

## **REGULAR BOARD MEETING AGENDA**

Wednesday, July 10, 2024, 11:30AM

RCD Office, 11769 Waterhill Road, Lakeside CA 92040

Link for remote participants: <https://us02web.zoom.us/j/81397447518>

meeting ID: 813 9744 7518

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 June 12, 2024

**4-2** Note and file monthly Treasurer's Reports for May 2024

**4-3** Approve monthly expenses for June 2024

### **5. STAFF PRESENTATION**

**5-1** Presentation on Home Assessment Program

### **6. BOARD ACTION AND DISCUSSION ITEMS**

**6-1** Discuss/Approve: Approval of Preliminary Budget for 2024-25

**6-2** Discuss/Approve: CSDA 2024 Board of Directors Election

**6-3** Discuss/Approve: Resolution 2024-08 to approve Wildfire Resilience Partnership Agreement

**6-4** Discuss/Approve: Biennial Review of Conflict of Interest Code

**6-5** Informational item: Wild Willow Farm update

### **7. STAFF AND OTHER REPORTS**

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

**7-2** Grant Status Spreadsheets (attached)

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

**8-1** CARCD Report

**8-2** Director/Assoc. Director and Other Activity or Committee Reports

**8-3** NRCS Report

### **9. CLOSED SESSION**

**9-1** PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957

Title: Executive Director Evaluation

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

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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.

<b>UPCOMING EVENTS</b>		
RCD Board Meeting	August 14, 2024	TBD
FSC Executive & General Board Meetings	July 11, 2024	TBD
Wild Willow Farm Volunteering	2 <sup>nd</sup> Saturday of the month, 9:30 – 12:00	Wild Willow Farm

<b><u>RCD Board of Directors – June 2024</u></b>	
<b>Don Butz, President</b>	
Marilyn Huntamer, Vice President	Neil Meyer, Director
Maggie Sleeper, Director	Odette Gonzalez, Treasurer
Diane Moss, Director	Michael McGrath, Director
<i>Associate Directors</i>	
D.K. Nasland, Jo MacKenzie, Lance Rogers	

<b>RCD STAFF – June 2024</b>	
Ann Baldrige, Executive Director	Chris Kelley, Financial Director
Heather Marlow, Director of Forestry & Fire Prevention	Joel Kramer, Director of Agricultural Programs
Morgan Dioli, Forestry & Fire Prevention Program Manager	Stan Hill, Forestry & Fire Prevention Projects Manager
Carolina Guia, Forestry & Fire Prevention Technical Assistant	Gregg Cady, Farm Conservation Advisor
Rachel Pettit, SoCal Soil & Water Hub Coordinator (shared position)	Codi Hale, Community Programs Manager
Andy Williamson, Irrigation Technician	Elizabeth Garcia, Ag Programs Coordinator
Daniela Mejia, Community Garden Coordinator	Elizabeth Valdez, Garden Assistant
Areli Perez, Education Manager	Paul Maschka, Regenerative Farming Educator
Erik Rodriguez, Farm Operations Manager	Joannaluz “Joanna” Parra, Farmer
Kacie Wright, Education Coordinator	Joe Lewis, GrizzlyCorps Fellow
Alaina Makowski, Forestry Technical Advisor	Joanne Sauerma, Office Coordinator
John Hendra, Staff Accountant	

RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY

11769 Waterhill Road • Lakeside, CA 92040

Phone: 619-562-0096 • Fax: 619-562-4799

[www.rcdsandiego.org](http://www.rcdsandiego.org) • [www.firesafesdcounty.org](http://www.firesafesdcounty.org)

Wednesday, June 12, 2024, 11:30AM

**8100 La Mesa Blvd Ste 200, La Mesa CA 91942**

Link for remote participants: <https://us02web.zoom.us/j/81397447518>

meeting ID: 813 9744 7518

**DIRECTORS PRESENT:** Marilyn Huntamer, Odette Gonzalez, Neil Meyer, Diane Moss, Maggie Sleeper  
**DIRECTORS ABSENT:** DON BUTZ, MIKE MCGRATH  
**VACANCIES:** None  
**ASSOC. DIRECTORS PRESENT:** Jo MacKenzie  
**ASSOC. DIRECTORS ABSENT:** DK Nasland, Lance Rogers  
**OTHERS PRESENT:** Ann Baldrige, Chris Kelley, Nico Hill, Joanne Sauerman, Joel Kramer, Corey Lacy Asst Council, Heather Marlow

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**

The Board meeting was called to order at 11:35am

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

No additions or changes to Agenda.

Motion/second (Meyer/Sleeper) approved current agenda: Huntamer, Meyer, Sleeper, Moss, Gonzalez Absent: Butz, McGrath

**3. PUBLIC COMMENT**

The public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes. (Gov. Code 54954.3(a)). **There were no requests to speak from members of the public.**

**4. CONSENT CALENDAR**

**4-1** Approval of Regular Meeting Minutes of May 8, 2024

**4-2** Note and file monthly Treasurer's Reports for April 2024

**4-3** Approve monthly expenses for April 2024

Motion/second (Sleeper/Meyer) approved current agenda: Huntamer, Meyer, Sleeper, Moss, Gonzalez Absent: Butz, McGrath

**5. PRESENTATION**

Presentation from Rojas Public Affairs by Zoom with Jason Braude, Jessica, Jaime explaining they can help with grant writing to access funding, marketing, and public relations at the federal and state level. The Board would like to agenda this for a later time with a Strategic Plan.

**6. BOARD ACTION AND DISCUSSION ITEMS**

**6-1** Discuss/Approve: Resolution 2024-07 CalOES Designation of Applicant's Agent

Motion/second (Meyer/Gonzalez) to approve signed Form for Federally Declared Disaster Assistance for TRV /Farm storm application Huntamer, Meyer, Sleeper, Moss, Gonzalez Absent: Butz, McGrath

**6-2** Discuss/Approve: Quotes received for concrete repair work at RCD Lakeside facility

Motion/second (Meyer/Moss) to approve lowest BID DCC Construction Co providing DIR is in place: Huntamer, Meyer, Sleeper, Moss, Gonzalez Absent: Butz, McGrath

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

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**6-3** Informational item: Wild Willow Farm update-update of costs of new site private realtor mostly out of District. Staff looked at areas and will explore agencies to see who we may partnership with or other options. Return property and the infrastructure as unimproved structures. Possible MOU's to legally be out our District. Possible Yearly MOU .

**7. STAFF AND OTHER REPORTS**

**7-1** Executive Director's Staff Report (attached) Neil was disappointed he missed Committee

**7-2** Grant Status Spreadsheets (attached)

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

**8-1** CARCD Report – discussions on New Board members officers have not been announced. Special meeting soon.

**8-2** Budget Committee Report- Budget looks good – Preliminary in new Agenda Packet Fiscal year

**8-3** Director/Assoc. Director and Other Activity or Committee Reports – Jo advised she is seeking re-election

**8-4** NRCS Report – Nico spoke on updates Alaina training with Laptop, Upcoming jobs floating job descriptions. Poster is posted as requested.

**9. CLOSED SESSION**

**9-1** PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957

Title: Executive Director Evaluation

Closed session gave direction to staff.

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**

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Meeting adjourned at 1:01 PM

Respectfully submitted,



Joanne Sauerman, Board Clerk



RCD of Greater San Diego County  
Profit Loss Budget vs. Actual  
May 2024

Ordinary Income/Expense	Jul-May 2024	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Grant Income Restricted</b>				
40041 · CDFA SWEEP TA 23-0684-000	10,314.78	62,362.00	-52,047.22	16.54%
40042 · CDFA CUSP Economic Relief	21,211.24	86,410.00	-65,198.76	24.55%
40043 · CDFA WETA	91,110.86	173,550.00	-82,439.14	52.5%
40044 · CDFA Planning Grant CAPGP-23-07	59,838.13	124,850.00	-65,011.87	47.93%
40045 · CDFA Climate Smart Ag TA	21,606.88	19,650.00	1,956.88	109.96%
40046 · CDFA Farm to School Incubator	69,212.42	99,910.00	-30,697.58	69.28%
40049 · CARCD Monarchs	1,041.84	0.00	1,041.84	100.0%
40050 · CARCD WCB	56,693.14	95,070.00	-38,376.86	59.63%
40052 · DOC SALC	-2,211.62	0.00	-2,211.62	100.0%
40053 · DOC RFFC Round IIA	1,045,578.26	915,805.00	129,773.26	114.17%
40054 · CARCD NRCS Equity Block	0.00	45,000.00	-45,000.00	0.0%
40055 · CARCD NRCS Equity	13,148.74	13,274.00	-125.26	99.06%
40056 · CDFA PHP	8,689.29	123,275.00	-114,585.71	7.05%
40057 · Audubon Ranching	2,513.66	10,000.00	-7,486.34	25.14%
40058 · CARCD Carbon Hub Coordinator	76,479.83	120,000.00	-43,520.17	63.73%
40059 · DOC Climate Smart Land Management	1,758.94	266,507.00	-264,748.06	0.66%
40060 · NRCS IERCD	29,591.85	15,000.00	14,591.85	197.28%
40061 · CARCD NRCS Forestry TA	14,838.45	55,093.00	-40,254.55	26.93%
40064 · NRCS Scaling Up Climate Resilience	41,445.03	75,000.00	-33,554.97	55.26%
40065 · NRCS Conservation Planning	-1,413.45	0.00	-1,413.45	100.0%
40070 · CEG Community Enhancement	9,491.00	9,491.00	0.00	100.0%
40080 · SDRC Fuels	425,776.55	673,880.00	-248,103.45	63.18%
40085 · Parks NACC	371,437.54	422,120.00	-50,682.46	87.99%
40090 · IRWMP Proposition 84	187,287.01	505,575.00	-318,287.99	37.04%
40095 · ZFP Zero Food Print Healthy Soils Block	5,058.90	56,250.00	-51,191.10	8.99%
40115 · SD Foundation Community Food	0.00	185,000.00	-185,000.00	0.0%
40116 · WCB Wildlife Conservation Board Otay Planning	59,801.09	580,000.00	-520,198.91	10.31%
40120 · Port	12,799.62	16,000.00	-3,200.38	80.0%
40122 · CalFire Forest Health Grant	1,603,489.90	2,558,570.00	-955,080.10	62.67%
40123 · CalFire CARCD Increasing Pace & Scale	135,973.49	166,628.00	-30,654.51	81.6%
40124 · CalFire Forest Health Grant Round II	0.00	1,200,000.00	-1,200,000.00	0.0%
40130 · NACD Urban Ag TA	20,050.81	96,982.00	-76,931.19	20.68%
40140 · SDG&E Pollinators	0.00	2,083.00	-2,083.00	0.0%
40145 · SDG&E DSAP	0.00	20,000.00	-20,000.00	0.0%
40146 · SDG&E Fuels MOU	980,632.05	1,100,000.00	-119,367.95	89.15%
40192 · CSA Community Supported Ag	9,622.06	20,592.00	-10,969.94	46.73%
40198 · SD Foundation Community Food Grant	41,185.01	66,664.00	-25,478.99	61.78%
42005 · BLM Hermes Butterfly/Zoo (account reserved)	263.71	213,667.00	-213,403.29	0.12%
42007 · USFWS Pollinators on Working Lands	4,765.02	4,095.00	670.02	116.36%
42020 · CAFSC DSAP	216,767.57	250,000.00	-33,232.43	86.71%
42022 · CalFire County Coordinator	104,107.28	175,000.00	-70,892.72	59.49%
42023 · CA FSC Fiscal Sponsorship EFHGFSC	307.29	0.00	307.29	100.0%
<b>Total 40000 · Grant Income Restricted</b>	<b>5,750,264.17</b>	<b>10,623,353.00</b>	<b>-4,873,088.83</b>	<b>54.13%</b>
<b>45000 · Income Unrestricted WWF &amp; Gardens</b>				
45001 · Wild Willow Classes & Workshops	41,077.67	60,000.00	-18,922.33	68.46%
45002 · Wild Willow Field Trips & Tours	18,165.00	30,000.00	-11,835.00	60.55%
45003 · Wild Willow Food Sales CSA	8,741.40	54,500.00	-45,758.60	16.04%
45004 · Wild Willow Wholesale Food Sales	12,587.65	29,000.00	-16,412.35	43.41%
45005 · Wild Willow Farm Stand Sales	4,230.23	5,000.00	-769.77	84.61%
45006 · Wild Willow Venue Rental	963.00	7,500.00	-6,537.00	12.84%
45007 · Wild Willow Donations	15,515.37	10,000.00	5,515.37	155.15%
45190 · TRV Community Garden	76,090.60	80,000.00	-3,909.40	95.11%
45191 · Sweetwater Community Garden	53,891.34	60,000.00	-6,108.66	89.82%
	<b>231,262.26</b>	<b>336,000.00</b>	<b>-104,737.74</b>	<b>68.83%</b>
<b>45000 · Income - Unrestricted</b>				
45010 · Rent - San Diego River Conserva	32,255.00	35,150.00	-2,895.00	91.76%
45020 · Donations, Awards & Scholarship	10,450.00	12,000.00	-1,550.00	87.08%
45030 · Rebates and Refunds	945.13	300.00	645.13	315.04%
45040 · CLASS & LAIF Interest Income	96,077.39	68,000.00	28,077.39	141.29%
45080 · US Bank Interest	112.55	50.00	62.55	225.1%
45090 · Tax Assessments	411,895.00	410,000.00	1,895.00	100.46%
45095 · Redevelopment Revenue City Tax	12,718.28	12,000.00	718.28	105.99%
45100 · Miscellaneous Income	40,940.54	25,000.00	15,940.54	163.76%

**RCD of Greater San Diego County  
Profit Loss Budget vs. Actual  
May 2024**

45200 · Fee for Service	23,250.00	1,200.00	22,050.00	1,937.5%
45505 · Payroll & Benefits Offset	259,505.89	0.00	259,505.89	100.0%
45000 · Income - Unrestricted - Other	0.00	0.00	0.00	0.0%
<b>Total 45000 · Income - Unrestricted</b>	<b>888,149.78</b>	<b>563,700.00</b>	<b>324,449.78</b>	<b>157.56%</b>
<b>Total Income</b>	<b>6,869,676.21</b>	<b>11,523,053.00</b>	<b>-4,653,376.79</b>	<b>59.62%</b>
<b>Expense</b>				
<b>50000 · Grant Expenses Restricted</b>				
50041 · CDFA SWEEP TA 23-0684-000	8,613.20	51,968.00	-43,354.80	16.57%
50042 · CDFA CUSP Economic Relieft	16,384.18	72,010.00	-55,625.82	22.75%
50043 · CDFA WETA	75,925.72	145,000.00	-69,074.28	52.36%
50044 · CDFA Planning Grant CAPGP-23-07	55,892.11	96,050.00	-40,157.89	58.19%
50045 · CDFA Climate Smart Ag TA	18,049.76	16,080.00	1,969.76	112.25%
50046 · CDFA Farm to School Incubator	57,677.03	83,265.00	-25,587.97	69.27%
50049 · CARCD Monarchs	868.20	0.00	868.20	100.0%
50050 · CARCD WCB	52,421.12	86,525.00	-34,103.88	60.59%
50052 · DOC SALC	3,948.66	0.00	3,948.66	100.0%
50053 · DOC RFFC Round IIA	925,307.38	810,410.00	114,897.38	114.18%
50054 · CARCD NRCS Equity Block	0.00	37,500.00	-37,500.00	0.0%
50055 · CARCD NRCS Equity	10,957.31	11,062.00	-104.69	99.05%
50056 · CDFA PHP	6,958.92	118,873.00	-111,914.08	5.85%
50057 · Audubon Ranching	2,113.26	8,334.00	-6,220.74	25.36%
50058 · Carbon Hub Coordinator	69,832.95	100,000.00	-30,167.05	69.83%
50059 · DOC Climate Smart Land Management	1,591.10	243,430.00	-241,838.90	0.65%
50060 · NRCS IERCD	26,421.30	12,500.00	13,921.30	211.37%
50061 · CARCD NRCS Forester TA	13,489.50	50,085.00	-36,595.50	26.93%
50064 · NRCS Scaling Up Climate Resilience	37,677.30	66,964.00	-29,286.70	56.27%
50070 · CEG Community Enhancement Grant	8,182.98	7,900.00	282.98	103.58%
50080 · SDRC Fuels	397,880.56	612,530.00	-214,649.44	64.96%
50085 · Parks NACC	337,470.49	392,920.00	-55,449.51	85.89%
50090 · IRWMP Proposition 84	180,655.21	481,490.00	-300,834.79	37.52%
50095 · ZFP Zero Food Print Healthy Soils Block	4,516.87	50,223.00	-45,706.13	8.99%
50115 · SD Foundation Community Food Grant	0.00	154,167.00	-154,167.00	0.0%
50116 · WCB Wildlife Conservation Board	53,330.83	483,333.00	-430,002.17	11.03%
50120 · Port	11,636.04	14,550.00	-2,913.96	79.97%
50122 · CalFire Forest Health	1,431,717.53	2,342,400.00	-910,682.47	61.12%
50123 · CalFire CARCD Increasing Pace & Scale	113,182.87	159,795.00	-46,612.13	70.83%
50124 · CalFire Forest Health Round II	0.00	1,000,000.00	-1,000,000.00	0.0%
50130 · NACD Urban Agriculture Conservation	18,125.57	84,556.15	-66,430.58	21.44%
50140 · SDG&E Pollinators	0.00	1,825.00	-1,825.00	0.0%
50145 · SDG&E DSAP	0.00	16,667.00	-16,667.00	0.0%
50146 · SDG&E Fuels MOU	822,193.37	910,000.00	-87,806.63	90.35%
50192 · CSA Community Supported Ag	8,018.38	17,160.00	-9,141.62	46.73%
50193 · F2F Farm to Families	0.00	3,333.00	-3,333.00	0.0%
50198 · SD Foundation Community Food Grant	35,901.04	57,971.00	-22,069.96	61.93%
52005 · BLM Hermes Butterfly/Zoo (account reserved)	235.45	194,242.00	-194,006.55	0.12%
52007 · USFWS Pollinators on Working Lands	3,970.85	3,412.00	558.85	116.38%
52020 · CAFSC DSAP	193,542.50	208,333.00	-14,790.50	92.9%
52022 · CalFire County Coordinator	92,952.92	156,250.00	-63,297.08	59.49%
52023 · CAFSC Fiscal Sponsorship EFHGFSC	2,882.46	0.00	2,882.46	100.0%
<b>Total 50000 · Grant Expenses Restricted</b>	<b>5,100,524.92</b>	<b>9,363,113.15</b>	<b>-4,262,588.23</b>	<b>54.48%</b>
<b>53000 · Expenses Unrestricted</b>				
53005 · Advertising	309.00	5,000.00	-4,691.00	6.18%
53035 · Processing Fees	4,013.47	8,500.00	-4,486.53	47.22%
53040 · Bank Fees	3,771.02	500.00	3,271.02	754.2%
53050 · Depreciation	26,572.28	58,000.00	-31,427.72	45.81%
53060 · Donations, Awards & Scholarship	1,853.10	15,000.00	-13,146.90	12.35%
53070 · Dues & Memberships	8,020.00	10,000.00	-1,980.00	80.2%
53075 · Subscriptions	2,617.33	250.00	2,367.33	1,046.93%
53080 · Equipment Leases	3,051.71	4,000.00	-948.29	76.29%
53100 · Automobile				
53110 · Fuel	-5,143.78	2,000.00	-7,143.78	-257.19%
53120 · Repairs & Maintenance	2,568.83	5,000.00	-2,431.17	51.38%
<b>Total 53100 · Automobile</b>	<b>-2,574.95</b>	<b>7,000.00</b>	<b>-9,574.95</b>	<b>-36.79%</b>
<b>53200 · Unrestricted Expenses WWF &amp; Gardens</b>				
53201 · Wild Willow Farm Rent	18,088.40	20,000.00	-1,911.60	90.44%
53202 · Wild Willow Farm Payroll	167,181.51	180,000.00	-12,818.49	92.88%
53203 · Wild Willow Farm Office Supplies	782.78	600.00	182.78	130.46%
53204 · Wild Willow Farm Utilities	14,909.72	5,000.00	9,909.72	298.19%

RCD of Greater San Diego County  
Profit Loss Budget vs. Actual  
May 2024

53205 · Wild Willow Farm Telephone	2,051.06	3,500.00	-1,448.94	58.6%
53206 · Wild Willow Farm Trash	2,905.48	500.00	2,405.48	581.1%
53207 · Wild Willow Farm Propane & Fuel	1,666.94	900.00	766.94	185.22%
53208 · Wild Willow Farm Processing Fees	1,718.17	1,600.00	118.17	107.39%
53208 · Wild Willow Farm Seeds, Soil & Compost	1,866.72	4,600.00	-2,733.28	40.58%
53210 · Wild Willow Farm Harvest Supplies	359.13	3,500.00	-3,140.87	10.26%
53211 · Wild Willow Farm Irrigation & Fencing	244.48	5,000.00	-4,755.52	4.89%
53212 · Wild Willow Farm Teaching & Class Supplies	8,179.14	4,000.00	4,179.14	204.48%
53213 · Wild Willow Farm Animal Feed & Care	3,355.69	4,000.00	-644.31	83.89%
53214 · Wild Willow Farm Tools & Equipment	5,150.64	5,000.00	150.64	103.01%
53215 · Wild Willow Farm Other Misc Expense	1,473.82	2,000.00	-526.18	73.69%
53216 · Wild Willow Farm Pest Control	0.00	50.00	-50.00	0.0%
53290 · TRV Garden	79,589.79	66,670.00	12,919.79	119.38%
53291 · Sweetwater Garden	59,262.64	50,000.00	9,262.64	118.53%
	<u>368,786.11</u>	<u>356,920.00</u>	<u>11,866.11</u>	<u>103.33%</u>
53900 · Insurance				
53910 · Auto & General Liability	49,519.12	55,000.00	-5,480.88	90.04%
53920 · In Leiu of Health Insurance	136,388.30	186,000.00	-49,611.70	73.33%
53930 · Workers Compensation	17,214.23	34,880.00	-17,665.77	49.35%
Total 53900 · Insurance	<u>203,121.65</u>	<u>275,880.00</u>	<u>-72,758.35</u>	<u>73.63%</u>
54000 · Outside Services				
54010 · Facility Maintenance & Repairs	17,961.41	45,000.00	-27,038.59	39.91%
54020 · Janitorial	6,156.15	8,500.00	-2,343.85	72.43%
54030 · Landscaping	11,275.00	25,000.00	-13,725.00	45.1%
54040 · Payroll Processing Fees	3,151.59	6,000.00	-2,848.41	52.53%
54050 · Pest Control	9.10	20.00	-10.90	45.5%
54060 · Website & Computer Maintenance	27,890.41	42,000.00	-14,109.59	66.41%
Total 54000 · Outside Services	<u>66,443.66</u>	<u>126,520.00</u>	<u>-60,076.34</u>	<u>52.52%</u>
54070 · Permits & Fees	25.00	450.00	-425.00	5.56%
54080 · Postage	467.51	700.00	-232.49	66.79%
54090 · Printing	540.66	1,500.00	-959.34	36.04%
55000 · Professional Services				
55010 · Accounting Fees	13,500.00	15,000.00	-1,500.00	90.0%
55020 · Legal Fees	25,229.75	35,500.00	-10,270.25	71.07%
55030 · Professional Services - Other	29,062.55	15,000.00	14,062.55	193.75%
Total 55000 · Professional Services	<u>67,792.30</u>	<u>65,500.00</u>	<u>2,292.30</u>	<u>103.5%</u>
57000 · Supplies				
57100 · Conservation Garden & Education	1,377.03	6,000.00	-4,622.97	22.95%
57150 · Discretionary Projects	17,483.68	132,000.00	-114,516.32	13.25%
57200 · Office Supplies	5,515.31	10,500.00	-4,984.69	52.53%
57250 · Team Building & Incentives	1,578.27	500.00	1,078.27	315.65%
57255 · Staff Uniforms & Merchandise	572.94	5,000.00	-4,427.06	11.46%
57300 · Office General	3,387.63	10,000.00	-6,612.37	33.88%
Total 57000 · Supplies	<u>29,914.86</u>	<u>164,000.00</u>	<u>-134,085.14</u>	<u>18.24%</u>
59000 · Utilities				
59100 · Gas & Electric	11,803.27	22,500.00	-10,696.73	52.46%
59200 · Sewer	598.96	3,500.00	-2,901.04	17.11%
59300 · Trash	5,853.72	8,500.00	-2,646.28	68.87%
59400 · Water	639.74	9,000.00	-8,360.26	7.11%
59500 · Telephones	20,226.97	30,000.00	-9,773.03	67.42%
Total 59000 · Utilities	<u>39,122.66</u>	<u>73,500.00</u>	<u>-34,377.34</u>	<u>53.23%</u>
65000 · Travel and Meetings				
65310 · Training	4,637.00	10,000.00	-5,363.00	46.37%
65320 · Travel Transportation Flights & Mileage	10,162.81	12,500.00	-2,337.19	81.3%
65325 · Hotel Lodging	5,882.03	15,000.00	-9,117.97	39.21%
65330 · Travel Meals	1,898.58	5,500.00	-3,601.42	34.52%
Total 65000 · Travel and Meetings	<u>22,580.42</u>	<u>43,000.00</u>	<u>-20,419.58</u>	<u>52.51%</u>
66000 · Payroll Expenses				
66100 · Gross Payroll	324,417.43	434,000.00	-109,582.57	74.75%
66200 · In Leiu of Social Security 10.5%	92,464.88	45,570.00	46,894.88	202.91%
66300 · Medicare 1.45%	5,171.33	6,293.00	-1,121.67	82.18%
66400 · FUTA, SDI, ETT, SUI	1,054.19	12,500.00	-11,445.81	8.43%
Total 66000 · Payroll Expenses	<u>423,107.83</u>	<u>498,363.00</u>	<u>-75,255.17</u>	<u>84.9%</u>
Total Expenses Unrestricted	1,269,535.62	1,714,583.00	-445,047.38	74.0%
Total Expense	<u>6,370,060.54</u>	<u>11,077,696.15</u>	<u>-4,707,635.61</u>	<u>57.5%</u>
Net Ordinary Income	499,615.67	445,356.85	54,258.82	112.18%
Net Income	<u>499,615.67</u>	<u>445,356.85</u>	<u>54,258.82</u>	<u>112.18%</u>

RCD of Greater San Diego County  
Balance Sheet  
As of May 31, 2024

	5/31/2024
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · US Bank Checking	132,087.32
10020 · Petty Cash	400.00
10030 · LAIF	12,839.17
10040 · CLASS	1,658,607.72
Total Checking/Savings	1,803,934.21
Accounts Receivable	
12000 · Accounts Receivable	
12001 · RCD Foundation	2.87
12002 · DOC SALC	0.00
12003 · USFWS	3,383.30
12004 · NRCS IERCD	0.00
12006 · NRCS Scaling Up Climate Resilient	15,878.89
12007 · NACD Urban Ag TA	0.00
12009 · CDFA Farm to School Incubator	0.00
12010 · CDFA CUSP Economic Relief Grant	0.00
12011 · CARCD	51,592.17
12012 · CalFire County Coordinator	0.00
12013 · CDFA SWEEP TA	0.00
12014 · CDFA Climate Smart Ag TA	0.00
12015 · CDFA WETA 21-0881-000-SG	0.00
12016 · CDFA CAPGP Planning	10,000.00
12019 · DOC RFFC Round IIA	368,267.14
12020 · Fire Safe Council of San Diego	-1,075.53
12021 · San Diego River Conservancy	0.00
12022 · CalFire Forest Health Grant	978,531.20
12023 · Wild Willow Field Trips and Tours	3,732.50
12024 · Wild Willow Classes and Workshops	1,605.00
12025 · Wild Willow AG & CSA Sales	0.00
12026 · Miscellaneous Receivables	23,217.90
12028 · CalFire CARCD Increasing Pace & Scale	14,489.96
12029 · Audubon Ranching	0.00
12030 · Port District	0.00
12031 · WCB Wildlife Conservation Board	25,477.39
12032 · Parks NACC	177,984.81
12035 · ZFP Healthy Soils Program	2,129.36
12038 · CAFSC DSAP	0.00
12046 · CDFA PHP	3,025.79
12051 · Prop 84	192,326.93
12060 · Tijuana River Valley Community	7,099.54
12090 · Sweetwater Community Garden	293.84
Total 12000 · Accounts Receivable	1,877,963.06
Total Accounts Receivable	1,877,963.06
Other Current Assets	
12005 · Undeposited Funds	0.00
12500 · Lease Recievable	171,468.00
12600 · Property Tax Receivable	2,791.07
13000 · Prepaid Expenses	6,007.36
Total Other Current Assets	180,266.43
Total Current Assets	3,862,163.70
Fixed Assets	
14000 · Accumulated Depreciation	
14020 · Building	505,000.00
14040 · Building Improvements	572,981.67
14060 · Furniture & Equipment	53,049.42
14080 · Land	110,000.00
14090 · Vehicles	76,537.22
14000 · Accumulated Depreciation - Other	-544,049.24

RCD of Greater San Diego County  
Balance Sheet  
As of May 31, 2024

	<u>5/31/2024</u>
Total 14000 · Accumulated Depreciation	773,519.07
Total Fixed Assets	<u>773,519.07</u>
<b>TOTAL ASSETS</b>	<b><u>4,635,682.77</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	104,889.33
Total Accounts Payable	<u>104,889.33</u>
Other Current Liabilities	
21000 · Deferred Compensation	0.00
21010 · Refundable Deposits on Garden Plots	32,423.67
21020 · Deferred Revenue	749,675.96
21045 · Accounts Payable Accrual	0.00
21060 · Vacation Accrual	51,163.23
25000 · DIR Leases	160,205.00
Total Other Current Liabilities	<u>993,467.86</u>
Total Current Liabilities	<u>1,098,357.19</u>
Total Liabilities	1,098,357.19
Equity	
30000 · Administration Operations Reserve	1,040,000.00
30020 · Capital Improvements Facility Reserve	100,000.00
30030 · Economic Stability Reserve	27,260.00
30040 · Technology Reserve	15,896.07
30080 · Discretionary Project Reserve	50,000.00
30091 · Fleet Reserve	50,000.00
30092 · General Fund Balance	203,503.09
30093 · Investment in Fixed Assets	865,461.00
32000 · Retained Earnings	301,421.21
32020 · Unrestricted Net Assets	384,176.54
Net Income	499,607.67
Total Equity	<u>3,537,325.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>4,635,682.77</u></b>

# RCD of Greater San Diego County

## Profit & Loss

May 31, 2024

May'24

Ordinary Income/Expense

Income

40000 · Grant Income Restricted

40041 · CDFA SWEEP TA 23-0684-000	1,047.28
40042 · CDFA CUSP Economic Relief Grant	2,020.65
40043 · CDFA WETA	6,736.45
40044 · CDFA Planning Grant CAPGP	5,360.48
40045 · CDFA Climate Smart Ag TA	352.69
40046 · CDFA Farm to School Incubator	2,282.76
40049 · CARCD Monarchs	0.00
40050 · CARCD WCB	3,414.52
40052 · DOC SALC	0.00
40053 · DOC RFFC Round IIA	29,616.30
40055 · CARCD NRCS Equity Grant	0.00
40056 · CDFA PHP	851.68
40057 · Audubon Ranching	2,016.79
40058 · CARCD Carbon Hub Coordinator	10,443.75
40059 · DOC Climate Smart Land Management	1,758.94
40060 · NRCS IERCD	0.00
40061 · CARCD NRCS Forestry TA	6,619.80
40064 · NRCS Scaling Up Climate Resilience	7,205.93
40065 · NRCS Conservation Planning	0.00
40070 · Community Enhancement Grant CEG	0.00
40080 · SDRC Fuels	0.00
40085 · Parks NACC	46,852.73
40090 · IRWMP Proposition 84	0.00
40095 · ZFP Zero Food Print Healthy Soils Block	1,162.27
40116 · WCB Wildlife Conservation Board	30,264.48
40120 · Port	786.72
40122 · CalFire Forest Health Grant	73,787.00
40123 · CalFire CARCD Increasing Pace & Scale	27,219.72
40130 · NACD TA	2,810.69
40146 · SDG&E Fuels MOU	98,625.87
40192 · CSA Community Supported Ag	95.40
40198 · SD Foundation Community Food	4,125.84
42005 · BLM Hermes Copper Butterfly	263.71
42007 · USFWS Pollinators on Working Lands	525.36
42020 · CAFSC DSAP	109,130.16
42022 · CalFire County Coordinator	14,439.36

Total 40000 · Grant Income Restricted	489,817.33
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45000 · Income Unrestricted WWF/Gardens

45001 · Wild Willow Classes & Workshops	199.00
45002 · Wild Willow Field Trips & Tours	550.00
45003 · Wild Willow Food Sales CSA	0.00

# RCD of Greater San Diego County

## Profit & Loss

May 31, 2024

	May'24
45004 · Wild Willow Wholesale Food Sales	298.00
45005 · Wild Willow Farm Stand Sales	49.00
45006 · Wild Willow Venue Rental	100.00
45007 · Wild Willow Donation	0.00
45190 · TRV Community Garden	-4,877.10
45191 · Sweetwater Community Garden	-641.25
<b>Total 45000 · Income Unrestricted WWF/Gardens</b>	<b>-4,322.35</b>
<b>45000 · Income - Unrestricted</b>	
45010 · Rent	3,037.00
45020 · Donations	10,000.00
45025 · WWF Donations	0.00
45030 · Rebates & Refunds	506.67
45040 · LAIF & CLASS Interest	7,720.03
45080 · US Bank Interest	23.25
45090 · Tax Assessments	45,244.00
45095 · Redevelopment Revenue	0.00
45100 · Misc Income	0.00
45200 · Fee for Service	0.00
45505 · Payroll & Benefits Offset	40,503.66
<b>Total 45000 · Income - Unrestricted</b>	<b>107,034.61</b>
<b>Total Income</b>	<b>592,529.59</b>
<b>Expense</b>	
<b>50000 · Grant Expenses Restricted</b>	
50041 · CDFA SWEEP TA 23-0684	872.73
50042 · CDFA CUSP Economic Relief Grant	1,554.35
50043 · CDFA WETA	5,613.71
50044 · CDFA Planning Grant CAPGP-23-07	4,467.07
50045 · CDFA Climate Smart Ag TA	293.91
50046 · CDFA Farm to School Incubator	1,902.30
50049 · CARCD Monarchs	0.00
50050 · CARCD WCB	2,845.44
50052 · DOC SALC	0.00
50053 · DOC RFFC Round IIA	26,207.67
50055 · CARCD NRCS Equity	0.00
50056 · CDFA PHP	688.85
50057 · Audubon Ranching	1,680.66
50058 · CARCD Carbon Hub Coordinator	9,576.29
50059 · DOC Climate Smart Land Management	1,591.10
50060 · NRCS IERCD	0.00
50061 · CARCD NRCS Forestry TA	6,018.00
50064 · NRCS Scaling Up Climate Resilience	6,550.84
50070 · Community Enhancement Grant CEG	0.00
50080 · SDRC Fuels	0.00

# RCD of Greater San Diego County

## Profit & Loss

May 31, 2024

	May'24
50085 · Parks NACC	42,593.39
50090 · IRWMP Proposition 84	0.00
50095 · ZFP Zero Food Print Healthy Soils Block	1,037.74
50116 · WCB Wildlife Conservation Board	27,021.86
50120 · Port	715.20
50122 · CalFire Forest Health Grant	65,881.25
50123 · CalFire CARCD Increasing Pace & Scale	22,683.10
50130 · NACD Urban Ag TA	2,510.78
50146 · SDG&E Fuels MOU	82,188.22
50192 · CSA Community Supported Ag	79.50
50198 · SD Foundation Community Food	3,587.69
52005 · BLM Hermes Copper Butterfly	235.45
52007 · USFWS Pollinators on Working Lands	437.80
52020 · CAFSC DSAP	97,437.66
52022 · CalFire County Coordinator	12,892.29
<b>Total 50000 · Grant Expenses Restricted</b>	<b>429,164.85</b>
<b>53000 · Expenses Unrestricted</b>	
53005 · Advertising	0.00
53035 · Processing Fees	348.53
53040 · Bank Fees	1,198.51
53050 · Depreciation	1,977.91
53060 · Donations, Awards & Scholarships	750.00
53070 · Dues & Memberships	0.00
53075 · Subscriptions	357.16
53080 · Equipment Leases	274.19
53100 · Automobile	
53110 · Fuel	-990.28
53120 · Repairs & Maintenance	1,216.48
<b>Total 53100 · Automobile</b>	<b>226.20</b>
<b>53200 · Unrestricted Expense WWF &amp; Gardens</b>	
53201 · Wild Willow Farm Rent	1,644.40
53202 · Wild Willow Farm Payroll	17,892.73
53203 · Wild Willow Farm Office Supplies	273.38
53204 · Wild Willow Farm Utilities	1,596.36
53205 · Wild Willow Farm Telephone	176.70
53206 · Wild Willow Farm Trash	70.00
53207 · Wild Willow Farm Propane & Fuel	54.58
53208 · Wild Willow Farm Processing Fees	0.64
53208 · Wild Willow Farm Seeds, Soil & Compost	0.00
53210 · Wild Willow Farm Harvest Supplies	0.00
53211 · Wild Willow Farm Irrigation & Fencing	0.00
53212 · Wild Willow Farm Teaching & Class Supplies	1,570.85
53213 · Wild Willow Farm Animal Feed & Care	169.55
53214 · Wild Willow Farm Tools & Equipment	81.75



# RCD of Greater San Diego County

## Profit & Loss

May 31, 2024

	May'24
53215 · Wild Willow Farm Other Misc Expense	424.08
53216 · Wild Willow Farm Pest Control	0.00
53290 · TRV Garden	4,242.74
53291 · Sweetwater Garden	6,453.22
	34,650.98
53900 · Insurance	
53910 · Auto & General Liability	4,497.42
53920 · In Leiu of Health Insurance	13,031.20
53930 · Workers Compensation	1,302.64
Total 53900 · Insurance	18,831.26
54000 · Outside Services	
54010 · Facility Maintenance & Repairs	0.00
54020 · Janitorial	559.65
54030 · Landscaping	1,025.00
54040 · Payroll Processing Fees	351.96
54050 · Pest Control	0.00
54060 · Website & Computer Maintenance	1,983.99
Total 54000 · Outside Services	3,920.60
54070 · Permit	0.00
54080 · Postage	22.67
54090 · Printing	-59.83
55000 · Professional Services	
55010 · Accounting Fees	0.00
55020 · Legal Fees	915.00
55030 · Professional Services - Other	5,428.83
Total 55000 · Professional Services	6,343.83
57000 · Supplies	
57100 · Conservation Garden & Education	324.33
57150 · Discretionary Projects	3,365.81
57200 · Office Supplies	693.49
57250 · Team Building & Incentives	295.37
57255 · Staff Uniforms & Merchandising	134.14
57300 · Office General	47.91
Total 57000 · Supplies	4,861.05
59000 · Utilities	
59100 · Gas & Electric	782.45
59200 · Sewer	0.00
59300 · Trash	610.62
59400 · Water	0.00
59500 · Telephones	2,218.26
Total 59000 · Utilities	3,611.33
65000 · Travel and Meetings	
65310 · Training	0.00

RCD of Greater San Diego County

Profit & Loss

May 31, 2024

	<u>May'24</u>
65320 · Travel Transportation, Flights & Mileage	652.87
65325 · Hotel Lodging	403.40
65330 · Travel Meals	109.91
Total 65000 · Travel and Meetings	<u>1,166.18</u>
66000 · Payroll Expenses	
66100 · Gross Payroll	29,190.92
66200 · In Lieu of Social Security 10.5%	15,908.94
66300 · Medicare 1.45%	423.28
66400 · FUTA, SDI, ETT, SUI	0.00
Total 66000 · Payroll Expenses	<u>45,523.14</u>
Total Expense	<u>53,168.56</u>
Net Ordinary Income	<u>39,361.03</u>
Net Income	<u><u>39,361.03</u></u>

RCD of Greater San Diego County  
Reconciliation Summary  
US Bank-General Checking, Period Ending 5/31/2024

	<b><u>May 31, 24</u></b>
<b>Beginning Balance</b>	461,627.97
<b>Cleared Transactions</b>	
<b>Checks and Payments - 121 items</b>	-607,596.29
<b>Deposits and Credits - 43 items</b>	453,977.56
<b>Total Cleared Transactions</b>	<b><u>-153,618.73</u></b>
<b>Cleared Balance</b>	<b><u><u>308,009.24</u></u></b>
<b>Uncleared Transactions</b>	
<b>Checks and Payments - 36 items</b>	-227,139.91
<b>Deposits and Credits - 5 items</b>	51,217.99
<b>Total Uncleared Transactions</b>	<b><u>-175,921.92</u></b>

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 5/31/2024

	Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance							461,627.97
Cleared Transactions							
Checks and Payments - 121 items							
	Check	01/09/2024	14034	Mark Valen C32	Ö	-165.00	-165.00
	Check	01/09/2024	14033	Mark Valen C31	Ö	-165.00	-330.00
	Bill Pmt -Check	04/02/2024	14383	The Patriot Group	Ö	-21,470.00	-21,800.00
	Bill Pmt -Check	04/02/2024	14376	Paul Maschka	Ö	-50.00	-21,850.00
	Bill Pmt -Check	04/22/2024	14439	Pope Tree Service	Ö	-44,400.00	-66,250.00
	Bill Pmt -Check	04/22/2024	14447	U.S. Bancorp Service Center, Inc	Ö	-13,122.28	-79,372.28
	Bill Pmt -Check	04/22/2024	14446	U.S. Bancorp Service Center, Inc	Ö	-11,115.10	-90,487.38
	Bill Pmt -Check	04/22/2024	14440	San Diego Audubon Society	Ö	-6,197.02	-96,684.40
	Bill Pmt -Check	04/22/2024	14434	Academy Backflow Service, Inc	Ö	-1,447.91	-98,132.31
	Bill Pmt -Check	04/22/2024	14438	LaLa Tacos	Ö	-647.70	-98,780.01
	Bill Pmt -Check	04/23/2024	14449	Upper San Luis Rey RCD	Ö	-4,000.00	-102,780.01
	Check	04/25/2024	14450	Rebecca Sanchez	Ö	-100.00	-102,880.01
	Bill Pmt -Check	04/29/2024	14457	Lincoln Financial	Ö	-19,643.58	-122,523.59
	Bill Pmt -Check	04/29/2024	14453	Green Leaf Tree Care, Inc.	Ö	-2,000.00	-124,523.59
	Bill Pmt -Check	04/29/2024	14455	ITCM	Ö	-1,982.00	-126,505.59
	Bill Pmt -Check	04/29/2024	14460	United Site Services	Ö	-660.00	-127,165.59
	Bill Pmt -Check	04/29/2024	14456	JMB Sanitation	Ö	-279.55	-127,445.14
	Bill Pmt -Check	04/29/2024	14452	Diamond Environmental Service	Ö	-253.13	-127,698.27
	Bill Pmt -Check	04/29/2024	14463	Wallace Laboratories, Inc	Ö	-240.00	-127,938.27
	Check	04/29/2024	14464	Carlos Renteria	Ö	-155.00	-128,093.27
	Bill Pmt -Check	04/30/2024	14459	Quench USA Inc	Ö	-47.91	-128,141.18
	General Journal	04/30/2024		Venmo Processing Fees	Ö	-20.93	-128,162.11
	General Journal	04/30/2024		PayPal Processing Fees	Ö	-15.03	-128,177.14
	Bill Pmt -Check	05/01/2024	14473	County of San Diego	Ö	-1,644.40	-129,821.54
	Bill Pmt -Check	05/01/2024	14471	Classic Landscape & Horticultur	Ö	-1,025.00	-130,846.54
	Bill Pmt -Check	05/01/2024	14488	Rachel Pettitt	Ö	-392.01	-131,238.55
	Bill Pmt -Check	05/01/2024	14472	Codi Hale	Ö	-279.84	-131,518.39
	Bill Pmt -Check	05/01/2024	14479	Heather Marlow	Ö	-255.88	-131,774.27
	Bill Pmt -Check	05/01/2024	14485	Lakeside Water District	Ö	-188.29	-131,962.56
	Bill Pmt -Check	05/01/2024	14489	Stan Hill	Ö	-186.68	-132,149.24
	Bill Pmt -Check	05/01/2024	14484	Kacie Wright	Ö	-186.19	-132,335.43
	Bill Pmt -Check	05/01/2024	14475	Eli Valdez	Ö	-155.99	-132,491.42
	Bill Pmt -Check	05/01/2024	14476	Elizabeth Garcia	Ö	-144.30	-132,635.72
	Bill Pmt -Check	05/01/2024	14478	Gregg Cady	Ö	-87.98	-132,723.70
	Bill Pmt -Check	05/01/2024	14465	Alaina Makowski	Ö	-74.79	-132,798.49
	Bill Pmt -Check	05/01/2024	14486	Morgan Dioli	Ö	-50.00	-132,848.49
	Bill Pmt -Check	05/01/2024	14487	Paul Maschka	Ö	-50.00	-132,898.49
	Bill Pmt -Check	05/01/2024	14474	Daniela Mejia	Ö	-50.00	-132,948.49
	Bill Pmt -Check	05/01/2024	14466	Andy Williamson	Ö	-50.00	-132,998.49
	Bill Pmt -Check	05/01/2024	14481	Joe Lewis	Ö	-50.00	-133,048.49
	Bill Pmt -Check	05/01/2024	14469	Carolina Guia	Ö	-50.00	-133,098.49
	Bill Pmt -Check	05/01/2024	14470	Chris Kelley	Ö	-50.00	-133,148.49
	Bill Pmt -Check	05/01/2024	14483	John Hendra	Ö	-50.00	-133,198.49
	Bill Pmt -Check	05/01/2024	14482	Joel Kramer	Ö	-50.00	-133,248.49
	General Journal	05/01/2024		Venmo Processing Fees	Ö	-3.05	-133,251.54
	Bill Pmt -Check	05/02/2024	14496	Thomas J. Smith	Ö	-3,145.00	-136,396.54
	Bill Pmt -Check	05/02/2024	14495	Jennifer MacDonald	Ö	-2,590.00	-138,986.54
	Bill Pmt -Check	05/02/2024	14492	Dominick J. Chapparosa Jr.	Ö	-1,600.00	-140,586.54
	Bill Pmt -Check	05/02/2024	14491	Andrew Leyva	Ö	-1,400.00	-141,986.54
	Bill Pmt -Check	05/02/2024	14493	Gary Connor McVey	Ö	-1,400.00	-143,386.54
	Bill Pmt -Check	05/02/2024	14498	Warren Paipa	Ö	-1,200.00	-144,586.54
	Bill Pmt -Check	05/02/2024	14490	Albert D. Quihuis	Ö	-1,000.00	-145,586.54
	Bill Pmt -Check	05/02/2024	14497	Wanish Tortes-McGinnis	Ö	-800.00	-146,386.54
	Bill Pmt -Check	05/02/2024	14494	Henry D. Najera	Ö	-600.00	-146,986.54
	Bill Pmt -Check	05/02/2024	14499	Cullen Riley Smith	Ö	-200.00	-147,186.54
	General Journal	05/03/2024		Transfer to CLASS Account	Ö	-200,000.00	-347,186.54
	General Journal	05/03/2024		Credit Card Processing Fees	Ö	-278.05	-347,464.59
	General Journal	05/03/2024		ADP Payroll Processing Fees	Ö	-103.81	-347,568.40
	General Journal	05/03/2024		Authnet Gateway Processing Fe	Ö	-21.15	-347,589.55
	Bill Pmt -Check	05/06/2024	14508	Southland Forest Management	Ö	-38,000.00	-385,589.55
	Bill Pmt -Check	05/06/2024	14509	Summit Fleet Mgmt.	Ö	-3,070.88	-388,660.43
	Bill Pmt -Check	05/06/2024	14507	SoCo Group Inc.	Ö	-745.72	-389,406.15
	Bill Pmt -Check	05/06/2024	14511	Waste Management	Ö	-610.62	-390,016.77
	Bill Pmt -Check	05/06/2024	14510	United Site Services	Ö	-576.00	-390,592.77
	Bill Pmt -Check	05/06/2024	14504	Pacific Building Maintenance	Ö	-559.65	-391,152.42
	Bill Pmt -Check	05/06/2024	14501	Cox Communications	Ö	-365.53	-391,517.95
	Bill Pmt -Check	05/06/2024	14500	California American Water	Ö	-292.30	-391,810.25
	Bill Pmt -Check	05/06/2024	14506	SDG&E	Ö	-175.08	-391,985.33
	Bill Pmt -Check	05/07/2024	14515	EDCO Disposal Corporation	Ö	-403.87	-392,389.20
	Bill Pmt -Check	05/07/2024	14516	EDCO Disposal Corporation	Ö	-114.02	-392,503.22
	Bill Pmt -Check	05/07/2024	14517	Wallace Laboratories, Inc	Ö	-95.00	-392,598.22

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 5/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	05/07/2024		Misc fees	0	-0.10	-392,598.32
General Journal	05/08/2024		Gross Payroll	0	-46,475.97	-439,074.29
General Journal	05/08/2024		Payroll Taxes	0	-11,582.14	-450,656.43
General Journal	05/10/2024		Refunded CSA	0	-120.00	-450,776.43
Bill Pmt -Check	05/13/2024	14521	Empowerment Works Inc	0	-25,480.00	-476,256.43
Bill Pmt -Check	05/13/2024	14528	Pope Tree Service	0	-10,800.00	-487,056.43
Bill Pmt -Check	05/13/2024	14522	Green Tree Forest Service	0	-5,610.00	-492,666.43
Bill Pmt -Check	05/13/2024	14529	Sweetwater Authority	0	-3,152.58	-495,819.01
Bill Pmt -Check	05/13/2024	14519	American Red Cross	0	-2,067.00	-497,886.01
Bill Pmt -Check	05/13/2024	14525	LaLa Tacos	0	-1,943.08	-499,829.09
Bill Pmt -Check	05/13/2024	14520	California American Water	0	-1,553.89	-501,382.98
Bill Pmt -Check	05/13/2024	14518	Academy Backflow Service, Inc	0	-943.67	-502,326.65
Bill Pmt -Check	05/13/2024	14532	Stan Hill	0	-853.25	-503,179.90
Bill Pmt -Check	05/13/2024	14523	Heather Marlow	0	-702.77	-503,882.67
Bill Pmt -Check	05/13/2024	14534	Village Awards & Engraving	0	-377.09	-504,259.76
Bill Pmt -Check	05/13/2024	14527	Office Depot	0	-227.24	-504,487.00
Check	05/13/2024	14533	CA Academy of Nutrition and Di	0	-100.00	-504,587.00
Bill Pmt -Check	05/15/2024	14543	Thomas J. Smith	0	-2,960.00	-507,547.00
Bill Pmt -Check	05/15/2024	14545	Wanish Tortes-McGinnis	0	-1,780.00	-509,327.00
Bill Pmt -Check	05/15/2024	14539	Gary Connor McVey	0	-1,600.00	-510,927.00
Bill Pmt -Check	05/15/2024	14538	Dominick J. Chapparosa Jr.	0	-1,600.00	-512,527.00
Bill Pmt -Check	05/15/2024	14535	Albert D. Quihuis	0	-1,400.00	-513,927.00
Bill Pmt -Check	05/15/2024	14546	Warren Paipa	0	-1,400.00	-515,327.00
Bill Pmt -Check	05/15/2024	14540	Henry D. Najera	0	-1,200.00	-516,527.00
Bill Pmt -Check	05/15/2024	14544	Toyota Certified Center of Sante	0	-1,199.48	-517,726.48
General Journal	05/15/2024		Analysis Fees	0	-1,198.51	-518,924.99
Bill Pmt -Check	05/15/2024	14536	Andrew Leyva	0	-1,000.00	-519,924.99
Bill Pmt -Check	05/15/2024	14542	McDougal Love Boehmer Foley	0	-915.00	-520,839.99
Bill Pmt -Check	05/15/2024	14537	Diamond Environmental Service	0	-279.82	-521,119.81
Bill Pmt -Check	05/16/2024	14547	U.S. Bancorp Service Center, Inc	0	-11,723.14	-532,842.95
General Journal	05/17/2024		ADP Payroll Processing Fees	0	-105.31	-532,948.26
Bill Pmt -Check	05/20/2024	14551	San Diego County Water Author	0	-4,903.83	-537,852.09
Bill Pmt -Check	05/20/2024	14558	Jennifer MacDonald	0	-2,960.00	-540,812.09
Bill Pmt -Check	05/20/2024	14550	Pope Tree Service	0	-2,400.00	-543,212.09
Bill Pmt -Check	05/20/2024	14553	SoCo Group Inc.	0	-1,191.56	-544,403.65
Bill Pmt -Check	05/20/2024	14557	U.S. Bancorp Service Center, Inc	0	-836.90	-545,240.55
Bill Pmt -Check	05/20/2024	14552	SDG&E	0	-782.45	-546,023.00
General Journal	05/20/2024		GoTo Communications	0	-525.00	-546,548.00
Bill Pmt -Check	05/20/2024	14556	U.S. Bancorp Service Center, Inc	0	-518.88	-547,066.88
Bill Pmt -Check	05/20/2024	14549	JMB Sanitation	0	-279.55	-547,346.43
General Journal	05/20/2024		Venmo Processing Fees	0	-8.56	-547,354.99
General Journal	05/22/2024		Gross Payroll	0	-47,738.45	-595,093.44
General Journal	05/22/2024		Payroll Taxes	0	-11,930.76	-607,024.20
General Journal	05/22/2024		PayPal Processing Fees	0	-19.19	-607,043.39
Check	05/24/2024	14561	Kayla Robinson	0	-127.50	-607,170.89
Bill Pmt -Check	05/28/2024	14564	First Citizens Bank	0	-274.19	-607,445.08
General Journal	05/28/2024		ADP Payroll Processing Fees	0	-37.53	-607,482.61
General Journal	05/29/2024		Venmo Processing Fees	0	-6.83	-607,489.44
General Journal	05/29/2024		PayPal Processing Fees	0	-1.54	-607,490.98
General Journal	05/31/2024		ADP Payroll Processing Fees	0	-105.31	-607,596.29
Total Checks and Payments					-607,596.29	-607,596.29
<b>Deposits and Credits - 43 items</b>						
Bill Pmt -Check	11/20/2023	13823	CDFA 90054	0	0.00	0.00
Bill Pmt -Check	12/01/2023	13863	Eli Valdez	0	0.00	0.00
Bill Pmt -Check	12/21/2023	13957	Henry D. Najera	0	0.00	0.00
Bill Pmt -Check	01/11/2024	14074	JJ Tidwell	0	0.00	0.00
General Journal	03/19/2024			0	14.62	14.62
Deposit	03/25/2024			0	150.00	164.62
Bill Pmt -Check	04/29/2024	14461	William Ogaz	0	0.00	164.62
General Journal	04/30/2024			0	25.00	189.62
General Journal	04/30/2024			0	84.00	273.62
Deposit	04/30/2024			0	952.00	1,225.62
General Journal	05/01/2024			0	125,000.00	126,225.62
Deposit	05/03/2024			0	435.00	126,660.62
Bill Pmt -Check	05/06/2024	14502	EDCO Disposal Corporation	0	0.00	126,660.62
General Journal	05/06/2024			0	120.00	126,780.62
General Journal	05/06/2024			0	264.00	127,044.62
Deposit	05/06/2024			0	87,500.00	214,544.62
General Journal	05/07/2024			0	0.12	214,544.74
Deposit	05/07/2024			0	155.45	214,700.19
Deposit	05/08/2024			0	141.00	214,841.19
Deposit	05/13/2024			0	16,957.90	231,799.09
Bill Pmt -Check	05/15/2024	14541	Jennifer MacDonald	0	0.00	231,799.09
General Journal	05/15/2024			0	100.00	231,899.09

RCD of Greater San Diego County  
Reconciliation Detail  
US Bank-General Checking, Period Ending 5/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	05/20/2024			0	440.00	232,339.09
General Journal	05/20/2024			0	14,184.22	246,523.31
Deposit	05/20/2024			0	15,362.61	261,885.92
Deposit	05/22/2024			0	718.00	262,603.92
Deposit	05/24/2024			0	117.00	262,720.92
General Journal	05/24/2024			0	661.25	263,382.17
General Journal	05/24/2024			0	100,000.00	363,382.17
General Journal	05/28/2024			0	7.00	363,389.17
General Journal	05/28/2024			0	10.00	363,399.17
General Journal	05/28/2024			0	15.00	363,414.17
General Journal	05/28/2024			0	1,550.00	364,964.17
Deposit	05/28/2024			0	1,565.34	366,529.51
Deposit	05/28/2024			0	29,701.53	396,231.04
Deposit	05/29/2024			0	28.00	396,259.04
Deposit	05/29/2024			0	301.76	396,560.80
General Journal	05/29/2024			0	500.00	397,060.80
Deposit	05/31/2024			0	23.25	397,084.05
Deposit	05/31/2024			0	32.97	397,117.02
General Journal	05/31/2024			0	506.67	397,623.69
Deposit	05/31/2024			0	2,000.00	399,623.69
Deposit	05/31/2024			0	54,353.87	453,977.56
Total Deposits and Credits					453,977.56	453,977.56
Total Cleared Transactions					-153,618.73	-153,618.73
Cleared Balance					-153,618.73	308,009.24
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 36 items</b>						
Check	01/11/2024	14047	Bryan Rivera D36		-7.50	-7.50
Bill Pmt -Check	03/04/2024	14266	Sierra Reiss		-50.00	-57.50
Bill Pmt -Check	04/02/2024	14368	Joanne Sauerman		-93.31	-150.81
Bill Pmt -Check	04/02/2024	14351	Ann Baldrige		-50.00	-200.81
Bill Pmt -Check	04/02/2024	14350	Andy Williamson		-50.00	-250.81
Bill Pmt -Check	04/02/2024	14356	Codi Hale		-50.00	-300.81
Bill Pmt -Check	04/02/2024	14364	Erik Rodriguez		-50.00	-350.81
Bill Pmt -Check	04/18/2024	14424	Jamul Indian Village of California		-2,612.25	-2,963.06
Bill Pmt -Check	04/29/2024	14458	Pauma Band of Luiseno Indians		-55,900.34	-58,863.40
Bill Pmt -Check	05/01/2024	14480	Joanne Sauerman		-123.56	-58,986.96
Bill Pmt -Check	05/01/2024	14467	Ann Baldrige		-50.00	-59,036.96
Bill Pmt -Check	05/01/2024	14477	Erik Rodriguez		-50.00	-59,086.96
Bill Pmt -Check	05/01/2024	14468	Areli Perez		-50.00	-59,136.96
Bill Pmt -Check	05/06/2024	14505	San Diego Zoo Wildlife Alliance-A/P		-3,000.00	-62,136.96
Bill Pmt -Check	05/06/2024	14512	Idea Cooperative		-2,482.80	-64,619.76
Bill Pmt -Check	05/06/2024	14503	Joanne Sauerman		-19.83	-64,639.59
Check	05/07/2024	14513	Brenn Alcazar B11		-55.00	-64,694.59
Check	05/07/2024	14514	Brenn Alcazar B12		-55.00	-64,749.59
Bill Pmt -Check	05/13/2024	14531	William S. Burns Jr.		-130.00	-64,879.59
Bill Pmt -Check	05/13/2024	14530	Tammy Jo Rymoff		-130.00	-65,009.59
Bill Pmt -Check	05/13/2024	14526	Maria Del Socorro Urrea		-100.00	-65,109.59
Bill Pmt -Check	05/13/2024	14524	Henry A. Martinez II		-60.00	-65,169.59
Bill Pmt -Check	05/20/2024	14554	The Patriot Group		-40,450.00	-105,619.59
Bill Pmt -Check	05/20/2024	14555	The Patriot Group		-3,100.00	-108,719.59
Bill Pmt -Check	05/20/2024	14548	CARCD		-230.56	-108,950.15
Check	05/24/2024	14560	Lizeth Vargas		-127.50	-109,077.65
Check	05/24/2024	14562	Emmanuel Beltran		-127.50	-109,205.15
Check	05/24/2024	14559	Rory Agundez		-120.00	-109,325.15
Bill Pmt -Check	05/24/2024	14563	Wallace Laboratories, Inc		-95.00	-109,420.15
Bill Pmt -Check	05/28/2024	14566	Palomar Land & Cattle CECIL LOGGIN		-65,881.25	-175,301.40
Bill Pmt -Check	05/28/2024	14567	Southland Forest Management LLC		-30,000.00	-205,301.40
Bill Pmt -Check	05/28/2024	14565	Lincoln Financial		-18,535.34	-223,836.74
Bill Pmt -Check	05/28/2024	14568	Summit Fleet Mgmt.		-2,101.13	-225,937.87
Bill Pmt -Check	05/28/2024	14569	UC Regents		-750.00	-226,687.87
Bill Pmt -Check	05/28/2024	14570	Joanne Sauerman		-258.94	-226,946.81
Bill Pmt -Check	05/28/2024	14571	Cindy L Saylor		-193.10	-227,139.91
Total Checks and Payments					-227,139.91	-227,139.91
<b>Deposits and Credits - 5 items</b>						
General Journal	05/31/2024				199.82	199.82
Deposit	05/31/2024				264.00	463.82
General Journal	05/31/2024				280.00	743.82
Deposit	05/31/2024				8,567.17	9,310.99
General Journal	05/31/2024				41,907.00	51,217.99
Total Deposits and Credits					51,217.99	51,217.99
Total Uncleared Transactions					-175,921.92	-175,921.92
<b>Register Balance as of 05/31/2024</b>					<b>-329,540.65</b>	<b>132,087.32</b>

**Date:** July 10, 2024

## **Agenda Item 6-1: Approval of Preliminary Budget for FY2024-25**

### **Discussion / History:**

A preliminary budget for 2024-25 has been prepared by Director of Finances, Chris Kelley. This was reviewed by the Budget Subcommittee last month and is now being presented to the full Board for consideration and approval.

A change to highlight for the coming year, is a change to the way staff benefits are paid. Staff propose moving from a tiered system to a system where benefits are paid as a percentage of each staff member's salary.

**Financial Impact:** The budget for 2024-25 is projected at \$11,317,483, with an anticipated net income of approximately \$650,000.

**Staff Recommendation to Board:** Staff recommends that the Board reviews the preliminary budget and provides feedback and direction.

Ordinary Income/Expense

Income

40000 · Grant Income Restricted

40041 · CDFA SWEEP TA 23-0684-000	\$ 36,383.00
40042 · CDFA CUSP Economic Relief	\$ 96,410.00
40043 · CDFA WETA	\$ 198,600.00
40044 · CDFA Planning Grant CAPGP-23-07	\$ 159,282.00
40045 · CDFA Climate Smart Ag TA	\$ 1,149.00
40046 · CDFA Farm to School Incubator	\$ 84,966.00
40047 · USFS 2024 Girl Scouts Camp Winacka	\$ 96,000.00
40048 · USFS 2024 Palomar	\$ 96,000.00
40050 · CARCD WCB	\$ 98,366.00
40053 · DOC RFFC Round IIA	\$ 2,509,260.00
40054 · CARCD NRCS Equity Block	\$ 44,990.00
40056 · CDFA PHP	\$ 147,417.00
40057 · Audubon Ranching	\$ 6,459.00
40058 · CARCD Carbon Hub Coordinator	\$ 120,776.00
40059 · DOC Climate Smart Land Management	\$ 533,015.00
40061 · CARCD NRCS Forestry TA	\$ 120,612.00
40064 · NRCS Scaling Up Climate Resilience	\$ 94,203.00
40066 · Strategic Growth Council Community Resilience Planning RESERVED	\$ 33,333.00
40085 · Parks NACC	\$ 33,653.00
40095 · ZFP Zero Food Print Healthy Soils Block	\$ 14,432.00
40116 · WCB Wildlife Conservation Board Otay Planning	\$ 138,557.00
40120 · Port	\$ 16,000.00
40122 · CalFire Forest Health Grant	\$ 519,623.00
40123 · CalFire CARCD Increasing Pace & Scale	\$ 174,087.00
40124 · CalFire Pilot Community Block Grant	\$ 2,000,000.00
40130 · NACD Urban Agriculture Conservation	\$ 40,400.00
40146 · SDG&E Fuels MOU	\$ 1,983,779.00
40192 · CSA Community Supported Ag	\$ 11,065.00
40198 · SD Foundation Community Food Grant	\$ 44,414.00
42005 · BLM Hermes Butterfly/Zoo	\$ 213,247.00
42007 · USFWS Pollinators on Working Lands	\$ 3,150.00
42020 · CAFSC DSAP	\$ 332,809.00
42021 · CFSC SFC	\$ 100,000.00
42022 · CalFire County Coordinator	\$ 56,861.00

Total 40000 · Grant Income Restricted	10,159,298.00
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45000 · Income Unrestricted WWF & Gardens

45001 · Wild Willow Classes & Workshops	\$ 50,000.00
45002 · Wild Willow Field Trips & Tours	\$ 25,000.00

Preliminary 2024-  
2025 Budget



45004 · Wild Willow Wholesale Food Sales	\$	20,000.00
45005 · Wild Willow Farm Stand Sales	\$	5,000.00
45006 · Wild Willow Venue Rental	\$	4,500.00
45007 · Wild Willow Donations	\$	10,000.00
45190 · TRV Community Garden	\$	82,000.00
45191 · Sweetwater Community Garden	\$	69,935.00
		<hr/>
	\$	266,435.00
45000 · Income - Unrestricted		
45010 · Rent - San Diego River Conserva	\$	35,150.00
45020 · Donations, Awards & Scholarship	\$	12,000.00
45030 · Rebates and Refunds	\$	500.00
45040 · CLASS & LAIF Interest Income	\$	89,000.00
45080 · US Bank Interest	\$	100.00
45090 · Tax Assessments	\$	457,000.00
45095 · Redevelopment Revenue City Tax	\$	13,000.00
45100 · Miscellaneous Income	\$	25,000.00
45200 · Fee for Service	\$	5,000.00
45505 · Payroll & Benefits Offset	\$	255,000.00
		<hr/>
Total 45000 · Income - Unrestricted	\$	891,750.00
Total Income		<hr/>
		11,317,483.00
Expense		
50000 · Grant Expenses Restricted		
50041 · CDFA SWEEP TA 23-0684-000	\$	30,312.00
50042 · CDFA CUSP Economic Relief	\$	81,746.00
50043 · CDFA WETA	\$	165,414.00
50044 · CDFA Planning Grant CAPGP-23-07	\$	166,028.00
50045 · CDFA Climate Smart Ag TA	\$	867.00
50046 · CDFA Farm to School Incubator	\$	70,805.00
50047 · USFS 2024 Girl Scouts Camp Winacka	\$	86,000.00
50048 · USFS 2024 Palomar DSAP	\$	86,000.00
50050 · CARCD WCB	\$	89,130.00
50053 · DOC RFFC Round IIA	\$	2,220,657.00
50054 · CARCD NRCS Equity Block	\$	37,492.00
50056 · CDFA PHP	\$	142,688.00
50057 · Audubon Ranching	\$	5,767.00
50058 · Carbon Hub Coordinator	\$	109,719.00
50059 · DOC Climate Smart Land Management	\$	486,861.00
50061 · CARCD NRCS Forester TA	\$	109,647.00
50063 · USDA Meat Processing	\$	77,679.00
50064 · NRCS Scaling Up Climate Resilience	\$	85,639.00
50066 · Strategic Growth Council RESERVED	\$	29,762.00
50085 · Parks NACC	\$	32,887.00
50095 · ZFP Zero Food Print Healthy Soils Block	\$	12,886.00
50116 · WCB Wildlife Conservation Board	\$	111,640.00
50120 · Port	\$	14,546.00

50122 · CalFire Forest Health	\$	487,349.00
50123 · CalFire CARCD Increasing Pace & Scale	\$	135,049.00
40124 · CalFire Pilot Community Block Grant	\$	1,785,714.00
50130 · NACD Urban Agriculture Conservation	\$	36,089.00
50146 · SDG&E Fuels MOU	\$	1,653,149.00
50192 · CSA Community Supported Ag	\$	9,221.00
50198 · SD Foundation Community Food Grant	\$	38,622.00
52005 · BLM Hermes Butterfly/Zoo	\$	202,506.00
52007 · USFWS Pollinators on Working Lands	\$	2,759.00
52020 · CAFSC DSAP	\$	297,152.00
52021 · CFSC SFC	\$	89,286.00
52022 · CalFire County Coordinator	\$	50,769.00
Total 50000 · Grant Expenses Restricted		
53000 · Expenses Unrestricted		9,041,837.00
53005 · Advertising	\$	1,500.00
53035 · Processing Fees	\$	5,000.00
53040 · Bank Fees	\$	15,000.00
53050 · Depreciation	\$	27,640.00
53060 · Donations, Awards & Scholarship	\$	15,000.00
53070 · Dues & Memberships	\$	10,000.00
53075 · Subscriptions	\$	2,500.00
53080 · Equipment Leases	\$	3,500.00
53100 · Automobile		
53110 · Fuel	\$	2,000.00
53120 · Repairs & Maintenance	\$	5,000.00
Total 53100 · Automobile	\$	7,000.00
53200 · Unrestricted Expenses WWF & Gardens		
53201 · Wild Willow Farm Rent	\$	20,000.00
53202 · Wild Willow Farm Payroll	\$	180,000.00
53203 · Wild Willow Farm Office Supplies	\$	600.00
53204 · Wild Willow Farm Utilities	\$	15,000.00
53205 · Wild Willow Farm Telephone	\$	2,300.00
53206 · Wild Willow Farm Trash	\$	3,000.00
53207 · Wild Willow Farm Propane & Fuel	\$	1,800.00
53208 · Wild Willow Farm Processing Fees	\$	2,000.00
53208 · Wild Willow Farm Seeds, Soil & Compost	\$	3,000.00
53210 · Wild Willow Farm Harvest Supplies	\$	400.00
53211 · Wild Willow Farm Irrigation & Fencing	\$	250.00
53212 · Wild Willow Farm Teaching & Class Supplies	\$	7,500.00
53213 · Wild Willow Farm Animal Feed & Care	\$	3,500.00
53214 · Wild Willow Farm Tools & Equipment	\$	6,000.00
53215 · Wild Willow Farm Other Misc Expense	\$	1,250.00
53216 · Wild Willow Farm Pest Control	\$	150.00
53290 · TRV Garden	\$	73,213.00
53291 · Sweetwater Garden	\$	62,442.00

	<u>382,405.00</u>
53900 · Insurance	
53910 · Auto & General Liability	\$ 72,377.00
53920 · In Lieu of Health Insurance	\$ 231,916.00
53930 · Workers Compensation	\$ 19,857.00
Total 53900 · Insurance	<u>324,150.00</u>
54000 · Outside Services	
54010 · Facility Maintenance & Repairs	\$ 25,000.00
54020 · Janitorial	\$ 7,500.00
54030 · Landscaping	\$ 15,000.00
54040 · Payroll Processing Fees	\$ 3,500.00
54050 · Pest Control	\$ 20.00
54060 · Website & Computer Maintenance	\$ 40,000.00
Total 54000 · Outside Services	<u>91,020.00</u>
54070 · Permits & Fees	\$ 400.00
54080 · Postage	\$ 700.00
54090 · Printing	\$ 1,000.00
55000 · Professional Services	
55010 · Accounting Fees	\$ 20,000.00
55020 · Legal Fees	\$ 35,500.00
55030 · Professional Services - Other	\$ 15,000.00
Total 55000 · Professional Services	<u>70,500.00</u>
57000 · Supplies	
57100 · Conservation Garden & Education	\$ 6,000.00
57150 · Discretionary Projects	\$ 50,000.00
57200 · Office Supplies	\$ 10,000.00
57250 · Team Building & Incentives	\$ 1,500.00
57255 · Staff Uniforms & Merchandise	\$ 3,500.00
57300 · Office General	\$ 7,500.00
Total 57000 · Supplies	<u>78,500.00</u>
59000 · Utilities	
59100 · Gas & Electric	\$ 18,500.00
59200 · Sewer	\$ 2,500.00
59300 · Trash	\$ 6,500.00
59400 · Water	\$ 3,000.00
59500 · Telephones	\$ 25,000.00
Total 59000 · Utilities	<u>\$ 55,500.00</u>
65000 · Travel and Meetings	
65310 · Training	\$ 8,000.00
65320 · Travel Transportation Flights & Mileage	\$ 12,500.00
65325 · Hotel Lodging	\$ 10,000.00
65330 · Travel Meals	\$ 5,000.00
Total 65000 · Travel and Meetings	<u>35,500.00</u>
66000 · Payroll Expenses	

66100 · Gross Payroll	\$ 434,000.00
66200 · In Lieu of Social Security 10.5%	\$ 45,570.00
66300 · Medicare 1.45%	\$ 6,293.00
66400 · FUTA, SDI, ETT, SUI	\$ 12,500.00
Total 66000 · Payroll Expenses	<u>498,363.00</u>
Total Expenses Unrestricted	1,625,178.00
Total Expense	<u>10,667,015.00</u>
Net Ordinary Income	<u>650,468.00</u>
Net Income	<u>650,468.00</u>



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**Date:** July 10, 2024

## **Agenda Item 6-2: CSDA 2024 Board of Directors Election**

### **Discussion / History:**

The California Special Districts Association, of which the RCD is a member, is holding elections for the 2025-27 Term for Seat A – Southern Network. There are three candidates: the incumbent, Jo MacKenzie, Jason Dafforn, and Ross Leja. Candidate information sheets and statements are included in this packet. Once the Board selects a candidate to vote form, staff will complete the on-line ballot. Votes must be placed by July 26.

**Financial Impact:** None

**Staff Recommendation to Board:** Staff recommends that the Board selects a candidate to vote for.



## 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** JO MacKENZIE

**District/Company:** Vista Irrigation District, *CSDA District of Distinction, Platinum Level*

**Title:** Director, Certificate in Special District Governance

**Elected/Appointed/Staff:** Elected

**Length of Service with District:** 32 years

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

- ✚ CSDA Board of Directors, President 2011, Vice President 2010, Treasurer 2008-2009
- ✚ CSDA Finance Corporation Board of Directors, 2007-present; President 2012, 2013, 2015- present
- ✚ Special District Leadership Foundation Board of Director, Treasurer, currently Vice President
- ✚ Fiscal and Audit Committees, rewrote 'Treasurer Job Description'; Membership Committee 2011-present; Chair 2020-2021, 2022 and 2024
- ✚ Legislative Committee 2004-present; Chair, 2006-2010 and 2012
- ✚ CSDA San Diego Chapter, Board of Directors, 1993-present; President 1998-2000; presently serve on the Chapter Executive Board
- ✚ Attend all Annual Conferences and Legislative Days

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

- ✚ ACWA: Past Board Director; Local Government, Chair 2014-2015 and Membership Committee
- ✚ ACWA Region 10 Board of Directors, Vice Chair, Alternate Chair, Director 1997-2010
- ✚ The California Association of Local Agency Formation Commissions (CALAFCO), Board Member and Legislative Committee member, 2017-2023

**3. List local government involvement (such as LAFCO, Association of Governments, etc.):**

- ✚ San Diego LAFCO, 1994-present: Commission Chair 2018 & 2019; Alternate 5 years; Special District Advisory Committee 14 years, Chair 2005-2009
- ✚ City of San Marcos Planning and Traffic Commissions
- ✚ Personally initiated the City of San Marcos Budget Review Committee in 1980, Chair 1996-2006
- ✚ Resource Conservation District of Greater San Diego County, Association Director, 2016 to present

**4. List civic organization involvement and recognitions**

- ✚ Special District Official of the Year by PublicCEO
- ✚ CSDA Legislative Advocate of the Year, 2011
- ✚ Graduate of CSDA's Special District Leadership Academy
- ✚ San Marcos Chamber of Commerce, Lifetime Ambassador
- ✚ Graduate of Leadership 2000, Cal State San Marcos
- ✚ Vista Community Development Associates, Treasurer
- ✚ Soroptimist International



## **RE-ELECT JO MACKENZIE**

### **PROVEN EXPERIENCE LEADING SPECIAL DISTRICTS**

- **DEDICATED**
- **FISCALLY RESPONSIBLE**
- **COMMITTED TO SPECIAL DISTRICTS**

It has been a privilege and honor to serve on the CSDA Board of Directors (Board) representing the Southern Network. Serving on the Board requires a commitment of time; I am in Sacramento at least twice a month for CSDA meetings. I have served as President, Vice President and Treasurer, and served as a Chair and/or member of the various committees. In 2010 and 2011, respectively, I was recognized as CSDA's Legislative Advocate of the Year and by PublicCEO as Special District Official of the Year.

During my tenure on the CSDA Board, I have formed working relationships throughout the Network and State that have given me an insight regarding the needs of special districts. Based on these insights and input from other CSDA directors, CSDA has worked to provide webinars at no cost to its members, begun offering the leadership academy three times a year and on-line, and the SDLF Board eliminated budget limits for scholarships. I serve on the CSDA and SDLF Boards, and I am proud of the collaboration that allows all special districts to take advantage of CSDA's programs.

During my term, I have been committed to continue building on the present foundation of CSDA's educational programs, state and federal legislative advocacy, and public outreach. CSDA is now the "voice of Special Districts", "the third leg of local government", and the 'go-to' association for legislative issues.

My proven leadership and public service experience, commitment to fiscal responsibility, and comprehensive LAFCO and special district knowledge make me the most qualified candidate to represent the Southern Network.

I have a true passion for and proven experience in leading Special Districts. I would be honored to continue serving on the CSDA Board as your Southern Network Director.

I am asking for your **Vote**.

ELECTRONIC VOTING ENDS JULY 26 AT 5:00 P.M.

**50+ CSDA EDUCATIONAL OPPORTUNITIES ARE LISTED ON  
CSDA'S HOME PAGE**



## 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Jason Dafforn

**District/Company:** Valley Sanitary District

**Title:** General Manager

**Elected/Appointed/Staff:** Staff

**Length of Service with District:** 1 year

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

Attend CSDA Conference and Leadership Academy

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

ACWA, CASA

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

N/A

- 4. List civic organization involvement:**

Desert Recreation Foundation Board of Directors

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



My name is Jason Dafforn. I am a Licensed Civil Engineer in the State of California with over 30 years of experience in the water and wastewater industry. I have 17 years of experience as a utility manager working for California local governments, including over eight years working for a special district.

California's special districts play a crucial role in the daily lives of millions, providing essential services ranging from water and sanitation to fire protection, healthcare, and many others. The California Special District Association (CSDA) provides resources, training, state and federal advocacy, and professional development to help special districts across the State flourish.

Today, special districts are confronted with unprecedented challenges. As a special district manager, I have gained a comprehensive understanding of these challenges, which positions me to provide valuable guidance and develop effective resolutions. My fresh ideas and unique perspective will enable the Board of Directors to proactively address current issues and future challenges, keeping CSDA ahead of the curve.

Together, we hold the power to shape the future and provide exceptional resources for special districts in California. By ensuring they remain at the forefront of delivering essential services and improving the quality of life for all residents, we can make a significant impact.

Let us build a stronger, more resilient future for California's special districts and the communities they serve.



## 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: ROSS A. LEJA

District/Company: JURUPA AREA RECREATION & PARK DISTRICT

Title: DIRECTOR DIVISION 5

Elected/Appointed/Staff: ELECTED

Length of Service with District: 6 YEARS

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

NO

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

NONE

4. List civic organization involvement:

JURUPA CHILDRENS CHRISTMAS PARTY

JURUPA DISTRICT LIONS CLUB

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

I am running for the open board position to bring representation for the Inland Empire to CSDA and grow CSDA in the Inland Empire. San Bernardino and Riverside Counties, together known as the Inland Empire, is one of the fastest growing regions of California and home to over 80 special districts. However, the Inland Empire currently has no representation on the Southern District Board.

I currently serve on the Board of Directors for the Jurupa Area Recreation and Parks District (JARPD). Our district serves the city of Jurupa Valley and a portion of the city of Eastvale. I have been in this position for six years. During this time we have grown our district by fourteen facilities. I have made it a mission to develop relationships with the other special districts in our area to help JARPD better serve its residents. I look forward to expanding this mission to the other special districts in the Inland Empire if I am elected to the Board representing the Southern District

I am an eight year Air Force Veteran, husband, father and grandfather. My wife of 49 years and I have made our home in Jurupa Valley for over three decades. I have served on the City of Jurupa Valley Traffic Safety Committee, acting as its first chair for three years. I also served on the Jurupa Unified School District Citizen Oversight Committee for a \$144 million bond measure as both Vice Chair and Chair. A cause close to my heart is my work with the Jurupa Children's Christmas Party, an organization that has distributed presents to underprivileged in Jurupa Valley for over 40 years.

I have always considered service to my country and community a privilege and would like to continue by serving on the board of the California Special Districts Association.



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**Date:** July 10, 2024

**Agenda Item 6-3: Resolution 2024-08 – Regional Resilience Grant Program (RRGP) Partnership Agreement.**

**Discussion / History:**

Lead applicant San Diego County Fire and co-applicants: City of San Diego Fire-Rescue and Fire Safe Council have proposed a collaborative project for funding through California Office of Emergency Services (CalOES). As outlined in the agreement, each organization will work together and on separate activities that contribute to regional wildfire resilience.

The grant proposal was successful, and the lead applicant has executed the agreement to receive \$1.58M to manage the project. This resolution designates the Executive Director or her designee to sign the partnership agreement to work on this project as a sub-grantee partner.

**Financial Impact:** Supporting our established community wildfire preparedness programs with ~\$200,000.00 for staff, contractual, and indirect project related costs.

**Staff Recommendation to Board:** Staff recommends that the Board approves the resolution.

**PARTNERSHIP AGREEMENT FOR THE COLLABORATIVE STAKEHOLDER STRUCTURE  
FOR COUNTY OF SAN DIEGO, REGIONAL COHESIVE FIRE STRATEGY FOR  
EVACUATION PREPAREDNESS AND WILDFIRE RESILIENCE**

This Partnership Agreement for the Collaborative Stakeholder Structure for County of San Diego, Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience (“Agreement”) is made and entered into on the date shown on the signature page (“Effective Date”), by and between County of San Diego/San Diego County Fire, City of San Diego/Fire-Rescue Department, and Resource Conservation District/Fire Safe Council of San Diego County (each a “Partner” and collectively the “Partners”).

**Administration of Partnership Agreement**

Each party identifies the following individual to serve as the authorized administrative representative for that party. Any party may change its administrative representative by notifying the other party in writing of such change. Any such change will become effective upon the receipt of such notice by the other party to this MOA. Notice of the authorized representative should be sent to each party as follows:

<b><u>Lead Applicant</u></b> County of San Diego San Diego County Fire	<b><u>Co-Applicant #1</u></b> City of San Diego Fire-Rescue Department	<b><u>Co-Applicant #2</u></b> Resource Conservation District/ Fire Safe Council of SD County
<b><u>Program Lead</u></b> Jessica Martinez Group Program Manager jessica.martinez@sdcounty.ca.gov	<b><u>Program Lead</u></b> Dan Hypes Assistant Fire Marshal dhypes@sandiego.gov	<b><u>Program Lead</u></b> Heather Marlow Director of Forestry and Fire Prevention Programs heather.marlow@rcdsandiego.org
<b><u>Fiscal Lead</u></b> Julie Benner Admin Analyst III julie.benner@sdcounty.ca.gov	<b><u>Fiscal Lead</u></b> Cathy Gacuya Program Coordinator CGacuya@sandiego.gov	<b><u>Fiscal Lead</u></b> Chris Kelley Finance Director chris.kelley@rcdsandiego.org

**General Terms and Conditions**

**1. Background and Recitals**

A. This Partnership Agreement is entered into pursuant to requirements of the Regional Resilience Grant Program (RRGP) and the Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience proposal (“Proposal”) and memorializes basic terms to govern the planning and implementation of the scope of work included in the Proposal.

B. Through this Agreement, the Partners commit to work together to implement the project funded by the RRGP grant. The Lead Applicant and Co-Applicants have developed the project included in the Proposal with the understanding of the RRGP program requirements and are prepared to lead and participate through January 1, 2027, or for the term of the RRGP grant as it may be amended, whichever is the later.

C. Through RRGP, the Integrated Climate Adaptation and Resiliency Program (ICARP), housed in the Governor’s Office of Planning and Research (OPR), funds regional climate resilience efforts, including identifying climate resilience priorities, building capacity, and implementing projects, that respond to a region’s greatest climate risks.



D. County of San Diego/San Diego County Fire will be the Grantee responsible for the grant from OPR ("RRGP Grant") to fund project activities within disadvantaged communities and/or high fire hazard areas through San Diego County, as depicted in the Project Area Map (Attachment A).

E. RRGP Partners are organizations eligible to participate in the program and fully support the objectives, goals, strategies, and projects identified within the submitted and ultimately approved RRGP Grant Application. The Partners agreed to support the project in their roles identified as Co-Applicants in the RRGP Grant Application.

F. OPR requires this Agreement to set forth the agreed upon governance structure and terms of operation required to implement the Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience including but not limited to, the expectations and responsibilities of the Parties, legal and financial terms, and community engagement and decision-making processes.

G. Parties desire to enter into this Agreement in order to establish a collaborative stakeholder structure for matters pertaining to the RRGP Grant and the implementation of the scope of work within the forenamed Project Area within San Diego County.

H. This Agreement is entered into pursuant to requirements of the RRGP and Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience ("RRGP Proposal") and memorializes basic terms to govern the planning and implementation of the scope of work included in the RRGP Proposal.

## 2. Roles and Responsibilities

### *2.1 Lead Applicant*

As the Lead Applicant, County of San Diego/San Diego County Fire (SDCF) commits to all duties and responsibilities corresponding to the Lead Applicant role under the Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience for the term of the RRGP Grant. The SDCF is fully committed to the activities and deliverables of the RRGP Proposal, the requirements of the RRGP Grant, and the stipulations of this Agreement, and agrees to take all actions necessary to effectuate the requirements of the RRGP Grant in accordance with the State of California requirements.

As Lead Applicant, the SDCF responsibilities include but are not limited to:

- a. Commitment to Co-Applicants
  - a. Commitment to plan and implementation schedule
  - b. Commitment to work collaboratively
  - c. Leverage of available funds
- b. Roles and Responsibilities
  - a. Coordinating all components of the RRGP Proposal and processing the approval of the RRGP Proposal through the California Strategic Growth Council as may be necessary or appropriate;
  - b. Overseeing and coordinating the RRGP Proposal project;

- c. Preparing and disbursing the RRGP Grant funds to Co-Applicants either as reimbursement for eligible administration and services upon submission of full and complete disbursement requests or supporting documentation for advanced funds, subject to State review and approval;
  - d. Submitting all invoices and associated summary reports, and annual reports to the RRGP Program staff
  - e. Participating in regular check-in meetings with RRGP staff
  - f. Providing SDCF staff support during the entirety of the grant term; and
  - g. Achieving and monitoring goals and associated indicators as defined by the RRGP Proposal and the RRGP Grant Guidelines.
- c. Governance
  - d. Build Equitable Policies
  - e. Additional Roles and Responsibilities
    - a. Complying with all applicable laws and regulations for the Project, including the California Environmental Quality Act (CEQA) (PRC § 21000 et seq.). Documentation of CEQA compliance will be provided to OPR to establish readiness prior to Project implementation. Documentation of all permits required to implement the Project.
    - b. Maintain a list of all permits required to implement the Project.
  - f. Project Implementation
    - a. Provide Equitable Public Education and Community Engagement.
      - i. Work with Fire Safe Councils to create new and/or update existing CWPPs.
      - ii. Provide evacuation readiness education, such as Wildland Urban Interface and/or Last Chance Survival workshops.
      - iii. Engage residents through various community outreach events.
      - iv. Ensure 50% of this Objective is within RRGP DAC map areas.
    - b. Assist residents with maintaining proper defensible space by offering no-cost community chipping events.
      - i. Lead chipping operations for 12 events throughout the San Diego County Fire Protection District. Coordinate with local farmers to deliver the processed material for soil health and carbon sequestration.
    - c. Reduce the chance of a roadside fire start and protect evacuation corridors for safe evacuation.
      - i. Lead this operation by funding and coordinating an environmental review through a third-party vendor.
      - ii. Upon completion of the environmental review and permitting, SDCF will prepare project scopes and contract the work to a vegetation management company, or companies.
      - iii. Upon completion of the roadside projects, SDCF will map the treatment areas in a regional database which will allow County Fire and other fire agencies to evaluate the effectiveness of the applications.
    - d. Grant Outcomes
      - i. Facilitate one meeting per quarter with the Partners to discuss data collection and progress reports.
      - ii. Facilitate one meeting per quarter to review and evaluate if Partners are meeting milestone goals and expectations of RRGP grant.
      - iii. Facilitate the mid and final RRGP Progress Reporting.



- iv. Facilitate the development and completion of the RRGP Case Study.

## 2.2 Co-Applicants

Co-Applicants are responsible for implementing specific strategies stipulated within the Collaborative's workplan, and must have the staff capacity, expertise, and organizational/project management abilities to deliver on their commitments within the overall workplan.

The following entities will serve as Partners on the Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience project for the term of the RRGP Grant.

- a. City of San Diego/Fire-Rescue Department (SDFR)
  - a. Project Implementation
    - i. Provide Equitable Public Education and Community Engagement:
      - 1. Work with Fire Safe Councils to create new and/or update existing CWPPs.
      - 2. Provide evacuation readiness education, such as Wildland Urban Interface and/or Last Chance Survival workshops.
      - 3. Engage residents through various community outreach events.
      - 4. Ensure 50% of this Objective is within RRGP DAC map areas.
    - ii. Assist residents with maintaining proper defensible space by offering no-cost community chipping events.
      - 1. Support the grant's no-cost community chipping events by promoting this opportunity to Fire Safe Councils throughout the City of San Diego.
    - iii. Reduce the chance of a roadside fire start and protect evacuation corridors for safe evacuation.
      - 1. Support the grant's roadside vegetation management objectives by facilitating conversations with the appropriate City departments regarding any necessary permits/approvals.
  - b. Term: Perform the aforementioned roles throughout the life of the grant.
  - c. Grant Outcomes
    - i. Participate, and provide information as may be requested, in one meeting per quarter with the Partners to discuss data collection and progress reports.
    - ii. Participate, and provide information as may be requested, in one meeting per quarter to review and evaluate if Partners are meeting milestone goals and expectations of RRGP grant.
    - iii. Participate, and provide information as may be requested, in the mid and final RRGP Progress Reporting.
    - iv. Participate, and provide information as may be requested, in the development and completion of the RRGP Case Study.
- b. Resource Conservation District/Fire Safe Council of San Diego County (FSCSDC)
  - a. Project Implementation
    - i. Provide Equitable Public Education and Community Engagement:
      - 1. Work with Fire Safe Councils to create new and/or update existing CWPPs.
      - 2. Provide evacuation readiness education, such as Wildland Urban Interface and/or Last Chance Survival workshops.



3. Engage residents through various community outreach events.
4. Ensure 50% of this Objective is within RRGF DAC map areas.
- ii. Assist residents with maintaining proper defensible space by offering no-cost community chipping events.
  1. Lead chipping operations for 12 events throughout the San Diego region. Coordinate with local farmers to deliver the processed material for soil health and carbon sequestration.
- iii. Reduce the chance of a roadside fire start and protect evacuation corridors for safe evacuation.
  1. Support the grant's roadside vegetation management objectives by facilitating conversations with Fire Safe Councils to educate about the work being completed and solicit community feedback.
- b. Term: Perform the aforementioned roles throughout the life of the grant.
- c. Grant Outcomes
  - i. Participate, and provide information as may be requested, in one meeting per quarter with the Partners to discuss data collection and progress reports.
  - ii. Participate, and provide information as may be requested, in one meeting per quarter to review and evaluate if Partners are meeting milestone goals and expectations of RRGF grant.
  - iii. Participate, and provide information as may be requested, in the mid and final RRGF Progress Reporting.
  - iv. Participate, and provide information as may be requested, in the development and completion of the RRGF Case Study.

### *2.3 Proposal Overview*

The project's activities, as outlined below, will target disadvantaged communities with high fire risk.

- a. Objective #1: Provide equitable public education and community engagement.
  - a. Partners will jointly assist FSCs with developing or updating Community Wildfire Protection Plans (CWPPs); the CWPPs will incorporate evacuation planning and meaningful fuels projects to make communities safer from wildfire. Partners will jointly offer emergency preparedness training and education, such as Wildland Urban Interface and Last Chance Survival workshops. Partners will attend community outreach events to further engage residents. Activities will generally occur within the jurisdictions of County Fire and SDFR. Additional fire agencies will be encouraged to partner. Areas will be selected based on the RRGF disadvantaged communities (DAC) map and fire hazard severity.
- b. Objective #2: Assist residents with maintaining defensible space.
  - a. Partners will jointly coordinate a total of 24 free community chipping events to help residents create and/or maintain defensible space around their homes. Community members will bring the trimmed material to a central processing location, where it is chipped into mulch and transported to local farms for soil health and carbon sequestration. Chipping events could occur anywhere in the region. Communities will be selected based on the RRGF DAC map and fire hazard severity.
- c. Objective #3: Reduce the chance of a roadside fire start and protect evacuation corridors for safe evacuation.



- a. Partners have identified approximately 150 miles of evacuation routes that could benefit from roadside vegetation management. About 200 miles of road in the region already benefited from expanded roadside mowing through the County's "20Ft. Roadside" program. The Partners have identified the roads that will complement the existing program by continuing in areas where work was previously stopped due to traversing into a non-County Fire jurisdiction.
- d. This project has the potential to benefit up to 60 percent of San Diego's residents, or nearly 2 million people. Because vulnerable populations bear an unequitable share of the risks and the consequences of wildfire, special attention will be given to ensure targeted service to individuals with disabilities or access and functional needs, limited English proficiency, geographically isolated individuals, households with low broadband subscription, seniors and older adults, and low-income individuals or families.
- e. Expected Short-Term Outcomes:
  - a. Develop a regional Strategy that incorporates the needs and priorities of local fire agencies and community FSCs into one comprehensive plan.
  - b. Strengthen collaboration with the community through local FSCs, while strengthening project planning amongst fire agencies in San Diego.
  - c. Lower fire risk to an estimated 600 homes by assisting homeowners struggling to maintain proper defensible space.
  - d. Improving evacuation in the San Diego region by widening the vegetation treatment along approximately 150 miles of evacuation routes.
  - e. Increase awareness about how to protect homes from wildfire, and how to protect oneself during an evacuation order.
  - f. Build the capacity of FSCs to develop fire adaptive communities.
- f. Expected Long-Term Outcomes:
  - a. Leverage the Strategy to continue attaining grant funding to maintain critical fuels reduction projects.
  - b. See a reduction of homes and infrastructure burned throughout San Diego County, thereby: reducing water pollution; reducing loss of healthy vegetation; reducing loss of endangered wildlife and improving air quality and reducing greenhouse gas emissions.
  - c. Preserve the capacity of FSCs to maintain fire adaptive communities.

#### *RRGP Collaborative Stakeholder Structure*

Note: The material in this section may correspond to the "Community Partnership, Needs, and Priorities" and the "Regional Partnership" sections from the project's RRGF Proposal.

2.3.1 General. The Collaborative Stakeholder Structure will fall into the existing engagement structure of the Fire Safe Council of San Diego County.

2.3.2 Meetings. Regular engagement meetings will be held no less than once a quarter at a time and date to be specified by the Fire Safe Council of San Diego County. Regular meeting of the Partners will be held no less than every other month at a time and date to be specified collectively by the Partners.

2.3.3. Documentation. SDCF shall establish an official file containing adequate documentation of all actions taken with respect to the Project for a minimum of four (4) years following the final payment of funds. The Partners and any subcontractors will



provide copies of all documentation of actions taken related to the Project to SDCF for retention in compliance with this section.

2.3.4 Decision-Making and Dispute Resolution. Significant decisions for the Project shall be made by no objection from any representative of the Partners. At the outset of the Project, the Partners will determine their preferred decision-making process. In order to bring a matter requiring decision-making before the Partnership, the Partner requesting the decision must provide relevant background information, such as information on alternative solutions and outcomes, to the other Partner representatives for discussion and to propose a decision. If a dispute arises between the Partners, the representatives shall make good faith efforts to resolve the dispute. The representative of the Lead Applicant, if not a party to the dispute, shall serve as a facilitator to address the conflict at hand. If the Lead Applicant is involved in the dispute, the other Partners shall decide which one will serve as a facilitator. The facilitator shall clarify the conflict, help to identify a common goal between the Partners involved, determine barriers to the goal, help parties come to an agreement on how best to resolve the conflict, and help determine the responsibilities each Partner has in the resolution.

### 3. Legal and Financial Considerations

The SDCF will maintain legal, fiscal and fiduciary responsibilities, including managing grant funds in accordance with OPR regulations, policies and guidelines. The SDCF is responsible for the development and submission of all reports to RRG staff and additional funding agencies, bookkeeping, accounting, and grant compliance services.

#### 3.1 Claims Arising From Sole Acts or Omissions of County of San Diego

County of San Diego (hereafter collectively referred to in Section 3 of this this agreement as 'COUNTY') hereby agrees to defend and indemnify the City of San Diego and the Fire Safe Council of San Diego County, its agents, officers and employees (hereafter collectively referred to in Section 3 of this this agreement as 'CITY' and 'FSCSDC'), from any claim, action or proceeding against CITY and FSCSDC, arising solely out of the acts or omissions of COUNTY in the performance of this Agreement. At its sole discretion, CITY and FSCSDC may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve COUNTY of any obligation imposed by this Agreement. CITY and FSCSDC shall notify COUNTY promptly of any claim, action or proceeding and cooperate fully in the defense.

#### 3.2 Claims Arising From Sole Acts or Omissions of City of San Diego

CITY hereby agrees to defend and indemnify the COUNTY and FSCSDC, its agents, officers and employees from any claim, action or proceeding against COUNTY and FSCSDC, arising solely out of the acts or omissions of CITY in the performance of this Agreement. At its sole discretion, COUNTY and FSCSDC may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve CITY of any obligation imposed by this Agreement. COUNTY and FSCSDC shall notify CITY promptly of any claim, action or proceeding and cooperate fully in the defense.

#### 3.3 Claims Arising From Sole Acts or Omissions of Fire Safe Council of San Diego County

FSCSDC hereby agrees to defend and indemnify the COUNTY and CITY, its agents, officers and employees from any claim, action or proceeding against COUNTY and CITY, arising solely out of the acts or omissions of FSCSDC in the performance of this Agreement. At its sole discretion, COUNTY and CITY may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve FSCSDC of any obligation imposed by this Agreement. COUNTY and CITY shall notify FSCSDC promptly of any claim, action or proceeding and cooperate fully in the defense.

#### 3.4 Claims Arising From Concurrent Acts or Omissions

COUNTY, CITY and FSCSDC hereby agree to defend themselves from any claim, action or proceeding arising out of the concurrent acts or omissions of COUNTY, CITY and FSCSDC. In such cases, COUNTY, CITY and FSCSDC agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in paragraph 3.5 below.

#### 3.5 Joint Defense

Notwithstanding paragraph 3 above, in cases where COUNTY, CITY or FSCSDC agree in writing to a joint defense, COUNTY, CITY or FSCSDC may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of COUNTY, CITY or FSCSDC. Joint defense counsel shall be selected by mutual agreement of COUNTY, CITY or FSCSDC. COUNTY, CITY and FSCSDC agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in paragraph 3.6 below. COUNTY, CITY and FSCSDC further agree that neither party may bind the other to a settlement agreement without the written consent of both parties.

#### 3.6 Reimbursement and/or Reallocation

Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, COUNTY, CITY and FSCSDC may seek reimbursement and/or reallocation of defense costs, judgments and awards, consistent with such comparative fault.

#### 3.7 Financial Relationship.

The Partners shall each identify one fiscal lead for the project. The Co-applicants' fiscal lead shall submit invoices to the Lead Applicant's fiscal lead. Co-Applicants shall submit invoices at least quarterly but no more frequently than monthly to the Lead Applicant. Each cost category and task must correspond to a cost category and task identified in the Budget Detail Worksheet. Supporting documentation for all itemized costs is required, which may include but is not limited to: copies of purchase orders, receipts, subcontractor invoices, and timesheets. These items must contain sufficient information to establish that the specific service was rendered, or purchase was made. Supporting documentation should be clearly labeled by task. Records documenting time spent performing the work shall identify the individual, the date on which the work was performed, the specific grant-related activities or objectives to which the individual's time was devoted, the hourly rate, and the amount of time spent. Upon receipt and approval of an itemized invoice and required documentation, the Lead Applicant agrees to reimburse the Co-Applicants for actual costs incurred for work performed, in accordance with the rates specified in the Budget Detail Worksheet (Attachment B).



The SDCF and each Co-Applicant shall have equal standing and collective accountability for implementing grant program requirements within the Collaborative Stakeholder Structure. The SDCF does not assume liability for any third-party claims for damages arising out of this Agreement and each Co-Applicant does not assume liability to OPR for damages arising out of this Agreement.

#### 4. Equal Opportunity

The SDCF and Co-Applicants are committed to equal employment opportunity and to ensuring that all employees have a work environment that is free of conduct that could be considered discriminatory or harassing based on an employee's protected status. The SDCF and Co-Applicants will not allow anyone, including any supervisor, co-worker, vendor, client, or customer, to unlawfully harass or discriminate against employees or applicants for employment. The SDCF will take prompt and effective remedial action upon discovery of such conduct.

#### 5. Conformance With Rules And Regulations

All Partners shall be in conformity with all applicable federal, State, County, and local laws, rules, and regulations, current and hereinafter enacted, including facility and professional licensing and/or certification laws and keep in effect any and all licenses, permits, notices and certificates as are required. All Partners shall further comply with all laws applicable to wages and hours of employment, occupational safety, and to fire safety, health and sanitation.

#### 6. Governing Law

This MOA shall be governed, interpreted, construed and enforced in accordance with the laws of the State of California.

#### 7. Amendments to Agreement

Any Partner may propose amendments to this Agreement by providing written notice of such amendments to the other Partners. This Agreement may only be amended by a written amendment signed by each Partner's administrative.

#### 8. Severability

If any terms or provisions of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term and provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the maximum extent permitted by law.

#### 9. Full Agreement

This Agreement represents the full and entire agreement between the Partners and supersedes any prior written or oral agreements that may have existed.

#### 10. Scope of Agreement

This Agreement only applies to the program described herein and does not set forth any additional current or future obligations or agreements between the parties, except that the parties may by written amendment amend the scope of this Agreement.

## 11. Term

This Agreement shall become effective on the date all of the parties have signed this Agreement and be in force until January 1, 2027. Unless otherwise terminated, this Contract is effective until it is completed or as otherwise agreed upon in writing by the parties, whichever is the earliest. A Contract term cannot exceed five (5) years unless approved by the San Diego City Council by ordinance.

## 12. Counterparts

This Agreement may be executed in any number of separate counterparts, each of which shall be deemed an original but all of which when taken together shall constitute one and the same instrument.


## 13. Miscellaneous Provisions

This Agreement may be revised during Post-Award Consultation or upon written agreement of the parties to comply with all administrative, statutory, and RRG requirements. This Agreement creates no right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity. The parties shall manage their respective resources and activities in a separate, coordinated, and mutually beneficial manner to meet the purposes of this Agreement.



IN WITNESS, WHEREOF, the parties hereto have executed this Agreement on \_\_\_\_\_, 2024.

**Lead Applicant: COUNTY OF SAN DIEGO**

  
\_\_\_\_\_  
Name: Jeff Collins  
Title: Director, San Diego County Fire

**Co-Applicant #1: CITY OF SAN DIEGO**

\_\_\_\_\_  
Name: Colin Stowell  
Title: Fire Chief

Approved as to form this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
MARA W. ELLIOTT, City Attorney

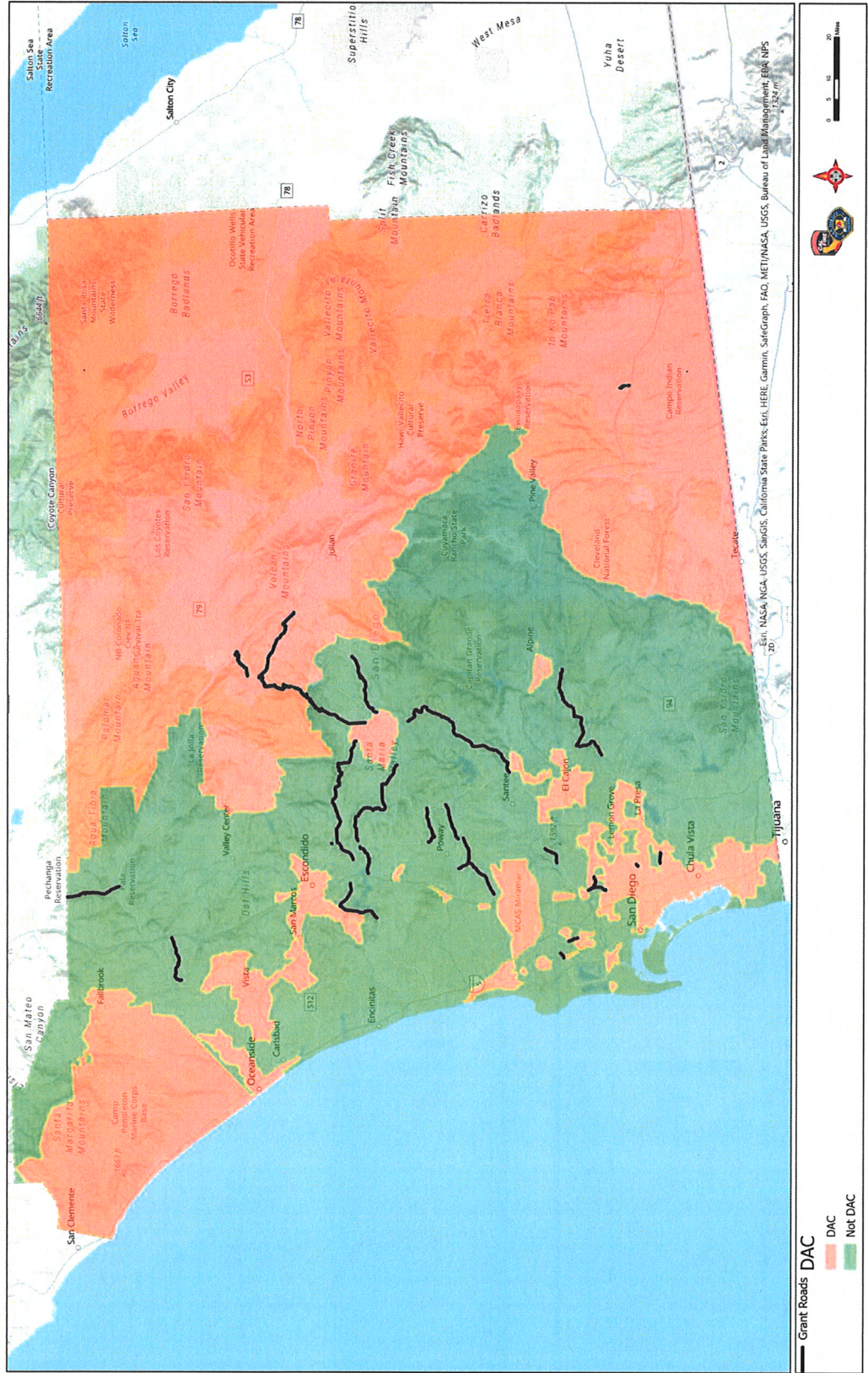
By: \_\_\_\_\_  
Daniel S. Orloff, Deputy City Attorney

**Co-Applicant #2: RESOURCE CONSERVATION DISTRICT/FIRE SAFE COUNCIL OF SAN DIEGO COUNTY**

\_\_\_\_\_  
Name: Ann Baldrige  
Title: Executive Director



# ATTACHMENT A



- Objective #1 – Community Engagement**
  - Create 8 new and/or update existing CWPPs
  - Teach 8 evacuation readiness courses
  - Attend 1 community event per month (50% in DAC areas)
- Objective #2 – Community Chipping**
  - Provide 24 total chipping events (50% in DAC areas)
- Objective #3 – Roadside Vegetation Management**
  - 116.55 miles of vegetation management as shown → (plus 33.45 more miles in DAC areas)



Budget Detail Worksheet

Project Name: County of San Diego - Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience

High Level Activities	Budget Total
<b>TASK 1: Provide Equitable Public Education and Community Engagement:</b>	<b>\$ 68,051.52</b>
<b>TASK 2: Assist Residents with Maintaining Defensible Space Through Free Community Chipping Events</b>	<b>\$ 163,158.32</b>
<b>TASK 3: Protect Evacuation Corridors Through Roadside Vegetation Management</b>	<b>\$ 1,123,000.00</b>
<b>TASK 4: Track Progress and Evaluate RRGF Grant Outcomes</b>	<b>\$ 234,628.25</b>
The Parties may make minor changes to the timeline and deliverables due without the requirement of an amendment. See <a href="#">Exhibit B, Sections 7 and 8</a> .	

Please refer to table below for breakdown.

Cost Description	Cost Category	Unit Type	Cost Per Unit	# of Units	Task 1	Task 2	Task 3	Task 4	Direct Costs	Indirect Costs	Total RRGF Costs
Community Engagement and Outreach (WUI Classes) - County Fire	Education	Hours	60.94	48	2,425.12	-	-	500.00	2,925.12	351.01	3,276.13
Community Engagement and Outreach (CWPP Updates) - County Fire	Staff Costs	Hours	68.36	480	21,875.20	-	-	10,937.60	32,812.80	3,937.54	36,750.34
Community Engagement and Outreach (Outreach Events) - County Fire	Outreach	Hours	60.94	192	8,350.24	-	-	3,350.24	11,700.48	1,404.06	13,107.54
Community Engagement and Outreach (WUI Classes) - City of San Diego	Education	Hours	60.94	48	2,425.12	-	-	500.00	2,925.12	351.01	3,276.13
Community Engagement and Outreach (CWPP Updates) - City of San Diego	Staff Costs	Hours	60.94	480	15,625.60	-	-	13,625.60	29,251.20	3,510.14	32,761.34
Community Engagement and Outreach (Outreach Events) - City of San Diego	Outreach	Hours	60.94	192	8,350.24	-	-	3,350.24	11,700.48	1,404.06	13,104.54
Peer-to-Peer Learning	RRGF Costs	Staff	600	10	4,000.00	-	-	2,000.00	6,000.00	720.00	6,720.00
Engagement Materials (fliers, translation, and interpretation services)	Training Costs	Estimated Materials Cost	5,000	1	5,000.00	-	-	-	5,000.00	600.00	5,600.00
Community Chipping Events - Contract Costs for Fire Safe Council of San Diego County	Direct Costs	Event	6,000	24	-	144,000.00	-	-	144,000.00	17,280.00	161,280.00

Community Chipper Events: Fire Safe Council of San Diego County: Staffing of 4	Staff Costs	Hours	225.33	48	-	5,407.92	-	5,407.92	10,815.84	1,297.90	12,113.74
Community Chipper Events: County Fire Staff	Staff Costs	Hours	60.94	240	-	9,750.40	-	4,875.20	14,625.60	1,755.07	16,380.67
Peer-to-Peer Learning	RRGP Costs	Staff	600	10	-	4,000.00	-	2,000.00	6,000.00	720.00	6,720.00
Roadside Vegetation Management Year 1 (Initial Treatment)	Direct Costs	Mile	3,950	120	-	-	474,000.00	-	474,000.00	56,880.00	530,880.00
Application of Long-Term Non-Combustible (Year 1)	Direct Costs	Mile	4,850	30	-	-	145,500.00	-	145,500.00	17,460.00	162,960.00

Application of Long-Term Non-Combustible (Year 2)	Direct Costs	Mile	4,850	30	-	-	145,500.00	-	145,500.00	17,460.00	162,960.00	
Roadside Vegetation Management Year 2 (Maintenance)	Direct Costs	Mile	2,950	120	-	-	354,000.00	-	354,000.00	42,480.00	396,480.00	
Peer-to-Peer Learning	RRGP Costs	Staff	600	10	-	-	4,000.00	2,000.00	6,000.00	720.00	6,720.00	
Case Study - County Fire	Staff Costs	Hours	68.36	100	-	-	-	6,836.00	6,836.00	820.32	7,656.32	
Case Study - City of San Diego	Staff Costs	Hours	56.33	80	-	-	-	4,506.40	4,506.40	540.77	5,047.17	
Case Study - Fire Safe Council of San Diego County	Staff Costs	Hours	56.33	80	-	-	-	4,506.40	4,506.40	540.77	5,047.17	
				<b>TOTAL COSTS</b>		<b>68,051.52</b>	<b>163,158.32</b>	<b>1,123,000.00</b>	<b>64,395.60</b>	<b>1,418,605.44</b>	<b>170,232.65</b>	<b>1,588,838.09</b>

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

11769 Waterhill Road \* Lakeside, CA 92040

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

**RESOLUTION 2024-08**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF GREATER SAN DIEGO COUNTY TO SIGN REGIONAL RESILIENCE GRANT PROGRAM PARTNERSHIP AGREEMENT**

WHEREAS, San Diego County Fire has entered into an agreement for funding with the Governor's Office of Planning and Research through the Regional Resilience Grant Program; and,

WHEREAS, the Resource Conservation District of Greater San Diego County and Fire Safe Council of San Diego County were co-applicants on this project proposal; and,

WHEREAS, Resource Conservation District of Greater San Diego County staff will utilize grant funds to complete wildfire resilience activities through the Partnership Agreement for the Collaborative Stakeholder Structure for County of San Diego, Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience;

NOW, THEREFORE, BE IT RESOLVED that the RCD Board of Directors authorizes the Executive Director or her designee to sign the Partnership Agreement.

PASSED AND ADOPTED at the RCD regular meeting held on July 10, 2024 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Attest:

\_\_\_\_\_  
Donald Butz, Board President

\_\_\_\_\_  
Joanne Sauerma, Board Secretary



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

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

**Date:** July 10, 2024

## **Agenda Item 6-4: Biennial Review of Conflict of Interest Code**

### **Discussion / History:**

The Public Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

The RCD's conflict of interest code was last amended in 2020 – it is included within this packet for the Board's review. Once the Board makes a determination about whether any amendments are needed in 2024, staff will file the 2024 Local Agency Biennial Notice (also included) with the County of San Diego.

**Financial Impact:** None

**Staff Recommendation to Board:** Staff recommends that the Board review the code and determine if any changes are needed.

# 2024 Local Agency Biennial Notice

Name of Agency: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

**An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

---

## Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Designated Officer*

\_\_\_\_\_  
*Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2024**, via email to:

***Form700@sdcountry.ca.gov***

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**

CONFLICT OF INTEREST CODE  
OF THE  
RESOURCE CONSERVATION DISTRICT  
OF GREATER SAN DIEGO COUNTY

(Adopted December 7, 2004)  
(Approved as Amended August 7, 2012)<sup>1</sup>  
(Approved and/or Authorized December 16, 2016)

COUNTY OF SAN DIEGO  
2021 JAN -8 AM 9:28  
CLERK OF THE BOARD  
OF SUPERVISORS

The Political Reform Act (Gov. Code §81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. §18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730, and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Resource Conservation District Greater of San Diego County (the "District").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the Executive Director as the District's Filing Officer. The Executive Director shall make and retain a copy of all statements filed by Members of the Board of Directors and the Executive Director, and forward the originals of such statements to the Clerk of the Board of Supervisors. The Executive Director shall retain the originals of the statements of all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code Section 81008.)

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: 1/26/2021	Minute Order No. 12
By: <i>[Signature]</i>	Date: 2/16/2021
Deputy Clerk of the Board Supervisors	

<sup>1</sup> No substantive amendment of language as provided by FPPC to clarify requirements (as of July 2012)



**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**RESOURCE CONSERVATION DISTRICT**  
**OF GREATER SAN DIEGO COUNTY**

**EXHIBIT "A"**

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. §18701(b), are NOT subject to the District's Code, but must file disclosure statements under Government Code Section 87200 et seq. [Regs. §18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>2</sup>:

Members of the Board of Directors

Treasurer

Financial Consultants

---

<sup>2</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by §87200.

**DESIGNATED  
POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Executive Director	1, 2
General Counsel	1, 2
Consultants and New Positions <sup>3</sup>	

---

<sup>3</sup> Individuals serving as a consultant as defined in FPPC Reg. 18701 or a new position must file the broadest disclosure set forth in this Code subject to the following limitation:

The Executive Director may determine that, due to the range of duties or contractual obligations, it is more appropriate to designate a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code §81008.)



## EXHIBIT "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.

**Category 1:** All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, that do business in, or own real property within the jurisdiction of the District.

**Category 2:** All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

**Category 3:** All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

**Category 4:** All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

**Category 5:** All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.



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

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

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

**Date:** July 10, 2024

## **Agenda Item 6-5 Wild Willow Farm update**

### **Discussion / History:**

This is a standing Action and Discussion item so that staff can provide any updates on future planning for Wild Willow Farm.

**Financial Impact:** None

**Staff Recommendation to Board:** This item is for information and discussion only.

Activity Highlights for June 2024  
Prepared for Board Meeting on 7/10/2024

## SUCCESSSES

### **Executive Director:**

- Continued to hold regular check-ins with staff and bi-weekly office staff meetings.
- Continued visiting the farm regularly to attend meetings and support staff.
- Providing support to Rachel Petitt, coordinator of SoCal Soil & Water Hub.
- Continue to participate in the CARCD Legislative Committee, with meetings twice per month.
- Continued to meet regularly with our HR partner, Bizhaven, to plan and prepare RCD staff handbook and associated policies. Drafted Remote Work and Travel & Expenses policies.
- Participated in meetings with CAL FIRE staff regarding the regional investment pilot program.
- Supporting with the WCB funded Otay Valley Regional Park Restoration Planning project.
- Worked with staff to submit an application for CalOES Disaster Assistance funding.
- Drafted subaward agreements for Hermes Copper Restoration project and shared with partners.
- Drafted subaward agreements for partners for the Climate Smart Land Management project we are co-leading with County of San Diego.
- Participated in a meeting of LAFCO's Special District Advisory Committee.
- Attended a special meeting of the CARCD Board of Directors.
- Supported the onboarding of our IT services provider, Corporate Technologies.
- Worked with staff to finalize changes to community garden rent amounts and the gardens' Terms of Use.
- Met with Department of Conservation to discuss hosting a staff member from the Transformative Climate Communities Program at the RCD office twice a week.
- Hosted the Desert Compost group for a tour at Wild Willow Farm.
- Supporting staff to plan a fall event in the Tijuana River Valley.
- Resumed conversations with LAFCO and the County around the process to annex islands within our district boundary, and to eventually seek annexation of areas of our sphere of influence.
- Met with San Diego River Park Foundation to discuss potential collaboration on a grant.
- Staff represented RCD programs at Viejas Tribal Earth Day.
- Staff represented RCD at SANDAG Regional Habitat Conservation Taskforce Meeting.

### **PROGRAM REPORTS**

#### **Watershed Education:**

- One watershed presentation at the Girl Scouts San Diego Day camp.
- Developing updated resources for post-presentation.

#### **Pollinators:**

- One pollinator education presentation at the Girl Scouts San Diego Day camp on June 26<sup>th</sup> to 64 girls.
- SD Pollinator Alliance:

- Tabled at San Diego Natural History Museum Native Garden Festival.
- Attended Hermes Copper identification and habitat training with US Fish & Wildlife, Forest Service and SD Natural History Museum partners.

**Urban Ag:**

**Farm to School**

- Farm staff planted most fields with shoulder and cool season crops.

**Tijuana River Valley Community Garden**

- Finalized quotes for road repairs (repair damage from earlier storms and flooding).
- Pollinator garden planting had participation from 27 volunteers. (photo and flyer attached)
- Held a TRV Committee meeting: Harvest Festival event planning.
- Submitted plot lease renewal letters to all gardeners.

**Sweetwater Community Garden**

- Submitted plot lease renewal letters to all gardeners.

**Agriculture Department:**

- Conducted 3 irrigation evaluations and 2 soil tests.
- Initiated SDSU and Grangetto contracts for DOC Climate Smart grant, expanded budget to accommodate oversight of MRCD and USLRRCD involvement.
- Initiated a Carbon Farm Plan and Pollinator Habitat Plan in IERCD with support of Foodshed
- Held an Integrated Pest Management (IPM) webinar in collaboration with UCANR.
- CDFA SWEEP – Cut Budget due to reduced state funding for farmer grants
- WCB Otay – Held Quarterly Partner Meeting, published webpage and flyer, pivoted permitting strategy back to SERP following 5-year renewal. Consultant conducted field assessment for biological and cultural monitoring. Presented to public at Citizen's Advisory Committee Meeting.
- Attended Foodshed Community of Practice.
- Shared SALC Needs Assessment Results with SD Food System Alliance and CDFA Farm to Fork.
- Nominated Jeremy Walker Corta Madera for CA Board of Forestry RMAC.
- Attended California Pest Control Advisor's training on Pest Management.

**Forestry + Fire Prevention Department:**

- Prepared Partnership Agreement for Cal OPR Grant with County Fire and City Fire
- Finalized MOU for SoCal Wildfire Resilience Partnership with SoCal RFFC partners.
- Prepared pre-application documents for USFS funding for Palomar and GS projects.
- GSOB cost-share program: The treatment season is ending this month with ~115 participants signed up so far this season.
- Continued working with CAL FIRE and RFFC partners to create the framework for a Southern California Pilot Regional Investment Grant. The CAL FIRE agreement announcement is being prepared for the July Task Force meeting where we will be presenting.
- Attended USGS San Diego READ Cohort meeting.
- Filmed an acceptance video for the CA State Parks Annual Awards ceremony, our NACC program was awarded the Inspiration Award.

- SDGE Roadside Fuels Reduction-Wynola Estates community completed. Will be starting two additional communities in July. Reported completion data to SDGE.
- Continuing the development of the Palomar/USFS grant. Met with SDGE and Davey Tree Service to coordinate work.
- Met with Forest Service to discuss San Luis Rey River, Oak Grove and Mount Laguna potential project collaboration.
- Received additional funds from the CFSC County Coordinator grant program, that will extend our program budget through the end of the year.

**NRCS Shared Staff/Forestry Grant:**

- Assisted in development of Implementation Requirements for 5 EQIP forestry practices.
- Created a series of special environmental concerns maps, location maps, and species maps for 3 EQIP contracts to complete environmental evaluation.
- Visited 1 RPP client site to go over NRCS and RCD funding options.
- Trained on the Home Assessment Program and assisted with 3 home assessments.

**Fire Safe Council:**

**Meetings & Workshops**

- Participated in the Lindo Lake community Climate Day.
- Participated in the Alvarado Estates FSC Community Home Assessment Event.

**Home Assessment Program**

- 86 Home Assessments completed this month.
- Training two new assessors to work on the program through the summer.

**Fire Safe Council Homeowners Programs**

- 22 defensible space assistance services provided
- 10 chipping services provided

**Wild Willow Farm**

**Workshops and Courses:**

- **SDCEE – Emeritus Groups** June 4 and 6<sup>th</sup>: 35 students.
- **Homeschool Group** June 5<sup>th</sup>: 10 students.
- **Desert Valley Compost Hub** June 22<sup>nd</sup>.
- **LePort Montessori School** June 6<sup>th</sup>: 10 students.
- **2<sup>ND</sup> Saturday of the Month Volunteer Day**: 40 Volunteers.
- **Jamming and Canning** (Taught by Paul Maschka) June 1<sup>st</sup>: 17 Participants (12 paid, 5 “pay what you can”)
- **The Healing Power of Roses** (Taught by Cindy Saylor) June 2<sup>nd</sup>: 14 Participants
- **All You Can Beet** (Taught by Paul Maschka) June 8<sup>th</sup>: 5 students (2 paid, “pay what you can”)
- **Herbal Medicine Making Series** (Taught by Cindy Saylor) June 9<sup>th</sup> 19 Students (16 paid, 3 “pay what you can”)
- **Beekeeping 103** (Taught by Paul Maschka) June 15<sup>th</sup> 9 students (6 paid, 3 “pay what you can”)

- **Summer Farm School** June 22<sup>nd</sup> to August 10<sup>th</sup>: 10 students
- **Holistic Summer Wellness** (*Taught by Areli Perez*) June 29<sup>th</sup> 11 students (10 paid)

## • UPCOMING EVENTS •

- July 11 – FSC Board and General Meetings
- July 12- CA Wildfire and Forest Resilience Task Force Meeting (Sacramento)
- July 13- Alpine Wildfire Safety Fair
- July 15-Range Management Advisory Committee Meeting
- July 19-Food Systems Social at Wild Willow Farm
- July 31-Casa Familiar La Semilla Groundbreaking
- August 21 – Farm Marketing Webinar
- August 24 -Wildfire Safety Fair (Valley Center)

## • NEWSLETTERS/ BLOG/ PRESS •

- June Fire Safe Council of Greater San Diego County (FSC) Newsletter:  
<https://mailchi.mp/rcdsandiego/fsc-jun-2024-news>
- FSC Blog post: [Celebrating San Diego's Fire Safe Council Volunteers](#)



### POLLINATOR PLANTING PROJECT & POTLUCK

Join us for the redesigning of the pollinator garden located at the entrance of the Garden. There will be low to moderate impact activities available for all gardeners. Tools will be provided. Please bring your own sun protection, water and gloves.



**RCD / FSC GRANT STATUS**

**CURRENT GRANT ACTIVITY – JUNE 2024**

**ITEM 7-2a**

<b>Grant Applications Submitted</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes / Updates</b>
CAL FIRE Pilot Community Block Grant	Forestry & Fire Prevention	\$10m	Regional Investment Strategy for RFFC SoCal Block Grantees. We will manage the grant for the region, if awarded.
CalOES	Flood Relief – January 22 flooding	Approx \$65,000	Funds to repair / replace damaged infrastructure and equipment at the TRVCG and Wild Willow Farm
CFSC- SFC	Forestry & Fire Prevention	\$100K	Home Assessments and DSAP Program
CSFA – California Underserved Producers (CUSP)	Agriculture	\$40,000	This request is for an extension of our current CUSP grant to allow us to reach more producers.
USDA Local Meat Processing	Agriculture	\$87,000	Supporting a \$1.1m application from KCW Custom Processing to develop a mobile slaughter and processing facility. RCD will provide outreach and TA.
<b>Grants Currently Working On</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
<b>Recent Grants Awarded</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
Good Neighbor Authority (Bureau of Land Management)	Pollinator Health	\$640,870	Hermes Copper Butterfly restoration; submitted 9/1/23; partnership with USFS, SD Zoo & Wildlife Alliance, SDMMMP, USFWS and others. RCD as lead agency. Awarded April 2024.
USFS Fuels Reduction	Forestry & Fire Prevention	\$500,000	Two community projects at \$250k each were selected for funding: Home Assessments and Fuels Reduction with a focus on dead tree removal at Palomar; continued CalVTP treatments at Girl Scouts
Strategic Growth Council Community Resilience Center	Ag Department and Wild Willow Farm	\$99,681.44 (RCD ask) of \$10m request	These funds are part of a proposal from Casa Familiar in San Ysidro who want to partner with us to help them develop a community garden and curriculum for residents. Awarded April 2024.
SDG&E	Forestry & Fire Prevention	\$1.5M	New budget amount for 2024; renewable annually for 5 years.
Office of Planning and Research, Regional Resilience Planning and Implementation Grant Program	Forestry & Fire Prevention	\$200,000	Partner on SD County Fire Protection District’s grant, along with City of San Diego. \$1,588,838 awarded to SD County. Announced Dec 2023
CA State Parks Direct Funding Agreement	Forestry & Fire Prevention	\$422,120	Funding to continue the Native American Conservation Corps program. Ann
Wildlife Conservation Board	Habitat restoration planning grant	\$409,000	Project in collaboration with the Green Infrastructure Consortium and Otay River valley Regional Park, RCD as lead partner. Awarded Nov 2023



Dept of Conservation – Climate Smart Working Lands	Agriculture Dept	\$1,074,448	Grant in partnership with SD County (they are lead agency), implementation of SALC-related projects. \$1,800,000 awarded Nov 2023.
NACD Outreach and Technical Assistance	Agriculture Department	\$62,000	To provide TA on integrated pest management
CDFA Healthy Soils TA	Ag Department	\$56,000	Partner on Zero Food Print block grant. We will provide TA to farmers in our district.
CARCD USDA Equity in Conservation Outreach Block Grant	Wild Willow Farm	\$22,500	Agriculture education for South Bay youth.
CDFA SWEEP TA	Ag Department	\$100,000	Technical assistance for grant applications and implementation for Healthy Soils and SWEEP.
NRCS-CARCD	Forestry & Fire Prevention	\$303,016.77	Three-year grant to fund a full-time forester or similar position to support forest management plans and other planning work.
CA Fire Safe Council	Forestry & Fire Prevention	\$500,000	Working with community FSCs, Urban Corps, and Go Patriot to implement defensible space support in targeted communities.
CARCD / Carbon Cycle Institute / Patterson Farming Hub	Agriculture	\$350,000	Funds Hub Coordinator for SoCal region for three years
Audubon California Conservation Ranching	Ag Department	\$10,000	Funds environmental monitoring activities at two ranches to supplement carbon farm plans, habitat management plans and grazing management plans
NRCS CA – Contribution Agreement	Agriculture Dept	\$150,000	Funding to support technical assistance to farmers & ranchers and to refer to NRCS programs.
Community Food Fund, San Diego Foundation	Community Gardens	\$100,000	Original request for \$187k, part funded to support TRV Community Garden.
CDFA Underserved Producers Economic Relief (CUSP)	Agriculture dept	\$87,000	Grant to build on 2021 funding by capitalizing on existing relationships and reputation to support underserved farmers to access funds and resources post-disaster.
DOC - RFFC Program Round III and Opportunity Fund - Wildfire Resiliency	Forestry & Fire Prevention	\$3.15M	Recent amendment approved to combine Round III and Opportunity Fund with Round our II grant.
CARCD – WCB block grant	Pollinator Health	\$356,515	Five-year grant to CARCD and sub-awarded to RCDs. Awarded 1/13/23
CDFA Pollinator Habitat Program	Pollinator Health	\$339k	Funds to support implementation of pollinator habitat on working lands, Awarded March 2023
CDFA Planning Grant (CAPGP)	Funding to support conservation planning with farmers and ranchers, including carbon farm planning	\$249,700	Joint proposal with Regional Carbon Farming Hub partners (Mission and Inland Empire RCDs). Announced 2/2/23
Subcontract from Food Shed	Agriculture - carbon farm plans	\$40,000	Subcontract is part of Food Shed’s recently awarded USDA Climate Smart Commodities grant (Dec 2022) – awaiting subcontractor agreement. Total award is approx. \$5m.



Unsuccessful Applications	Program	Amount \$	Notes
CDFA – Farm to School	Agriculture	\$22,000	Declined due to state budget shortfalls: This request is for an extension of our current Farm to School grant to cover additional supplies and a small amount of staff time.
Community Wildfire Defense Grant	Forestry & Fire Prevention	\$552,216	Palomar Mountain FSC CWPP projects, especially defensible space and ingress/egress
Community Wildfire Defense Grant	Forestry & Fire Prevention	\$3,219,425	Funds to expand our Home Assessment Program and provide defensible space assistance.
EPA Environmental Education Grant	Education	\$5,000	Collaborating with Cal State San Marcos and Mission RCD to develop a Native Pollinators, Native Foods program for local schools. CSUSM would lead, we would receive a \$5k subaward from a \$100k grant. Application declined March 2024
Regional Resilience Planning and Implementation Grant Program	Agriculture Department	\$272,925 (to RCD)	Denied December 2023; Collaboration with UCSD Center for Community Health and Project New Village (UCSD as lead), focus on urban ag
CDFA Urban Agriculture Program	Ag Department and Wild Willow Farm	\$175,709	Denied March 2024

**RC FOUNDATION GRANT STATUS**

**CURRENT GRANT ACTIVITY – JUNE 2024**

**ITEM 7-2b**

<b>Grant Applications Submitted</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes / Updates</b>
CDFA Farm to School	Wild Willow Farm	Approx. \$200,000	A grant to build on our current F2S grant: continue produce sales to district, increase educational component at the farm and at Southwest Highschool
<b>Grants Currently Working On</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
Prebys Foundation – Healing Through Nature	Wild Willow Farm	Approx \$150,000	Funding to support education programs and increase access to nature from surrounding communities
<b>Grants/ Donations Awarded</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
San Diego Self Storage	Wild Willow Farm	\$1,000	Donation received February 2024
	Wild Willow Farm	\$5,000	Donation received May 2023
Hervey Family Fund	Wild Willow Farm	\$10,000	Donation via SD Foundation, December 2023
CDFA – Farm to School, Track 4	Wild Willow Farm	\$150,000	Funding to develop a Farm to School field to supply produce to Sweetwater Union High School District for school consumption and nutrition education programs.
Hervey Family Fund	Wild Willow Farm	\$20,592	Funding to review the CSA model and promote to / engage the local community
<b>Grants Denied / Cancelled</b>	<b>Program</b>	<b>Amount \$</b>	<b>Notes</b>
SDGE Environmental Champions	TRV Community Garden	Approx. \$30,000	Develop a pollinator habitat and seat area – beautification project
CDFA Urban Agriculture	Wild Willow Farm	\$175,000	Staff capacity and business planning