

MINUTES

Temecula-Elsinore-Anza-Murrieta Resource Conservation District Regular Board Meeting Thursday, June 8, 2023, at 4:00 PM

Truax Building
41923 Second Street, 4th Floor
Temecula, CA 92590

I. PRELIMINARY FUNCTIONS

Call to Order, 4:00 p.m., meeting recorded by Rose Corona
Flag Salute
Roll Call/Establish a Quorum

Directors Present: Rose Corona (President), Newt Parkes (Secretary/Treasurer), Jeff McClenahan (Director), Pablo Bryant (Director), Teri Biancardi (Director)

Directors Absent: None

Office Manager: Rae Shirer

District Counsel: Aaron Gettis

Guest Speakers: None

Public Guests: Randy Feeney, Sebastian Valente, Rick Neugebauer

II. CONSENT CALENDAR

III. CORRESPONDENCE/GENERAL

IV. GENERAL INFORMATION –CORRESPONDENCE GENERAL

Approval of Agenda, Correspondence, Financial and General information

Director Parkes moved to approve the agenda. Director McClenhan then moved to add long-term planning/strategic plan to the agenda as Old Business, Item 3. Director Parkes seconded and the addition was approved by unanimous voice vote. Director Parkes then moved to approve the agenda with the additions, including the consent calendar, correspondence and financial information. Director Bryant seconded. The agenda was approved by unanimous voice vote.

Public Comments

None.

V. ACTION ITEMS/ DISCUSSION CALENDAR

- 1. Update on CDFA WETA Grant:** President Corona reported that the grant application was submitted on time for \$354,000 with the assistance of Darcy Cook of Mission RCD, the Farm Bureau, Brian Brady of Santa Ana Watershed Association and staff at Rancho California Water District.

2. **Election of Officers:** President Corona opened the floor for nominations for the office of Secretary/Treasurer and then nominated Newt Parkes to that office. There being no further nominations, Director Parkes was elected Secretary/Treasurer for the 2023-24 year:

Corona: Aye
Parkes: Aye
McClenahan: Aye
Biancardi: Aye
Bryant: Aye

President Corona then opened the floor for nominations for the office of Vice President. Director Biancardi nominated Director Bryant to that office. There being no further nominations, Director Bryant was elected Vice President for the 2023-24 year:

Corona: Nay
Parkes: Aye
McClenahan: Aye
Biancardi: Aye
Bryant: Aye

President Corona then opened the floor for nominations for the office of President. Director Bryant nominated Director Biancardi to that office. Director Parkes nominated Director Corona to that office. The candidates then stated their qualifications for the office of President and answered questions from members of the public present at the meeting. Following additional discussion and expressions of support for the candidates, President Corona called for a roll call vote on the election of Director Biancardi as President, she being first in the alphabetical order of candidates. Upon a roll call vote, Director Biancardi was elected President for the 2023-24 year:

Corona: Nay
Parkes: Nay
McClenahan: Aye
Biancardi: Aye
Bryant: Aye

VI. NEW BUSINESS

None.

VII. OLD BUSINESS

1. **Homeless Monitoring Report:** Director Parkes reported that he attended a meeting with the Lake Elsinore Homeless Task Force to reintroduce TEAM RCD and explain our goals and interest in monitoring homeless activity in the area. He informed them that we are available to maintain and restore areas that have been cleared, subject to a contract. Director Parkes also learned more about the Anchor, a residential facility operated in Lake Elsinore.
2. **Anza/Aguanga Reports:** No report.
3. **Long Range Strategic Plan:** Director McClenahan reported that he has been in discussions with Bill Long of Solid Ground Consulting to assist with the planning process, subject to anticipated funding from CARCD.

VIII. FUTURE AGENDA ITEMS

IX. ADJOURNMENT

There being no further business to come before the board, upon motion moved, seconded and unanimously approved, the meeting was adjourned at 4:31 p.m.

Dated: _____

Secretary

Monthly Management Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the month ended June 30, 2023



Prepared on
July 7, 2023

Profit and Loss YTD Comparison

June 2023

		Total
	Jun 2023	Jul 2022 - Jun 2023 (YTD)
INCOME		
Admin Fees		3,710.00
CropSwap Income		18,150.00
Interest Income		0.94
Investments		
Interest-Savings, Short-term CD		4,734.66
Total Investments		4,734.66
MRCO Income		1,558.50
RCFC Pilot Projects		
Helash Mitigation Site	2,420.05	12,002.77
Hildy	2,171.86	5,197.53
Murrieta Creek - Line F	335.45	2,179.62
Palomar Corydon Channel	3,683.22	4,018.67
Planning & Compliance		3,061.50
Santa Gertrudis Creek	35,382.70	86,615.77
Temecula Creek AD 159	7,954.18	44,176.17
Transient Monitoring	16,149.15	48,587.17
Tucalota Creek Phase III		4,918.82
VV Channel		25,956.23
Warm Springs/Benton Channel	73,914.06	74,562.60
Warm Springs/French Valley	13,071.99	21,826.67
Total RCFC Pilot Projects	155,082.66	333,103.52
SAWA Administration/FC		14,550.10
Sponsorships		5,300.00
Water Audits Income		16,800.00
Total Income	155,082.66	397,907.72
GROSS PROFIT	155,082.66	397,907.72
EXPENSES		
Contract Services		
CropSwap Management		100.00
Post Audit		3,280.00
Pre Audit	1,425.00	6,260.00
Total CropSwap Management	1,425.00	9,640.00
Outside Contract Services		5,554.96
RFC FACILITIES		
HELASH	934.67	6,792.38
HILDY		5,653.14
HOMELESS MONITORING	3,883.01	24,959.22
MURRIETA CREEK LINE F		1,040.82

		Total
	Jun 2023	Jul 2022 - Jun 2023 (YTD)
PALOMAR-CORYDON CHANNEL		3,837.30
SANTA GERTRUDIS CREEK	14,369.90	93,095.42
TEMECULA CREEK AD 159	11,798.36	51,413.32
TUCALOTA CREEK 3		1,157.92
TUCALOTA CREEK I & II		1,824.16
VV CHANNEL		15,942.79
WARM SPRINGS / FRENCH VALLEY	2,677.41	30,160.39
WARM SPRINGS/BENTON CHANNEL	7,622.21	80,186.22
WILDOMAR CHANNEL	804.87	2,948.68
Total RFC FACILITIES	42,090.43	319,011.76
Water Audit Management		479.03
Post Audit		335.00
Pre Audit		5,930.00
Total Water Audit Management		6,744.03
Total Contract Services	43,515.43	340,950.75
General and Administration		
Accounting Fees		
Audit and Audit Documentation		3,000.00
Bookkeeping	94.50	1,931.10
Total Accounting Fees	94.50	4,931.10
Administrative Consulting	258.00	4,215.50
Computer, Data and Software	55.00	3,852.08
FC - Annual Fee		3,876.00
Insurance - Liability, D and O		2,924.92
Insurance - Package Policy	2,907.81	2,907.81
Legal Fees		1,493.42
Membership Dues	778.00	1,159.30
Office Supplies		531.55
Postage, Mailing Service		194.00
Printing and Copying	1,003.15	1,263.35
Quickbooks-Accounting		245.00
Transcription		650.07
Website Expenses	25.00	3,535.00
Total General and Administration	5,121.46	31,779.10
Travel and Meetings		
Conference, Convention, Meeting		278.35
Total Travel and Meetings		278.35
Total Expenses	48,636.89	373,008.20
NET OPERATING INCOME	106,445.77	24,899.52
OTHER INCOME		
AMEX Cash Rewards	3.40	58.57
Total Other Income	3.40	58.57

		Total
	Jun 2023	Jul 2022 - Jun 2023 (YTD)
NET OTHER INCOME	3.40	58.57
NET INCOME	\$106,449.17	\$24,958.09

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Statement of Cash Flows

June 2023

	TOTAL
OPERATING ACTIVITIES	
Net Income	42,441.11
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Receivable (A/R)	100,571.78
Accts Payable	-36,563.72
AMEX 41005	-81.95
Out Of Scope Agency Payable	0.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	63,926.11
Net cash provided by operating activities	\$106,367.22
NET CASH INCREASE FOR PERIOD	\$106,367.22
Cash at beginning of period	709,024.90
CASH AT END OF PERIOD	\$815,392.12

Balance Sheet

As of June 30, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
Chase CD	
Chase CD - Benton Channel	165,000.00
Chase CD - Greer Ranch	125,000.00
Chase CD Interest - 0618	34,954.97
Total Chase CD	324,954.97
Checking/Savings	
Chase Flood - 0600	66,648.70
Chase General - 0592	170,460.92
Chase Platinum - 9070	98,244.87
Total Checking/Savings	335,354.49
Total Bank Accounts	660,309.46
Other Current Assets	
Undeposited Funds	155,082.66
Total Other Current Assets	155,082.66
Total Current Assets	815,392.12
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	747,750.00
TOTAL ASSETS	\$1,563,142.12
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
AMEX 41005	-3.40
Total Credit Cards	-3.40
Total Current Liabilities	-3.40
Total Liabilities	-3.40
Equity	
Retained Earnings	1,538,187.43
Net Income	24,958.09
Total Equity	1,563,145.52
TOTAL LIABILITIES AND EQUITY	\$1,563,142.12

Accounts Receivable

As of June 30, 2023

Date	Transaction Type	Num	Due Date	Amount	Memo/Description
RCWD - Water Audit/CropSwap					
02/08/2023	Invoice	2023-2370	03/10/2023	1,050.00	
03/27/2023	Invoice	2023-2372	04/26/2023	1,000.00	
03/27/2023	Invoice	2023-2373	04/26/2023	1,600.00	
06/19/2023	Invoice	2023-2387	07/19/2023	850.00	
06/19/2023	Invoice	2023-2386	07/19/2023	850.00	
Total for RCWD - Water Audit/CropSwap				\$5,350.00	
Riverside County Flood Control and Water Conservation District					
06/29/2023	Invoice	2023-2388	07/29/2023	49,027.10	
Total for Riverside County Flood Control and Water Conservation District				\$49,027.10	
SAWA					
04/30/2023	Invoice	2023-2385	05/30/2023	1,513.20	Administrative, rent and overhead fees.
06/28/2023	Invoice	2023-2389	07/28/2023	2,204.20	Administrative, rent and overhead fees.
06/30/2023	Invoice	2023-2390	07/30/2023	1,579.58	Administrative, rent and overhead fees.
Total for SAWA				\$5,296.98	
TOTAL				\$59,674.08	

Bills Paid

June 2023

Date	Transaction Type	Memo/Description	Num	Amount
CARCD				
06/20/2023	Bill Payment (Check)		1169	-778.00
06/02/2023	Bill		1710	778.00
ICS International				
06/08/2023	Bill Payment (Check)		1166	-1,003.15
05/05/2023	Bill		20230615448	1,003.15
Mission Resource Conservation District				
06/08/2023	Bill Payment (Check)		1165	-575.00
04/15/2022	Bill		3178	575.00
06/20/2023	Bill Payment (Check)		1170	-850.00
06/06/2023	Bill		3372	425.00
06/06/2023	Bill		3373	425.00
New Options Business Services LLC				
06/08/2023	Bill Payment (Check)		1167	-352.50
06/08/2023	Bill		1356	352.50
Santa Ana Watershed Association				
06/20/2023	Bill Payment (Check)		1037	-37,307.22
05/26/2023	Bill		2023-64	36,392.78
05/26/2023	Bill		2023-58	914.44
06/29/2023	Bill Payment (Check)			-4,783.21
06/20/2023	Bill		2023-68	2,968.57
06/20/2023	Bill		YREND	1,814.64
SDRMA				

Date	Transaction Type	Memo/Description	Num	Amount
06/20/2023	Bill Payment (Check)		1168	-2,907.81
06/19/2023	Bill	Member 7146	74098	2,907.81
Streamline				
06/29/2023	Bill Payment (Check)		1171	-25.00
06/01/2023	Bill		D79E45E5-0013	25.00

Bills or Reimbursements to Be Paid

As of June 30, 2023

Date	Transaction Type	Num	Due Date	Amount	Open Balance	Memo/Description
Mission Resource Conservation District (760) 728-1332						
04/15/2022	Bill	3178	04/25/2022	575.00	575.00	
Total for Mission Resource Conservation District				\$575.00	\$575.00	
Riverside Office of County Counsel						
02/15/2023	Bill	82067	02/25/2023	3,581.92	3,581.92	
04/19/2023	Bill	84371	04/29/2023	1,004.45	1,004.45	
05/16/2023	Bill	85557	05/26/2023	1,800.45	1,800.45	
06/19/2023	Bill	86795	06/29/2023	1,667.77	1,667.77	
Total for Riverside Office of County Counsel				\$8,054.59	\$8,054.59	
TOTAL				\$8,629.59	\$8,629.59	

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase General - 0592, Period Ending 06/30/2023

RECONCILIATION REPORT

Reconciled on: 07/07/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	177,379.93
Checks and payments cleared (7)	-5,266.01
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>172,113.92</u>
Uncleared transactions as of 06/30/2023	-1,653.00
Register balance as of 06/30/2023	170,460.92
Cleared transactions after 06/30/2023	0.00
Uncleared transactions after 06/30/2023	-653.88
Register balance as of 07/07/2023	<u>169,807.04</u>

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/26/2023	Check	1161	USPS	-194.00
05/30/2023	Bill Payment	1162	Mission Resource Conservati...	-100.00
06/08/2023	Bill Payment	1165	Mission Resource Conservati...	-575.00
06/08/2023	Bill Payment	1166	ICS International	-1,003.15
06/08/2023	Bill Payment	1167	New Options Business Servic...	-352.50
06/20/2023	Bill Payment	1168	SDRMA	-2,907.81
06/29/2023	Credit Card Credit			-133.55
Total				-5,266.01

Additional Information

Uncleared checks and payments as of 06/30/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/20/2023	Bill Payment	1169	CARCD	-778.00
06/20/2023	Bill Payment	1170	Mission Resource Conservati...	-850.00
06/29/2023	Bill Payment	1171	Streamlin	-25.00
Total				-1,653.00

Uncleared checks and payments after 06/30/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/06/2023	Bill Payment	1172	New Options Business Servic...	-653.88
Total				-653.88

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Flood - 0600, Period Ending 06/30/2023

RECONCILIATION REPORT

Reconciled on: 07/07/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	108,739.13
Checks and payments cleared (1).....	-37,307.22
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>71,431.91</u>
Uncleared transactions as of 06/30/2023.....	-4,783.21
Register balance as of 06/30/2023.....	66,648.70

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/20/2023	Bill Payment	1037	Santa Ana Watershed Associa...	-37,307.22
Total				-37,307.22

Additional Information

Uncleared checks and payments as of 06/30/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2023	Bill Payment		Santa Ana Watershed Associa...	-4,783.21
Total				-4,783.21

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase CD Interest - 0618, Period Ending 06/30/2023

RECONCILIATION REPORT

Reconciled on: 07/07/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	34,954.97
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>34,954.97</u>
Register balance as of 06/30/2023.....	34,954.97

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Platinum - 9070, Period Ending 06/30/2023

RECONCILIATION REPORT

Reconciled on: 07/07/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	98,244.87
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>98,244.87</u>
Register balance as of 06/30/2023	98,244.87

Monthly Management Report

Temecula-Elsinore-Anza-Murrieta Resource Conservation District
For the month ended July 31, 2023



Prepared on
August 6, 2023

Profit and Loss YTD Comparison

July 2023

		Total
	Jul 2023	Jul 2023 (YTD)
INCOME		
CropSwap Income	850.00	850.00
RCFC Pilot Projects		
Helash Mitigation Site	1,074.87	1,074.87
Santa Gertrudis Creek	17,067.74	17,067.74
Temecula Creek AD 159	14,094.51	14,094.51
Transient Monitoring	4,636.95	4,636.95
Warm Springs/Benton Channel	8,982.11	8,982.11
Warm Springs/French Valley	3,170.92	3,170.92
Total RCFC Pilot Projects	49,027.10	49,027.10
SAWA Administration/FC	3,783.78	3,783.78
Water Audits Income	850.00	850.00
Total Income	54,510.88	54,510.88
GROSS PROFIT	54,510.88	54,510.88
EXPENSES		
Contract Services		
CropSwap Management		
Pre Audit	575.00	575.00
Total CropSwap Management	575.00	575.00
Total Contract Services	575.00	575.00
General and Administration		
Accounting Fees		
Bookkeeping	330.00	330.00
Total Accounting Fees	330.00	330.00
Administrative Consulting	474.00	474.00
Computer, Data and Software	119.88	119.88
Website Expenses	25.00	25.00
Total General and Administration	948.88	948.88
Total Expenses	1,523.88	1,523.88
NET OPERATING INCOME	52,987.00	52,987.00
NET INCOME	\$52,987.00	\$52,987.00

Balance Sheet

As of July 31, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
Chase CD	
Chase CD - Benton Channel	165,000.00
Chase CD - Greer Ranch	125,000.00
Chase CD Interest - 0618	34,954.97
Total Chase CD	324,954.97
Checking/Savings	
Chase Flood - 0600	221,731.36
Chase General - 0592	174,420.82
Chase Platinum - 9070	98,244.87
Total Checking/Savings	494,397.05
Total Bank Accounts	819,352.02
Other Current Assets	
Undeposited Funds	49,027.10
Total Other Current Assets	49,027.10
Total Current Assets	868,379.12
Fixed Assets	
Adeline Farms Easement	162,750.00
Clinton Keith Land	475,000.00
Greer Ranch Easement	110,000.00
Total Fixed Assets	747,750.00
TOTAL ASSETS	\$1,616,129.12
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
AMEX 41005	-3.40
Total Credit Cards	-3.40
Total Current Liabilities	-3.40
Total Liabilities	-3.40
Equity	
Retained Earnings	1,563,145.52
Net Income	52,987.00
Total Equity	1,616,132.52
TOTAL LIABILITIES AND EQUITY	\$1,616,129.12

Accounts Receivable

As of July 31, 2023

Date	Transaction Type	Num	Due Date	Amount	Memo/Description
RCWD - Water Audit/CropSwap					
02/08/2023	Invoice	2023-2370	03/10/2023	1,050.00	
03/27/2023	Invoice	2023-2373	04/26/2023	1,600.00	
03/27/2023	Invoice	2023-2372	04/26/2023	1,000.00	
07/29/2023	Invoice	2023-2391	08/28/2023	1,500.00	
Total for RCWD - Water Audit/CropSwap				\$5,150.00	
SAWA					
04/30/2023	Invoice	2023-2385	05/30/2023	1,513.20	Administrative, rent and overhead fees.
Total for SAWA				\$1,513.20	
TOTAL				\$6,663.20	

A/P Aging Summary

As of July 31, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
New Options Business Services LLC	367.04					367.04
Riverside Office of County Counsel			1,667.77	1,800.45	4,586.37	8,054.59
TOTAL	\$367.04	\$0.00	\$1,667.77	\$1,800.45	\$4,586.37	\$8,421.63

Bills Paid

July 2023

Date	Transaction Type	Memo/Description	Num	Amount
Mission Resource Conservation District				
07/29/2023	Bill Payment (Check)		1175	-575.00
04/15/2022	Bill		3178	575.00
New Options Business Services LLC				
07/06/2023	Bill Payment (Check)		1172	-653.88
06/30/2023	Bill		1362	653.88
07/11/2023	Bill Payment (Check)		1174	-270.00
07/10/2023	Bill		1363	270.00
Streamline				
07/11/2023	Bill Payment (Check)		1173	-25.00
07/01/2023	Bill		D79E45E5-0014	25.00

Bills or Reimbursements to Be Paid

As of July 31, 2023

Date	Transaction Type	Num	Due Date	Amount	Open Balance	Memo/Description
New Options Business Services LLC						
07/31/2023	Bill		08/15/2023	367.04	367.04	
Total for New Options Business Services LLC				\$367.04	\$367.04	
Riverside Office of County Counsel						
02/15/2023	Bill	82067	02/25/2023	3,581.92	3,581.92	
04/19/2023	Bill	84371	04/29/2023	1,004.45	1,004.45	
05/16/2023	Bill	85557	05/26/2023	1,800.45	1,800.45	
06/19/2023	Bill	86795	06/29/2023	1,667.77	1,667.77	
Total for Riverside Office of County Counsel				\$8,054.59	\$8,054.59	
TOTAL				\$8,421.63	\$8,421.63	

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase General - 0592, Period Ending 07/31/2023

RECONCILIATION REPORT

Reconciled on: 08/06/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	172,113.92
Checks and payments cleared (6).....	-2,601.88
Deposits and other credits cleared (2).....	5,483.78
Statement ending balance.....	<u>174,995.82</u>

Uncleared transactions as of 07/31/2023.....	-575.00
Register balance as of 07/31/2023.....	174,420.82

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/20/2023	Bill Payment	1169	CARCD	-778.00
06/20/2023	Bill Payment	1170	Mission Resource Conservati...	-850.00
06/29/2023	Bill Payment	1171	Streamline	-25.00
07/06/2023	Bill Payment	1172	New Options Business Servic...	-653.88
07/11/2023	Bill Payment	1173	Streamline	-25.00
07/11/2023	Bill Payment	1174	New Options Business Servic...	-270.00
Total				-2,601.88

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/29/2023	Deposit		RCWD - Water Audit/CropSwap	1,700.00
07/29/2023	Deposit		SAWA	3,783.78
Total				5,483.78

Additional Information

Uncleared checks and payments as of 07/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/29/2023	Bill Payment	1175	Mission Resource Conservati...	-575.00
Total				-575.00

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Flood - 0600, Period Ending 07/31/2023

RECONCILIATION REPORT

Reconciled on: 08/06/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	71,431.91
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	155,082.66
Statement ending balance.....	<u>226,514.57</u>

Uncleared transactions as of 07/31/2023.....	-4,783.21
Register balance as of 07/31/2023.....	221,731.36

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/19/2023	Deposit		Riverside County Flood Contr...	155,082.66
Total				155,082.66

Additional Information

Uncleared checks and payments as of 07/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2023	Bill Payment	1038	Santa Ana Watershed Associa...	-4,783.21
Total				-4,783.21

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase CD Interest - 0618, Period Ending 07/31/2023

RECONCILIATION REPORT

Reconciled on: 08/06/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	34,954.97
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>34,954.97</u>
Register balance as of 07/31/2023.....	34,954.97

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

Chase Platinum - 9070, Period Ending 07/31/2023

RECONCILIATION REPORT

Reconciled on: 08/06/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	98,244.87
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>98,244.87</u>

Register balance as of 07/31/2023..... 98,244.87

Temecula-Elsinore-Anza-Murrieta Resource Conservation District

AMEX 41005, Period Ending 07/14/2023

RECONCILIATION REPORT

Reconciled on: 08/06/2023

Reconciled by: Rae Shirer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	78.55
Charges and cash advances cleared (1).....	55.00
Payments and credits cleared (2).....	-136.95
Statement ending balance.....	<u>-3.40</u>

Register balance as of 07/14/2023.....-3.40

Details

Charges and cash advances cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/28/2023	Expense		QuickBooks	55.00
Total				55.00

Payments and credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2023	Credit Card Credit			-133.55
06/30/2023	Credit Card Credit			-3.40
Total				-136.95



DATE: August 6, 2023

TO: Chase Bank

This letter is authorization from TEAMRCD for the following changes: The Authorized Representative(s) who will be the authority to open/close account and make signer changes on behalf of TEAMRCD are:

Teri Biancardi, President TEAMRCD

Newt Parkes, Treasurer TEAMRCD

Authorized signers on the accounts will be as follows:

Teri Biancardi, President TEAMRCD

Newt Parkes, Treasurer TEAMRCD

Sincerely,

Teri Biancardi

Signature

Teri Biancardi

P.O. Box 2078 ♦ Temecula, CA 92593-2078

Ph: 951-387-8992 ♦ www.TEAMRCD.org



PROFILE FOR SIGNER, SENIOR MANAGER OR AUTHORIZED REP

Name _____

(As it appears on Primary ID)

Home Address: _____

City _____ State _____ Zip _____

Cell Phone Number: _____

Title: _____

Authorized Representative (Y/N) _____ Senior Manager (Y/N) _____

Country of Citizenship: _____ (If not US – Please provide Green Card)

Social Security Number: _____ (must provide for ID Purposes Only)

Date of Birth: _____

PRIMARY ID

Driver License# _____ State of Issuance: _____

Date of Issuance: _____ Expiration Date: _____

SECONDARY ID (Credit Card/Debit Card/Passport/Other State or Federally Issued ID)

Card Number: _____ (Full Card Number)

Expiration Date: _____ Issuing Bank: _____

OR

Passport Country of Issuance: _____ Issuance Date: _____

Passport ID # _____ Expiration Date: _____

OR

State ID # _____ State of Issuance: _____

Expiration Date: _____ Issuance Date: _____

*****Please provide copies of **both** Primary and Secondary IDs*****

*****For Internal Use Only, ECI# _____



August 6, 2023

To whom it may concern,

This letter is to confirm that Teri Biancardi will be replacing Rose Corona as the authorized contact for TEAMRCD PO Box number 2078.

In addition to Teri, Rae Shirer and Pablo Bryant are also authorized to access the PO Box.

Many thanks,

Teri Biancardi
President, TEAMRCD

Memorandum of Agreement Between The National Association of Conservation Districts and Temecula Elsinore Anza Murrieta Resource Conservation District

AGREEMENT

This agreement (referred to as the “Agreement” or “MOA”) is entered into by the National Association of Conservation Districts (referred to as “NACD”), located at 509 Capitol Court NE, Washington, DC 20002 and the: **Temecula Elsinore Anza Murrieta Resource Conservation District** (referred to as “Grantee”)

Grantee Address: P.O. Box 2078
Temecula, CA92593

Grantee Contact Person: Teri Biancardi
teri.biancardi@teamrcd.org
(951) 961-6622

NACD shall provide your District with a total grant of: \$10000

The Grantee agrees to provide match equal no less than 25% of the total grant: \$2500

according to the information outlined in the District’s proposal to the NACD request for proposals (RFP) announced on January 10, 2023.

The Grantee agrees to carry out the initiatives for the project **Murrieta Community Gardens and Learning Center** detailed in the proposal, and that proposal is hereby made a part of this Agreement as **Exhibit I**. In keeping with NACD procurement policy, this grant has been awarded under a competitive process. These funds are made available by a Contribution Agreement between NACD and the Natural Resources Conservation Service (NRCS). The requirements as specified in the RFP are also made a part of this Agreement as **Exhibit II**.

It is the intent of this Agreement and this project to increase the urban agriculture conservation technical assistance available to your community so as to improve the conditions of natural resources and the society that depend on them while providing the maximum flexibility for you to carry out your responsibilities for these funds.

STATEMENT OF WORK

The District shall undertake the work and activities set forth in Exhibit I, made a part hereof and incorporated by reference as if fully written herein.

The District expressly acknowledges this Agreement shall not be construed or interpreted as a contract of agency or employment. The District shall furnish its own support staff necessary for the satisfactory performance of this Agreement.

NACD may, from time to time as it deems appropriate, communicate specific instructions and requests to the District concerning the performance of the work described in this Agreement. Upon such notice and within a reasonable period of time, the District shall respond to such requests. It is expressly understood by the parties these instructions and requests are for the sole purpose of performing the

specific tasks requested to ensure satisfactory completion of the work described in this Agreement, and are not intended to amend or alter this Agreement or any part thereof.

Any or all materials created under this Agreement may be utilized by NACD and/or NRCS to promote outreach, educational and knowledge transfer nationally.

The District shall consult with the personnel of NACD and other appropriate persons as necessary to assure understanding of the work and satisfactory completion thereof. NACD will designate a person or persons to whom the District will contact and who will communicate with the District regarding the services provided, the time for performance of the services and to assist in arranging communications and/or other arrangements with NACD personnel to facilitate the performance under this Agreement.

REPORTING

NACD will require quarterly (3 month) reports for the project as of the following dates:

REPORT #	PERIOD COVERED	DATE DUE
1	Starting date to September 30	October 15
2	October 1 to December 31	January 15
3	January 1 to March 31	April 15
4	April 1 to June 30	July 15
5	July 1 to September 30	October 15
Final Report	End of last quarterly report and full project period	Within 30 days of completion of project, no later than November 30, 2024.

A final report will be due at the conclusion of the grant period. Using the templates provided by NACD, the reports should address progress on carrying out technical assistance work outlined in Exhibit I (your project proposal); related outreach, marketing and public relations accomplishments; and progress on providing sustainability for the project going into the future.

Approval from NACD is required for all proposed deviations of more than 10% from your original proposed budget.

NACD will respond to reports when and if there is either a request for guidance or a question of compliance with this Agreement.

TERM OF AGREEMENT

This Agreement is effective and binding upon both parties for **up to 16 months** from the day of the last signature date set forth below, with a final grant end date no later than **October 31, 2024**. This Agreement shall remain in effect until the work described in Exhibit I is completed to the satisfaction of NACD, or until otherwise terminated as provided in this Agreement. This Agreement may be extended for an additional period for reasons agreed upon by both parties, but within the terms of NACD's agreement with NRCS.

This Agreement shall not obligate any participating parties to endorse, support, or otherwise influence any policy, legislation, or program activities.

RECORD KEEPING REQUIREMENTS

The District shall keep all financial records in a manner consistent with generally accepted accounting procedures.

All disbursements made for this Agreement shall be only for obligations incurred in the performance of this Agreement and shall be supported by documentation and data, as appropriate to support such disbursements. All disbursements for this Agreement shall be for obligations incurred only after the effective date of this Agreement unless specific authorization for prior disbursements has been given in writing by NACD.

PAYMENT TERMS AND CONDITIONS

An initial check for 25% of the grant will be issued to the District upon receipt of the signed copy of this Agreement. The remaining amount of the grant will be provided in quarterly payments (25% of grant amount) upon satisfactory completion of each quarterly report. If the District is unable to use all the funds on the project by the initial deadline, or by an approved extension, all remaining funds will be returned to NACD.

CONFLICTS OF INTEREST

The District expressly acknowledges no officer or employee of NACD has been employed, retained, induced or directed by the District to solicit or secure this Agreement with NACD upon an Agreement, offer, understanding or implication involving the payment of any form of remuneration, whatsoever. The District agrees, in the event NACD has substantial reason to believe this provision has been violated, NACD may, at its sole option, consider this Agreement void; and in doing so, NACD is released from any and all obligations under this Agreement.

INDEMNIFICATION

The District, at its own expense, shall defend and hold NACD, its officers and employees, harmless from any and all claims, expenses, damages and judgments, including attorney's fees, in the event of a suit or claim arising out of the District's performance in executing the services as stated in Exhibit I and II. Similarly, NACD shall provide the District with reasonable notice of such suit or claim and provide information required for the defense of same.

WARRANTY AND DISCLAIMER OF WARRANTY

The District warrants the work and activities as set forth in this Agreement shall be performed by trained and qualified personnel, and in a professional and workmanlike manner.

COMPLIANCE WITH LAW

The District agrees to comply with all applicable federal, state, and local laws in the conduct of the work hereunder. The District accepts full responsibility for payment of all taxes including without limitation, unemployment compensation insurance premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by the District in the performance of the work authorized by this Agreement.

NON-DISCRIMINATION

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs,

or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

LIMITATION OF LIABILITY

The District's and NACD's liability for damages, whether in contract or in tort, shall not exceed the amount of direct damages incurred by either party as determined by a court of competent jurisdiction.

The District's and NACD's sole and exclusive remedies for failure to perform under this Agreement shall be as set forth in this Article. In no event shall either party be liable to the other for any indirect or consequential damages, including lost profits, even if the parties knew or should have known of the possibility of such damages.

CHANGES OR MODIFICATIONS

This Agreement constitutes the entire Agreement between the parties and supersedes all prior negotiations, commitments, representations and understanding of the parties with respect to the services contemplated under Article I of this Agreement. Any change, deletion, addition or modification of any portion of this Agreement shall not be valid or binding upon either party, unless such change, addition, deletion or modification is agreed to in writing and signed by both parties under this Agreement.

ASSIGNMENT

Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned by either party hereto and not already agreed to in Exhibit I without the prior express written consent of the other party.

CONSTRUCTION

This Agreement shall be construed and interpreted and the rights of the parties determined in accordance with the laws of the District of Columbia.

FORCE MAJEURE

Neither party shall be responsible for failure to perform under this Agreement due to causes beyond the parties' control, including but not limited to, fires, civil disobedience, riots, embargoes, explosions, rebellions, strikes, work stoppages, acts of God or acts of any governmental authority or any other similar occurrence.

BINDING EFFECT

This Agreement shall ensure to the benefit and be binding upon the legal representatives of the parties hereto, subject to the grant of consent for assignment as provided in this Agreement.

SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall remain in full force and effect.

ASSISTANCE LISTING NUMBER (ALN)

The Federal ALN for this grant (formerly, the Catalog of Federal Domestic Assistance, CFDA) is 10.902.

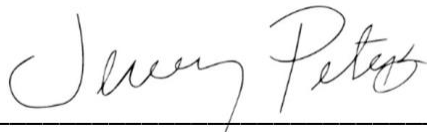
IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date set forth below.

Signature, District Chair or designated official/manager

Print Name of Signer

Name of Grantee: Temecula Elsinore Anza Murrieta Resource Conservation District

_____, 2023
(Month) (Date)



Jeremy Peters, Chief Executive Officer
National Association of Conservation Districts

June 26, 2023



National Association of Conservation Districts

Form Name: NACD Urban Agriculture Conservation Grant Initiative - 2023 Application
Submission Time: March 13, 2023 7:39 pm
Browser: Chrome 111.0.0.0 / Windows
IP Address: 199.5.189.20
Unique ID: 1079108197
Location: 33.6206, -117.0867

Applicant Information

Name of Applicant Organization	Temecula Elsinore Anza Murrieta Resource Conservation District
Name of Primary Contact Person	Rose Corona
Email of Primary Contact Person	rose.corona@teamrcd.com
Phone Number	(951) 387-8992
Address of Organization	P.O. Box 2078 Temecula, CA 92593
NACD Region	Pacific

UAC Applicant Eligibility

Applicant Eligibility: Are you applying on behalf of a conservation district or a tribal organization?	Yes
Upload a Board Resolution. Include the file name as: State-District-Resolution. Example: WA-Benton CD-Resolution	https://drive.google.com/uc?id=1B4onOe5gox_ZfzaKUdBR-zcdPiUx3TGT&export=download&display=/134377043_CATEAMRCDRResolution.pdf
Have you read the UAC Frequently Asked Questions available on NACD's website?	Yes
Is your district a previous UAC grantee?	No
Describe your experience as a previous grantee - 200 word limit	This application represents the first request for grant funding from the NACD.

Basic Grant Information

Which UAC Grant are you applying for? UAC Planning Grant (up to \$10,000)

Project Title Murrieta Community Gardens and Learning Center

Please provide a very brief (50 words or less) description of your project. Building upon initial community efforts, expand the scope, reach and benefits of three acres of community-donated land to:

- 1) provide educational and therapeutic urban agricultural programs for special-needs children and young adults,
- 2) create a robust community food bank operation and
- 3) serve as a regional demonstration garden.

Expected Agricultural and Conservation Outcomes

Soil - including soil health and erosion
Water - including stormwater management and flood control, quality, quantity, or urban specific access issues
Plant - including productivity, health, pest management, forest and fire management, native plant conservation and urban tree canopy cover
Human Impacts - including food security and sovereignty, impacts to livelihoods or wellbeing, increased access to green space, etc.

Project Budgets

NACD Funds: Salary, Benefits and Honorariums 5000

NACD Funds: Employee Training and Travel Costs 1200

NACD Funds: Supplies, Equipment and Promotion 750

NACD Funds: Consultant or Contractors 2200

NACD Funds: Administrative 850

Total Amount Requested from NACD. 10000.00
This value cannot be higher than \$60,000 for Implementation Grants and \$10,000 for Planning Grants.

Matching Funds: Salary, Benefits and Honorariums 2400

Matching Funds: Employee Training and Travel Costs 0

Matching Funds: Supplies, Equipment and Promotion	0
Matching Funds: Consultant or Contractors	500
Matching Funds: Administrative	500
Required Match: 25% of NACD Funds	2500.00
Total Match Proposed:	3400.00

Budget Description - 300 word limit Murrieta Community Gardens and Learning Center Planning Budget (\$13,400):

Activity	Expense	Entity	Source
Site assessment ¹	\$1,200	contractor	NACD
Community outreach ²	\$1,750	salary	NACD
Training ³	\$1,200	consultant	NACD
Supplies ⁴	\$750	contractor	NACD
Partnering ⁵	\$2,500	salary	TEAM RCD Board Members ⁶
		Consultants ⁷	
Project Mgmt. ⁸	\$2,500	salary	NACD
Business plan ⁹	\$1,750	salary	NACD
		consultant	NACD
Administration ¹⁰	\$1,750	salary	NACD
		salary	TEAM RCD Board Members

Footnotes:

1. Soil testing, site map development
2. Community needs survey, focusing on special needs children and adults, regional food security.
3. Development of educational and therapeutic training programs for special needs community.
4. Miscellaneous supplies to conduct surveys, develop training materials, report graphics.
5. Outreach and potential partner commitments for gardening equipment, plant materials, etc.
6. Board member donated time at approximately \$25/hour.
7. Consultants donated time at approximately \$25/hour.
8. Overall coordination of activities and report generation.
9. Comprehensive business plan report in support of a NACD implementation grant.
10. General administrative functions

Project Proposal

Applicant Qualifications - 200 word limit Programs provided to agricultural operations within the district in partnership with the Rancho California Water District:

Agricultural Irrigation Efficiency Program

The Agricultural Irrigation Efficiency Program (Program) provides free irrigation evaluations to determine necessary irrigation improvements. Up to 50% of approved equipment costs can be provided for successful retrofits

Avocado Rootstock Upgrades

This program involves the removal of mature avocado trees that are currently being irrigated to levels necessary for crop production and replaced with juvenile trees containing the latest salt tolerant and disease resistant rootstocks

CropSwap

Crop conversion projects are those that save water through replacement of existing crops with those of lower irrigation water demands. Most commonly this would include Avocado conversions to winegrapes, citrus, olives, cut flowers, and other crops.

Other on-going programs:

Farm And Ranch Clean-Up Program

Facilitate grants to remove solid waste and erect fencing on agriculturally zoned properties

Transient Monitoring

In cooperation with the County of Riverside and the Santa Ana Watershed Association, document homeless populations in the Temecula-Murrieta portion of the district's service area.

Partnering with Riverside County Flood Control District

On-going coordination with the Flood Control District and Santa Ana Watershed Association to remove invasive species (arundo donax) on the Santa Ana River.

District Capacity - 200 word limit

As indicated in the answer to current applicant qualifications, conservation technical assistance provide by the district focuses on commercial-level agriculture. The Temecula- Murrieta region has historically been characterized rural uses (vineyards, groves, equestrian operations). Over the past 20 years urban development has accelerated to a peri-urban landscape. The Temecula- Murrieta Metro Area population has grown from 449,000 in 2010 to 965,000 today.

By conducting this planning grant project (and subsequent implementation grant process), the district will develop a more robust offering of conservation technical assistance programs to smaller urban agriculture.

Detailed Project Description - 1000 word limit

TEAM RCD in west Riverside County in California contains within its boundaries numerous urban and peri-urban farms in need of technical assistance and training. This project, the Murrieta Community garden and Learning Center, will address four primary needs: the provision of expanded, site-specific technical assistance including soil health and water quality to a three-acre donated site in the city of Murrieta; workshops and training on topics identified as critical to the success of natural resource conservation on urban farms; district staff and volunteer training and capacity building on topics of particular relevance to urban producers, and the development of educational and therapeutic urban agricultural programs for special-needs children and young adults in the Murrieta Temecula, Wildomar and Canyon Lake communities

The project will build upon the initial efforts of Cultivating Inclusion (a 501(c)3 non-profit formed in June 2018). Cultivating Inclusion strives to provide a safe environment for special needs participants doing meaningful work while acquiring skills that might help them find employment in farming or gardening occupations. The current garden also provides space for horticultural therapy, and the food that is grown is donated to local food banks.

Principal agencies and groups to collaborate in the planning grant project process include:

City of Murrieta (donator of land and water service)

Cultivating Inclusion Farm (currently works with four food banks and all the food grown at the farm is donated to them. These organizations include Western Eagle, Community Mission of Hope, the Community Food Pantry of Murrieta, and St. Vincent de Paul).

Community Food Pantry of Murrieta (recently named Agency of the Year by Feeding America of Riverside and San Bernardino Counties)

Care Rite Vocational and Towards Maximum Independence, day care programs for Special Needs Adults (funded by the state of California).

Special Education Parent Advisory Council (affiliated with the Murrieta Valley Unified School District)

Mission Resource Conservation District (neighboring RCD in Fallbrook, CA)

The project is forecasted to take 12 months to complete after funding is secured. Tasks to be completed are:

1. Site assessment (soils and water, water resources protection)
 2. Community needs survey
 3. Outreach to potential long-term sponsors
 4. Development of agriculturally themed educational and therapeutic training programs for special needs community
 5. Workshops and training on topics identified as critical to the success of natural resource conservation on urban farms
 6. Development of a final project business plan in support of a subsequent implementation grant
-

Geographic Focus - 200 word limit

The Temecula- Murrieta region has historically been characterized rural uses (vineyards, groves, equestrian operations). Over the past 20 years urban development has accelerated to a peri-urban landscape. The Temecula- Murrieta Metro Area population has grown from 449,000 in 2010 to 965,000 today (source: Macrotrends, 2023).

Conducting this planning grant project (and subsequent implementation grant process), the district will develop a more robust offering of conservation technical assistance programs to smaller urban agriculture. The Murrieta Community Garden and Learning Center will:

1. Address food security issues in the region by providing a greater volume of produce to several regional food bank operations.
2. Address the educational and therapeutic learning needs of the regions special needs adolescents and adults.
3. Serve as a practical business model for regional expansion.

Project Goals and Timeline - 200 word limit

The project is forecasted to take 12 months to complete after funding is secured. Tasks to be completed are:

1. Site assessment (soils and water, water resources protection plan)
3 months (by July '23)
2. Community needs survey
6 months (by November '23)
3. Outreach to potential long-term sponsors
9 months (by February '24)
4. Development of agriculturally themed educational and therapeutic training programs for special needs community
9 months (by February '24)
5. Workshops and training on topics identified as critical to the success of natural resource conservation on urban farms
9 months (by February '24)
6. Development of a final project business plan in support of a subsequent implementation grant
3 months (by May '24)

Tasks 1 through 5 are scheduled for completion so that the final project business plan can be completed relative to the May, 2024 one-year deadline.

Supplemental Information

Letters of Support. Upload all letters as a single document, include the file name as: State-District-LOS. Example: WA-Benton CD-LOS.

https://drive.google.com/uc?id=1TP-_Zw4vEZR22cYfEz3_thnOHYQxoYVW&export=download&display=/134441343_CA_TEAMRCD_LOS.pdf



Direct Credit Authorization Form

Action to be taken (check box):
Start Direct Credit
Stop Direct Credit
Change Account Number

NAME

ADDRESS

TELEPHONE NUMBER

Financial Institution Information (Attach a voided check or cancelled check for verification)

Type of Account (check one):
Checking
Savings

TRANSIT ROUTING NUMBER

ACCOUNT NUMBER

Grid for transit routing number

Grid for account number

FINANCIAL INSTITUTION NAME

CITY

STATE

TELEPHONE NUMBER

AUTHORIZATION

Unless otherwise indicated above, I hereby authorize and request The National Association of Conservation Districts, hereinafter referred to as NACD, to direct transactions to my account indicated at the Financial Institution designated and I further authorize the Financial Institution, if necessary, to initiate electronic debit entries or adjustments for any credit entries processed in error.

This authorization will remain in effect until I initiate the required stop action in such time and in such manner as to allow NACD a reasonable opportunity to act upon it.

I agree to notify NACD if I wish to change the designated Financial Institution or account to which the transaction occurs in such time and in such manner as to allow NACD a reasonable opportunity to act upon it prior to the effective date of such change.

SIGNATURE

PRINT NAME

DATE

**BUDGET #1 CURRENT PROJECTS WITH BIOMASS REMOVAL
JULY 1st, 2023 to JUNE 30th, 2024**

PROJECT NAME	PRIORITY	STAFF TOTALS	MILEAGE	EQUIPMENT	HERBICIDE	F&W FEE	TOTAL COST-NTE	15%	5% OF PROJECT STAFF TIME	FC - Total	Notes	# of Days Per year
TRANSIENT MONITORING	HIGH	\$ 22,500.00	\$ 3,076.32	\$ -	\$ -	\$ 350.50	\$ 25,926.82	\$ 3,889.02	\$ 1,125.00	\$ 30,940.84	on-going bi-weekly	26
PROJECT DEVELOPMENT & ADMIN	HIGH	\$ 24,750.00	\$ 5,000.00	\$ -	\$ -	\$ 350.50	\$ 30,100.50	\$ 4,515.08	\$ 1,237.50	\$ 35,853.08	on-going	
HELEASH MITIGATION SITE	MEDIUM	\$ 19,941.60	\$ 814.32	\$ -	\$ 1,250.00	\$ 350.50	\$ 22,356.42	\$ 3,353.46	\$ 997.08	\$ 26,706.96	Minimal on-going maintenance needed --> 6 days per treatment	8
HILDY	LOW	\$ 4,985.40	\$ 135.72	\$ -	\$ 750.00	\$ 350.50	\$ 6,221.62	\$ 933.24	\$ 249.27	\$ 7,404.13	Minimal on-going maintenance needed --> 1 day per treatment	2
MORGAN VALLEY WASH	MEDIUM	\$ 14,956.20	\$ 668.16	\$ 2,500.00	\$ 2,500.00	\$ 350.50	\$ 20,974.86	\$ 3,146.23	\$ 747.81	\$ 24,868.90	Medium tamarisk infestation --> 3 days per treatment	6
MURRIETA CREEK-LINE F	LOW	\$ 2,492.70	\$ 130.50	\$ -	\$ 350.00	\$ 350.50	\$ 3,323.70	\$ 498.56	\$ 124.64	\$ 3,946.89	Minimal on-going maintenance needed - 1 day per year	1
PALOMAR CORYDON CHANNEL	LOW	\$ 2,492.70	\$ 132.24	\$ -	\$ 350.00	\$ 350.50	\$ 3,325.44	\$ 498.82	\$ 124.64	\$ 3,948.89	Minimal on-going maintenance needed --> 0.5 day per treatment	1
SANTA GERTRUDIS CREEK	HIGH	\$ 49,854.00	\$ 1,837.44	\$ 3,000.00	\$ 3,250.00	\$ 350.50	\$ 58,291.94	\$ 8,743.79	\$ 2,492.70	\$ 69,528.43	Minimal on-going maintenance needed --> 10 days per treatment; large project area.	20
TEMECULA CREEK AD 159	MEDIUM	\$ 29,912.40	\$ 960.48	\$ 3,000.00	\$ 2,250.00	\$ 350.50	\$ 36,473.38	\$ 5,471.01	\$ 1,495.62	\$ 43,440.01	Minimal on-going maintenance needed --> 6 days per treatment	12
TUCALOTA CREEK PHASE I & II	LOW	\$ 4,985.40	\$ 132.24	\$ -	\$ 400.00	\$ 350.50	\$ 5,868.14	\$ 880.22	\$ 249.27	\$ 6,997.63	Minimal on-going maintenance needed --> 1 day per treatment	2
TUCALOTA CREEK PHASE III	HIGH	\$ 4,985.40	\$ 132.24	\$ -	\$ 400.00	\$ 350.50	\$ 5,868.14	\$ 880.22	\$ 249.27	\$ 6,997.63	Minimal on-going maintenance needed --> 1 day per treatment	2
VV CHANNEL	HIGH	\$ 4,985.40	\$ 160.08	\$ -	\$ 400.00	\$ 350.50	\$ 5,895.98	\$ 884.40	\$ 249.27	\$ 7,029.65	Minimal on-going maintenance needed --> 1 day per treatment	2
WARM SPRINGS/FRENCH VALLEY	HIGH	\$ 29,912.40	\$ 1,252.80	\$ 2,500.00	\$ 2,750.00	\$ 350.50	\$ 36,765.70	\$ 5,514.86	\$ 1,495.62	\$ 43,776.18	Minimal on-going maintenance needed --> 6 days per treatment; large project area	12
WARM SPRINGS/BENTON CHANNEL	MEDIUM	\$ 29,912.40	\$ 1,284.12	\$ 2,500.00	\$ 2,750.00	\$ 350.50	\$ 36,797.02	\$ 5,519.55	\$ 1,495.62	\$ 43,812.19	Minimal on-going maintenance needed --> 6 days per treatment; large project area	12
WILDOMAR CHANNEL	LOW	\$ 2,492.70	\$ 135.72	\$ -	\$ 350.00	\$ 350.50	\$ 3,328.92	\$ 499.34	\$ 124.64	\$ 3,952.89	Minimal on-going maintenance needed --> 0.5 day per treatment	1
GRAND TOTALS		\$ 249,158.70	\$ 15,852.38	\$ 13,500.00	\$ 17,750.00	\$ 5,257.50	\$ 301,518.58	\$ 45,227.79	\$ 12,457.94	\$ 359,204.30		107.00



**TEMECULA ELSINORE ANZA MURRIETA RESOURCE CONSERVATION DISTRICT
BUDGET 2023-2024**

INCOME

Interest Income	\$ 11,185.00
Other Non-Operating Income	\$ 60.00
Other Contract Income	\$ -
SAWA Administration	\$ -
Riverside County Flood Control	\$ 57,685.67

TOTAL INCOME \$ 68,930.67

EXPENSES

G&A EXPENSES

Accounting Services/Audit	\$ 9,380.00
Administrative Consulting	\$ 5,160.00
CDFW Planning and Compliance	\$ 5,608.00
CDFW Yearly Dues	\$ 800.00
Computer, Data and Software	\$ 3,960.00
Insurance SDRMA	\$ 3,000.00
LAFCO Fees	
Legal Fees	\$ 5,520.00
Membership Dues (CARCD, NACD, CSDA)	\$ 2,400.00
Postage/PO Box	\$ 240.00
Transcription	\$ -
Travel & Meetings	\$ 500.00
Website/Domain & Email Expenses	\$ 2,040.00

TOTAL EXPENSES \$ 38,608.00

NET INCOME \$ 30,322.67



July 26, 2023

Teri Biancardi, Board President
TEMECULA-ELSINORE-ANZA-MURRIETA RESOURCE CONSERVATION DISTRICT
P.O. Box 2078
Temecula, CA 92593-2078

SUBJECT: COMPLETION OF SERVICES NOTIFICATION

Board of Directors

John V. Rossi
President

Brian J. Brady
Senior Vice President

Carol Lee Gonzales-Brady

J. D. Harkey

John E. Hoagland

William E. Plummer

Bill Wilson

Officers

Robert S. Grantham
General Manager

Jake Wiley, P.E.
Assistant General Manager
Engineering and Operations

Kathleen M. Naylor
Chief Financial Officer/Treasurer

Kelli E. Garcia
District Secretary

James B. Gilpin
Best Best & Krieger LLP
General Counsel

Dear Ms. Biancardi,

Rancho California Water District (Rancho Water/District) would like to thank the entire team at the Temecula-Anza-Elsinore-Murrieta Resource Conservation District (TEAM RCD) for their support and assistance with the District's CropSWAP program. Over the last several years, this program has provided a significant benefit to the District's agricultural customers and has played an important role in sustaining the agricultural community in the Temecula and Murrieta area.

Through generous grant funding from the United States Bureau of Reclamation and the California Department of Water Resources, along with additional funding from Rancho Water, local agricultural customers have been able to convert over 160 acres of high-water using crops with low-water-use crops such as wine grapes, cut flowers, citrus, and avocado rootstock upgrades. TEAM RCD's assistance with conducting pre- and post-conversion inspections was a key contributor to the success of the CropSWAP project and the District recognizes the value that these services provided. The District would also like to acknowledge the efforts provided by Mission Resource Conservation District and their assistance on the project.

With grant funding for the program at 95% percent subscribed, Rancho Water's CropSWAP program will soon be closing out. Therefore, no additional services will be required from TEAM RCD at this time. The District would again like to thank TEAM RCD for the professional services that were delivered and the contributions made to the District's agricultural customers and the community.

Sincerely,

RANCHO CALIFORNIA WATER DISTRICT

Jason A. Martin
Director of Administration



CONSULTING AGREEMENT

This Agreement is made on July 1, 2023, between Temecula-Elsinore-Anza-Murrieta Resource Conservation District (TEAM RCD), and Rae Shirer (“Consultant”), an independent consultant.

ARTICLE 1. TERM OF CONTRACT

1.1. This agreement will become effective on the date stated above, and will continue in effect until terminated as provided in this agreement.

ARTICLE 2. SERVICES TO BE PERFORMED BY CONSULTANT

Specific Service

2.1. Consultant agrees to perform the services specified in the “Description of Services” attached to this agreement and incorporated into this agreement by reference.

Method of Performing Services

2.2. Consultant will determine the method, details, and means of performing the above-described services.

Status of Consultant

2.3. Consultant enters into this agreement, and will remain throughout the term of the agreement, as an independent consultant. Consultant agrees that she is not and will not become an employee, partner, agent or principal of Client while this agreement is in effect. Consultant agrees she is not entitled to the rights or benefits afforded to Client’s employees, including disability or unemployment insurance, worker’s compensation, medical insurance, sick leave, or any other employment benefit. Consultant is responsible for providing, at her own expense, disability, unemployment, and other insurance, worker’s compensation, training, permits, and licenses for herself and for her employees or subcontractors.

Payment of Income Taxes

2.4. Consultant is responsible for paying when due all income taxes, including estimated taxes, incurred as a result of the compensation paid by Client to Consultant for services under this agreement. On request, Consultant will provide Client with proof of timely payment.

Consultant agrees to indemnify Client for any claims, costs, losses, fees, penalties, interest, or damages suffered by Client resulting from Consultant's failure to comply with this provision.

Use of Employees or Subcontractors

2.5. Consultant may, at Consultant's own expense, use any employees or subcontractors as Consultant deems necessary to perform the services required of Consultant by this agreement. Client may not control, direct, or supervise Consultant's employees or subcontractors in the performance of those services.

ARTICLE 3. COMPENSATION

3.1. Client agrees to pay Consultant according to the schedule of payments in the "Description of Services" attached to this agreement and incorporated into this agreement by reference.

Payment of Expenses

3.2. Client will reimburse Consultant for all reasonable expenses incurred in performing services under this agreement. The term "expenses" includes costs of travel, telephone bill, supplies, photocopying and scanning costs, postage, and the services of subcontractors. Consultant will provide Client with receipts for all expenses.

ARTICLE 4. OBLIGATIONS OF CONSULTANT

Minimum Amount of Service

4.1. Consultant agrees to devote a minimum of ten hours per month to performing the above-described services.

Non-Exclusive Relationship

4.2. Consultant may represent, perform services for, and contract with as many additional clients, persons, or companies as Consultant, in her sole discretion, sees fit.

Time and Place for Performing Work

4.3. Consultant may perform the services under this agreement at any suitable time and location she chooses.

Tools, Materials, and Equipment

4.4. Consultant will supply all tools, materials, and equipment required to perform the services under this agreement.

Workers' Compensation

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

Limited Liability

4.6. Consultant will not be liable to Client, or to anyone who may claim any right due to a relationship with Client, for any acts or omissions in the performance of services under the terms of this agreement or on the part of the employees or agents of Consultant unless those acts or omissions are due to willful misconduct. Client will indemnify and hold Consultant free and harmless from any obligations, costs, claims, judgments, attorneys' fees, and attachments arising from, growing out of, or in any way connected with the services rendered to Client under the terms of this agreement, unless Consultant is judged by court of competent jurisdiction to be guilty of willful misconduct.

Consultants' Qualifications

4.7. Consultant represents that she has the qualifications and skills necessary to perform the services under this agreement in a competent, professional manner, without the advice or direction of Client. This means Consultant is able to fulfill the requirements of this agreement. Failure to perform all the services required under this agreement constitutes a material breach of the agreement. Consultant has complete and sole discretion for the manner in which the work under this agreement will be performed.

Indemnity

4.8. Consultant agrees to indemnify, defend, and hold Client free and harmless form all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorneys' fees, and costs, that Client may incur as a result of a breach by Consultant of any representation or agreement contained in this agreement.

Assignment

4.9. Neither this agreement nor any duties or obligations under this agreement may be assigned by Consultant without the prior written consent of Client.

ARTICLE 5. OBLIGATIONS OF CLIENT

Cooperation of Client

5.1. Client agrees to comply with all reasonable requests of Consultant and provide access to all documents reasonably necessary to the performance of Consultant's duties under this agreement.

Assignment

5.2. Neither this agreement nor any duties or obligations under this agreement may be assigned by Client without the prior written consent of Consultant.

ARTICLE 6. TERMINATION OF AGREEMENT

Termination on Notice

6.1. Notwithstanding any other provision of this agreement, either party may terminate this agreement at any time by giving 30 days written notice to the other party. Unless otherwise terminated as provided in this agreement, this agreement will continue in force until the services provided for in this agreement have been fully and completely performed.

Termination on Occurrence of Stated Events

6.2. This agreement will terminate automatically on the occurrence of any of the following events:

- a. Bankruptcy or insolvency of either party.
- b. Death of Consultant
- c. Dissolution of Client

Termination for Default

6.3. If either party defaults in the performance of this agreement or materially breaches any of its provisions, the non-breaching party may terminate this agreement by giving written notification to the breaching party. Termination will take effect immediately upon receipt of notice by the breaching party or five days after mailing of notice, whichever occurs first. For the purposes of this paragraph, material breach of this agreement includes, but is not limited to, the following:

- a. Client's failure to pay Consultant any compensation due within 30 days after written demand for payment.
- b. Consultant's failure to complete the services specified in the Description of Services.
- c. Consultant's material breach of any representation contained in paragraph 4.7,

ARTICLE 7. PROPRIETARY RIGHTS

New Developments

7.1. Consultant agrees that all designs, plans, reports, specifications, drawings, inventions, processes, and other information on items produced by Consultant while performing services under this agreement will be assigned to Client as the sole and exclusive property of Client and Client's assigns, nominees, and successors, as will any copyrights, patents, trademarks obtained by Consultant while performing services under this agreement.

7.2. Confidential Information

7.3. Any written, printed, graphic, or electronically or magnetically recorded information furnished by Client for Consultant's use are the sole property of Client. This proprietary information includes, but is not limited to, customer requirements, customer lists, marketing information, and information concerning Client's employees, products, services, prices, operations, and subsidiaries.

Consultant will keep this confidential information in the strictest confidence, and will not disclose it by any means to any person except with Clients' approval, and only to the extent necessary to perform the services under this agreement. This prohibition also applies to Consultant's employees, agents, and subcontractors. On termination of this agreement, Consultant will return any confidential information in her possession to Client.

ARTICLE 8. GENERAL PROVISIONS

Notices

8.1. Any notices required to be given under this agreement by either party to the other may be effected by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Each party may change their notice address by giving written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of the day of receipt or the fifth day after mailing, whichever occurs first.

If to New Options Business Services:
P.O. Box 17461
Anaheim, CA 92817

If to TEAM RCD:
P.O. Box 2078
Temecula, CA 92593

Entire Agreement of Parties

8.2. This agreement supersedes any and all agreements, either oral or written, between the parties with respect to the rendering of services by Consultant for Client and contains all of the representations, covenants, and agreements between the parties with respect to the rendering of those services. Each party to this agreement acknowledges that no representations,

inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not contained in this agreement, and that no other agreement, statement, or promise not contained in this agreement will be valid or binding. Any modification of this agreement will be effective only if it is in a writing signed by the party to be charged.

Partial Invalidity

8.3. If any provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

Payment of Moneys Due Deceased Consultant

8.4. If Consultant dies before completing the services under this agreement, any moneys due Consultant from Client under this agreement as of the date of death will be paid to the Consultant's executors, administrators, heirs, personal representatives, successors, and assigns.

Arbitration

8.5. Any controversy between the parties to this agreement involving the construction or application of any of the terms, covenants, or conditions of this agreement will, on the written request of one party served on the other, be submitted to arbitration. The arbitration will comply with and be governed by the provisions of the California Arbitration Act, Sections 1280 through 1294.2 of the California Code of Civil Procedure.

The parties will each appoint one person to hear and determine the dispute. If those two persons are unable to agree, then they will select a third impartial arbitrator whose decision will be final and conclusive on both parties. The cost of arbitration will be borne in a proportion the arbitrators determine.

Attorneys' Fees

8.6. If any legal action, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.

Governing Law

8.7. This agreement will be governed by and construed in accordance with the laws of the State of California.

Executed at Temecula, California, on _____.

CLIENT:
Temecula-Elsinore-Anza-Murrieta
Resource Conservation District

By: _____
Teri Biancardi, President

CONSULTANT:

By: _____
Rae Shirer

DESCRIPTION OF SERVICES

Consultant shall render the following services to Client. All hourly services will be billed at the rate of \$30.00 per hour.

General and administrative services:

On a daily basis:

- Review email received by manager@teamrcd.org, forward to appropriate officers and/or directors of TEAM RCD, respond to administrative inquiries.
- Estimate of time for this task: 10 hours per month

On a weekly basis:

- Collect mail from TEAM RCD post office box in Temecula, scan new correspondence and forward to appropriate officers and/or directors of TEAM RCD, respond to administrative inquiries.
- Estimated time for these tasks: 4 hours per month

On a monthly basis:

- Attend regular meetings of the board of directors of TEAM RCD on the 2nd Thursday of each month.
- Prepare minutes of each regular meeting of the board of directors of TEAM RCD and submit the draft minutes to the TEAM RCD President no later than the 4th Thursday of each month.
- Print/scan all correspondence received by email/US mail for inclusion in the directors' packet for the next regularly scheduled TEAM RCD board meeting.
- Prepare/assist in preparation of the Agenda for the next regularly scheduled TEAM RCD board meeting.
- Upload meeting materials for the next regularly scheduled TEAM RCD board meeting and arrange for posting of the Agenda at the physical meeting location no later than 72 hours prior to the regularly scheduled TEAM RCD board meeting.
- Monitor reporting from Santa Ana Watershed Association for work on Riverside County Flood Control projects, upload reports to TEAM RCD Airtable project tracker.
- File all physical documents in TEAM RCD files
- Estimated time for these tasks: 10 hours per month

Accounting services:

On a weekly basis:

- Review email received by manager@teamrcd.org, forward to appropriate officers and/or directors of TEAM RCD, respond to bookkeeping, banking and accounting inquiries, enter new bills received via email into TEAM RCD books.

- Collect mail from TEAM RDC post office box in Temecula, deposit all new payments received into TEAM RCD accounts, update TEAM RCD books for new payments received and new bills received for payment.
- Estimated time for these tasks: 4 hours per month

On a monthly basis:

- Process all bills received; prepare checks for signature by authorized officers at next regularly scheduled meeting of the board of directors of TEAM RCD.
- Reconcile all bank accounts and credit cards of TEAM RCD.
- Prepare monthly financial report for inclusion in the directors' packet for the next regularly scheduled meeting of the board of directors of TEAM RCD.
- Prepare quarterly financial report, email to Riverside County controller's office.
- Estimated time for these tasks: 4 hours per month

Total estimated time per month: 32 hours (\$960 per month)

Additional projects and/or tasks outside of the scope of this Description of Services are subject to the mutual agreement of Consultant and Client, are contingent on the time/availability of Consultant, and may be billed at higher rates depending on the projects requested by TEAM RCD.



June 1, 2023

Board of Directors
Temecula-Elsinore-Anza-Murrieta Resource Conservation District
P.O. Box 2078
Temecula, CA 92593

We are pleased to confirm our understanding of the services we are to provide Temecula-Elsinore-Anza-Murrieta Resource Conservation District (District) as of and for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the governmental activities and each major fund of the District, as of June 30, 2023 and for the year then ended and the related notes, which collectively comprise the District's basic financial statements as listed in the table of contents of the financial statements.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and, if applicable, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements will always detect a material misstatement when it exists.

Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information (RSI) such as management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule – General Fund

Jeff Nigro, CPA, CFE | Elizabeth Nigro, CPA | Shannon Bishop, CPA | Peter Glenn, CPA, CFE | Paul J. Kaymark, CPA

MURRIETA OFFICE 25220 Hancock Avenue, Suite 400, Murrieta, CA 92562 • P: (951) 698-8783 • F: (951) 699-1064
WALNUT CREEK OFFICE 2121 N. California Blvd. Suite 290, Walnut Creek, CA 94596 • P: (844) 557-3111 • F: (844) 557-3444
www.nncpas.com • Licensed by the California Board of Accountancy

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor Responsibilities

We will conduct our audit in accordance with GAAS and in accordance with *Government Auditing Standards*. As part of an audit in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

1. Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
2. Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
3. Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
4. Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and in accordance with *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a) For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b) For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c) To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.
 - iv. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - v. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
- d) For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e) For identifying and ensuring that the District complies with the laws and regulations applicable to its activities;
- f) For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g) For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h) For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i) For informing us of any known or suspected fraud affecting the District involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j) For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility:

- a) for the preparation of the supplementary information in accordance with the applicable criteria;
- b) to provide us with the appropriate written representations regarding supplementary information;
- c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and
- d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

Nonattest Services

With respect to any nonattest services we perform,

At the end of the year, we agree to perform the following:

- a) Propose adjusting or correcting journal entries detected during the audit, if applicable, to be reviewed and approved by the District's management.
- b) Word process the financial statements using information provided by management.

We will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for:

- a) making all management decisions and performing all management functions;
- b) assigning a competent individual to oversee the services;
- c) evaluating the adequacy of the services performed;
- d) evaluating and accepting responsibility for the results of the services performed; and
- e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- a) We will perform the services in accordance with applicable professional standards
- b) The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries. Our firm will advise the District with regard to tax positions taken in the preparation of the tax return, but the District must make all decisions with regard to those matters.

Reporting

We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the Board of Directors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

Preparation of State Controller Report

Our Responsibilities

The objective of our engagement is to prepare the annual Financial Transactions Report (FTR) in accordance with the California State Controller's Office Instructions based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's

Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the FTR.

Our engagement cannot be relied upon to identify or disclose any FTR misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the District or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare the FTR in accordance with the State Controller's Office Instructions. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your FTR in accordance with SSARSs:

- a) The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
- c) The prevention and detection of fraud
- d) To ensure that the District complies with the laws and regulations applicable to its activities
- e) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- f) To provide us with:
 - i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
 - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
 - iii. Unrestricted access to persons of whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the FTR were not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

Engagement Fees

Our fixed fees for the services previously outlined will be as follows:

Financial Statements and Auditor Reports	\$2,500
Preparation of the State Controller's Report	500
Total	\$3,000

If significant changes occur in the District's audit requirements with the implementation of new Governmental Accounting Standards Board (GASB) Standards, *Government Auditing Standards* or the Audit and Accounting Guide for State and Local Governments issued by the AICPA for attest and/or nonattest services, this may render additional services needed which may increase the above noted fixed fee.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if the District's account becomes 60 days or more overdue and may not be resumed until the District's account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. The District will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from District personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

Additionally, our fees are dependent on the availability, quality, and completeness of the District's records and, where applicable, upon the District's personnel providing the level of assistance identified in the "prepared by client" request list distributed at the end of our planning work (e.g., District employees preparing confirmations and schedules we request, locating documents selected by us for testing, etc.).

We will schedule the engagement based in part on deadlines, working conditions, and the availability of District key personnel. We will plan the engagement based on the assumption that District personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, District personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

If circumstances occur related to the condition of District records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Should our assumptions with respect to these matters be incorrect, or should the condition of the records, degree of cooperation, or other matters beyond our reasonable control require additional commitments by us beyond those upon which our estimated fees are based, we may adjust our fees and planned completion dates. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate as soon as reasonably practicable.

Scheduling

Scheduling of the Audit Final-Fieldwork Dates will be based on an agreeable timetable with the District. We ask that the District prepare a completed and finalized Trial Balance and General Ledger in Excel form as of the June 30, 2023 date with all Balance Sheet accounts properly reconciled in Excel or PDF form and uploaded into the Suralink Portal System by the date scheduled. Failure to complete all the above noted items by the date scheduled will result in a \$1,000 extra fee charge and postponement of the audit to a later date. A 30-day notice before the initial scheduled Audit Final-Fieldwork date is required to change the date and avoid the extra \$1,000 fee. However, if a December or January date is chosen for the re-scheduled Audit Final-Fieldwork date, the \$1,000 fee will still apply to cover Overtime costs incurred during those months and will only guarantee the audit will be completed by January 31, 2024.

Other Engagement Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

Paul J Kaymark, CPA is the engagement partner responsible for supervising the engagement and signing the report.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least seven years from the date of our report.

The audit documentation for this engagement is the property of Nigro & Nigro, PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory agencies pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Nigro & Nigro, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulatory agencies. The regulatory agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will notify the District of any such request.

Conflict Resolution

Should any litigation or adverse action (such as audits by outside governmental agencies and/or threatened litigation, etc.), by third parties arise against the District or the board of directors subsequent to this engagement, which results in the subpoena of documents from Nigro & Nigro, PC and/or requires additional assistance from us to provide information, depositions or testimony, the District hereby agrees to compensate Nigro & Nigro, PC (at our standard hourly rates) for additional time charges and other costs (copies, travel, etc.), and to indemnify us for any attorney's fees to represent Nigro & Nigro, PC.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its applicable rules for resolving professional accounting and related services disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

The District and Nigro & Nigro, PC both agree that any dispute over fees charged by the auditor to the District will be submitted for resolution by arbitration in accordance with the applicable rules for resolving professional accounting and related services disputes of the American Arbitration Association, except that under all circumstances the arbitrator must follow the laws of California. Such arbitration shall be binding and final. **IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY THE ACCOUNTANT, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.** The prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

Conclusion

At the conclusion of our audit engagement, we will communicate to the Board of Directors the following significant findings from the audit:

- a) Our view about the qualitative aspects of the District's significant accounting practices;
- b) Significant difficulties, if any, encountered during the audit;
- c) Uncorrected misstatements, other than those we believe are trivial, if any;
- d) Disagreements with management, if any;
- e) Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- f) Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- g) Representations we requested from management;
- h) Management's consultations with other accountants, if any; and
- i) Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

Enclosed, as required by *Government Auditing Standards*, is a copy of the report on the most recent peer review of our firm.

We appreciate the opportunity to provide these services and believe this letter accurately summarizes the significant terms of our engagement.

Very truly yours,

Nigro & Nigro, PC

The services and arrangements described in this letter are in accordance with our understanding and are acceptable to us.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

TEAM RCD Hosted Email

3 messages

Rae Shirer <rae.shirer@newoptions4.biz>
To: Glenn Lazich <glazich@iscinternational.com>

Thu, Jul 27, 2023 at 11:52 AM

Glenn: Thank you for returning my call today. As I explained, we would like to shift TEAM RCD's email to a different user client as we find Roundcube clunky and unmanageable.

We currently need six mailboxes:

teri.biancardi@teamrcd.org
pablo.bryant@teamrcd.org
rose.corona@teamrcd.org
newt.parkes@teamrcd.org
manager@teamrcd.org

We would like each user to be able to manage their own mailbox experience. Two important features we would like are the 1) ability to change their own password at any time, 2) ability to create "rules" for managing incoming mail.

In our call today, we discussed two options Google GSuite or Microsoft 365 platform. Although I am a GSuite user in my own business, I believe the TEAM RCD board will be more familiar with the Microsoft products. But either would allow us to use the additional tools such as Teams (Microsoft), shared calendars, etc.

Please prepare a proposal for the Team RCD board with the pros/cons and pricing of our options, comparing the options to what we have in place today with Roundcube. The board next meets on August 10th, so I would need your information by Friday, August 4th to include it in the directors packet for the meeting.

Thank you again! I look forward to hearing from you.

Rae Shirer
Office Manager for TEAM RCD



<http://NewOptions4.biz>

Rae Shirer, Managing Member
New Options Business Services LLC
5558 E. La Palma Ave.
P.O. Box 17461
Anaheim, CA 92817

Phone: [657-333-5775](tel:657-333-5775)
Direct: [657-333-2156](tel:657-333-2156)
Facsimile: 714-844-9121

Glenn Lazich <glazich@iscinternational.com>
To: Rae Shirer <rae.shirer@newoptions4.biz>
Cc: Support <support@iscinternational.com>

Thu, Aug 3, 2023 at 6:30 AM

Hi Rae,

Please let me know if you have any questions regarding the below.

Current Solution:

Roundcube
Six Mailboxes
\$62.50/Month

Includes:

1. An email web client only.

Option1:

Google Workspace (G-Suite) – Business Starter
Six Mailboxes
\$72/Month

Includes:

1. Custom and secure business email (name@yourbusiness.com)
2. 100 participant video meetings
3. 30 GB pooled storage per user*
4. Security and management controls
5. Standard Support
6. Please find a full list of inclusions [here](#).

Option2:

Microsoft 365 Business Basic
Six Mailboxes
\$72/Month

Includes:

1. Web and mobile versions of Word, Excel, PowerPoint, and Outlook
2. Chat, calling, and meeting with teams from laptop, tablet, or phone
3. Appointment booking and management with Microsoft Bookings
4. Project management tools including Microsoft Forms, Microsoft Lists, and Microsoft Planner
5. 1 TB of cloud storage per user
6. Business-class email (name@yourbusiness.com)
7. Standard security
8. More information available [here](#).

*If you would like to include the Office desktop apps, the total price is \$150 a month.

Notes:

1. Please note that both options give users the ability to change their own passwords, should you grant this permission.
2. Both options give the user the ability to create rules for incoming mail.

Thank you,



Your Cloud-Based, Email-to-Fax Provider



Glenn Lazich

Sr. Systems Administrator

Phone: 414.721.0304

glazich@iscinternational.com

[Learn More at ISCFAX.COM](http://ISC FAX.COM)

Rae Shirer <rae.shirer@newoptions4.biz>
To: Teri Biancardi <teribiancardi@icloud.com>

Thu, Aug 3, 2023 at 10:18 AM

[Quoted text hidden]

6 attachments



TEAMRCD holds a seat on the Santa Ana Watershed Association (SAWA) Board of Directors, along with three other regional RCDs and Orange County Water District. Each June, along with the election of officers, TEAMRCD will appoint an official representative to serve on the SAWA board on TEAM's behalf for a period of one (1) year. This representative will make a full report in the regularly agendized SAWA section of the TEAMRCD Board meeting, and take Board direction on any SAWA matter concerning TEAMRCD. TEAMRCD's SAWA representative will be authorized to cast votes at SAWA as directed by TEAM's board. If the appointed representative is a TEAMRCD Director, the representative will recuse themselves from any SAWA vote that might cause a conflict of interest arising out of serving on both Boards. This policy changes the previous policy from a three year term to a one year term, and adds detail to the appointee's duties.



Temecula-Elsinore-Anza-Murrieta RCD

Prepared by Temecula-Elsinore-Anza-Murrieta RCD
for California Department of Food and Agriculture Water Efficiency Technical Assistance (WETA) Program

Primary Contact: Rose Corona

Water Efficiency Technical Assistance (WETA) Program

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Opportunity Information

Title	Water Efficiency Technical Assistance (WETA) Program
Description	The California Department of Food and Agriculture is pleased to announce a competitive grant application process for the Water Efficiency Technical Assistance (WETA) program. CDFA was appropriated \$15 million for irrigation water efficiency and nutrient management technical assistance grants. The WETA grant program is designed to facilitate technical assistance to agricultural operations for on-farm water and energy use efficiency and nutrient management.
Awarding Agency Name	California Department of Food and Agriculture
Agency Contact Email	cdfa.oefi_csa_ta@cdfa.ca.gov
Fund Activity Categories	Agriculture, Environment
Category Explanation	Entities applying for WETA grants must have demonstrated expertise in on-farm irrigation water and energy use efficiency standards, evaluation and implementation of efficient practices and/or on-farm nutrient management. Lead applicants are encouraged to partner with groundwater sustainability agencies, irrigation districts, and/or water quality coalitions to address local concerns and utilize existing outreach networks.
Departments	Office of Environmental Farming and Innovation
Announcement Type	Initial Announcement



Opportunity Details

Opportunity Information

Title

Water Efficiency Technical Assistance (WETA) Program

Description

The California Department of Food and Agriculture is pleased to announce a competitive grant application process for the Water Efficiency Technical Assistance (WETA) program. CDFA was appropriated \$15 million for irrigation water efficiency and nutrient management technical assistance grants. The WETA grant program is designed to facilitate technical assistance to agricultural operations for on-farm water and energy use efficiency and nutrient management.

Awarding Agency Name

California Department of Food and Agriculture

Agency Contact Email

cdfa.oefi_csa_ta@cdfa.ca.gov

Fund Activity Categories

Agriculture, Environment

Category Explanation

Entities applying for WETA grants must have demonstrated expertise in on-farm irrigation water and energy use efficiency standards, evaluation and implementation of efficient practices and/or on-farm nutrient management. Lead applicants are encouraged to partner with groundwater sustainability agencies, irrigation districts, and/or water quality coalitions to address local concerns and utilize existing outreach networks.

Departments

Office of Environmental Farming and Innovation

Announcement Type

Initial Announcement

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/f5281c34-cf54-4d7b-b7fe-5479c08ee4e6>

Is Published

Yes

Funding Information

Total Program Funding

\$15,000,000.00

Funding Sources

State

Funding Source Description

California Emergency Relief Fund

Funding Restrictions

Award Information

Award Range

\$500,000.00 Ceiling

Award Type

Competitive

Expected Number of Awards

25.00

Indirect Costs Allowed

Yes

Matching Requirement

No

Submission Information

Submission Window



Closes 06/06/2023 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

Late applications will not be accepted.

Allow Multiple Applications

No

Additional Information

Additional Information URL

<https://www.cdfa.ca.gov/oe/technical/weta.html>

Additional Information URL Description



Project Information

Application Information

Application Name

Temecula-Elsinore-Anza-Murrieta RCD

Award Requested

\$354,000.00

Total Award Budget

\$354,000.00

Primary Contact Information

Name

Rose Corona

Email Address

rose.corona@teamrcd.org

Address

**P.O. Box 2078
Temecula, CA 92589-2078**

Phone Number

(909) 208-7848



Project Description

WETA Application

APPLICANT INFORMATION

Name of the organization that will serve as lead for the project and will receive grant funds

Temecula-Elsinore-Anza-Murrieta RCD

Lead organization's Federal Tax Identification Number (FEIN)

33-0017618

Lead organization type

Resource Conservation District

Entities applying for WETA funding must be located in California and have a physical mailing address within California.

Lead organization's Mailing Street Address

P.O. Box 2078

Lead organization's Mailing City

Temecula

Lead organization's State

California

Lead organization's Mailing Zip

92589-2078

Legislative information: Identify the Senate and Assembly Districts where your organization's primary mailing is located. Right click on the link below and select "Open in a new tab".

<https://findyourrep.legislature.ca.gov/>

Assembly District

75

Senate District

28

Authorized Individual/Primary Contact:

This is the person who will sign the grant agreement if the project is awarded.

Full Name of the Authorized Individual

Rosemarie Corona

Title of the Authorized Individual

President

Email Address of the Authorized Individual

rose.corona@teamrca.org

Phone Number of the Authorized Individual

909-208-7848

Secondary Contact:

This is the person who will act as a secondary contact and represent the primary contact if the primary contact is unavailable.

Full Name of the Secondary Contact

Newton Parkes

Title of the Secondary Contact

Secretary/Treasurer



Email of the Secondary Contact

newt.parkes@teamrkd.org

Phone Number of the Secondary Contact

716-566-8418

Will the applicant organization be partnering with another organization?

Yes

Name of Partner Organization

Mission RCD

Full Name of Primary Contact at the Partner Organization

Darcy Cook

Title of the Primary Contact at the Partner Organization

Executive Director

Email of the Primary Contact at the Partner Organization

darcy@missionrkd.org

Phone Number of the Primary Contact at the Partner Organization

760-994-8246

PROJECT SUMMARY

In one or two paragraphs provide a project summary describing which of the three WETA Objectives are included in the proposal and and the region to be served. This project summary will be posted on the WETA program website along with other details of the proposal prior to the WETA award announcement.

The Temecula-Elsinore-Anza-Murrieta Resource Conservation District (TEAM RCD) is proposing an Irrigation Mobile Lab and Grower Training Project, which expands an existing, small-scale Irrigation Mobile Lab service and provides new training resources for local growers. The existing Irrigation Mobile Lab is funded by a local water district; however, funding is not adequate for satisfying the demand for mobile lab services and it is available only to a small portion of Team RCD's service area. The requested funding will be used for satisfying all of the demand for irrigation mobile lab services within Team RCD's 505,000 acre service area, which contains an agricultural community, which accounts for over \$1 billion in economic activity, annually. In addition, the funding will be used for creating new training resources regarding water use efficiency and nutrient management practices and technology.

STATEMENT OF QUALIFICATIONS

Applicant Instructions for Statement of Qualifications Section

In this section, the applicant must provide sufficient information to demonstrate that the lead organization and partnering organizations (if any) have the personnel, experience, knowledge, skills, time and resources to develop and deliver the project. Please limit each response to no more than five paragraphs.

Describe the lead and partner applicant organizations' backgrounds, purposes or missions as related to the project.

TEAM RCD's service area includes 505,000 acres, approximately 789 square miles, extending south to the San Diego County line and west to the Orange County line. Its RCD neighbors are San Jacinto Basin RCD and Riverside Corona RCD in Riverside County and Mission RCD in San Diego County. The mission of TEAM RCD is to promote conservation practices for natural resources, opportunities for public education and participation and a sustainable quality of life for communities within the District. TEAM RCD and Mission RCD have close to 10 years of experience working with Rancho California Water District (Rancho Water) on providing irrigation mobile lab services and training to avocado growers, citrus growers, winegrape growers, and growers of other specialty crops. In addition, the two RCDs partner to administer and implement Rancho Water's Agricultural Irrigation Efficiency Program (AIEP), CropSWAP program, and Root Stock Replacement program.

Rancho Water's AIEP provides free irrigation evaluations to its agricultural customers with a rebate program for irrigation system equipment upgrades. Through a contract with Rancho Water for implementation of the AIEP, Team RCD partners with Mission RCD to provide growers with irrigation system evaluations to determine irrigation efficiency and to provide technical assistance and recommendations on how to improve distribution uniformity and overall system efficiency. In the last few years, the AIEP program has been expanded to include the CropSWAP program, which provides financial incentives to growers for reducing water use by replacing existing high water consumption crops with crops that consume less water. This concept was initially proposed by a former TEAM RCD Board member who won election onto the Rancho Water Board and who proposed it in 2017. The CropSWAP program is a one-of-a-kind program that has garnered statewide and national attention. It has been truly successful not only in reducing water consumption and improving operational efficiencies, but also it has helped to sustain the local agricultural economy by helping growers stay in business. More recently, the Rootstock Replacement Program was created to provide financial incentives to growers for swapping out the rootstock of older avocado trees with more disease resistant and salt tolerant varieties in order to reduce water use and to help growers improve fruit production.

For implementation of the proposed project, TEAM RCD will partner with Mission RCD and the Santa Anna Watershed Association (SAWA) to leverage their staff's extensive expertise and hire additional qualified staff to expand Irrigation Mobile Lab services currently provided through the aforementioned programs and to provide new training resources for growers. While TEAM RCD has an established system and process for providing Irrigation Mobile Lab services from their experience in working with Rancho Water, both Mission RCD and SAWA have field staff who are trained on Irrigation Mobile Lab implementation procedures and other agricultural sustainability services. Both of these agencies have vast experience on supporting local property owners, including agricultural producers, and Mission RCD has been running an Irrigation Mobile Lab and providing training in San Diego since 1983.



Explain how the partnership with the cooperating organization will expand the assistance to a larger base of farmers and ranchers than would be accomplished by a single organization

At this time, Team RCD does not have the staffing resources to provide Irrigation Mobile Lab services and additional training resources to its whole service area. However, by bringing on a staff member, and leveraging existing staff from its highly experienced and qualified partner agencies, the District will be able to expand an existing program, which currently covers only 100,000 acres of its service area (existing services are available only to Rancho California Water District's customers) to cover Team RCD's entire 505,000 acre service area.

Does the lead organization or partner organization already employ an individual that will serve as the irrigation efficiency and nutrient management technical lead for this project, or will the technical expert be hired or contracted if the project is awarded?

The irrigation water and nutrient management technical lead person is already employed by the lead applicant organization or partner organization. ▾

Upload the resume or CV of the individual(s) on the project team that will serve as the technical leads. If more than one individual is identified as the technical lead, multiple CVs/resumes may be attached.

meyst_resume_mrcd.docx, James Law Resume 8-4-21.doc

Describe how the education, training, and professional experience of the lead technical expert(s) align with providing irrigation water efficiency and/or nutrient management technical assistance.

Jameson Meyst is Mission RCDs Agriculture Specialist, is bi-lingual in Spanish and is completing his Carbon Farm Planning Certificate with the Carbon Capture Institute. He has an Associate of Science degree in Nursery Crop and Horticulture Production, an Associate of ARTs degree in Social and Behavioral Sciences and is an experienced landscape technician. Jameson Meyst has a wealth of agriculture and irrigation experience. Jameson currently provides technical assistance to both San Diego and Riverside County producers under TEAM RCD's AIEP, CropSWAP and Root Stock Swap programs, the San Diego County Water Authority's AIEP and Soil Moisture Sensor rebate programs, CDFA Healthy soils and Conservation Planning programs, and the NRCS Regional Conservation Partnership Program (RCPP). Jameson has worked on writing and implementing Healthy Soils grants. Jameson grew up in Valley Center where his family grows avocados and citrus. He currently farms on 2 acres in Valley Center (primarily fruit trees) and independently provides technical assistance to a several local small vineyards.

James Law, SAWA Project Manager. James is a qualified licensed applicator (License #117305) with certifications in Landscape Maintenance, Right of Way, Forestry and Aquatics. Mr. Law has a bachelor's degree in Ecology from the University of California at Irvine and has been managing riparian restoration projects since 2006. In 2013, Mr. Law was named the "Land Manager of the Year" by the California Invasive Plant Council. He was appointed by the Council this year to serve on their advisory board assisting in Integrated Pest Management plans (IPMs). James is also the third generation owner of Law Ranch (apple orchards) and Cider Mill in Oak Glen, California,

Provide a brief biography or summary of qualifications of the key personnel from lead applicant organization involved in the project. The biography or summary of qualifications should demonstrate key personnel have knowledge and experience in the subject area of the project.

Rose Corona-President-TEAM RCD-Rose Corona has been the President of TEAM RCD for 8 years, all of which she has coordinated, implemented and administrated for the water efficiency programs for Rancho California Water District and the growers of the District.

Darcy Cook has served as the District Mnaager of Mission RCD since 2020. She has developed programs and courses including the USDA 2501 SDFR farm training program, and provides development, contract and administrative support for all of the Mission programs.

SAWA Executive Director Brian Brady is a registered water resources engineer and licensed land surveyor, commercial vinyard owner and senior vice president of the Rancho California Water District. As executive director, Dr. Brady oversees the MSHCP monitoring and habitat restoration projects in the Santa Ana and Santa Margarita watersheds in conjunction with regional RCDs.

Identify any relevant certifications that members of the organization(s) hold and indicate how these certifications might be useful to executing the proposed project.

QWEL Certification: The qualified Water Efficient Landscaper (QWEL) program is an EPA WaterSense labeled professional certification in irrigation system audits. QWEL is offered through a number of organizations that have adopted the program, and Jameson took the 20 hour course through the San Diego County Water Authority that presents a proactive, local approach to reducing landscape water demand and provides graduates with knowledge in water efficient and sustainable landscape practices. Training included water management practices, irrigation system and landscape design, soils, plants, water budgeting and preservation of other valuable resources.

CCI Carbon Farm Planning: Carbon Cycle Institute (CCI) Partnered with Chico State University's Center for Regenerative Agriculture and California Polytechnic University's Center for Sustainability to design a process and training to develop Carbon Farm Plans (CFPS) that combine whole-farm planning and resource assessment in a comprehensive planning framework. Carbon Farm Planning emerged from the nexus between the climate crisis and traditional farm conservation planning, as a whole farm approach to optimizing carbon capture on working landscapes. The Carbon Farm Planner works with farmers or ranchers to assess opportunities for GHG reduction and carbon Sequestration on their land, combining traditional who-farm planning and resource assessment approaches with up-to-date climate science to develop a comprehensive, carbon-focused farm plan. A set of online GHG planning and modeling tools (COMET Planner and COMET Farm) developed by reserachers at Colorado State University, with support from NRCS, CCI and the Marin Carbon Project, facilitate the process of developing a CFP and allows for estimating the potential GHG benefits of a plan. In addition to GHG recutions and carbon sequestration in soils and vegetation, there are important co-benefits of implementing a carbon farm plan, including higher productivity, increase soil water holding capacity, and improved hydrological function, biodiversity, and climate resilience.



How will this team composition and representation from within the organization(s) enable successful implementation of the proposed water efficiency technical assistance project? Explain how various tasks will be managed and coordinated and how the project manager's technical expertise will help achieve the goals of the project.

TEAM RCD is already implementing a successful Irrigation Mobile Lab within Rancho California Water District's service area and other important conservation programs throughout southwestern Riverside County. TEAM RCD is under contract with the water district for providing the Irrigation Mobile Lab services and has an existing collaborative agreement (MOU) with Mission RCD and SAWA for shared staff, including water evaluators, experts, and biologists who can implement the program effectively and efficiently. The long-standing relationship between these agencies includes an understanding of accounting, administrative practices, and program operating procedures, and an intimate understanding of the agricultural communities they serve.

The proposed expanded program will be overseen by Rose Corona, TEAM RCD's President. Rose is a lifelong farmer who was raised in a farming family and started as President of TEAM RCD 8 years ago when the AIEP program with Rancho Water was first implemented. Rose has helped shepherd and implement the AIEP program its expansion in cooperation with Rancho Water. Over the years spent working on the Rancho Water agriculture water conservation programs, TEAM RCD has developed a positive and efficient working rapport with the participating partners and maintains those relationships through excellent communication. TEAM RCD prioritizes a high level of customer service in order to serve the local farming community efficiently and effectively and watches for opportunities to streamline processes and improve services. Rose has been a member of the Riverside County Farm Bureau for over 25 years, which provides her with immediate access to a wide range of farmers and ranchers which the District serves. The President also brings to the table a relationship with Rancho Water who assists with outreach to growers through their extensive customer e-mail lists. Day to day program Manager will be conducted by a newly hired TEAM RCD Program Manager who will be trained by Ms. Corona in the Manager of the program, and the site-visit scheduling and invoicing process. The Program Manager will work closely with Ms. Corona, field staff, Mission RCD's District Manager, the SAWA program manager and the Rancho Water Program manager.

Field work will be completed by Mission RCD's Jameson Meyst, the Mission RCD Ag Irrigation Specialist who has extensive experience in agriculture, irrigation systems and is QWEL certified. Jameson will interact face-to-face with program participants, and conduct a range of Irrigation Mobile Lab services, including evaluating irrigation systems for distribution uniformity, meeting with customers to discuss their irrigation issues, discussing the evaluation results, and informing customers of opportunities for technical training and financial incentives. Jameson has played an active role in addressing program and service improvements and also provides field service support to the San Diego County Water Authority for its Agricultural Water Management Program. As backup to Mr. Meyst, SAWA's James Law will also provide Irrigation Mobile Lab Services.

In addition to Irrigation Mobile Lab services, additional training resources will be provided to the farming community. These training resources will be provided as in-person educational workshops, which will be recorded and made available online. The training will be conducted by local experts including University of California Cooperative Extension staff, Natural Resources Conservation Service staff, representatives from the County of Riverside, and/or farming consultants who are familiar with the local growing region.

Quality control methods are embedded in both TEAM RCD's, Mission RCD's, and SAWA culture and begins with receipt and review of the farmer's application for program participation, verifying customer eligibility information, scheduling the site visit, providing the irrigation mobile lab services, reviewing with the participant the evaluation data, making recommendations for improving efficiency, checking invoicing thoroughly for accuracy, and providing excellent customer care.

Describe the organizations' (lead and partner) experience providing technical assistance to farmers and ranchers. Discuss the organizations' outreach methods and experience with hosting workshops/trainings and providing one-on-one assistance to farmers and ranchers.

For nearly ten years, TEAM RCD has collaborated with Mission RCD and SAWA to implement various conservation programs within its service area. While collaboration with Mission RCD has been for the implementation of an Irrigation Mobile Lab in Rancho California Water District's service area, which includes providing one-on-one assistance to farmers, the partnership with SAWA has focused on other conservation activities such as habitat restoration, some of which has taken place on private agricultural land. In addition, for over 30 years, Mission RCD has implemented an Irrigation Mobile Lab in San Diego County on behalf of the San Diego County Water Authority. It has also implemented a multitude of programs designed to provide one-on-one assistance to farmers, including a CDFA funded Climate Smart Programs (Healthy Soils Incentive Program) and it has partnered with the Resource Conservation District of Greater San Diego on a Conservation Planning Grant, NRCS Conservation and Racial Equity Technical Assistance Programs: the California Wildlife Conservation Board Pollinator Habitat on Working Lands Program; and a USDA funded Agriculture Training Program for emerging and underserved farms. It has also partnered with the local Strategic Growth Council and their newly funded CDFA and San Diego County Carbon Farm Planning programs. Mission RCD also manages a community garden for a low-income neighborhood in Fallbrook.

In terms of hosting workshops/trainings, the partners have extensive experience. They have cooperated with local growers, the University of California Cooperative Extension, the Natural Resources Conservation Service, and other industry experts to provide workshops held in Water District Board Rooms and fruit packing houses, and at other venues. These trainings mostly pertained to irrigation efficiency, runoff mitigation, and other farming best management practices.

For this proposed project, outreach methods to be used for implementation of the proposed program include use of the partners' websites, farming community organization websites, social media posts, messages included in customer water bills, and most importantly, word-of-mouth and handing out fliers when meeting with producers as part of other technical assistance programs. Mission RCD will advertise the program while supporting recurring annual local events that includes Oceanside's Earth Day, the Fallbrook Wildfire Symposium, the North County Fire and Water Expo and others, and the San Diego County's Farm Bureau and Land Use Environmental Group events, and UCCE/UCANR education workshops hosted at the San Diego County Farm Bureau office in Escondido.

Describe the organization's experience working with Socially Disadvantaged Farmers and Ranchers (SDFRs). Please review the definition of Socially Disadvantaged Farmers and Ranchers in the following section before answering.

Team RCD has not yet had the opportunity to implement any programs for Socially Disadvantaged Farmers or Ranchers (SDFRs), however, funds received through this grant program would enable the District to reach SDFRs. Riverside County's farming demographic includes a significant population of Hispanic farmers, and services provided through the proposed project will be available to the Latino farming community in both English and Spanish. According to USDA data from 2017, of the 4,709 agricultural producers in Riverside County, 847 belong to groups identified as SDFRs, which is 18% of the total population of agricultural producers. Therefore, while Team RCD cannot fully commit to expending 25% of the total proposed program budget on technical assistance for SDFRs, Team RCD will be sure to make the program services available to these producers through targeted outreach efforts in the Spanish language.

Based on the 2017 USDA Census of Agriculture, San Diego County's 8,597 producers are broken down as 5,096 Male; 3501 Female; with ages: 352 younger than 35 year; 4605 between 35-64 years; and 3640 who are 65 years and older. The primary secondary language is Spanish; with 1,121 Hispanic, Latino, Spanish origin farmers. San Diego County farmers are predominantly White, with 7,835 farmers; 106 farmers are of American Indian/Alaska Native descent; 384 are Asian; 44 Black or African American and 55 Native Hawaiian/Pacific Islander. Vets and new and beginning farmers account for 1239 and 3,013 respectively.



The Project Partners do have experience with performing outreach to SDFAs. Mission RCD has just completed a USDA 2501 grant for new and emerging farmer training that focused on SDFR and new and emerging farmers. This program provided 12 weeks of farming training that included detailed information on USDA, NRCS and CDFRA resources and programs, and hand-on farming workshops. Students who completed the course had the opportunity to become Fellows, and supported with one-on-one mentoring, grant writing and business planning courses Mission also has an NRCS Racial Equity Cooperative Agreement grant and is developing relationships with local tribes and Hispanic growers to provide outreach and technical assistance for NRCS Racial Equity Cooperative Agreement grant and is developing relationships with local tribes and Hispanic growers to provide outreach and technical assistance for NRCS conservation programs. Darcy Cook of Mission RCD supported grant writing and resource identification for a local non-profit to plan and complete a USDA Beginning Farmers and Ranchers Development Program Planning grant, to provide training and resources for socially disadvantaged and previously incarcerated individuals.

PRIORITIZATION OF ASSISTANCE TO SOCIALLY DISADVANTAGED FARMERS AND RANCHERS (SDFRS)/STATEMENT OF NEED

Background Information and Applicant Instructions for Prioritization of SDFRs Section

The Farmer Equity Act of 2017 (Assembly Bill 1348) defines a Socially Disadvantaged Farmer or Rancher (SDFR) as a farmer or rancher who is a member of a socially disadvantaged group. A “socially disadvantaged group” means a group whose members have been subjected to racial, ethnic, or gender discrimination. These groups include the following:

- African Americans
- American Indians
- Alaskan Natives
- Hispanics
- Asian Americans
- Native Hawaiians and Pacific Islanders

Striving to ensure that SDFRs have access to CDFRA programs is a department-wide priority and mandated by the Farmer Equity Act. The WETA program aims to expend at least 25% of funding to benefit SDFRs. This goal is reflected in the technical review scoring criteria. Applicants may receive the full 10 points available in this section of the application by thoroughly describing a) how their service area offers the opportunity to serve SDFRs, b) presenting a comprehensive plan that addresses the need through the program objectives, c) committing to expending 25% of the technical assistance funding on SDFRs and d) describing how this will be achieved and tracked. CDFRA strongly recommends that applicants propose offering bilingual services in their technical assistance.

CDFRA recognizes that in some areas of the state it may be difficult to expend 25% of the funding to benefit SDFRs, especially when demographics of the agricultural producers are not uniform throughout California. For this reason, WETA applicants may receive partial points for providing details on how they will attempt to fulfill the prioritization even if they are not fully able to commit 25% of the funds benefitting SDFRs directly. Five out of ten points can be available to applicants who cannot commit to utilizing 25% of the funds to support SDFRs as long as this is fully justified in context of the service area.

Please limit narrative responses to 1 to 3 paragraphs.

Which counties will be served by the water efficiency technical assistance provider?

Riverside and San Diego

Describe the agricultural community in the geographic region that will be served including demographic makeup and languages spoken. Cite references to support the description of the community.

Agriculture in Riverside County, California is a diverse industry that encompasses a wide range of crops and livestock. The county is located in Southern California and has a warm, dry climate that is well-suited for many types of agriculture. According to the Riverside County Crop Report for 2021, some of the major crops grown in Riverside County include citrus fruits such as avocados, oranges, lemons, grapefruits, and winegrapes. In fact, the county is one of the largest citrus-producing regions in the world, contributes significantly to the largest avocado growing region in the world, and has a robust and growing winegrape growing community. Other important crops include dates and vegetables such as lettuce, broccoli, and carrots. Livestock production is also an important part of agriculture in Riverside County. The county is home to many dairy farms, as well as cattle and sheep ranches. In addition, there is a growing interest in raising alternative livestock such as goats, llamas, and alpacas. Riverside County is also a leader in the production of nursery and greenhouse crops. Many of these plants are grown for landscaping and ornamental purposes, and include everything from flowers and shrubs to trees and cacti. Overall, agriculture is a vital part of the economy in Riverside County, providing jobs and supporting local businesses. With its favorable climate and diverse range of crops and livestock, the county is well-positioned to continue to thrive in the agricultural sector for years to come.[JH1]

More than 5,000 farmers call San Diego county home and make their living on 250,000 acres (San Diego County Farm Bureau). Agriculture is one of San Diego County's largest industries, with a direct economic output from agricultural production of \$1.75 billion (San Diego County Crop Statistics and Annual Report, 2021) San Diego leads the nation in nursery production, organic farms and the number of small farms. San Diego's moderate mediterranean climate allows production of 200 locally grown crops (UCCE, Grower Needs Assessment for Sustainable Food Production, 2018) across approximately 219, 874 acres (San Diego County crop Statistics and Annual Report, 2021). Nurseries are the fastest growing industry, and sales of nursery products and ornamentals represent the majority of agricultural income. Of the \$1.75 billion in annual production revenue, \$1,312,707,724 (87%) comes from nursery and cut flower production, representing 11,429 acres. Common perennial crops include, subtropicals like avocados (14,458 acres, \$82,832,387) and citrus (8,812 acres, \$114,746,057); avocados represent the second largest land use for any agricultural product in the County. Livestock and poultry income is dominated by egg production, while nearly half of agricultural land use is dedicated to rangeland (USDA, Census of Agriculture, 2017) The County boasts the highest concentration of USDA Certified Organic farmers in the Country with 376 registered growers generating \$71 million per year in sales (San Diego County Crop Statistics and Annual Report, 2021)

In both Riverside and San Diego counties, the high cost of water and land make farming here expensive and San Diego Farms have specialized in integrating agricultural activity and urban living, growing crops that optimize limited acreage. These counties far surpasses its fellow top producing counties in terms of average dollar value per acre with an agricultural production more valuable than other urbanized areas of California, such as San



Francisco, Orange County and Los Angeles combined.

Describe the project team's ability and plan to reach SDFRs with WETA assistance.

TEAM RCD's District boundaries cover a wide swath of agricultural interests and commodities .The target audience is small producers in Riverside and San Diego County, which emperically, are more representative of SDFRs. With our collaborations with Mission RCD, the various Farm Bureaus, University Co-op extensions, existing partnerships and ongoing adverstising and outreach, we are better able to reach the farmers and ranchers on a local basis much quicker and identify them in order to assist them if they so desire to participate in the programs we offer.

In the North San Diego County area, the majority of producers farm on less than 10 acres. Samall and SDFRS can be difficult to access and Mission RCD has experience leveraging it other technical assistance program site visits and workshops (for wxample CDFA Healthy Soils and Conservation Planning programs, and NRCS conservation programs) to provide initial contact with producers and land managers. Mission RCD will focus on reaching SDFTs with out established networks, word of mouth and advrtising at local events and with our networks that address this specific group. , such as Foodshed and the San Diego Food Systems Alliance.

Does the project team have the ability to provide technical assistance in languages other than English?

Yes

Identify all the languages in which the project team can provide technical assistance

English and Spanish

Will the organization commit to expending at least 25% of the awarded funds to assisting Socially Disadvantaged Farmers and Ranchers?

Yes

If awarded, how will the applicant track expenditures related to SDFR support?

It will be marked by our Manager team as a separate subject and appropriate line items of expenditures through our Quickbooks program specifically outlining expenditures for the project as a whole

WORKPLAN

Applicant Instructions for Workplan Section

WETA has three primary objectives.

1. Provide on-farm, on-on-one technical assistance to farmers to evaluate irrigation system efficiency (e.g., mobile irrigation lab) and provide diagnostics, reports and recommendations to growers.
2. Coordinate or provide pump efficiency testing for farmers
3. Provide training regarding water use efficiency and nutrient management practices and technology.

Applicants may request funding to engage in any or all of the objectives. In this section, please identify which objectives the applicant organization will seek to fulfill. Each applicant will answer several general questions about the plan to fulfill the selected Objective and then will provide up to 5 activities that will be completed to fulfill the Objective(s).

Has the organization previously been awarded funding from a WETA solicitation?

No

Does the applicant organization currently provide the types of technical assistance offered through any of the three objectives of WETA?

Yes

Since the lead organization already provides the services that are funded through the WETA, provide a justification or explanation of the reasons why WETA funding is needed and how WETA funding will expand the current services offered.

The Temecula-Elsinore-Anza-Murrieta Resource Conservation District (TEAM RCD) is proposing an Irrigation Mobile Lab and Grower Training Project, which expands an existing, small-scale Irrigation Mobile Lab service and provides new training resources for local growers. The existing Irrigation Mobile Lab is funded by a local water district; however, funding is not adequate for satisfying the demand for mobile lab services and it is available only to a small portion of Team RCD's service area. The requested funding will be used for satisfying all of the demand for Irrigation Mobile Lab services within Team RCD's 505,000 acre service area, which contains an agricultural community that accounts for over \$1 billion in economic activity annually. In addition, the funding will be used for creating new and currently unavailable training resources regarding water use efficiency and nutrient management practices and technology.

Specifically, funding will be used to bring on a program Manager to handle additional administrative tasks required for expanding the program. These tasks will include the facilitation of program activities, grant reporting, grant invoicing, and program advertising/outreach. In addition, funding will be used to pay contract costs for Irrigation Mobile Lab services that will be provided through partnerships with other local conservation agencies including Mission RCD and SAWA. Lastly, funding will be used to pay contract costs for providing educational and training services through in-person workshops on water use efficiency and nutrient management practices and technology.

Does the applicant request funding to support Objective 1: Provide on-farm, one-on-one technical assistance to farmers to evaluate irrigation system efficiency and provide diagnostics, reports and recommendations?



Yes

Describe the strategy to provide on-farm, one-on-one technical assistance to farmers to evaluate irrigation system efficiency (e.g., mobile irrigation lab) and provide diagnostics, reports and recommendations.

One-on-one technical assistance will be provided through an Irrigation Mobile Lab. Services provided to farmers by the lab will include an analysis of their irrigation system's distribution uniformity, and the development of a site-specific report that provides recommendations on how irrigation system efficiency can be improved. Additionally, the report will contain information on soils specific to the property, local weather conditions, and irrigation scheduling recommendations specific to the crop being grown. While distribution uniformity will be determined through collection of pressure and flow data from the irrigation system while it is running, other information provided in the report will be developed using USDA soils information, water usage history reports from local irrigation districts, weather data from local CIMIS stations, university-determined water requirements for crops, etc.

Estimate the number of farmers that will be assisted with on-farm irrigation system evaluations over the course of the three-year grant
72

Provide details of outreach methodologies that will be used to reach the proposed number of farmers and ranchers

We will use our website for initial outreach and application processes in coordination with the Water Auditor. We will leverage our collaboration with Riverside and San Diego Farm Bureaus to identify SDFRs and those smaller farming operations that may benefit from the program. We will reach out to the University of Riverside Cooperative Extension to advertise and promote the program as well as provide seminars to groups such as the Small Wine Growers Association. We will also collaborate with Mission RCD's AFFP (Agriculture, Farming and Food Pathways program) which is training for new and emerging farmers and is a general overview and training for the operation of their own farm. This includes military veterans, native Americans, and also potential career changing individuals who want to become farmers.

Describe the technical references, the resources (such as software) and training that the lead organization will rely upon to prepare and deliver the on-farm irrigation evaluation technical assistance.

Team RCD will contract with Mission RCD to perform the irrigation evaluation technical assistance. Mission RCD has been implementing an irrigation mobile lab for more than 40 years, has staff qualified to implement mobile lab activities. Over the years, Mission RCD has developed databases containing information such as USDA soils information, weather data from local CIMIS stations, university-determined water requirements for different crops, and water cost data from various water districts. Using these databases, Mission RCD leverages Microsoft Excel to run calculations for determining distribution uniformity, recommended irrigation schedules, etc. This information is exported to word documents for creating comprehensive irrigation evaluation reports that are provided to growers.

Objective 1: Workplan Activities, Lead Person and Timeframe

In the fields below, provide details on up to 5 activities that will be completed by the project team to fulfill Objective 1.

Provide an Activity Name that describes that Activity, Title of the Person to Lead the Activity, and Estimated Timeframe for the activity, and a short description. For the timeframe, estimate using year and quarter. The WETA grant term will be 3 years.

An example is provided here:

Objective 1, Activity 1: Prepare Outreach Materials to Advertise Mobile Irrigation Lab Service, Activity Led by: Project Manager, Activity Completed in: Year 1, Quarter 1.

The project team plans to use electronic newsletters and advertisement in local publications.

Objective 1, Activity 1:

The project team plans to use website notices, electronic newsletters, word of mouth outreach and advertisement in local publications. For this proposed project, outreach methods to be used for implementation of the proposed program include use of the partners' websites, farming community organization websites, social media posts, messages included in customer water bills, and most importantly, word-of-mouth and handing out flyers when meeting with producers as part of other technical assistance programs. Mission RCD will advertise the program while supporting recurring annual local events that includes Oceanside's Earth Day, the Fallbrook Wildfire Symposium, the North county Fire and Water Expo and others, and the San Diego County's Farm Bureau and Land Use Environmental Group events, and UCCE/UCANR education workshops hosted at the San Diego County Farm Bureau office in Escondido.

Objective 1, Activity 2:

Funding will be used to bring on a program manager to handle additional administrative tasks required for establishing and expanding the program. These tasks will include the facilitation of program activities, grant reporting, grant invoicing, and program advertising/outreach. In addition, funding will be used to pay contract costs for Irrigation Mobile Lab services that will be provided through partnerships with other local conservation agencies including Mission RCD and SAWA.

Objective 1, Activity 3:

Funding will be used to pay contract costs for Irrigation Mobile Lab services that will be provided through partnerships with other local conservation agencies including Mission RCD and SAWA.

Objective 1, Activity 4:

Objective 1, Activity 5:

Does the applicant request funding to support Objective 2: Coordinate or Provide Pump Efficiency Testing for Farmers?

Yes

Describe how the organization will provide/coordinate pump efficiency testing including if the organization will be equipped to perform pump testing or will hire a contractor to perform the tests.



The regional electric utility providers, Southern California Edison Company (in Riverside County) and San Diego Gas and Electric (in San Diego County), have historically and currently maintained robust agricultural pump efficiency test programs at no cost to farming customers. The TEAM RCD Program Manager will coordinate these services for the benefit of farmers participating in the grant programs.

Estimate the number of farmers that will be provided with pump efficiency testing over the three-year grant term.

72

Provide details of the outreach methodologies that will be used to reach the proposed number of farmers with pump efficiency testing.

We will use our website for initial outreach and application processes in coordination with the Water Auditor. We will leverage our collaboration with Riverside and San Diego Farm Bureaus to identify SDFRs and those smaller farming operations that may benefit from the program. We will reach out to the University of Riverside Cooperative Extension to advertise and promote the program as well as provide seminars to groups such as the Small Wine Growers Association. We will also collaborate with Mission RCD's AFFP (Agriculture, Farming and Food Pathways program) which is training for new and emerging farmers and is a general overview and training for the operation of their own farm. This includes military veterans, native Americans, and also potential career changing individuals who want to become farmers.

Objective 2: Workplan Activities, Lead Person and Timeframe

In the fields below, provide details on up to 5 activities that will be completed by the project team to fulfill Objective 2.

Provide an Activity Name that describes that Activity, Title of the Person to Lead the Activity, and Estimated Timeframe for the activity, and a short description. For the timeframe, estimate using year and quarter. The WETA grant term will be 3 years.

An example is provided here:

Objective 2, Activity 1: Prepare Outreach Materials to Advertise Pump Efficiency Testing Service, Activity Led by: Project Manager, Activity Completed in: Year 1, Quarter 1.

The project team plans to use electronic newsletters and advertisement in local publications.

Objective 2, Activity 1:

Prepare Outreach Materials to Advertise Pump Efficiency Testing Service, Activity Led by: Project Manager, Activity Completed in: Year 1, Quarters 1&2. We will use our website for initial outreach and application processes in coordination with the Water Auditor. We will leverage our collaboration with Riverside and San Diego Farm Bureaus to identify SDFRs and those smaller farming operations that may benefit from the program. We will reach out to the University of Riverside Cooperative Extension to advertise and promote the program as well as provide seminars to groups such as the Small Wine Growers Association. We will also collaborate with Mission RCD's AFFP (Agriculture, Farming and Food Pathways program) which is training for new and emerging farmers and is a general overview and training for the operation of their own farm. This includes military veterans, native Americans, and also potential career changing individuals who want to become farmers.

The project team plans to use electronic newsletters and advertisement in local publications.

Objective 2, Activity 2:

The project manager will coordinate all requests for pump efficiency testing with the appropriate electric service provider.

Objective 2, Activity 3:

NA

Objective 2, Activity 4:

NA

Objective 2, Activity 5

NA

Does the applicant request funding to support Objective 3: Provide training regarding water use efficiency and nutrient management practices and technology?

Yes

Describe the outreach strategy to provide training regarding water use efficiency and nutrient management including what type of training format(s) will be used (e.g., in-person, live remote, on-demand/webinar).

We will use our website for initial outreach and application processes in coordination with the Water Auditor. We will leverage our collaboration with Riverside and San Diego Farm Bureaus to identify SDFRs and those smaller farming operations that may benefit from the program. We will reach out to the University of Riverside Cooperative Extension to advertise and promote the program as well as provide seminars to groups such as the Small Wine Growers Association. We will also collaborate with Mission RCD's AFFP (Agriculture, Farming and Food Pathways program) which is training for new and emerging farmers and is a general overview and training for the operation of their own farm. This includes military veterans, native Americans, and also potential career changing individuals who want to become farmers.



In which languages will training be made available?

English and Spanish.

Describe the reference materials or resources that will be used to develop training curriculum

NA

Estimate the number of farmers or ranchers that will receive irrigation efficiency and nutrient management training over the three-year grant term.

120

Will on-demand training webinars be created?

Yes

In which languages will on-demand trainings be made available?

English and Spanish

Objective 3: Workplan Activities, Lead Person and Timeframe

In the fields below, provide details on up to 5 activities that will be completed by the project team to fulfill Objective 3.

Provide an Activity Name that describes that Activity, Title of the Person to Lead the Activity, and Estimated Timeframe for the activity, and a short description. For the timeframe, estimate using year and quarter. The WETA grant term will be 3 years.

An example is provided here:

Objective 3, Activity 1: Prepare In-Person Training Curriculum and Training Materials, Activity Led by: Project Manager, Activity Completed in: Year 1, Quarter 1.

The project team plans to use electronic newsletters and advertisement in local publications.

Objective 3, Activity 1:

Prepare In-Person Training Curriculum and Training Materials, Activity Led by: Project Manager, Activity Completed in: Year 1, Quarter 1.

Objective 3, Activity 2:

We will use our website for initial outreach and application processes in coordination with the Water Auditor. We will leverage our collaboration with Riverside and San Diego Farm Bureaus to identify SDFRs and those smaller farming operations that may benefit from the program. We will reach out to the University of Riverside Cooperative Extension to advertise and promote the program as well as provide seminars to groups such as the Small Wine Growers Association. We will also collaborate with Mission RCD's AFFP (Agriculture, Farming and Food Pathways program) which is training for new and emerging farmers and is a general overview and training for the operation of their own farm. This includes military veterans, native Americans, and also potential career changing individuals who want to become farmers..

Objective 3, Activity 3:

We will conduct 12 quarterly educational seminars over the three year period.

Objective 3, Activity 4:

NA

Objective 3, Activity 5:

NA

Briefly describe the system(s) that will be used to track technical assistance activities, the number of farmers and ranchers assisted, the number of SDFRs assisted, and project expenditures.

We will be using quickbooks and a program call Airtable which makes is easy to open projects, track their progress and necessary conversations by key people, upload GIS, photos and necessary documentation in order to fully supply the answers and data the CDFA is looking for in accountability.

BUDGET

Applicant Instructions for Completing the Budget Template

Before submitting the application for WETA funding, applicants must complete the budget template. The budget template includes the following budget categories: Personnel, Contractor, Supplies, Equipment, Travel, Indirect. Within each category the applicant will add line items to describe the costs that are expected for execution of the project. For each line-item added, use the narrative to indicate what



WETA Objective and Activity the cost is associated with and provide a short description. Refer to the WETA Request for Grant Applications for examples of allowable and unallowable costs.

Example of a line-item entry in the Budget Template:

Category: Personnel

Item Type: Personnel

Name*: Project Manager

Direct Cost: \$15,000

Narrative: Objective 1, Activity 2: The Project Manager is expected to lead Objective 1, Activity 2 and will spend X hours performing...



Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
Personnel		
Project Manager	\$187,200.00	\$187,200.00
Subtotal	\$187,200.00	\$187,200.00
Consultants/Contracts		
Educational Resources Contract	\$24,000.00	\$24,000.00
Irrigation Mobile Lab Services Contract	\$72,000.00	\$72,000.00
Subtotal	\$96,000.00	\$96,000.00
Indirect		
Indirect Costs	\$70,800.00	\$70,800.00
Subtotal	\$70,800.00	\$70,800.00
Total Proposed Cost	\$354,000.00	\$354,000.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$354,000.00	\$354,000.00
Subtotal	\$354,000.00	\$354,000.00
Total Proposed Revenue	\$354,000.00	\$354,000.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Personnel

Estimate the hourly cost of salary, wages and fringe benefits associated with each Objective and Activity by individuals employed by the lead applicant organization.

Project Manager

6,240 hours over 3years at \$30.00 per hour

Consultants/Contracts

Estimate the cost of work on the project that will be performed by individuals/organizations other than the lead applicant organization (e.g., consultants, contractors, partner organizations, etc.). This amount should include all associated salary and wages, fringe benefits, travel, equipment, supplies, other, and indirect costs. In the narrative indicate the Objective and Activity to be supported by the costs and briefly describe the services to be provided.

Irrigation Mobile Lab Services Contract

Two irrigation evaluations per month for 3 years at \$1,000 each .

Educational Resources Contract



Quarterly Educational Workshops at \$2,000 each,

Indirect

Indirect costs are facilities and administrative costs that cannot easily be tied directly to the activities of the grant. Examples of common indirect costs include administrative/clerical services, rent, utilities, internet and telephone service, maintenance, and general office supplies. University of California (UC) and California State Universities (CSU) may claim the established indirect cost rate with CDFA. All other eligible organizations may claim an indirect cost rate of up to 25 percent of total direct costs.

Indirect Costs

Allowable (25%) indirect costs by the CDFA

Public Link <https://www.gotomygrants.com/Public/Opportunities/Details/f5281c34-cf54-4d7b-b7fe-5479c08ee4e6>

Is Published Yes

Funding Information

Total Program Funding \$15,000,000.00

Funding Sources State

Funding Source Description California Emergency Relief Fund

Funding Restrictions

Award Information

Award Ceiling \$500,000.00

Award Type Competitive

Expected Number of Awards 25

Indirect Costs Allowed Yes

Matching Requirement No

Submission Information

Submission Timeline Type One Time

Submission Close Date 6/6/2023 5:00 PM Pacific Standard Time

Submission Timeline Additional Information Late applications will not be accepted.

Allow Multiple Applications No

Water Efficiency Technical Assistance (WETA) Program



Budget

[Help](#)

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Budget View Settings

Options

Line Items

Proposed Budget

Expense Budget

Category	Grant Funded	Total Budgeted
+ Personnel	\$187,200.00	\$187,200.00
Project Manager	\$187,200.00	\$187,200.00
+ Travel	\$0.00	\$0.00
+ Equipment	\$0.00	\$0.00
Total Expense Budget Cost	\$354,000.00	\$354,000.00

Revenue Budget

Grant Funding

Award Requested	\$354,000.00	\$354,000.00
Subtotal	\$354,000.00	\$354,000.00







Non-Grant Funding

Subtotal		\$0.00
-----------------	--	---------------

Total Revenue Budget Cost (\$354,000.00)

Total Overall Budget Cost \$0.00

Expense Budget

Category		Grant Funded	Total Budgeted
+ Supplies		\$0.00	\$0.00
+ Consultants/Contracts		\$96,000.00	\$96,000.00
Irrigation Mobile Lab Services Contract	 	\$72,000.00	\$72,000.00
Educational Resources Contract	 	\$24,000.00	\$24,000.00
+ Indirect		\$70,800.00	\$70,800.00
Indirect Costs	 	\$70,800.00	\$70,800.00
+ Other		\$0.00	\$0.00
Total Expense Budget Cost		\$354,000.00	\$354,000.00

Revenue Budget

Grant Funding		
Award Requested	\$354,000.00	\$354,000.00
Subtotal	\$354,000.00	\$354,000.00
Non-Grant Funding		
Subtotal		\$0.00
Total Revenue Budget Cost		(\$354,000.00)
Total Overall Budget Cost		\$0.00

Mark as In Progress

Save & Continue

3280.9

How to Inspect or Collect Requested Records

A member of the public can inspect any responsive records free of charge and can obtain copies of the records after paying any applicable fees. If the requester would like to inspect the records, they should contact the District's Administrative Assistant or District Manager to schedule a time to review the records at a location designated by the District. Records are retained at typically the District's storage location at 41391 Kalmia St., Ste 140, Murrieta, CA 92562. If the records contain exempt and non-exempt information, the District will only provide copies of the records and will not make the original records available for inspection.

Correspondence

July 2023



via electronic mail

July 19, 2023

Dear Presiding Officers (c/o Clerks) of Independent Special Districts in Riverside County,

We did not receive a response from your District regarding the election of a Special District Appointee to the Countywide Oversight Board representing Riverside County. We hope the lack of response from your district was just an oversight. Appointments are only valid if ballots representing a quorum, from 28 of our 55 independent special districts, are returned. We received 23 official ballots.

This appointment ensures special districts are appropriately represented on our local boards. If we fail to make a timely local appointment, the Governor is authorized to fill that position and local special districts may not be represented.

The deadline to submit your ballot has been extended to **5:00 p.m. on Thursday, August 17, 2023**. We trust that you will give your immediate attention to returning the attached ballot before that date. If you have any questions or concerns, please contact Rebecca Holtzclaw at rholtzclaw@lafco.org or by calling (951) 369-0631.

Russ Martin, the current Special District representative, will continue to serve until a permanent selection is made.

Sincerely,


Gary Thompson
Executive Officer

cc: District Managers

Attachment: 2023 Countywide Oversight Board – Extended Official Ballot

2023 COUNTYWIDE OVERSIGHT BOARD

SPECIAL DISTRICT MEMBER **EXTENDED** OFFICIAL BALLOT

Name of District: _____
(Required)

Certification of voting member:

I, _____ hereby certify that I am (check one):
Print Name Here (Required)

- the presiding officer of the above named district.
- a member of the board of the above named district authorized by the board to vote in place of the presiding officer. [Authorization previously transmitted attached]

Original Signature (Required)

Date (Required)

Special District Member of the Countywide Oversight Board (Term begins July 1, 2023)

Select only one candidate for this position.

JOHN SKERBELIS, Rubidoux Community Services District	<input type="checkbox"/>
JOHN AGUILAR, Coachella Valley Water District	<input type="checkbox"/>
STEVEN A. PASTOR, Lake Hemet Municipal Water District	<input type="checkbox"/>
DEBRA CANERO, Valley Sanitary District	<input type="checkbox"/>
RUSS MARTIN, Mission Springs Water District	<input type="checkbox"/>

Listed in random drawing order conducted on 6/14/2023 at 1:00 p.m.

Ballot must be received by 5:00 p.m., Thursday, August 17, 2023

Email to rholtzclaw@lafco.org or deliver to
LAFCO, 6216 Brockton Ave. Suite 111-B, Riverside, CA 92506

HEALTHY SOIL SUMMIT



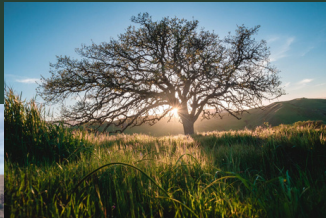
August 23-24, 2023
Seaside, CA

ACRES USA



Learn practical, economical approaches to soil health management

FARM TOUR



Paicines Ranch

Pinnacle Organically Grown Produce



CONFERENCE

NO MATTER WHAT YOU GROW, FROM NUTS TO ORCHARDS TO CASH CROPS TO PASTURE, OUR TWO DAYS OF WORKSHOPS AND KEYNOTES – LED BY REAL PRACTITIONERS – TEACH USEFUL TACTICS YOU CAN IMPLEMENT IMMEDIATELY.

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MANAGING WATER MINERAL NUTRITION & MORE!**

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REGISTER TODAY!

ACRESUSA.COM/HEALTHY-SOIL-SUMMIT/



KAREN SPIEGEL
SECOND DISTRICT SUPERVISOR
BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE



STAFF
PHIL PAULE, Chief of Staff
DEBORAH ROSE, Deputy Chief of Staff
LILIANA ALLIN, Office Administration/Legislative Assistant
AMBER SMALLEY, Senior Policy Advisor
ELYSSE RICO, Media Coordinator
MELANIE BONILLA, MBA, Field Representative
MELANIA CASTELLANOS, Field Representative
MADELYN TORRES, Board Assistant

Dear Temecula-Elsinore-Anza-Murrieta Resource Conservation, Board:

It is my pleasure to cordially invite you to the 2023 Riverside County Women's Conference being held at Crossroads Christian Church (2331 Kellogg Avenue, Corona, CA 92881) on September 14th from 7:00 am-12:30 pm. The theme for this year's highly anticipated event is "Paving the Way for the Next Generation". As elected officials, there is so much that can be done to influence the lives of the younger generation to encourage leadership and inspire our communities for years to come. Attendees will hear from leaders and experts in their field of expertise, as well as engage in meaningful networking opportunities throughout the day.

Each year, a variety of elected officials, entrepreneurs, youth, community members, city staff, and non-profit organizations join us for an engaging day geared toward empowering one another. Thank you for your consideration and I look forward to seeing you.

For additional information, please contact the Corona Chamber of Commerce at 951-737-3350 or visit their website at www.mychamber.org.

Sincerely Yours,

Karen S. Spiegel

Supervisor Karen Spiegel
County of Riverside, Second District

FEATURED SPEAKERS:



Merlyna Valentine
Speaker, Author Consultant
Merlyna is a survivor! Her captivating message is filled with powerful insights, practical strategies, and a contagious energy that encourages individuals to pursue their passions with great determination. Your life will not be the same after getting to know Merlyna Valentine.

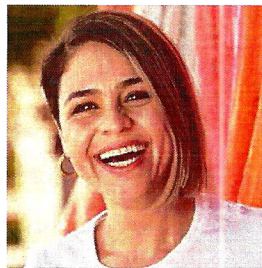
She has been featured in *Ebony Magazine* and on *The Today Show*



Supervisor Spiegel
Riverside County Supervisor, District 2

Karen is the Founder of the Riverside County Women's Leadership Conference (WLC). She is fervent about creating an experience that will empower and advance women in their endeavors.

She was first elected to represent the Second Supervisorial District in November 2018 and was sworn into office for her second term on January 10, 2023

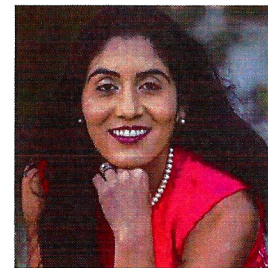


Dr. Sara Safari
Speaker, Author, Mountain Climber Featured in a new *Netflix Documentary Aftershock*

Dr. Safari has summited and finished her 7th summit project. She is the first Iranian in history to have climbed the 7 highest peaks on 7 continents, including Mount Everest.

Come to the conference and be inspired and motivated as she shares her story of determination, survival, and the indomitable human spirit.

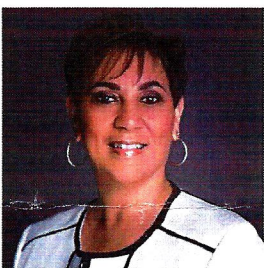
She will reveal strategies on how to 'CLIMB YOUR EVEREST.'



Dr. Evita Limon-Rocha
Board-Certified Child, Adolescent and Adult Psychiatrist

Dr Evita Limon-Rocha completed her Psychiatry Residency Program at UCI and completed her Child and Adolescent Psychiatry Fellowship at the University of Texas Health Science Center at San Antonio (UTHSC-SA) in Texas. As a proud UCR alumnus she remains actively involved in the Chicano Latino Alumni Association, works with the Medical Scholars Program at UCR, and serves on the admissions committee for UCR School of Medicine.

FEATURED SPEAKERS:



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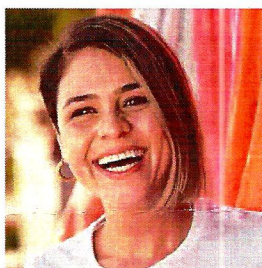
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Paving the Way

FOR THE NEXT GENERATION

Get Your Tickets Now at MyChamber.org/WLC



TICKETS

\$100

BUNDLE OF 10 TICKETS

\$850

RIVERSIDE COUNTY
WOMEN'S
LEADERSHIP CONFERENCE

Text WLC to 951-CHAMBER
(951-242-6237) to Stay Updated

Ask About Exhibitor Spaces and Sponsorship
opportunities! Call (951) CHAMBER

THURS
SEPT
14
2023

HELD AT:
Crossroads Church
2331 Kellogg Ave
Corona CA 92881

7:00 am -
12:30 pm



SCAN ME

Paving the Way

FOR THE NEXT GENERATION

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