the Recipient and CDFA shall no longer be required to provide funds under this Agreement and the Agreement shall no longer be binding on either party.

In the event CDFA finds it necessary to enforce this provision of this Agreement in the manner provided by law, the Recipient agrees to pay all enforcement costs incurred by CDFA including, if CDFA should prevail in a civil action, reasonable attorneys' fees, legal expenses, and costs related to the action.

19. Publicity and Acknowledgement

The Recipient agrees that it will acknowledge CDFA's support whenever projects funded, in whole or in part, by this Agreement are publicized in any news media, brochures, publications, audiovisuals, presentations or other types of promotional material and in accordance with the Grant Procedures Manual if incorporated by reference and attachment to the Agreement. The Recipients may not use the CDFA logo.

20. News Releases/Public Conferences

The Recipient agrees to notify the CDFA in writing at least two (2) business days before any news releases or public conferences are initiated by the Recipient or its Contractors/Consultants regarding the project described in the Attachments, Scope of Work and Budget and any project results.

21. Scope of Work and Budget Changes

Changes to the Scope of Work, Budget, or the Project term, must be requested in writing to CDFA Grant Administrative Contact no less than thirty (30) days prior to the requested implementation date. Any changes to the Scope of Work and Budget are subject to CDFA approval and, at its discretion, CDFA may choose to accept or deny any changes. If accepted and after negotiations are concluded, the agreed upon changes will be made and become part of this Agreement. CDFA will respond in writing within ten (10) business days as to whether the proposed changes are accepted.

22. Reporting Requirements

The Recipient agrees to comply with all reporting requirements specified in Scope of Work and/or Grant Procedures Manual if incorporated by reference to this Agreement as an attachment.

23. California State Auditor

This Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years after final payment under the Agreement.

24. Equipment

Purchase of equipment not included in the approved Budget requires prior approval. The Recipient must comply with applicable state requirements regarding the use, maintenance, disposition, and reporting of equipment as contained in CCR, Title 3, Division 1, Chapter 5, sections 303, 311, 324.1 and 324.2.

25. Closeout

The Agreement will be closed out after the completion of the Project or project term, receipt and approval of the final invoice and final report, and resolution of any performance or compliance issues.

26. Confidential and Public Records

The Recipient and CDFA understand that each party may come into possession of information and/or data which may be deemed confidential or proprietary by the person or organization furnishing the information or data. Such information or data may be subject to disclosure under the California Public Records Act or the Public Contract Code. CDFA has the sole authority to determine whether the information is releasable. Each party agrees to maintain such information as confidential and notify the other party of any requests for release of the information.

27. Amendments

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

28. Grant Procedures Manual

The Recipient agrees to abide by all requirements and restrictions provided in the Grant Procedures Manual incorporated with this Agreement as an attachment.

39. Executive Order N-6-22 Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Recipient is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Recipient advance written notice of such termination, allowing Recipient at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

EXHIBIT C

PAYMENT AND BUDGET PROVISIONS

1. Invoicing and Payment

- A. For activities satisfactorily rendered and performed according to the attached Scope of Work and Budget, and upon receipt and approval of the invoices, CDFA agrees to reimburse the Recipient for actual allowable expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.
- B. Invoices must include the Agreement Number, performance period, type of activities performed in accordance with this Agreement, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment.
- C. Unless stated in the Scope of Work and/or Grant Procedures Manual, if applicable, quarterly invoices must be submitted to the CDFA Administrative Contact, within thirty (30) calendar days after the end of each quarter in which activities under this Agreement were performed.
- D. Unless stated in the Scope of Work and/or Grant Procedures Manual, if applicable, a final invoice will be submitted for payment no more than thirty (30) calendar days following the expiration date of this Agreement, or after project is complete, whichever comes first. The final invoice must be clearly marked "Final Invoice" thus indicating that all payment obligations of the CDFA under this Agreement have ceased and that no further payments are due or outstanding.

2. Allowable Expenses and Fiscal Documentation

- A. The Recipient must maintain adequate documentation for expenditures of this Agreement to permit the determination of the allowability of expenditures reimbursed by CDFA under this Agreement. If CDFA cannot determine if expenditures are allowable under the terms of this Agreement because records are nonexistent or inadequate according to Generally Accepted Accounting Principles, CDFA may disallow the expenditures.
- B. If mileage is a reimbursable expense, using a privately-owned vehicle will be at the standard mileage rate established by the United States (U.S.) Internal Revenue Service (IRS) and in effect at the time of travel. The standard mileage rate in effect at the time of travel can be found on [IRS's website](#) regardless of funding source/type.
- C. If domestic travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established by the Federal Travel Regulation, issued by [General Services Administration \(GSA\)](#), including the maximum per diem and subsistence rates prescribed in those regulations.
- D. If foreign travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established in a per diem supplement to Section 925, Department of State Standardized Regulations.
- E. The Recipient will maintain and have available, upon request by CDFA, all financial records and documentation pertaining to this Agreement. These records and documentation will be kept for three (3) years after completion of the Agreement period or until final resolution of any performance/compliance review concerns or litigation claims.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, California Government Code Title 1, Division 3.6, Part 3, Chapter 4.5, commencing with Section 927 - The California Prompt Payment Act.

4. Budget Contingency Clause

If funding for any fiscal year is reduced or deleted for purposes of this program, the CDFA has the option to either cancel this Agreement with no liability occurring to the CDFA or offer to amend the Agreement to reflect the reduced amount.



California Department of Food and Agriculture
Pollinator Habitat Program
Scope of Work



Application ID# PHP-23-08

Budget: \$339,001.00

Agreement Term: July 1, 2023, to June 30, 2026

I. Project Details

Recipient: Resource Conservation District of Greater San Diego

Partner Organization Name: Earth Discovery Institute

Project Title: Extending Pollinator Habitat on Working Lands in San Diego

Project Summary: This project will bolster the Working Lands for Pollinators program, which implements and enhances native pollinator habitat on farms and ranches in San Diego county. The Recipient will perform outreach and education to at least 50 local producers using the guide they created to explain the benefits of pollinator habitat on working lands. From the applicant pool, they will conduct up to 20 site assessments and identify 10 to fund for implementation. All site assessment recipients will receive a detailed report of how they can support pollinators on their land, regardless of if they are chosen for funding.

Counties/Locations Served: San Diego

Commitment to spend 25% of funding to provide technical assistance to Socially Disadvantaged Farmers and Ranchers: Yes

II. Project Objectives

The Recipient is responsible for ensuring completion of the objectives in the following section.

Objective 1: Outreach to partner farmers and ranchers and identification of on-farm pollinator habitat project sites: The Recipient will perform outreach and education to at least 50 local producers using the guide they created to explain the benefits of pollinator habitat on working lands. From the applicant pool, they will conduct up to 20 site assessments and identify 10 to fund for implementation. All site assessment recipients will receive a detailed report of how they can support pollinators on their land, regardless of if they are chosen for funding.

Objective 2: Plan and implement the installation of conservation management practices in partnership with farmers and ranchers:



California Department of Food and Agriculture
Pollinator Habitat Program
Scope of Work



Resource Conservation District of Greater San Diego estimates that approximately 5,000 feet of hedgerows, 3,000 feet of windbreak, 5 acres of wildlife habitat planting, 3 acres of riparian herbaceous cover, 4 acres of conservation cover (monarch mix) will be implemented across 10 sites. These details may change as the Resource Conservation District of Greater San Diego conducts outreach and confirms project locations.

III. Reporting

The Recipient will submit detailed quarterly Progress Reports to CDFA identifying tasks and activities accomplished in the reporting period. The Recipient will submit quarterly invoices. CDFA will provide a reporting template, invoice template, and schedule.

Document initiation of on-farm projects, Recipients will be required to submit:

- Letter of commitment from farmer/ranchers that are working with Recipient to implement pollinator habitat.
- On-Farm Project Summaries (One per location) – project description, project location and assessor's parcel numbers, practices selected for implementation, acreage of practices, target pollinator species, plant list, and implementation timeline.

Progress Reports will include:

- Supporting documentation for invoicing
- Total number of individuals assisted.
- Information of farmers assisted.
- Number of individuals assisted who identify as SDFRs.
- Costs associated with assisting SDFRs.
- Management practices implemented, acreage or footage of each one implemented, and locations of the practices implemented.
- Geotagged and date-stamped photos of implemented practices.
- Receipts of seeds or plants purchased.
- Total attendance at in-person and online workshops and trainings. These should include the topics of integrated pest management and maintenance of implemented practices.
- Links and or files for training materials that have been created or utilized.

Final Report and Project Verification

- Comet-Planner report for each on-farm project site.
- Documentation of integrated pest management training provided to partner farmers and ranchers. Certificate that the organization provided



California Department of Food and Agriculture
Pollinator Habitat Program
Scope of Work



- the training to ranchers and farmers. Copies of the training materials (pamphlets, presentations, etc.) will need to be provided to CDFA.
- Outcome Monitoring Plan - Details to be determined in conjunction with awardee.
 - Western Association of Fish & Wildlife Agencies (WAFWA) Crucial Habitat Assessment Tool (CHAT) for Western Monarch.
 - Following submission of final report, a CDFA Environmental Scientist, or a CDFA contracted third party, will initiate an exit interview with the awardee and may visit project sites to inspect a sample of the on-farm projects.

IV. List of Attachments

The following attachments are incorporated in the Scope of Work.

Attachment 1: Budget

| Attachment 1 - Budget | | | |
|---|---------------------------------|---------------------|--|
| Category | Name | Grant-Funded | Narrative |
| A1. Salary and Wages — Administrative | RCD of Greater San Diego County | \$6,864.00 | Our accounting department will process all invoices and financial reports for this grant. |
| A2. Salary and Wages — Technical Assistance | RCD of Greater San Diego County | \$9,360.00 | We will be the primary grant administrators for both partners and producers (farmers and ranchers). Our staff will conduct outreach and site visits, determine eligible projects, and provide technical assistance for each project. |
| B1. Fringe Benefits — Administrative | RCD of Greater San Diego County | \$3,423.00 | |
| B2. Fringe Benefits — Technical Assistance | RCD of Greater San Diego County | \$4,815.00 | |
| C. Travel | RCD of Greater San Diego County | \$947.00 | Mileage to cover site visits. |
| F2. Contractual — Technical Assistance | Earth Discovery Institute | \$23,000.00 | Earth Discovery Institute (EDI) is a key partner in both the outreach and technical assistance of this program. They provide the localized ecological and botanical knowledge needed to provide an accurate assessment of the working lands that we visit. They also manage a local native milkweed farm that grows plants for regional restoration projects. With the support of this grant, they will be able to hire a part time field biologist to specifically assess and implement pollinator habitat projects. Their time would be primarily devoted to this program, and over time will be able to expand the reach of EDI's work throughout the county. |
| H. Indirect Costs | RCD of Greater San Diego County | \$12,102.00 | 25% on top of personnel and contractual |
| Practices | RCD of Greater San Diego County | \$278,490.00 | We will conduct up to 20 site visits, to identify 10 eligible project sites to implement pollinator habitat implementation through flat rate practice payments. |
| Total | | \$339,001.00 | |

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

RESOLUTION 2023-06

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY TO SIGN A GRANT AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE FOR FUNDING THROUGH THE POLLINATOR HABITAT GRANTS PROGRAM

WHEREAS, the Resource Conservation District of Greater San Diego County has been awarded a grant from the California Department of Food and Agriculture (CDFA) Pollinator Habitat Program to work with farmers and ranchers to increase pollinator habitat on working lands in our region,

AND WHEREAS, the Resource Conservation District of Greater San Diego County has the capacity to implement the program under this Contract which has been approved by the CDFA for the sum of \$339,001,

NOW, THEREFORE, BE IT RESOLVED that the RCD Board of Directors authorizes the Executive Director to sign the Agreement with CDFA on behalf of the RCDGSDC.

PASSED AND ADOPTED at the RCD regular meeting held on June 14, 2023 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

Donald H. Butz, President

Joanne Sauerman, 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

Date: June 14, 2023

Agenda Item 6-2: Grant Agreement: CDFA Farm to School Program

Discussion / History: The RCDGSDC has recently applied for and been awarded a grant from CDFA's Farm to School Program. These funds will support Wild Willow Farm to expand production fields to grow food for the Sweetwater Union High School District's nutrition education programs and kitchens. Funds will also allow for the purchase of a tractor and related implements, increasing efficiency of labor at the farm.

The grant agreement and resolution 2023-07 to seek authorization to sign the grant agreement are attached.

Financial Impact: Grant award of \$149,869.20

Staff Recommendation to Board: Staff requests that the Board authorizes the Executive Director to sign the grant agreement.

**GRANT AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER

22-1845-000-SG

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

RECIPIENT'S NAME

RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY

2. The Agreement Term is: April 1, 2023 through March 31, 2025

3. The maximum amount of this Agreement is: \$149,869.20

4. The parties agree to comply with the terms and conditions of the following exhibits and attachments which are by this reference made a part of the Agreement:

| | |
|--|---------|
| Exhibit A: Recipient and Project Information | 2 Pages |
| Exhibit B: General Terms and Conditions | 5 Pages |
| Exhibit C: Payment and Budget Provisions | 2 Pages |

Attachments: Scope of Work and Budget

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT

RECIPIENT'S NAME (*Organization's Name*)

RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY

BY (*Authorized Signature*)

?

DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

11769 Waterhill Road, Lakeside, California 92040

STATE OF CALIFORNIA

AGENCY NAME

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY (*Authorized Signature*)

?

DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING

ANNABELE CUTAJAR, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS

1220 N STREET, ROOM 120
SACRAMENTO, CA 95814

NM

EXHIBIT A

RECIPIENT AND PROJECT INFORMATION

1. CDFA hereby awards an Agreement to the Recipient for the project described herein:
The project will promote nutrition education, sustainable food production and procurement, and high-quality student engagement through experiential learning. It improves the health and wellbeing of California schoolchildren through integrated nutrition education and healthy food access.

Project Title: Building a Farm to School Field

2. The Managers for this Agreement are:

| FOR CDFA: | | FOR RECIPIENT: | |
|------------------|--|-----------------------|---|
| Name: | Nicholas Anicich | Name: | Codi Hale |
| Division/Branch: | Inspection Services Division/Office of Farm to Fork | Organization: | Resource Conservation District of Greater San Diego County |
| Address: | 2399 Gateway Oaks Drive | Address: | 11769 Waterhill Road |
| City/State/Zip: | Sacramento, CA 95833 | City/State/Zip: | Lakeside, CA 92040 |
| Phone: | 916-917-6736 | Phone: | 619-562-0096 |
| Email Address: | nicholas.anicich@cdfa.ca.gov | Email Address: | codi.hale@rcdsandiego.org |

3. The Grant Administrative Contacts for this Agreement are:

| FOR CDFA: | | FOR RECIPIENT: | |
|------------------|--|-----------------------|--|
| Name: | Rachel Finkes | Name: | |
| Division/Branch: | Inspection Services Division/Office of Farm to Fork | Organization: | |
| Address: | 2399 Gateway Oaks Drive | Address: | |
| City/State/Zip: | Sacramento, CA 95833 | City/State/Zip: | |
| Phone: | 916-516-2213 | Phone: | |
| Email Address: | rachel.finkes@cdfa.ca.gov | Email Address: | |

| |
|--|
| FISCAL CONTACT FOR RECIPIENT (if different from above): |
| Name: |
| Organization: |
| Address: |
| City/State/Zip: |
| Phone: |
| Email Address: |

4. RECIPIENT: Please check appropriate box below:

Research and Development (R&D) means all research activities, both basic and applied, and all development activities that are performed by non-Federal entities. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other R&D activities and where such activities are not included in the instruction function.

This award does does not support R&D.

5. For a detailed description of activities to be performed and duties, see Scope of Work and Budget.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. Approval

This Agreement is of no force or effect until signed by both parties. The Recipient may not invoice for activities performed prior to the commencement date or completed after the termination date of this Agreement.

2. Agreement Execution

Unless otherwise prohibited by state law, regulation, or Department or Recipient policy, the parties agree that an electronic copy of a signed Agreement, or an electronically signed Agreement, has the same force and legal effect as an Agreement executed with an original ink signature. The term "electronic copy of a signed Agreement" refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed Agreement in a portable document format. The term "electronically signed Agreement" means an Agreement that is executed by applying an electronic signature using technology approved by all parties.

3. Assignment

This Agreement is not assignable by the Recipient, either in whole or in part, without the prior consent of the CDFR Agreement Manager or designee in the form of a formal written amendment.

4. Governing Law

This Agreement is governed by and will be interpreted in accordance with all applicable State and Federal laws.

5. State and Federal Law

It is the responsibility of the Recipient to know and understand which State, Federal, and local laws, regulations, and ordinances are applicable to this Agreement and the Project, as described in Exhibit A. The Recipient shall be responsible for observing and complying with all applicable State and Federal laws and regulations. Failure to comply may constitute a material breach.

6. Recipient Commitments

The Recipient accepts and agrees to comply with all terms, provisions, conditions and commitments of the Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by the Recipient in the application, documents, amendments, and communications in support of its request for funding.

7. Performance and Assurances

The Recipient agrees to faithfully and expeditiously perform or cause to be performed all Project work as described in the Scope of Work, and to apply grant funds awarded in this Agreement only to allowable Project costs.

8. Mutual Liability

Parties shall, to the extent allowed by law, each be individually liable for any and all claims, losses, causes of action, judgments, damages, and expenses to the extent directly caused by their officers, agents, or employees.

9. Unenforceable Provision

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement shall remain operative and binding.

10. Contractors/Consultants

The Recipient assumes full responsibility for its obligation to pay its Contractors/Consultants. The Recipient is responsible to ensure that any/all contractors/consultants it engages to carry out activities under this Agreement shall have the proper licenses/certificates required in their respective disciplines. The Recipient's use of contractors/consultants shall not affect the Recipient's responsibilities under this Agreement.

11. Non-Discrimination Clause

The Recipient agrees that during the performance of this Agreement, it will not discriminate, harass, or allow harassment or discrimination against any employee or applicant for employment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The Recipient agrees to require the same of all contractors and consultants retained to carry out the activities under this Agreement.

The Recipient agrees that during the performance of this Agreement, the evaluation and treatment of its employees and applicants for employment are free from discrimination and harassment. The Recipient will comply with the provisions of the Fair Employment and Housing Act (Government Code section 12990 *et seq.*) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, section 10000 *et seq.*). The applicable regulations of the Fair Employment and Housing Council implementing Government Code section 12990 (a-f), set forth in Division 4.1 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Recipient will give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining unit or other Agreement. The Recipient must include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

The Recipient agrees to require the same of all contractors and consultants retained to carry out activities under this Agreement.

12. Excise Tax

The State of California is exempt from federal excise taxes and no payment will be made for any taxes levied on employees' wages. The CDFA will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another State.

13. Disputes

The Recipient must continue with the responsibilities under this Agreement during any dispute. In the event of a dispute, the Recipient must file a "Notice of Dispute" with the CDFA Agreement Manager, identified in Exhibit A, or designee within ten (10) calendar days of discovery of the problem. The Notice of Dispute must contain the Agreement number. Within ten (10) calendar days of receipt of the Notice of Dispute, the CDFA Agreement Manager or designee must meet with the Recipient for the purpose of resolving the dispute. In the event of a dispute, the language contained within this Agreement prevails.

14. Termination for Convenience

This Agreement may be terminated by either party upon written notice. Notice of termination must be delivered to the other party at least thirty (30) calendar days prior to the intended date of termination. Notice of termination does not nullify obligations already incurred prior to the date of termination. In the event of Termination for Convenience of this Agreement by CDFA, CDFA must pay all responsible costs and non-cancellable obligations incurred by the Recipient as of the date of termination.

15. Termination for Cause

Either party may terminate this Agreement for cause in the event of a material breach of this Agreement, provided that the non-breaching party provides written notice of the material breach and ten (10) calendar days to cure the breach. If the breach is not cured to the satisfaction of the non-breaching party within ten (10) calendar days of receipt of notice, this Agreement shall automatically terminate and the CDFA shall reimburse the Recipient for all documented costs incurred up to the date of the notice of termination, including all non-cancellable obligations.

16. Acceptable Failure to Perform

The Recipient shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, accidents, or the inability to obtain any required government approval to proceed, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, pandemics, or similar occurrences.

17. Breach

Reimbursement under this Agreement may be suspended, terminated, or both, and the Recipient may be subject to debarment if CDFA determines that the Recipient has breached the terms of this Agreement. A determination of breach may be appealed in writing to the CDFA. The appeal must be post marked within ten (10) calendar days of the date the Recipient received notification and addressed to the CDFA Legal Office of Hearing and Appeals or emailed to CDFA.LegalOffice@cdfa.ca.gov.

California Department of Food and Agriculture
Legal Office of Hearing and Appeals
1220 N Street
Sacramento, CA 95814

18. Non-Material Breach

The Recipient may be in material breach under this Agreement if it fails to comply with any term of this Agreement. In the event of a material breach, CDFA shall provide in writing a Notice of Breach to the Recipient within ten (10) calendar days upon discovery of breach. The Recipient shall have ten (10) calendar days from receipt of the notice to cure the breach. If the Recipient fails to cure the breach within the time prescribed by this Agreement, CDFA may do any of the following:

- A. Suspend payments;
- B. Demand repayment of all funding;
- C. Terminate the Agreement; or
- D. Take any other action deemed necessary to recover costs.

If CDFA determines that the Recipient is not in material breach but that the Project is not being implemented in accordance with the provisions of this Agreement, or that the Recipient has failed in any other respect to comply with the provisions of this Agreement, and the Recipient has failed to remedy any such failure in a reasonable and timely manner, CDFA may withhold all or any portion of the grant funding and take any other action that CDFA deems necessary to protect its interests.

Where a portion of the grant funding has been disbursed to the Recipient and CDFA notifies the Recipient of its decision not to release funds that have been withheld pursuant to paragraph 17, the portion that has been disbursed shall thereafter be repaid immediately. CDFA may consider the Recipient's refusal to repay the requested disbursed amount a material breach.

If CDFA notifies the Recipient of its decision to withhold the entire funding amount from the Recipient pursuant to this paragraph, this Agreement shall terminate upon receipt of such notice by the Recipient and CDFA shall no longer be required to provide funds under this Agreement and the Agreement shall no longer be binding on either party.

In the event CDFA finds it necessary to enforce this provision of this Agreement in the manner provided by law, the Recipient agrees to pay all enforcement costs incurred by CDFA including, if CDFA should prevail in a civil action, reasonable attorneys' fees, legal expenses, and costs related to the action.

19. Publicity and Acknowledgement

The Recipient agrees that it will acknowledge CDFA's support whenever projects funded, in whole or in part, by this Agreement are publicized in any news media, brochures, publications, audiovisuals, presentations or other types of promotional material and in accordance with the Grant Procedures Manual if incorporated by reference and attachment to the Agreement. The Recipients may not use the CDFA logo.

20. News Releases/Public Conferences

The Recipient agrees to notify the CDFA in writing at least two (2) business days before any news releases or public conferences are initiated by the Recipient or its Contractors/Consultants regarding the project described in the Attachments, Scope of Work and Budget and any project results.

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23. California State Auditor

This Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years after final payment under the Agreement.

24. Equipment and Purchase/Lease of Land

Purchase of equipment not included in the approved Budget requires prior approval. The Recipient must comply with applicable state requirements regarding the use, maintenance, disposition, and reporting of equipment as contained in CCR, Title 3, Division 1, Chapter 5, sections 303, 311, 324.1 and 324.2. Funding for purchase of agricultural land (farmland), or monthly/annual lease payments is allowable for up to 75% of total grant funding requested and requires prior written approval by the Department.

25. Closeout

The Agreement will be closed out after the completion of the Project or project term, receipt and approval of the final invoice and final report, and resolution of any performance or compliance issues.

26. Confidential and Public Records

The Recipient and CDFA understand that each party may come into possession of information and/or data which may be deemed confidential or proprietary by the person or organization furnishing the information or data. Such information or data may be subject to disclosure under the California Public Records Act or the Public Contract Code. CDFA has the sole authority to determine whether the information is releasable. Each party agrees to maintain such information as confidential and notify the other party of any requests for release of the information.

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PAYMENT AND BUDGET PROVISIONS

1. Invoicing and Payment

- A. For activities satisfactorily rendered and performed according to the attached Scope of Work and Budget, and upon receipt and approval of the invoices, CDFA agrees to reimburse the Recipient for actual allowable expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.
- B. Invoices must include the Agreement Number, performance period, type of activities performed in accordance with this Agreement, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment.
- C. Unless stated in the Scope of Work quarterly invoices must be submitted to the CDFA Administrative Contact, within thirty (30) calendar days after the end of each quarter in which activities under this Agreement were performed.
- D. Unless stated in the Scope of Work a final invoice will be submitted for payment no more than thirty (30) calendar days following the expiration date of this Agreement, or after project is complete, whichever comes first. The final invoice must be clearly marked "Final Invoice" thus indicating that all payment obligations of the CDFA under this Agreement have ceased and that no further payments are due or outstanding.

2. Allowable Expenses and Fiscal Documentation

- A. The Recipient must maintain adequate documentation for expenditures of this Agreement to permit the determination of the allowability of expenditures reimbursed by CDFA under this Agreement. If CDFA cannot determine if expenditures are allowable under the terms of this Agreement because records are nonexistent or inadequate according to Generally Accepted Accounting Principles, CDFA may disallow the expenditures.
- B. If mileage is a reimbursable expense, using a privately-owned vehicle will be at the standard mileage rate established by the United States (U.S.) Internal Revenue Service (IRS) and in effect at the time of travel. The standard mileage rate in effect at the time of travel can be found on [IRS's website](#) regardless of funding source/type.
- C. If domestic travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable for travel within California are those established by the California Department of Human Resources ([CalHR](#)). The maximum rates allowable for domestic travel outside of California are those established by the United States General Services Administration ([GSA](#)).
- D. If foreign travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established in a per diem supplement to Section 925, Department of State Standardized Regulations.
- E. The Recipient will maintain and have available, upon request by CDFA, all financial records and documentation pertaining to this Agreement. These records and documentation will be kept for three (3) years after completion of the Agreement period or until final resolution of any performance/compliance review concerns or litigation claims.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, California Government Code Title 1, Division 3.6, Part 3, Chapter 4.5, commencing with Section 927 - The California Prompt Payment Act.

4. Budget Contingency Clause

If funding for any fiscal year is reduced or deleted for purposes of this program, the CDFA has the option to either cancel this Agreement with no liability occurring to the CDFA or offer to amend the Agreement to reflect the reduced amount.



ATTACHMENT A: SCOPE OF WORK

Granting Agency: California Department of Food and Agriculture, Office of Farm to Fork (CDFA-F2F)

Grant Program: 2022 California Farm to School Incubator Grant Program

Funding Track: Track 4 – The California Farm to School Producer Grant

Grantee Name: Resource Conservation Foundation of Greater San Diego

Award Amount: \$149,869.20

A. Project Title: Building a Farm to School Field

B. Project Summary: The Resource Conservation Foundation of Greater San Diego will help expand the production capacity of Willow Farm & Education Center, which it manages, by creating a Farm to School field that provides regeneratively grown food for consumption and agricultural education to the underserved populations of Sweetwater Union High School District.

Project Partners: Sweetwater Union High School District (SUHSD)

C. Previous Grant Program Recipient? No

D. Project Purpose/Need: Agriculture is declining in the region, with increasing barriers to land access for farmers leading to a lack of nutritional access for communities. The students of SUHSD are interested in agriculture, and the Resource Conservation Foundation of Greater San Diego (RCFGSD) is ready to serve them. SUHSD is applying to Track 1 to enhance its school gardens and the RCFGSD believes that including a food production partnership with Wild Willow Farm (WWF) & Education Center will fill educational, nutritional and cultural gaps within their schools and wider community. The RCFGSD aims to increase access to nutritious food, promote climate-smart land stewardship and support future agricultural vocational training programs. 90% of the students attending the 23 schools within SUHSD are part of a predominately ethnic minority living in San Diego's Southeastern and South Bay communities. During the Covid-19 pandemic, these Latinx communities were hit the hardest by food insecurity, which served as a heightened reflection of the racial and socioeconomic disparities that have always existed there. There is also value in providing mentorship from successful farmers that represent their own communities and cultures, as it helps restore pride and interest in a career path that is historically marked with labor and land appropriation.

E. Farm to School Vision (i.e., project goal): With funding for new equipment, Wild Willow Farm & Education Center will be able to create and cultivate a 1.5-acre field in a currently undeveloped plot onsite. This new field will provide seasonal produce to support SUHSD’s National School Lunch and Breakfast programs, the Child and Adult Care Feeding Program, and enhance their Farm to School educational programs. The RCFGSD will also support their Farm to School programming by engaging graduates of Wild Willow’s Farm School to host an educational workshop at a chosen school garden site and support a hands-on orchard planting at Southwest High School’s experimental farm. In addition, there are several farmers of color who manage successful commercial farm plots in the Tijuana River Valley Community Garden and could provide mentorship opportunities for students of color from a perspective that honors Asian American, African American and Latinx heritages. Through fostering these connections and career opportunities, RCFGSD hopes to identify future funding and educational opportunities, such as creating an opening for more Future Farmers of America chapters within the district.

F. Project Activities/Timeline Table:

| PROJECT ACTIVITIES | TIMELINE* (month/year each activity will occur) |
|--|---|
| Development of Farm to School Field at Wild Willow Farm & Education Center: | |
| Purchase equipment needed to develop new Farm to School field | April – June 2023 |
| Develop production plan for Farm to School field in alignment with seasonal harvests and SUHSD programming | April – May 2023 |
| Develop and prepare Farm to School field for first harvest | June – August 2023 |
| Food Production & Procurement: | |
| Identify which nutritional and/or educational programming to provide seasonal produce; Create seasonal harvest schedule with SUHSD that achieves nutritional and educational goals, and is feasible for WWF to execute; Develop contract between WWF and SUHSD that sustains Farm to School field harvests | April – May 2023 |
| 1st planting and harvest; distribution to SUHSD | August – October 2023 |
| 2nd planting and harvest; distribution to SUHSD | October – December 2023 |
| 3rd planting and harvest; distribution to SUHSD | December 2023 – February 2024 |
| 4th planting and harvest; distribution to SUHSD | February – March 2024 |
| 5th planting and harvest; distribution to SUHSD | March – April 2024 |
| 6th planting and harvest; distribution to SUHSD | April – May 2024 |
| Round 7: Planting, Harvest and Distribution from WWF to SUHSD | August – October 2024 |

| PROJECT ACTIVITIES | TIMELINE* (month/year each activity will occur) |
|---|---|
| Round 8: Planting, Harvest and Distribution from WWF to SUHSD | October – December 2024 |
| Round 9: Planting, Harvest and Distribution from WWF to SUHSD | December 2024 – February 2025 |
| Education: | |
| Engage Summer Farm School cohort in teaching opportunity and develop educational content and materials for workshop | September – November 2023 |
| Farm School graduates teach a hands-on introductory workshop at a chosen SUHSD school garden site | January or February 2024 |
| Engage Winter Farm School cohort in teaching opportunity and develop educational content and materials for workshop | September – November 2024 |
| Farm School graduates support an educational orchard planting event at Southwest High School's experimental farm | October or November 2024 |

G. Climate Smart Agriculture – Looking Forward: Wild Willow Farm plans to maintain and expand upon its current climate smart agriculture practices, and the Farm to School field would be managed with many of these same practices. Farm staff would continue the application of compost and mulch, utilize low-till cultivation, plant seasonal cover crop that supports the soil and is beneficial for pollinators, and maintain a water efficient irrigation system.

H. Project Reporting, Invoicing, and Evaluation Requirements: Please refer to the [2022 CA Farm to School Incubator Grant Invoicing & Reporting Timeline](#) for due dates.

- 1) **Pre-Survey:** Submit a pre-survey to the CDFA at the beginning of the grant term to summarize and quantify pre-project farm to school activities.
- 2) **Regular Financial Invoicing:** Submit **monthly or quarterly** financial invoicing to the CDFA that: **(a)** documents actual allowable project costs incurred, as listed in the approved budget (Attachment B), and **(b)** documents any program income earned as a result of the grant award during the grant duration.
 - i. **Payment Process:** This is a reimbursement grant program. The grant recipient will fund the project and submit monthly or quarterly invoices to the CDFA-F2F. The CDFA will reimburse allowable project costs upon approving each invoice. The grant agreement must be fully executed (signed by both parties) before project activities begin. Grant recipients are responsible for keeping all purchasing records, invoices, and other related information on hand for auditing purposes.
 - ii. **IMPORTANT:** The CDFA reserves the right to withhold payment for projects that are not up to date with the filing of their pre-survey, quarterly check-ins, and final interview.

- iii. **Advance Payment Option:** Please note that grant recipients may be eligible to receive Advance Payments for project expenditures. Advance payments shall not exceed the amount necessary for project expenses for a three-month period and cannot reduce the project balance below 10% of the award amount. If eligible and approved for advance payment, recipients must follow the [Advance Payment regulations](#).
 - 3) **Quarterly Check-ins:** Submit quarterly check-ins to the CDFA summarizing project progress, successes, and challenges.
 - 4) **Final Interview:** Participate in a final interview with the CDFA after the grant term concludes to discuss project successes, challenges, and other relevant information.
 - 5) **External Program Evaluation:** Participate in external evaluation activities conducted by a CDFA representative or external designee for this grant program.
- I. **Budget:** See Attachment B: Budget
- 1) If project activities are included in this Scope of Work but not included in the Budget, they will be funded by the recipient and/or a 3rd party.

State of California
 California Department of Food and Agriculture Office of Farm to Fork (CDFA-F2F)
 2022 California Farm to School Incubator Grant Program

ATTACHMENT B: Budget

TRACK 4: THE CALIFORNIA FARM TO SCHOOL PRODUCER GRANT

Grant Recipient Name:

Resource Conservation Foundation of Greater San Diego

Award Amount:

\$149,869.20

1 SPENDING CATEGORY 1: INFRASTRUCTURE, EQUIPMENT, MATERIALS, AND SUPPLIES (no cap)

| Item | Estimated # of Units (optional) | Estimated Cost Per Unit (optional) | Purpose (food production, food processing, food distribution, or climate smart ag) | Spend \$\$ | \$\$ Amount Required |
|---|---------------------------------|------------------------------------|---|----------------------|----------------------|
| | | | | When? month(s)/yr(s) | |
| 1a Tractor & Implements | | | Food Production | Apr 2023 - June 2023 | \$36,200.00 |
| <i>Total Infrastructure, Equipment, Materials, and Supplies Costs</i> | | | | | \$36,200.00 |
| <i>Percent of Total Proposed Award Amount</i> | | | | | 24.15% |

2 SPENDING CATEGORY 2: FARM TO SCHOOL STAFF/LABOR COSTS (no cap)

Salaries/Wages/Stipends:

| Job Title, Name <small>(if name not yet identified, enter the Job Title & then write Name TBD)</small> | Staff Type <small>(salary, hourly wages, or stipend)</small> | # of Hours | | Rate <small>(e.g., \$_/hr, \$_/yr, \$_/project)</small> | Spend \$\$ | \$\$ Amount Required |
|---|---|---------------------------------------|--|--|----------------------|----------------------|
| | | <small>(if hourly or stipend)</small> | or % FTE <small>(if salaried)</small> | | When? month(s)/yr(s) | |
| 2a Outreach Coordinator, Codi Hale | Hourly Wages | 475 hrs | | \$28/hr | Apr 2023 - Mar 2025 | \$13,300.00 |
| "Farm Staff Cheyanne Piacenza Erik Rodriguez JJ Tidwell Joanna Parra | | | | | | |
| 2b Paul Maschka" | Hourly Wages | 1400 hrs | | | Apr 2023 - Mar 2025 | \$40,624.00 |
| 2c Director of Finance, Chris Kelley | Hourly Wages | 96 hrs | | \$45/hr | Apr 2023 - Mar 2025 | \$4,320.00 |
| <i>Salaries/Wages/Stipends Subtotal</i> | | | | | | \$58,244.00 |

Fringe Benefits: these are calculated as a % of an individual's salary, wages, or stipend and should be determined according to your organization's established fringe benefits policy.

| Job Title, Name <small>(if name not yet identified, enter the Job Title & then write Name TBD)</small> | Fringe Benefit Rate <small>(% of salary/wages/ stipend)</small> | Leave this column blank | Leave this column blank | Spend \$\$ | \$\$ Amount Required |
|---|--|-------------------------|-------------------------|----------------------|----------------------|
| | | | | When? month(s)/yr(s) | |
| 2i Outreach Coordinator, Codi Hale | 50% | | | Apr 2023 - Mar 2025 | \$6,650.00 |
| "Farm Staff Cheyanne Piacenza Erik Rodriguez JJ Tidwell Joanna Parra | | | | | |
| 2j Paul Maschka" | 50% | | | Apr 2023 - Mar 2025 | \$20,312.00 |
| 2k Director of Finance, Chris Kelley | 50% | | | Apr 2023 - Mar 2025 | \$2,160.00 |
| <i>Fringe Benefits Subtotal</i> | | | | | \$29,122.00 |
| <i>Total Farm to School Staff/Labor Costs (salaries/wages/stipends + fringe benefits)</i> | | | | | \$87,366.00 |
| <i>Percent of Total Proposed Award Amount</i> | | | | | 58.29% |

4 SPENDING CATEGORY 4: TRAVEL COSTS (no cap)

| Cost Breakdown (e.g., estimated # of: trips to schools/farms, overnight trips, field trips, flights, etc.) | | Leave this column blank | Leave this column blank | Spend \$\$ When? month(s)/yr(s) | \$\$ Amount Required |
|--|-------------------------|---|-------------------------|---------------------------------------|-------------------------|
| Travel Type | | | | | |
| 4a | Private Vehicle Mileage | Visits to Wild Willow Farm & Education Center | | Apr 2023 - Mar 2025 | \$250.00 |
| 4b | Private Vehicle Mileage | Visits to SUHSD sites | | Apr 2023 - Mar 2025 | \$200.00 |
| 4c | Private Vehicle Mileage | Produce deliveries to SUHSD distribution center | | Aug 2023 - Feb 2025 | \$225.00 |
| <i>Total Travel Costs</i> | | | | | \$675.00 |
| <i>Percent of Total Proposed Award Amount</i> | | | | | 0.45% |

5 SPENDING CATEGORY 5: CONTRACTUAL COSTS (no cap)

Please note that grant recipients distributing funds to contractors must ensure that contractors follow all allowable and unallowable cost parameters of this program as well as financial reporting requirements such as documenting how they used the funds.

| Job Title, Name (if contractor is an individual) or Organization Name (if contractor is an organization) or Name TBD (if name not yet identified) | # of Hours or % FTE or N/A | Rate (e.g., \$_/hr; \$ flat rate; \$ as a fee for professional services) | Additional Contractor Costs Indicate the cost type and amount (e.g., Travel - \$1,000; Supplies - \$100). If not applicable, write N/A. | Spend \$\$ When? month(s)/yr(s) | \$\$ Amount Required |
|--|-------------------------------|--|--|---------------------------------------|-------------------------|
| 5a | Farmer Guest Speaker | | | Sep 2023 - Nov 2024 | \$600.00 |
| <i>Total Contractual Costs</i> | | | | | \$600.00 |
| <i>Percent of Total Proposed Award Amount</i> | | | | | 0.40% |

Description of Contractual Activities:

Farmer Guest Speaker: For each workshop, Recipient will hire a local farmer to lead. Ideally, this farmer will also be a Spanish-speaker and/or culturally representative of the students attending the workshop.

6 SPENDING CATEGORY 6: OTHER COSTS (no cap)

Please note that grant recipients distributing funds via mini grants must ensure that mini grant recipients follow all allowable and unallowable cost parameters of this program as well as financial reporting requirements such as documenting how they used the funds.

| Item | Estimated # of Units (optional) | Estimated Cost | | Spend \$\$ When? month(s)/yr(s) | \$\$ Amount Required |
|---|------------------------------------|------------------------|----------------------------|---------------------------------------|-------------------------|
| | | Per Unit (optional) | Item Type | | |
| 6a | Printing | | Publication/printing costs | Sep 2023 - Nov 2024 | \$50.00 |
| <i>Total Other Costs</i> | | | | | \$50.00 |
| <i>Percent of Total Proposed Award Amount</i> | | | | | 0.03% |

TOTAL DIRECT COSTS \$124,891.00

7 SPENDING CATEGORY 7: INDIRECT COSTS (max. 30% of direct costs)

| % of Direct Costs | Leave this column blank | Leave this column blank | Leave this column blank | Spend \$\$ When? month(s)/yr(s) | \$\$ Amount Required |
|--------------------------------|-------------------------|-------------------------|-------------------------|---------------------------------------|-------------------------|
| 7a | 20% | | | Apr 2023 - Mar 2025 | \$24,978.20 |
| <i>Total Indirect Costs</i> | | | | | \$24,978.20 |
| <i>Percent of Direct Costs</i> | | | | | 20.00% |

8 GRAND TOTAL \$149,869.20

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

RESOLUTION 2023-07

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY TO SIGN A GRANT AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE FOR FUNDING THROUGH THE FARM TO SCHOOL GRANTS PROGRAM

WHEREAS, the Resource Conservation District of Greater San Diego County has been awarded a grant from the California Department of Food and Agriculture (CDFA) Farm to School Grants Program to grow food for the Sweetwater Union High School District and purchase a tractor and associated implements,

AND WHEREAS, the Resource Conservation District of Greater San Diego County has the capacity to implement the program under this Contract which has been approved by the CDFA for the sum of \$149,869.20,

NOW, THEREFORE, BE IT RESOLVED that the RCD Board of Directors authorizes the Executive Director to sign the Agreement with CDFA on behalf of the RCDGSDC.

PASSED AND ADOPTED at the RCD regular meeting held on June 14, 2023 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

Donald H. Butz, President

Joanne Sauerman, 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

Date: June 14, 2023

Agenda Item 6-3: Grant Agreement: Community Food Grant

Discussion / History: The RCDGSDC has recently applied for and been awarded a grant from the San Diego Foundation's Community Food Grants Program. These funds will support staff time at the Tijuana River Valley Community Garden to work with gardeners to develop a gardener-led governance system, with a goal of involving gardeners more with site management and accountability. Funds will also support regular maintenance of communal areas and some improvements to the garden's roads.

The grant agreement and resolution 2023-08 to seek authorization to sign the grant agreement are attached.

Financial Impact: Grant award of \$100,000

Staff Recommendation to Board: Staff requests that the Board authorizes the Executive Director to sign the grant agreement.



2508 Historic Decatur Rd.
Ste. 200
San Diego, CA 92106
SDFoundation.org
(619) 235-2300

6/2/2023

Grant ID #: FI23120988

Please use this number in all correspondence.

Ann Baldrige
Resource Conservation District of
Greater San Diego County
11769 Waterhill Road
Lakeside, CA 92040

Board of Governors

Chair

Steven Klosterman, AIF

Vice Chair & Immediate Past Chair

P. Kay Coleman

Treasurer

Hal Dunning

Secretary

Becky Petitt, PhD

Xiomara Arroyo
Cindy J. Bertrand
Gisele Bonitz
Ken Derrett
Elisabeth Eisner Forbes, Esq.
Pradeep Gidwani, MD, MPH
Kevin Hamilton, CFA
Rudy Johnson
Mel Katz
Elvin Lai
Alessandra Lezama
Pamela Luster, EdD
Amanda Montgomery
Clifford Schireson
Pedro Villegas

President & CEO

Mark A. Stuart, CFRE

Dear Ann:

San Diego Foundation is pleased to confirm Resource Conservation District of Greater San Diego County has been selected as a Beneficiary to receive a \$100,000 grant as part of the *Community Food Grant Program*. This grant is made possible by a collaborative effort by the County of San Diego, and the Foundation to support community food security and food sovereignty for low-income communities and communities with limited access in the San Diego region.

Grant Period: May 1, 2023 – Dec 31, 2024. All funds provided shall be expended by December 31, 2024 in accordance with the budget information provided in your grant application.

Expected Outcomes:

- Work with garden members of the TRVCG to develop, then implement, a model of gardener-led governance within the 18-month grant term.
- Build community by hosting at least four community events and workshops and providing additional information and resources to engage garden members more actively in the garden community.
- Activate 25% of garden plots which are currently lacking maintenance and increase food production within the garden by the end of the grant term.
- Beautify the edges and communal spaces within the garden by hiring a parttime staff member to support our Garden Coordinator with site maintenance.



Confirmed in Compliance with National Standards
for U.S. Community Foundations

General Terms of the Grant

The federal funding awarded to San Diego Foundation originates from the ARPA State and Local Fiscal Recovery Fund (“SLFRF”). The SLFRF Final Rule provides general categories of eligible uses of the funds, one of which is to support an eligible COVID-19 public health or economic response such as providing food assistance. Further, the Final Rule states the pandemic had a disproportionate effect on underserved communities and therefore assistance to these communities falls under the eligible use categories. Funding under the Community Food Grant Program is to be disbursed in accordance with federal rules and regulations as well as SLFRF program guidance.

San Diego Foundation’s grant funds may be expended only for charitable, scientific, literary, or educational purposes. This grant is made only for the purposes stated in this letter and it is understood that these grant funds will be used only for such purposes, and consistent with your application and all applicable laws. It is also understood that no variances will be made from the purpose of the grant without San Diego Foundation’s prior written approval. All award funds shall be expended by December 31, 2024. Any grant funds not expended for the purpose of the grant must be returned to San Diego Foundation promptly. If you will be using grant funds to make a capital expense purchase over \$5,000, the purchased item must be used as specified in your grant agreement for its approved intent for the first 5 years post purchase. If you plan to change the way the item will be used, please email San Diego Foundation to let us know and obtain approval that the use is acceptable under the program. You agree to provide a prompt refund of grant funds if San Diego Foundation determines that you have failed to comply with any material obligation under this Agreement. Please note that receipt of this grant does not guarantee any future funding.

Expected Information and Engagement Activities

As part of this grant, Resource Conservation District of Greater San Diego County is expected to provide, within 20 calendar days following receipt of a written request, information regarding the progress of your work. This information may be used in the San Diego Foundation’s periodic reports submitted to the County of San Diego. This may include a summary of the progress of your work, where you are succeeding, where you are experiencing challenges, what you are learning and how we can be thoughtful, responsive partners.

Acknowledging Your Grant or Publicizing Your Project

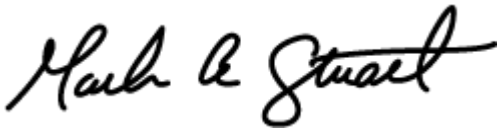
For public announcements and materials, please use the following language: This program is funded by the County of San Diego Health and Human Services Agency’s Public Health Services and facilitated by the San Diego Foundation. If you need a description of the Foundation, please use: San Diego Foundation inspires enduring philanthropy and enables community solutions to improve the quality of life in our region. Please always use our full name, “San Diego Foundation”, when referencing the Foundation.

San Diego Foundation is interested in amplifying your stories of impact in the San Diego community related to the major milestones of your work. Please consider capturing and providing testimonials, videos, photos, or infographics that tell a story of program impact. You can reach us on Facebook (<https://www.facebook.com/SanDiegoFoundation>), Twitter (www.twitter.com/sd_fdn), or Instagram (www.instagram.com/sandiegofoundation). When planning to write or post information about the grant award and

program, please coordinate with the Foundation’s Director of Communications, Lorena Ruggero, by emailing lruggero@sdfoundation.org.

The grant application you submitted was relied upon by the San Diego Foundation to make this award and determine your eligibility to receive federal funds as a “beneficiary” under federal regulations. By executing this Agreement, Resource Conservation District of Greater San Diego County certifies that your grant application is accurate and complete, does not contain any misrepresentations, and you otherwise are eligible for participation in the program. If this letter correctly sets forth your understanding of the terms of this grant, please indicate your organization’s agreement to such terms by having the appropriate officer sign the enclosed original of this letter and return it to the San Diego Foundation by email to Grants@sdfoundation.org. If you have any questions, please contact Grants Administration at 619-235-2300 or at grants@sdfoundation.org.

Best wishes,



Mark A. Stuart
President and Chief Executive Officer

Accepted on behalf of Resource Conservation District of Greater San Diego County by:

| | |
|----------------------|---------------|
| Authorized Signature | Printed Name |
| | Ann Baldridge |
| Title | Date |

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

RESOLUTION 2023-08

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY TO SIGN A GRANT AGREEMENT WITH THE SAN DIEGO FOUNDATION FOR FUNDING THROUGH THE COMMUNITY FOOD GRANT PROGRAM

WHEREAS, the Resource Conservation District of Greater San Diego County has been awarded a grant from the San Diego Foundation Community Food Grant Program to build community at the Tijuana River Valley Community garden by working with gardeners to develop a gardener-led governance model, host community events, and beautify the communal areas of the garden,

AND WHEREAS, the Resource Conservation District of Greater San Diego County has the capacity to implement the program under this Contract which has been approved by the CDFA for the sum of \$100,000,

NOW, THEREFORE, BE IT RESOLVED that the RCD Board of Directors authorizes the Executive Director to sign the Agreement with the San Diego Foundation on behalf of the RCDGSDC.

PASSED AND ADOPTED at the RCD regular meeting held on June 14, 2023 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

Donald H. Butz, President

Joanne Sauerman, 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

Date: June 14, 2023

Agenda Item 6-4: Resolution to Submit a Wildlife Conservation Board Proposal

Discussion / History: RCDGSDC staff have been collaborating with the Green Infrastructure Consortium, a group of agencies and organizations interested in green infrastructure solutions within the Otay Valley Regional Park, to develop a grant proposal for the Wildlife Conservation Board. This planning grant, if awarded, would fund development of shovel-ready to restore a 15 acre site within the Otay Valley Regional Park that is currently a eucalyptus grove to become more connected with the OVRP trail system, be a safe and welcoming place for local residents to access nature, improve habitat, and improve water storage and filtration capabilities of the site. The RCDGSDC would serve as lead partner and subcontract with five project partners to conduct various elements of the program, such as site surveys, community engagement, repurposing of the eucalyptus wood removed from the site. Representatives of the Cities of San Diego and Chula Vista and the County of San Diego, the three entities that jointly manage the OVRP, are also engaged in the project.

Resolution 2023-09 to seek authorization to submit a grant proposal is attached.

Financial Impact: Grant of approximately \$500,000 if awarded, which will be managed by the RCDGSDC.

Staff Recommendation to Board: Staff requests that the Board signs the resolution to authorize the Executive Director to submit the grant proposal.

RESOLUTION NUMBER: 2023-09

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY (RCDGSDC) APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE WILDLIFE CONSERVATION BOARD FOR THE ENHANCING CONNECTIONS AND RESTORATION WITHIN OTAY VALLEY REGIONAL PARK PROJECT.

WHEREAS funds were made available to the Wildlife Conservation Board for the enhancement or restoration of fish and wildlife habitat and for the development of public access facilities for hunting, fishing or other wildlife-oriented recreational uses.

WHEREAS: RCDGSDC intends, in collaboration with local partners, to produce detailed on-the-ground implementation plans to: (a) restore and enhance critical habitats within an OVRP location currently filled with non-native, invasive species for the benefit of native animals and plants, including ones on threatened and endangered lists; (b) create and enhance connections within the park for these animals and plants to move in natural patterns; (c) improve water quality and availability; (d) build safe connections for park users to connect with this restored natural spaces and wildlife within it; and (e) build local community engagement needed to provide long-term stewardship of this most valuable local resource.

NOW, THEREFORE, BE IT RESOLVED that the RCDGSDC hereby:

1. Approves the filing of an application for funding from the Wildlife Conservation Board; and
2. Certifies that said Applicant will comply with all federal, state and local environmental, public health, and other appropriate laws and regulations applicable to the project and will obtain or will ensure that the other project partners obtain all appropriate permits applicable to the project; and
3. Further commits to the terms and conditions specified in the grant agreement; and
4. Appoints the Executive Director as a representative of RCDGSDC to conduct negotiations, execute, submit and sign all documents including but not limited to applications, agreements, amendments, payment requests, and other documents which may be necessary for the completion of the proposed project.

APPROVED AND ADOPTED the 14th day of June, 2023.

I hereby certify that the foregoing Resolution Number 2023-09 was adopted by the Board of Directors of RCDGSDC.

(Print name and title)



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

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

Website: www.rcdsandiego.org

Date: June 14, 2023

Agenda Item 6-5: Carbon Cycle Institute (CCI) Services Agreement

Discussion / History: Over the past four years, RCDGSDC has been working in partnership with four other Southern CA RCDs to form the Southern California Soil & Water Hub. The goal of the hub is to work regionally build capacity and advance carbon farming practices. Hub members include: Greater San Diego County, Mission, Inland Empire, Coachella Valley and Upper San Luis Rey with the potential to add more SoCal RCDs.

The SoCal Hub is one of seven statewide hubs supported by CCI and CARCD. CCI has received funding to employ a Coordinator for five of the hubs, including the SoCal Hub. The Hub Coordinator will be a shared position across all Hub members, working remotely and employed by one RCD – in our case, RCDGSDC will employ the Hub Coordinator. The attached Services Agreement between CCI and RCDGSDC outlines the relationship, parameters of the agreement, and the scope of work.

Financial Impact: \$360,000 to employ a Regional Hub Coordinator, managed by the RCDGSDC.

Staff Recommendation to Board: Staff requests that the Board authorizes the Executive Director to sign the Services Agreement.

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Services Agreement

This Agreement for Services ("Agreement") is entered into as of **DATE** between the Carbon Cycle Institute (CCI), a California nonprofit public benefit corporation, and the Resource Conservation District of Greater San Diego (RCD), on behalf of the Southern California Soil Hub (Hub).

It is the intent of this Agreement to increase capacity available to the Hub to accelerate regional planning and coordination, representation in the policy arena, on-the-ground implementation work, and fund development among Hub members, while providing maximum flexibility for the Hub in carrying out the scope of work set forth in this Agreement.

1. **Term of Agreement**

This Agreement shall be in effect and binding for both parties for **36** months from the last signature date set forth below. Concurrence Forms must be signed and submitted by each participating RCD of the Hub prior to Agreement execution. The funds allocated under this Agreement are for the sole purposes of hiring and maintaining a Regional Coordinator for the Hub to successfully execute the Scope of Work contained in paragraph 2 below.

2. **Scope of Work:** The purpose of this Agreement is described in **Attachment A- Statement of Work**. The specific tasks to be carried out by the REGIONAL COORDINATOR with support from the Hub are described in **Attachment A**. Except as otherwise specified in **Attachment A**, the RCD will have responsibility for employee payroll, taxes, insurance, and management oversight for the Regional Coordinator. The RCD will ensure all expenses associated with IT, equipment, and travel are covered for the Regional Coordinator.

(a) **Reporting:** The RCD, working with their Hub leadership, will submit quarterly progress reports and a mid-year report on this project to CCI. The RCD will also be responsible for submitting reporting documentation to CCI as needed to meet grant requirements. Reporting templates and submission instructions will be provided by CCI once the Agreement is signed.

3. **Method and Time of Payment:** CCI will disburse \$120,000 annually to the RCD to hire a Regional Coordinator on behalf of their Hub to execute the scope of

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work contained in Attachment A. Payment shall be made according to the following schedule: \$60,000 (50%) within 14 days upon execution of this Agreement and \$60,000 within 14 days of mid-year reporting. Year 2 and Year 3 funding will be disbursed twice annually based on the funding and reporting schedule in Year 1. An invoice submittal template and instructions will be provided by CCI once the Agreement is fully executed by the parties.

5. **Status of RCD:** Nothing in this Agreement is intended or should be construed to create a partnership, joint venture, or employee-employer relationship between CCI and the RCD. The RCD will take no position with respect to or on any tax return or application for benefits, or in any proceeding directly or indirectly involving CCI. The RCD is not the agent of CCI and is not authorized, and must not represent to any third party that the RCD is authorized to make any commitment or otherwise act on behalf of CCI.

Without limiting the generality of the foregoing:

(a) **Benefits and Contributions.** The employees or agents of RCD are not entitled to or eligible for any benefits that CCI may make available to its employees, such as group insurance or retirement benefits. CCI will not withhold or make payments for social security, make unemployment insurance or disability insurance contributions, or obtain workers' compensation insurance on behalf of the RCD. If, notwithstanding the foregoing, an employee or agent of the RCD is reclassified as an employee of CCI by the United States Internal Revenue Service, the U.S. Department of Labor or any other federal or state agency as a result of any administrative or judicial proceeding, the RCD agrees that the employees or agents of the RCD will not, as a result of such reclassification, be entitled to or eligible for, on either a prospective or retrospective basis, any employee benefits under any plans of programs established or maintained by CCI.

(b) **Taxes.** The RCD is solely responsible for filing all tax returns and submitting all payments as required by any federal, state, or local tax authority arising from the payment of fees to the RCD under this Agreement and agrees to do so in a timely manner. If applicable, CCI will report the fees paid to the RCD under this Agreement by filing Form 1099-MISC with the Internal Revenue Service as required by law.

(c) **Compliance with Law.** The RCD will comply with all applicable federal, state and local laws, including laws requiring the payment of taxes, such as income and employment taxes, and social security, disability and other contributions.

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(d) **Records of Compliance.** If requested, the RCD will provide appropriate records to demonstrate compliance with the terms and conditions set forth in this Agreement.

6. **Indemnification:** Each party shall indemnify and hold the other party, its employees, agents and representatives free and harmless from and against all claims, losses, liability and expense (including reasonable attorneys' fees) arising from the indemnifying party's breach of this Agreement or from such indemnifying party's carrying out its obligations under this Agreement, except to the extent that such claim, loss, liability or expense is determined to have been caused by the sole negligence or willful misconduct of the party seeking to be indemnified.

7. **Limitation of Liability:** IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE , SPECIAL OR INCIDENTAL DAMAGES ARISING FROM OR RELATED TO THIS AGREEMENT.

8. **Notices:** Any notice required or permitted by this Agreement shall be in writing and shall be deemed given when personally delivered or when deposited in any United States mail with first class postage paid addressed to the other party at the address set forth after that party's name on the signature page of this Agreement. Either party may change its address for receipt of notices by giving notice of such change to the other party.

9. **Intellectual Property:** Title and full ownership rights of intellectual property developed under this Agreement shall at all times remain with CCI, CARCD, and Hub RCDs, unless otherwise agreed to in writing. Guidance and rules on development and use of shared intellectual property will be DEVELOPED and agreed upon by all parties.

10. **Entire Agreement; Amendments:** This Agreement is the final, complete and the exclusive agreement of the parties as to the subject matter hereof and supersedes and merges all prior or contemporaneous communications or understandings between the parties. No amendment of this Agreement, including Attachment A, will be effective unless in writing and signed by the parties.

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IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date set forth below.

Carbon Cycle Institute:

Torri Estrada, Executive Director

Date

Resource Conservation District of Greater San Diego

NAME, District Manager/Executive Director

Date

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Attachment A

SCOPE OF WORK (SOW)

Background:

Regional Coordination of Capacity Building, Planning and Implementation. Regional Coordinators will form the backbone of capacity building, planning and implementation efforts in each region. Regional Coordinators will organize regional needs assessments and develop and help execute regional implementation plans (see below), including coordinating farmer-to-farmer demonstration networks, educational events, outreach and communications efforts, fund development, on-farm planning and implementation, and Hub representation in policy development at the local/regional and state levels.

Regional Needs Assessments. Foundational to the Hubs' approach for scaling up carbon farming will be completion of comprehensive regional needs assessments. Needs assessments will document existing programs, resources, and staffing capacity, and identify gaps in technical knowledge and expertise, resources and/or services. *Landscape-scale carbon farming analyses and extensive producer engagement activities will be conducted for each hub region* to quantify carbon sequestration opportunities, with detailed information on associated conservation practice types, potential adoption rates, and implementation costs to shape local, regional and state markets, planning, and program and policy development. Extensive outreach to producer groups and industry leaders, along with local and regional food systems organizers, local government, resource agencies and other stakeholders will be conducted to identify current and emerging needs, innovations, and climate initiatives that can be leveraged to support carbon farm planning and implementation. *Regional technical advisory committees* will be established to ensure broad-based representation and integration of existing efforts in the development of 5-year regional plans.

Hub Regional Implementation (Business) Plans. Identifying and integrating all available opportunities to scale transformations in our food and agricultural systems from the ground up will require a tremendous amount of planning and coordination. To ensure collective actions to scale carbon farming are targeted, effective, and deploy resources in an equitable and cost-effective manner, *5-year regional implementation plans* will be developed setting out comprehensive strategies to fill gaps in resource allocation, technical assistance, and expertise and to prioritize and guide investments in agricultural climate solutions at the farm, regional, and state scale.

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State Policy/Programs and Policy Maker Education. CCI, CARCD, and The Climate Center will launch a coordinated statewide strategy, in partnership with the Hubs, to educate elected officials and key state agencies on the climate mitigation and resilience work underway in their districts through our local and regional conservation partnerships, and the level and scope of state investments needed to scale carbon farming/regenerative agriculture as a critical element of the state's climate change mitigation strategy. The partners will collectively participate in shaping the Natural and Working Lands (NWL) Scoping Plan and State's Climate Smart Land Strategy (2023-2024), including establishing an ambitious 2030 (and 2038 and 2045) climate target for working lands (including agriculture) and shaping the key strategies, priority actions, and investments to reach this target, being lead by the California Natural Resources Agency (CNRA). The landscape-scale assessments of carbon sequestration opportunity conducted by the Hubs, coupled with extensive producer stakeholder engagement and implementation planning, will serve as a critical foundation and roadmap for the NWL Scoping Plan process.

The Hubs, working in partnership with CCI and CARCD, will also organize RCDs and their agricultural constituencies in outreaching to and educating state and federal agencies on the importance of building local and regional planning capacity through our existing agricultural conservation partnerships (e.g., RCDs, Cooperative Extension, and USDA-NRCS District Offices). CCI and CARCD will develop customized outreach materials and assist in sponsoring agricultural field tours for and arranging office visits with elected officials covering all 38 counties. The Hubs, CCI, and CARCD will attend all of the CA Department of Food and Agriculture (CDFA) Office of Environmental Farming and Innovation quarterly meetings and provide stakeholder feedback on CDFA Climate-Smart Agricultural Programs, focused on how their investments can support scaling carbon farming/regenerative agriculture at the local level. The partners will meet with key staff at CNRA on the valuable work and capacity needs of RCDs and their partners across the state.

Private and Public Fund Development Strategy. CCI, CARCD, and the Hubs will work to secure public sector climate investments to continue building local and regional capacity, including funding for non-RCD regional conservation partners, and for scaling on-farm carbon farm planning and implementation. Regional planning grant proposals will be submitted to the Department of Conservation's Sustainable Agricultural Lands Conservation Grant Program; the new Climate-Smart Land Management Grant Program; the Strategic Growth Council's Regional Climate Collaborative Grant Program; and, the Governor's Office of Planning and Research's new Integrated Climate Adaptation and Resiliency Grant Program. New USDA Natural Resources Conservation Service funding programs for Regional Conservation Partnerships will also be leveraged. State funding support for carbon farm planning and implementation will be secured through CDFA's Climate-Smart Agriculture grant programs and its new Conservation Agriculture Planning Grant Program through regional, multi-RCD block grant applications. We will continue to secure implementation funding through various state agencies, including the Wildlife Conservation Board, Department of Water Resources, CDFA's Healthy Soils Program, and

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CalRecycle. We also expect to secure support from new and refined state programs that will be developed as part of the NWL Scoping Plan process (see **State Policy** above).

Purpose:

The Regional Coordinator will help establish a Regional Carbon Farming/Soil Hub with Hub RCDs that includes deep engagement with local and regional agricultural conservation partners, agricultural producers and associations, and other stakeholders. Assess regional carbon sequestration potential on agricultural lands, and increase the technical and financial capacity of Hub RCDs and partners to scale agricultural climate solutions in California.

Objectives:

Organize a regional needs assessment and develop and execute a regional implementation plan based on carbon sequestration potential; oversee and coordinate farmer-to-farmer demonstration networks, educational events, outreach and communications efforts, fund development, on-farm planning and implementation, and Hub representation in policy development at the local/regional and state levels; and work with CCI and CARCD to launch a coordinated statewide, legislative strategy, including organizing tours for elected officials.

Phase I:

1. Develop a framework and strategic work plan for establishing and sustaining a Regional Hub. Components of this framework will include the following:
 - Develop strong partnerships with other agricultural conservation organizations; local, state, and federal government; agricultural associations and producer groups; and other stakeholders.
 - Identify and to the extent possible quantify opportunities to enhance carbon capture in terrestrial plant biomass and soil organic matter on working landscapes within the region, including a list of potential practices, acreage and environmental co-benefits (ecosystem services).
 - Recognize and describe possible limiting factors and foreseeable challenges relating to economics, cultural beliefs, regulations, outreach, education and access to technical and financial assistance.
 - Specify additional technical expertise and financial needs of Hub RCDs.
 - Brainstorm future funding avenues for Phase II and long-term sustainability of biological carbon sequestration projects including connecting with local and regional GHG reduction efforts.

2. Increase the technical and financial capacity of RCDs to scale agricultural climate solutions, including:
 - Submit regional grant proposals to build RCD technical capacity.

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- Work with CARCD and CCI to execute on a statewide legislative outreach strategy and provide input on state and federal conservation program development.

CCI and CARCD MATCH

CCI and CARCD staff will provide on-going training, education, support to the Regional Coordinator; assist with regional needs assessment, landscape-scale carbon sequestration assessments, and 5-yr implementation plan development; statewide coordination of Regional Carbon Farming Hub Network; and legislative outreach strategy.

BUDGET

| | |
|---|--------------|
| Regional Carbon Farming Hub Regional Coordinator (salary/benefits/other expenses.) | \$120,000.00 |
|---|--------------|

Date: June 14, 2023

Agenda Item 6-6: Working Lands for Pollinators Program Categorical CEQA Exemption

Discussion / History:

The Resource Conservation District of Greater San Diego County (“RCDGSDC”) has been awarded two grants that will assist RCDGSDC expand its Working Lands for Pollinators Program, which aims to enhance pollinator habitat on private farms and ranches in San Diego County. The grants will fund outreach, technical assistance, and the implementation of select land management practices that are known to support pollinators and other wildlife and bring about a variety of co-benefits such as carbon sequestration and erosion control. The two grants awarded to RCDGSDC include the following:

1. CARCD – Wildlife Conservation Board (“WCB”) Block grant: RCDGSDC is one of nearly 50 Resource Conservation Districts participating in this state-wide block grant to increase pollinator habitat on working and public lands. Funding will cover the following tasks and activities:

- Grant administration: financial tracking, oversight, and reporting.
- Outreach to agricultural producers to let them know about our Working Lands for Pollinators Program
- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.
- Implementation: on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- Monitoring: staff will monitor the impact of pollinator habitat implementation.

2. California Department of Food and Agriculture (“CDFA”) Pollinator Habitat Program: this grant will complement our CARCD-WCB grant by funding the implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties. The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts. The proposed action complies with the California Environmental Quality Act (CEQA) and State CEQA Guidelines because the action is: (1) categorically exempt under Section 15301 of the CEQA Guidelines, Existing Facilities, as it involves existing facilities with negligible or no expansion of existing or former use because it only involves maintenance of existing landscaping and/or native growth and maintenance of wildlife habitat areas to protect wildlife resources; and (2) categorically exempt under Section 15304, Minor Alterations to Land, as the project could involve minor alteration in the condition of the land and/or vegetation which do not involve removal of healthy, mature, or scenic trees.

Categorical Exemption; Section 15301 – Existing Facilities

Section 15301 of the CEQA Guidelines entails changes to existing facilities. As stated in the CEQA Guidelines, the key consideration for applying this exemption is whether the project involves negligible or no expansion of use. Section 15301 lists six different examples of the projects that would be expected to fall within Class 1. However, the types of “existing facilities” itemized within Class 1 are not intended to be all-inclusive of the

types of projects which may fall within the class. The following are some examples listed in Section 15301: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The types of “existing facilities” itemized below are not intended to be all-inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of use.

Examples include but are not limited to:

- Maintenance of existing landscaping, native growth, and water supply reservoirs (excluding the
- use of pesticides, as defined in Section 12753, Division 7, Chapter 2, Food and Agricultural Code); and
- Maintenance of fish screens, fish ladders, wildlife habitat areas, artificial wildlife waterway devices, stream flows, springs and waterholes, and stream channels (clearing of debris) to protect fish and wildlife resources.

CEQA exemption Section 15301, Class 1, applies to this proposed project as the project consists of:

- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.
- Implementation on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties.
- The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts.

Categorical Exemption; Section 15304 – Minor Alterations to Land

Section 15304 of the CEQA Guidelines involves minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Examples of these types of Class 4 projects listed in Section 15304 this exemption include, but are not limited to:

- New gardening or landscaping, including the replacement of existing conventional landscaping with water efficient or fire resistant landscaping; and
- Minor alterations in land, water, and vegetation on existing officially designated wildlife management areas or fish production facilities which result in improvement of habitat for fish and wildlife resources or greater fish production.

CEQA exemption Section 15304, Class 4, applies to this proposed project as the project consists of:

- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.

- Implementation on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties.
- The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts.

Section 15300.2 – Exceptions

The proposed project was reviewed for the exceptions outlined in the CEQA Guidelines, Section 15300.2 (a – f) to determine if there are any reasons a project may not be considered categorically exempt under any of the following classes or projects (Section 15300 *et al.*).

The Project is not subject to any of the exceptions to the categorical exemptions listed in Section 15300.2 of the State CEQA Guidelines as it (1) will not impact environmental resources of hazardous or critical concern that are designated, precisely mapped and officially adopted by government agencies; (2) will not have a significant effect on the environment due to unusual circumstances; (3) will not contribute to cumulative environmental impact; (4) will not damage scenic resources within a designated state scenic highway; (5) is not on the list of Hazardous Waste and Substance Sites pursuant to Section 65962.2 of the Government Code; and (6) will not cause adverse change in the significance of a historical resource.

Notice of Exemption

This Notice of Exemption (“NOE”), attached to Resolution 2023-10 as Exhibit “A” must be filed with the San Diego County Recorder/Clerk as soon as possible after project approval by the decision-making body. The Recorder/Clerk must post the NOE within 24 hours of receipt and for a period of not less than 30 days. At the termination of the posting period, the Recorder/Clerk must return the NOE to the address listed on the NOE along with evidence of the posting period. RCDGSDC must then retain the returned notice for a period of not less than twelve months.

Financial Impact: CEQA compliance is a prerequisite for obtaining grant funds through the WCB Block Grant.

Staff Recommendation to Board: Staff recommends that the Board approve and adopt Resolution 2023-10.

Attachment: Exhibit “A” – Resolution 2023-10

NOTICE OF EXEMPTION

TO: San Diego County Recorder/Clerk
1600 Pacific Highway, Suite 260
San Diego, CA 92101

FROM: Resource Conservation District of Greater San Diego County
11769 Waterhill Road
Lakeside, CA 92040

SUBJECT: FILING OF NOTICE OF EXEMPTION IN COMPLIANCE WITH PUBLIC RESOURCES CODE SECTION 21108 OR 21152

Project Name: Working Lands for Pollinators Program

Project Location: Various private farms and ranches in San Diego County

Project Applicant: Resource Conservation District of Greater San Diego County | Address: 11769 Waterhill Road, Lakeside, CA 92040

Project Description: The Resource Conservation District of Greater San Diego County ("RCDGSDC") has been awarded two grants that will assist RCDGSDC expand its Working Lands for Pollinators Program, which aims to enhance pollinator habitat on private farms and ranches in San Diego County. The grants will fund outreach, technical assistance, and the implementation of select land management practices that are known to support pollinators and other wildlife and bring about a variety of co-benefits such as carbon sequestration and erosion control. The two grants awarded to RCDGSDC include the following:

1. CARCD – Wildlife Conservation Board ("WCB") Block grant: RCDGSDC is one of nearly 50 Resource Conservation Districts participating in this state-wide block grant to increase pollinator habitat on working and public lands. Funding will cover the following tasks and activities:

- Grant administration: financial tracking, oversight, and reporting.
- Outreach to agricultural producers to let them know about our Working Lands for Pollinators Program
- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.
- Implementation: on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- Monitoring: staff will monitor the impact of pollinator habitat implementation.

2. California Department of Food and Agriculture ("CDFA") Pollinator Habitat Program: this grant will complement our CARCD-WCB grant by funding the implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties. The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts.

Agency Approving Project: Resource Conservation District of Greater San Diego County

County Contact Person: Ann Baldrige, Executive Director | Telephone Number: (619) 562-0096

Date Form Completed: June 6, 2023

This is to advise that RCDGSDC Board of Directors has approved the above-described project on June 14, 2023, and found the project to be exempt from the CEQA under the following criteria:

1. Exempt status and applicable section of the CEQA ("C") and/or State CEQA Guidelines ("G"): (check only one)

- Declared Emergency [C 21080(b)(3); G 15269(a)]
- Emergency Project [C 21080(b)(4); G 15269(b)(c)]
- Statutory Exemption. C Section:
- Categorical Exemption. G Section: 15301, 15304
- G 15061(b)(3) - It can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment and the activity is not subject to the CEQA.
- G 15182 – Residential Projects Pursuant to a Specific Plan
- G 15183 – Projects Consistent with a Community Plan, General Plan, or Zoning
- Activity is exempt from the CEQA because it is not a project as defined in Section 15378.

2. Mitigation measures were not made a condition of the approval of the project.

3. A Mitigation reporting or monitoring plan was not adopted for this project.

Statement of reasons why project is exempt: The proposed action complies with CEQA because it is: (1) categorically exempt under Section 15301 of the CEQA Guidelines, Existing Facilities, as it involves Maintenance of existing landscaping and/or native growth and maintenance of wildlife habitat areas to protect wildlife resources; (2) categorically exempt under Section 15304, Minor Alterations to Land, as the project could involve minor alteration in the condition of the land and/or vegetation which do not involve removal of healthy, mature, or scenic trees; and (3) there are no unusual circumstances or other applicable exceptions to the exemptions and no features that would distinguish this project that would constitute unusual circumstances.

The following is to be filled in only upon formal project approval by the appropriate County of San Diego decision-making body.

Signature: _____ Telephone: _____

Name (Print): _____ Title: _____

This Notice of Exemption has been signed and filed by the Resource Conservation District of Greater San Diego County.

This notice must be filed with the Recorder/County Clerk as soon as possible after project approval by the decision-making body. The Recorder/County Clerk must post this notice within 24 hours of receipt and for a period of not less than 30 days. At the termination of the posting period, the Recorder/County Clerk must return this notice to the Department address listed above along with evidence of the posting period. The originating Department must then retain the returned notice for a period of not less than twelve months. Reference: CEQA Guidelines Section 15062.

EXHIBIT A

The proposed action complies with the California Environmental Quality Act (CEQA) and State CEQA Guidelines because the action is: (1) categorically exempt under Section 15301 of the CEQA Guidelines, Existing Facilities, as it involves existing facilities with negligible or no expansion of existing or former use because it only involves maintenance of existing landscaping and/or native growth and maintenance of wildlife habitat areas to protect wildlife resources; and (2) categorically exempt under Section 15304, Minor Alterations to Land, as the project could involve minor alteration in the condition of the land and/or vegetation which do not involve removal of healthy, mature, or scenic trees.

The Project is not subject to any of the exceptions to the categorical exemptions listed in Section 15300.2 of the State CEQA Guidelines as it (1) will not impact environmental resources of hazardous or critical concern that are designated, precisely mapped and officially adopted by government agencies; (2) will not have a significant effect on the environment due to unusual circumstances; (3) will not contribute to cumulative environmental impact; (4) will not damage scenic resources within a designated state scenic highway; (5) is not on the list of Hazardous Waste and Substance Sites pursuant to Section 65962.2 of the Government Code; and (6) will not cause adverse change in the significance of a historical resource.

Section 21084 of the Public Resources Code requires the CEQA Guidelines to include a list of classes of projects which have been determined to not have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. RCDGSDC has determined the project is categorically exempt pursuant to 15301 Class 1, Existing Facilities and pursuant to Section 15304 Class 4, Minor Alterations to Land for the reasons described below.

Categorical Exemption; Section 15301 – Existing Facilities

Section 15301 of the CEQA Guidelines entails changes to existing facilities. As stated in the CEQA Guidelines, the key consideration for applying this exemption is whether the project involves negligible or no expansion of use. Section 15301 lists six different examples of the projects that would be expected to fall within Class 1. However, the types of “existing facilities” itemized within Class 1 are not intended to be all-inclusive of the types of projects which may fall within the class. The following are some examples listed in Section 15301:

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The types of “existing facilities” itemized below are not intended to be all-inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of use.

Examples include but are not limited to:

- Maintenance of existing landscaping, native growth, and water supply reservoirs (excluding the

- use of pesticides, as defined in Section 12753, Division 7, Chapter 2, Food and Agricultural Code); and
- Maintenance of fish screens, fish ladders, wildlife habitat areas, artificial wildlife waterway devices, streamflows, springs and waterholes, and stream channels (clearing of debris) to protect fish and wildlife resources.

CEQA exemption Section 15301, Class 1, applies to this proposed project as the project consists of:

- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.
- Implementation on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties.
- The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts.

Categorical Exemption; Section 15304 – Minor Alterations to Land

Section 15304 of the CEQA Guidelines involves minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Examples of these types of Class 4 projects listed in Section 15304 this exemption include, but are not limited to:

- New gardening or landscaping, including the replacement of existing conventional landscaping with water efficient or fire resistant landscaping; and
- Minor alterations in land, water, and vegetation on existing officially designated wildlife management areas or fish production facilities which result in improvement of habitat for fish and wildlife resources or greater fish production.

CEQA exemption Section 15304, Class 4, applies to this proposed project as the project consists of:

- Technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site. A report with recommendations will be produced following each site visit.
- Implementation on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches.
- implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties.
- The practices are all recognized NRCS practices and are typical land management methods utilized on farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts.

Section 15300.2 – Exceptions

The proposed project was reviewed for the exceptions outlined in the CEQA Guidelines, Section 15300.2 (a – f) to determine if there are any reasons a project may not be considered categorically exempt under any of the following classes or projects (Section 15300 et al.). The project would be consistent with Section 15301, Class 1, and Section 15304, Class 4. None of the exceptions to the exemptions apply (Section 15300.2 of the CEQA Guidelines), as is described in the following paragraphs:

15300.2(a) – Location: The CEQA categorical exemptions identified for the proposed project are Class 1 (Section 15301, Existing Facilities, Class 3 (Section 15303, New Construction or Conversion of Small Structures), and Class 4 (Section 15304, Minor Alterations to Land). Class 1 is not qualified by consideration of where the project is to be located. Class 4 is qualified by consideration of where the project is to be located—a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. The Working Lands for Pollinators Program aims to enhance pollinator habitat on private working farms and ranches in San Diego County, which are not located within particularly sensitive environments. The proposed project will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

15300.2(b) – Cumulative Impact: A categorical exemption may not be used where the cumulative impact of successive projects of the same type in the same place, over time is significant. This project is limited to private working farms and ranches in San Diego County that have been in operation at their current locations for many years.

15300.2(c) – Significant Effect: A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. The Working Lands for Pollinators Program aims to enhance pollinator habitat on private working farms and ranches in San Diego County. The grants awarded to RCDGSDC will fund outreach, technical assistance, and the implementation of select land management practices that are known to support pollinators and other wildlife and bring about a variety of co-benefits such as carbon sequestration and erosion control. Here, there are no unusual circumstances.

15300.2(d) – Scenic Highways: A categorical exemption may not be used when a project may result in damage to scenic resources, including but not limited to, trees, historical buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. State scenic highways refer to those highways that are officially designated by the California Department of Transportation (Caltrans) as scenic (Caltrans – California Scenic Highway Program). No Scenic Highways designated by Caltrans are in proximity of the project sites. Therefore, the project would not cause a significant impact to scenic resources within a highway officially designated as a state scenic highway.

15300.2(e) – Hazardous Waste Sites: A categorical exemption may not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code. The sites that will be utilized have not been used for any use type which would authorize the handling of hazardous waste materials and are not included on any list compiled pursuant to Section 65962.5 of the Government Code. No potential significant impacts due to hazardous waste sites would occur due to the proposed project.

15300.2(f) – Historical Resources: A categorical exemption may not be used for a project which may cause a substantial adverse change in the significance of a historical resource. The sites that will be utilized are not designated as historical. In addition, the program will not cause a substantial adverse change in the significance of any potential nearby historical resources.

The proposed project is consistent with CEQA Sections 15301–Existing Facilities and 15304 – Minor Alterations to Land, and no exceptions listed in CEQA Section 15300.2 apply. Therefore, the project may rely on the exemptions for the reasons documented above.

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

RESOLUTION 2023-10

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO DETERMINING THAT THE WORKING LANDS FOR POLLINATORS PROGRAM IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the Resource Conservation District of Greater San Diego County (“RCDGSDC”) is committed to the protection, conservation, and restoration of natural resources through education, information, and technical assistance programs; and

WHEREAS, RCDGSDC, as stewards of the regional environment, partners with a diverse group of landowners, public and private institutions, and concerned citizens to address the diverse conservation and environmental concerns that are unique to San Diego County. RCDGSDC’s programs and priorities help to restore and protect San Diego County watersheds, prevent wildfire damage through education and fuel reduction, promote nutrition and stewardship through sustainable agriculture and soil health, and revitalize pollinator habitats; and

WHEREAS, RCDGSDC has been awarded two grant that will assist RCDGSDC to expand Working Lands for Pollinators Program (“Project”), which aims to enhance pollinator habitat on active working farms and ranches in San Diego County. The grants will fund outreach, technical assistance, and the implementation of select land management practices that are known to support pollinators and other wildlife and bring about a variety of co-benefits such as carbon sequestration and erosion control; and

WHEREAS, RCDGSDC has been awarded a CARCD – Wildlife Conservation Board (“WCB”) Block grant. RCDGSDC is one of nearly 50 California Resource Conservation Districts participating in this state-wide block grant to increase pollinator habitat on working and public lands. Funding will cover the following tasks and activities: Grant administration, including financial tracking, oversight, and reporting; outreach to agricultural producers to let them know about the Working Lands for Pollinators Program; technical assistance in the form of site visits to working lands to assess existing conditions and make recommendations about how pollinator habitat could be enhanced or created on site; implementation on some of the sites and planting of milkweed and wildflower seed on up to 10 farms/ranches; and monitoring; and

WHEREAS, RCDGSDC has been awarded another grant from the California Department of Food and Agriculture (“CDFA”) Pollinator Habitat Program, which complements the CARCD-WCB grant by funding the implementation of the pollinator practices recommended in the site assessment reports on up to 10 agricultural properties.

WHEREAS, the practices included in the Working Lands for Pollinators Program are all recognized Natural Resources Conservation Service practices and are typical land management

methods utilized on working farms and ranches such as hedgerow planting, riparian herbaceous cover, wildlife habitat planting, conservation cover, and windbreaks / shelter belts; and

WHEREAS, RCDGSDC has considered the application of the California Environmental Quality Act ("CEQA") (Pub. Resources Code, § 21000 et seq.), and the CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) to the approval of the working lands for pollinators program as described herein and in Exhibit "A" (CEQA Notice of Exemption), attached hereto; and

WHEREAS, the Board of Directors of RCDGSDC ("Board") has determined the Project complies with the California Environmental Quality Act (CEQA) and State CEQA Guidelines because the action is: (1) categorically exempt under Section 15301 of the CEQA Guidelines, Existing Facilities, as it involves existing facilities with negligible or no expansion of existing or former use because it only involves maintenance of existing landscaping and/or native growth and maintenance of wildlife habitat areas to protect wildlife resources; and (2) categorically exempt under Section 15304, Minor Alterations to Land, as the project could involve minor alteration in the condition of the land and/or vegetation which do not involve removal of healthy, mature, or scenic trees; and

WHEREAS, the Board has determined the Project is not subject to any of the exceptions to the categorical exemptions listed in Section 15300.2 of the State CEQA Guidelines as it (1) will not impact environmental resources of hazardous or critical concern that are designated, precisely mapped and officially adopted by government agencies; (2) will not have a significant effect on the environment due to unusual circumstances; (3) will not contribute to cumulative environmental impact; (4) will not damage scenic resources within a designated state scenic highway; (5) is not on the list of Hazardous Waste and Substance Sites pursuant to Section 65962.2 of the Government Code; and (6) will not cause adverse change in the significance of a historical resource.

WHEREAS, the Board has also considered whether the Project would cause any significant effects relating to traffic, noise, air quality, biological resources, or water quality, and has determined that no such effects would occur.

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

1. The recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board has determined the Project complies with the California Environmental Quality Act (CEQA) and State CEQA Guidelines because the action is: (1) categorically exempt under Section 15301 of the CEQA Guidelines, Existing Facilities, as it involves existing facilities with negligible or no expansion of existing or former use because it only involves maintenance of existing landscaping and/or native growth and maintenance of wildlife habitat areas to protect wildlife resources; and (2) categorically exempt under Section 15304, Minor Alterations to Land, as the project could involve minor alteration in the condition of the land and/or vegetation which do not involve removal of healthy, mature, or scenic trees; and

3. The Board directs the Executive Director or her designee to file the required CEQA Notice of Exemption, attached hereto as Exhibit "A" with the County of San Diego Recorder/Clerk's Office.

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 June 2023, by the following roll call vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

Don Butz, Board President

Joanne Sauerman, Board Clerk



Date: June 14, 2023

Agenda Item 6-7: Informational item – preliminary budget correction and update.

Discussion / History: A preliminary budget was presented and approved at the regular Board meeting on May 10, 2023.

The budget that was approved was generated and edited in Excel. During the shifting of a number of items to move the Farm and Gardens’ sections out of our restricted grant work, the ‘formula checks’ in place to ensure the numbers were all being captured in the totals and subtotals after the budget had been structurally modified were not updated.

This resulted in a substantial error to the budgeted bottom line for 2023-2024. Once the figures that were approved by the Board at the May meeting were entered into our accounting software, the Budget was printed and the error was discovered.

At the May meeting, staff were requested to provide additional information about the Wild Willow Farm income and expenditure.

Below is a summary of the amended totals, showing the corrected projected net income. The detailed amended budget is attached, as is an income and expenditure projection for Wild Willow Farm for 2023-2024.

| | APPROVED BUDGET | AMENDED BUDGET |
|--------------------------------------|------------------------|-------------------------|
| Income Restricted (Grants) | \$ 9,252,696.00 | \$ 9,252,696.00 |
| Income Unrestricted (Farm & Garden) | \$ 336,000.00 | \$ 336,000.00 |
| Income Unrestricted (Other) | \$ 512,200.00 | \$ 512,200.00 |
| | \$ 9,764,896.00 | \$ 10,100,896.00 |
| Expense Restricted (Grants) | \$ 8,136,927.00 | \$ 8,136,927.00 |
| Expense Unrestricted (Farm & Garden) | \$ 220,250.00 | \$ 336,920.00 |
| Expense Unrestricted (Other) | \$ 1,286,771.00 | \$ 1,287,021.00 |
| | \$ 9,643,948.00 | \$ 9,760,868.00 |
| Net Income | \$ 120,948.00 | \$ 340,028.00 |

Financial Impact: An increase in projected net earnings of nearly \$220,000.

Staff Recommendation to Board: Informational item only, no action needed.

Conserving Our Natural Resources

Resource Conservation District of Greater San Diego County
Profit & Loss Budget Overview
 July 2023 through June 2024

| | Jul '23 - Jun 24 |
|--|-------------------------|
| Ordinary Income/Expense | |
| Income | |
| 40000 · Grant Income Restricted | |
| 40042 · CDFA CUSP Economic Relief Grant | 86,410.00 |
| 40043 · CDFA WETA | 173,550.00 |
| 40044 · CDFA Planning Grant CAPGP-23-07 | 124,850.00 |
| 40045 · CDFA Climate Smart Ag TA | 19,650.00 |
| 40046 · CDFA Farm to School Incubator | 99,910.00 |
| 40050 · CARCD WCB | 95,070.00 |
| 40053 · DOC RFFC Round IIA | 915,805.00 |
| 40056 · CDFA PHP | 123,275.00 |
| 40057 · Foodshed (account reserved) | 10,000.00 |
| 40058 · Carbon Cycle Institute (account | 120,000.00 |
| 40060 · NRCS IERCD | 15,000.00 |
| 40070 · CEG - Community Enhancement | 9,491.00 |
| 40080 · SDRC Fuels | 673,880.00 |
| 40090 · IRWMP Proposition 84 | 505,575.00 |
| 40115 · SD Foundation Community Food | 185,000.00 |
| 40116 · WCB Wildlife Cons Board Otay Pl | 580,000.00 |
| 40120 · Port | 16,000.00 |
| 40122 · CalFire Forest Health Grant | 2,558,570.00 |
| 40123 · CalFire CARCD Incr Pace & Scale | 166,628.00 |
| 40124 · CalFire Forest Health Round II | 1,200,000.00 |
| 40130 · NACD Urban Agriculture Conserv | 34,595.00 |
| 40140 · SDG&E Pollinators | 2,083.00 |
| 40145 · SDG&E DSAP | 20,000.00 |
| 40146 · SDG&E Fuels MOU | 1,100,000.00 |
| 40192 · CSA Community Supported Ag | 20,592.00 |
| 40193 · F2F Farm to Families | 4,000.00 |
| 42005 · BLM Hermes Butterfly/Zoo (accou | 213,667.00 |
| 42007 · USFWS Pollinators on Working La | 4,095.00 |
| 42022 · CalFire County Coordinator | 175,000.00 |
| Total 40000 · Grant Income Restricted | 9,252,696.00 |
| 45000 · Income Unrestricted WWF/Gardens | |
| 45001 · Wild Willow Classes & Workshops | 60,000.00 |
| 45002 · Wild Willow Field Trips & Tours | 30,000.00 |
| 45003 · Wild Willow Food Sales CSA | 80,000.00 |
| 45004 · Wild Willow Wholesale Food Sls | 3,500.00 |
| 45005 · Wild Willow Farm Stand Sales | 5,000.00 |
| 45006 · Wild Willow Venue Rental | 7,500.00 |
| 45007 · Wild Willow Farm Donations | 10,000.00 |
| 45190 · TRV Community Garden | 80,000.00 |
| 45191 · Sweetwater Community Garden | 60,000.00 |
| Total 45000 · Income Unrestricted WWF/Gardens | 336,000.00 |
| 45500 · Unrestricted Income Other | |
| 45010 · Rent - San Diego River Conserva | 35,150.00 |
| 45020 · Donations, Awards & Scholarship | 12,000.00 |
| 45030 · Rebates & Refunds | 300.00 |
| 45040 · LAIF Interest | 16,500.00 |
| 45080 · US Bank Interest | 50.00 |
| 45090 · Tax Assessments | 410,000.00 |
| 45095 · Redevelopment Revenue City Tax | 12,000.00 |
| 45100 · Miscellaneous Income | 25,000.00 |
| 45200 · Fee for Service | 1,200.00 |
| Total 45500 · Unrestricted Income Other | 512,200.00 |
| Total Income | 10,100,896.00 |

Gross Profit

10,100,896.00

* < Note: This amount is higher by \$336K due to formula error on prior approved budget

Resource Conservation District of Greater San Diego County
Profit & Loss Budget Overview
 July 2023 through June 2024

| | Jul '23 - Jun 24 | |
|---|-------------------------|---|
| Expense | | |
| 50000 · Grant Expenses Restricted | | |
| 50042 · CDFA CUSP Economic Relief Grant | 72,010.00 | |
| 50043 · CDFA WETA | 145,000.00 | |
| 50044 · CDFA Planning Grant CAPGP-23-07 | 96,050.00 | |
| 50045 · CDFA Climate Smart Ag TA | 16,080.00 | |
| 50046 · CDFA Farm to School Incubator | 83,265.00 | |
| 50050 · CARCD WCB | 86,525.00 | |
| 50053 · DOC RFFC Round IIA | 810,410.00 | |
| 50056 · CDFA PHP | 118,873.00 | |
| 50057 · Foodshed (account reserved) | 8,334.00 | |
| 50058 · Carbon Cycle Institute (account | 100,000.00 | |
| 50060 · NRCS IERCD | 12,500.00 | |
| 50070 · CEG - Community Enhancement | 7,900.00 | |
| 50080 · SDRC Fuels | 612,530.00 | |
| 50090 · IRWMP Proposition 84 | 481,490.00 | |
| 50115 · SD Foundation Community Food | 154,167.00 | |
| 50116 · WCB Wildlife Conservation Board | 483,333.00 | |
| 50120 · Port | 14,550.00 | |
| 50122 · CalFire Forest Health | 2,342,400.00 | |
| 50123 · CalFire CARCD Incr Pace & Scale | 159,795.00 | |
| 50124 · CalFire Forest Health Round II | 1,000,000.00 | |
| 50130 · NACD Urban Agriculture Conserva | 28,826.00 | |
| 50140 · SDG&E Pollinators | 1,825.00 | |
| 50145 · SDG&E DSAP | 16,667.00 | |
| 50146 · SDG&E Fuels MOU Expense | 910,000.00 | |
| 50192 · CSA Community Supported Ag | 17,160.00 | |
| 50193 · F2F Farm to Families | 3,333.00 | |
| 52005 · BLM Hermes Butterfly/Zoo (accou | 194,242.00 | |
| 52007 · USFWS Pollinators on Working La | 3,412.00 | |
| 52022 · CalFire County Coordinator | 156,250.00 | |
| Total 50000 · Grant Expenses Restricted | 8,136,927.00 | |
| 53000 · Expenses Unrestricted | | |
| 53005 · Advertising | 5,000.00 | |
| 53035 · Processing Fees | 7,500.00 | |
| 53040 · Bank Fees | 500.00 | |
| 53050 · Depreciation | 58,000.00 | |
| 53060 · Donations, Awards & Scholarship | 15,000.00 | |
| 53070 · Dues & Memberships | 10,000.00 | |
| 53075 · Subscriptions | 250.00 | |
| 53080 · Equipment Leases | 4,000.00 | |
| 53100 · Automobile | | |
| 53110 · Fuel | 2,000.00 | |
| 53120 · Repairs & Maintenance | 5,000.00 | |
| Total 53100 · Automobile | 7,000.00 | |
| 53200 · Unrestricted Exp WWF & Gardens | | |
| 53201 · Wild Willow Farm Rent | 20,000.00 | |
| 53202 · Wild Willow Farm Payroll | 160,000.00 | |
| 53203 · Wild Willow Office Supplies | 600.00 | |
| 53204 · Wild Willow Utilities Gas & Elec | 5,000.00 | |
| 53205 · Wild Willow Telephone | 3,500.00 | |
| 53206 · Wild Willow Trash | 500.00 | |
| 53207 · Wild Willow Propane | 900.00 | |
| 53208 · Wild Willow Processing Fees | 1,600.00 | |
| 53209 · WWF Seeds Soil Compost | 4,600.00 | |
| 53210 · WWF Harvest Supplies | 3,500.00 | |
| 53211 · WWF Irrigation & Fencing | 5,000.00 | |
| 53212 · WWF Teaching and Class Supplies | 4,000.00 | |
| 53213 · WWF Animal Feed & Care | 4,000.00 | |
| 53214 · WWF Tools & Equipment | 5,000.00 | |
| 53215 · WWF Other Misc Exp | 2,000.00 | |
| 53216 · WWF Pest Control | 50.00 | |
| 53290 · TRV Garden | 66,670.00 | * |
| 53291 · Sweetwater Community Garden | 50,000.00 | * |
| Total 53200 · Unrestricted Exp WWF & Gardens | 336,920.00 | |
| | | < Two * items above were not captured in formula on prior approved budget for additional \$116,670 in expense in this category. |

Resource Conservation District of Greater San Diego County
Profit & Loss Budget Overview
 July 2023 through June 2024

| | Jul '23 - Jun 24 | |
|--|-------------------------|---|
| 53900 · Insurance | | |
| 53910 · Auto & General Liability | 46,226.00 | |
| 53920 · In Lieu of Health Insurance | 186,000.00 | |
| 53930 · Workers Compensation | 34,880.00 | |
| Total 53900 · Insurance | 267,106.00 | |
| 54000 · Outside Services | | |
| 54010 · Facility Maintenance & Repairs | 30,000.00 | |
| 54020 · Janitorial | 8,500.00 | |
| 54030 · Landscaping | 22,500.00 | |
| 54040 · Payroll Processing Fees | 6,000.00 | |
| 54050 · Pest Control | 20.00 | |
| 54060 · Website & Computer Maintenance | 42,000.00 | |
| Total 54000 · Outside Services | 109,020.00 | |
| 54070 · Permits & Fees | 450.00 | |
| 54080 · Postage | 700.00 | |
| 54090 · Printing | 1,500.00 | |
| 55000 · Professional Services | | |
| 55010 · Accounting Fees | 15,000.00 | |
| 55020 · Legal Fees | 28,500.00 | |
| 55030 · Professional Services - Other | 15,000.00 | |
| Total 55000 · Professional Services | 58,500.00 | |
| 57000 · Supplies | | |
| 57100 · Conservation Garden & Education | 6,000.00 | |
| 57150 · Discretionary Projects | 132,000.00 | |
| 57200 · Office Supplies | 10,500.00 | |
| 57250 · Team Building and Incentives | 500.00 | |
| 57255 · Staff Uniforms & Merchandising | 5,000.00 | |
| 57300 · Office General | 10,000.00 | |
| Total 57000 · Supplies | 164,000.00 | |
| 59000 · Utilities | | |
| 59100 · Gas & Electric | 22,500.00 | |
| 59200 · Sewer | 1,500.00 | |
| 59300 · Trash | 8,500.00 | |
| 59400 · Water | 9,000.00 | |
| 59500 · Telephones | 30,000.00 | |
| Total 59000 · Utilities | 71,500.00 | |
| 65000 · Travel and Meetings | | |
| 65310 · Training | 10,000.00 | |
| 65320 · Travel Trans, Flights, Mileage | 12,500.00 | |
| 65325 · Hotel Lodging | 7,500.00 | |
| 65330 · Travel Meals | 5,500.00 | |
| Total 65000 · Travel and Meetings | 35,500.00 | |
| 66000 · Payroll Expenses | | |
| 66100 · Gross Payroll | 410,000.00 | |
| 66200 · In Lieu of Social Sec10.5% | 43,050.00 | |
| 66300 · Medicare 1.45% | 5,945.00 | |
| 66400 · FUTA, SDI, ETT, SUI | 12,500.00 | |
| Total 66000 · Payroll Expenses | 471,495.00 | |
| Total 53000 · Expenses Unrestricted | 1,623,941.00 | |
| Total Expense | 9,760,868.00 | |
| Net Ordinary Income | 340,028.00 | |
| Net Income | 340,028.00 | < With corrections in formulas (no changes to individual line item amounts) difference of an additional \$219,080 in net earnings |

Wild Willow Farm

Profit & Loss Budget Overview

July 2023 through June 2024

| | Jul '23 - Jun 24 |
|--|-------------------------|
| Ordinary Income/Expense | |
| Income | |
| 40000 · Grant Income Restricted | |
| 45000 · Income Unrestricted WWF/Gardens | |
| 45001 · Wild Willow Classes & Workshops | 60,000.00 |
| 45002 · Wild Willow Field Trips & Tours | 30,000.00 |
| 45003 · Wild Willow Food Sales CSA | 80,000.00 |
| 45004 · Wild Willow Wholesale Food Sls | 3,500.00 |
| 45005 · Wild Willow Farm Stand Sales | 5,000.00 |
| 45006 · Wild Willow Venue Rental | 7,500.00 |
| 45007 · Wild Willow Farm Donations | 10,000.00 |
| Total 45000 · Income Unrestricted WWF/Garden | 196,000.00 |
| 45500 · Unrestricted Income Other | |
| Total Income | 196,000.00 |
| Gross Profit | 196,000.00 |
| Expense | |
| 50000 · Grant Expenses Restricted | |
| 53200 · Unrestricted Exp WWF & Gardens | |
| 53201 · Wild Willow Farm Rent | 20,000.00 |
| 53202 · Wild Willow Farm Payroll | 160,000.00 |
| 53203 · Wild Willow Office Supplies | 600.00 |
| 53204 · Wild Willow Utilities Gas & Elec | 5,000.00 |
| 53205 · Wild Willow Telephone | 3,500.00 |
| 53206 · Wild Willow Trash | 500.00 |
| 53207 · Wild Willow Propane | 900.00 |
| 53208 · Wild Willow Processing Fees | 1,600.00 |
| 53209 · WWF Seeds Soil Compost | 4,600.00 |
| 53210 · WWF Harvest Supplies | 3,500.00 |
| 53211 · WWF Irrigation & Fencing | 5,000.00 |
| 53212 · WWF Teaching and Class Supplie | 4,000.00 |
| 53213 · WWF Animal Feed & Care | 4,000.00 |
| 53214 · WWF Tools & Equipment | 5,000.00 |
| 53215 · WWF Other Misc Exp | 2,000.00 |
| 53216 · WWF Pest Control | 50.00 |
| Total 53200 · Unrestricted Exp WWF & Gardn | 220,250.00 |
| Total 53000 · Expenses Unrestricted | 220,250.00 |
| Total Expense | 220,250.00 |
| Net Ordinary Income | -24,250.00 |
| Net Income | -24,250.00 |



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

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

Website: www.rcdsandiego.org

Date: June 14, 2023

Agenda Item 6-8: COLA Determination

Discussion / History: At the May Board Meeting, methodology for determining COLA increases for RCD staff was discussed and Board requested that Staff come back with some proposed scenarios.

Attached is a document that outlines options for COLA increases with four scenarios and their impact on the RCD budget.

Financial Impact: Varies depending on the approve scenario.

Staff Recommendation to Board: Staff recommends that the Board selects one of the proposed scenarios for COLA compensation.

The COLA proposed is based upon Consumer Price Index's annually published data from the Bureau of Labor Statistics.

Automatic Cost-Of-Living Adjustments received since 1975

| | |
|----------------------|-------------------------------------|
| July 1975 -- 8.0% | January 2000 -- 2.5% ⁽¹⁾ |
| July 1976 -- 6.4% | January 2001 -- 3.5% |
| July 1977 -- 5.9% | January 2002 -- 2.6% |
| July 1978 -- 6.5% | January 2003 -- 1.4% |
| July 1979 -- 9.9% | January 2004 -- 2.1% |
| July 1980 -- 14.3% | January 2005 -- 2.7% |
| July 1981 -- 11.2% | January 2006 -- 4.1% |
| July 1982 -- 7.4% | January 2007 -- 3.3% |
| January 1984 -- 3.5% | January 2008 -- 2.3% |
| January 1985 -- 3.5% | January 2009 -- 5.8% |
| January 1986 -- 3.1% | January 2010 -- 0.0% |
| January 1987 -- 1.3% | January 2011 -- 0.0% |
| January 1988 -- 4.2% | January 2012 -- 3.6% |
| January 1989 -- 4.0% | January 2013 -- 1.7% |
| January 1990 -- 4.7% | January 2014 -- 1.5% |
| January 1991 -- 5.4% | January 2015 -- 1.7% |
| January 1992 -- 3.7% | January 2016 -- 0.0% |
| January 1993 -- 3.0% | January 2017 -- 0.3% |
| January 1994 -- 2.6% | January 2018 -- 2.0% |
| January 1995 -- 2.8% | January 2019 -- 2.8% |
| January 1996 -- 2.6% | January 2020 -- 1.6% |
| January 1997 -- 2.9% | January 2021 -- 1.3% |
| January 1998 -- 2.1% | January 2022 -- 5.9% |
| January 1999 -- 1.3% | January 2023 -- 8.7% |

Depending upon the % approved by the board, this can be applied directly to the pay scale and potential options for distribution are noted below:

- Scenario 1: COLA Effective on 1/1/2024 for all employees.
- Scenario 2: COLA Effective at the start of the Fiscal Year 7/1/2023.
- Scenario 3: COLA Effective at the start of the current Calendar Year 1/1/2023 in line with the CPI date.
- Scenario 4: A partial flat rate % paid as a one-time stipend and the remainder to the regular pay scale.

For the purposes of discussion, each scenario and its impact are provided.

Our annual payroll is approximately **\$1,060,000**, for purposes of simplicity in calculation, it is used throughout this document.

Of the \$1,060,000 in annual Gross Payroll, approximately **85%** is allocated to grants (\$901K) leaving only about \$159K that is charged to the RCD. Within each of our grant budgets, we have already allowed for approximately 5% per year for COLA increases on staff time).

SCENARIO 1:

Increasing everyone's pay rate by 8% effective 1/1/2024 would provide no retro-pay or COLA relief to staff for the entire 2023 calendar year. The cost of an 8% staff wide increase is approximately \$85,000 but because the start date would be January 2024, we would only be impacted by one-half the cost in the 2023-2024 fiscal year and close to 85% of that increase will be absorbed by the grants.

FYE 6/30/2023 Impact: **\$0**

FYE 6/30/2024 Impact: **\$6,375 to the RCD \$36,125/half year charged to grants**

SCENARIO 2:

Increasing everyone's pay rate by 8% effective 7/1/2023 would provide no retro pay or COLA relief to staff for the first half of 2023. The total impact of an 8% increase still being between \$85-90K for the entire year with the start date in July 2023 is roughly \$72,250 covered by grants and \$12,750 increase to the RCD Payroll Budget.

FYE 6/30/2023 Impact: **\$0**

FYE 6/30/2024 Impact: **\$12,750 to the RCD and \$72,250 charged to grants**

SCENARIO 3:

Increasing everyone's pay rate by 8% effective 1/1/2023 in alignment with the 2023 CPI report would provide 8% retro pay / COLA relief to staff for the first half of 2023 which can be recorded in the current fiscal YE 6/30/2023. That portion would equate to a stipend to the employee of 8% of gross or \$42,520 which would hit RCD payroll during the current fiscal year. We are currently significantly under budget YTD in this category, so it would not cause an overage in the current year's budget. Additionally, the 2023-2024 budget would need an increase of \$12,750 COLA for the RCDs piece for period of 7/1/2023 – 12/31/2023.

FYE 6/30/2023 Impact: **\$42,520**

FYE 6/30/2024 Impact: **\$12,750 to the RCD and \$72,250 charged to grants**

SCENARIO 4:

Providing staff with a partial % as a one-time stipend calculated at 4% effective 1/1/2023 in alignment with the CPI report, for the first half of 2023 would cost the RCD \$21,200 during the current fiscal year. As noted above, we are significantly under budget YTD in this category, so it will not cause an overage in the current year's budget to pay this retroactively. Additionally, the 2023-2024 budget would need an increase of \$12,750 COLA for the RCDs piece for period of 7/1/2023 – 12/31/2023.

FYE 6/30/2023 Impact: **\$21,200**

FYE 6/30/2024 Impact: **\$3,180 to the RCD and \$18,020 charged to grants**

In subsequent years, the Board will approve a COLA % when they finalize the budget annually based on the Consumer Price Index referenced above.



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Date: June 14, 2023

Agenda Item 6-9: Board stipulated performance stipends

Discussion / History: The board of directors at its discretion has historically provided an Annual Performance Stipend for staff following years where financial outcomes were successful. We have just completed our Annual Audit of the financial statements for the fiscal year ending 6/30/2022. We typically complete this audit in October so that by the time this request is presented to the board, the impact is a stipend that staff receives around the Christmas Holiday.

Because our 2022 audit was not performed until January 2023 and not completed until May 2023, we have been unable to provide that audited net income figure for 6/30/2022 until now.

We are very proud to share that our audit confirmed net earnings of \$272,446 for the year, making 2022 the best year on record for the RCD.

We have calculated the stipends for all staff who were working at the RCD during that fiscal year. Prior years’ stipends have been between 1.5% and 2% of staff annual salaries. Both rates are calculated below.

Financial Impact: \$14,476 or \$19,301, depending on the approved percentage

Staff Recommendation to Board: Board vote to approve performance stipends for the Fiscal Year Ended 6/30/2022.

| Board Stipulated Performance Stipends | | | |
|---|---------------|------------------|------------------|
| 2021 - 2022 | | | |
| | Annual Salary | 1.50% | 2.00% |
| Baldrige, Ann | \$ 100,672 | \$ 1,510 | \$ 2,013 |
| Cady, Gregg | \$ 72,800 | \$ 1,092 | \$ 1,456 |
| Graves, Morgan | \$ 59,280 | \$ 889 | \$ 1,186 |
| Hale, Codi | \$ 56,160 | \$ 842 | \$ 1,123 |
| Hanson, Kim | \$ 29,536 | \$ 443 | \$ 591 |
| Hill, Stan | \$ 81,120 | \$ 1,217 | \$ 1,622 |
| Kelley, Chris | \$ 91,520 | \$ 1,373 | \$ 1,830 |
| Kramer, Joel | \$ 70,720 | \$ 1,061 | \$ 1,414 |
| Lloyd, Rachel | \$ 51,418 | \$ 771 | \$ 1,028 |
| Marlow, Heather | \$ 89,440 | \$ 1,342 | \$ 1,789 |
| Maschka, Paul | \$ 23,920 | \$ 359 | \$ 478 |
| Parra, Joanna | \$ 15,600 | \$ 234 | \$ 312 |
| Piacenza-Jones, Cheyanne | \$ 45,760 | \$ 686 | \$ 915 |
| Reiss, Sierra | \$ 59,280 | \$ 889 | \$ 1,186 |
| Rodriguez, Erik | \$ 19,760 | \$ 296 | \$ 395 |
| Sauerman, Joanne | \$ 45,760 | \$ 686 | \$ 915 |
| Tidwell, JJ | \$ 15,600 | \$ 234 | \$ 312 |
| Williamson, Andy | \$ 36,725 | \$ 551 | \$ 735 |
| Total Cost of Performance Incentive Stipends for FYE 6/30/2022 | | \$ 14,476 | \$ 19,301 |
| Audited Net Income FYE 6/30/2022 : \$272,445.93 | | | |

Date: June 14, 2023

Agenda Item 6-10: Proposed new investment account

Discussion / History: District Staff researched the newly formed California Cooperative Liquid Assets Securities System (CLASS), which is a JPA that functions similar to LAIF, but includes features that make it an attractive alternative. Similar to LAIF, CLASS investments are a stable net asset valuation, following California State Code Section 53601, offer same day withdrawals, and feature safe investments which is the primary goal of an investment policy.

The CLASS Prime fund is AAA rated by S&P Global, which represents the highest rating for stability of principal. The asset holdings in this fund have a weighted average maturity of 61 days.

As of February 27, 2023, the Daily Effective Yield in the CLASS Prime Fund was near 4.73%, while the yield for LAIF was 2.71%. LAIF holds assets with an average maturity of 272 days and as a result LAIF has not been able to capitalize on quickly rising interest rates. While yield is not the primary concern of an investment strategy, if all other things are equal, which appears to be the case with LAIF and CLASS, then a higher yield is preferred.

The proposed action is consistent with policies adopted by the Board including the District Investment Policy.

A CLASS Information Statement that reviews CLASS Features and Benefits, is attached. More information can be found at: <https://californiaclass.com/>

Financial Impact: potential to earn a higher return on our investments.

Staff Recommendation to Board: Staff recommends that the District open the CLASS account and invest approximately \$970,000 of funds held in LAIF in the CLASS account. As of 5/26/2023 the LAIF account balance was \$972,117.99

What is California CLASS?

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS offers public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected to optimize interest earnings while maximizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that provides the framework for the investment of public funds.

How is it governed and managed?

California CLASS is overseen and governed by a Board of Trustees. The Board is made up of public agency finance professionals who participate in California CLASS and are members of the Joint Powers Authority (JPA). The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

How can we participate?

Enrolling in California CLASS is simple. Public agencies may become Participants simply by filling out the Participant Registration Form that can be found in the document center on the California CLASS website. Public agencies may submit the completed registration packet to California CLASS Client Services for processing at clientservices@californiaclass.com. To obtain account forms and fund documents, visit www.californiaclass.com/document-center/.

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Participants benefit from the following:

- Same-day availability of funds in Prime Fund (11:00 a.m. PT cut-off)
- Deposits by wire or ACH
- Ratings of 'AAAm' & 'AAAf/S1'
- Prime fund transacts at stable NAV
- Portfolio securities marked-to-market daily
- Secure online access for transactions and account statements
- No withdrawal notices for Prime Fund
- Participant-to-Participant transactions
- Interest accrues daily and pays monthly
- No maximum contributions
- No minimum balance requirements
- No transaction fees*
- Annual audit conducted by independent auditing firm**
- Dedicated client service representatives available via phone or email on any business day

*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from California CLASS for such transactions.
**External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



What are the objectives of California CLASS?

Safety

The primary investment objective of the California CLASS Prime fund is preservation of principal. Both California CLASS portfolios are managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for California CLASS is U.S. Bank, N.A.

Liquidity

When you invest in the California CLASS Prime fund, you have access to your funds on any business day. You must notify California CLASS of your funds transaction requests by 11:00 a.m. PT via the internet or phone. There are no withdrawal notices for the daily-liquid California CLASS Prime fund. Enhanced Cash is a variable NAV fund that provides next-day liquidity and a one-day notification of withdrawal.

Competitive Returns

California CLASS strives to provide competitive returns while adhering to the objectives of safety and liquidity. Participants benefit from the investment expertise and institutional knowledge provided by the team of Public Trust professionals. Portfolio performance is strengthened by the extensive knowledge of California public agency cash flows that the Public Trust team possesses.

Ease of Use

To make cash management streamlined and efficient, California CLASS includes many features that make it easy to access account information and simplify record keeping. Participants can transact on any business day using the California CLASS phone number (877) 930-5213, fax number (877) 930-5214, email clientservices@californiaclass.com or via the California CLASS Online Transaction Portal at www.californiaclass.com.

Flexibility

You may establish multiple California CLASS subaccounts. You will receive comprehensive monthly statements that show all of your transaction activity, interest accruals, and rate summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your records.

Legality

California CLASS only invests in securities permitted by California State Code Section 53601; permitted investments are further restricted to those approved by the Board of Trustees as set forth in the California CLASS Investment Policies.

Have Questions? Contact us or visit www.californiaclass.com for more information.



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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. **Past performance is not an indication of future performance. Any financial and/or investment decision may incur losses.** Please see the Information Statement for further details on the fee calculation and other key aspects about California CLASS. California CLASS Prime is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash is rated by 'AAAf/S1' by FitchRatings. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.



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Date: June 14, 2023

Agenda Item 6-11: New Forestry and Fire Prevention Technical Assistant Position

Discussion / History: We have had two GrizzlyCorps Fellows this term supporting our RFFC program and other Forestry work and have realized that as their term ends, we will be lacking a lot of skills, event and program support with their departure. We would like to create a new full time Technical Assistant Position in the Forestry and Fire Prevention Department, and have one of our current Fellows transition into this role at the end of thier Fellowship.

This positoin would provide much needed support and technical assistance to our community programs, project planning, and impact reporting. This position would also strengthen our Fellowship program by providing mentorship to another GrizzlyCorps Fellow in the next term.

Financial Impact: Pay range for this positon is \$22-\$27/hr and will be covered by grants.

Staff Recommendation to Board: Staff recommends that the Board approve this new position.

Position Description

Forestry and Fire Prevention Technical Assistant

Compensation: \$22.00- \$27.50 / hour + benefits in accordance with RCD Personnel Policies

The Resource Conservation District of Greater San Diego County (RCD) is a non-enterprise special district, governed by Division 9 of the CA State Public Resources Code. The mission of the District is to protect, conserve, and restore our County's natural resources through education and stewardship, information, and technical assistance programs. While staff is employed by the RCSDGSDC, they also work on projects, programs, grants, etc. of the Fire Safe Council of Greater San Diego County, or the Resource Conservation Foundation of Greater San Diego County.

Through the Forestry and Fire Prevention department, RCD develops and manages a wide range of forest health and wildfire resilience projects and programs. The Forestry and Fire Prevention Technical Assistant will work with project partners and communities to ensure that they are connected with resources, funding, and partnership opportunities to manage their lands. The technical assistant will work directly with stakeholders, but also play a crucial role in helping to illustrate the value of the work being done on the ground.

This position is at-will, funding-dependent, and is a full-time (30- 40 hours per week) position, subject to adequate performance reviews, and related to funding availability.

RESPONSIBILITIES

Technical Assistance for Forestry & Fire Prevention Programs

- Assist with coordination, outreach, and assessments for community programs and projects such as defensible space and community fuels reduction, invasive pest management, ignition reduction, home hardening, etc.
- Assist with administration for grants such as tracking participation, tracking budget and outcomes, and helping to tell the story of the project impact.
- Conduct coordination and outreach, and provide resources and support for project planning with RFFC Collaborative participants for landscape projects such as tribal projects, forest management, burning, etc.
- Support planning and coordination of workforce development programs such as NACC and CSA Tribal Fire Stewardship Pathway program.
- Assist with the development and tracking of project progress as needed, including assisting with liaising CWPPs to the Regional Priority Project List, project planning, modeling, and tracking and helping to communicate this information to funders and partners.

Support Grizzly Corps Fellowship

- Provide general support, training, and mentorship to our Grizzly Corps Fellow and other interns as needed.

Assistance with Communications, Meetings, and Events

- Assist County Coordinator in supporting community Fire Safe Councils with programs, projects, and events.
- Create content consistent with the branding and mission and helping to update the FSC/ RCD social media accounts and websites.
- Support facilitation of education workshops throughout the county (Wildland Urban Interface, Last Chance Survival Simulation, and others).
- Assist with facilitation of virtual and in-person meetings as needed (FSC coffee chat and Board meetings, RFFC meetings)
- Assist with organization and facilitation efforts for special events (Volunteer Awards and others)



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QUALIFICATIONS

- Bachelor's Degree or three years related equivalent experience.
- Must have excellent written (including composition, spelling, grammar, and proofreading) and oral communication skills.
- Computer literacy in all MS Office Suite software (Word, Excel, PowerPoint, Access, and Outlook).
- Must enjoy working with the public and can communicate effectively and professionally in written and verbal communication, representing the best interests of the district.
- Ability to handle multiple tasks and prioritize as needed to meet deadlines.
- Ability to meet deadlines and goals effectively, and in a timely manner.
- Must possess a valid California driver's license, and proof of liability insurance.
- Experience with special districts and grant fund accounting preferred, local government and non-profit experience helpful.

Schedule and Location

The Forestry and Fire Prevention Technical Assistant position is located at the Resource Conservation District of Greater San Diego County's office in Lakeside, CA. Most activities take place Mondays – Fridays, typically between 8:00am and 4:30pm, with community events, meetings, and travel sometimes required on evenings and weekends. A schedule will be set upon hire.

Compensation and Benefits

The RCDGSDC offers a competitive salary and benefits package. After successful completion of a 90-day orientation period:

- Health insurance compensation in lieu of health insurance.
- Participation in RCD 457 retirement plan.
- Phone stipend of \$50 per month.
- Ten paid holidays and thirteen days of paid time off (PTO) in your first year of service, rising to eighteen days PTO after the first year (pro-rated for part-time staff).

The RCD is an equal opportunity employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran.