

# Profit and Loss

November 2015

	Total
<b>INCOME</b>	
Audit Management Services	3,750.00
Housing Allowance	1,500.00
Interest Income	2.42
<b>Total Income</b>	<b>5,252.42</b>
<b>GROSS PROFIT</b>	<b>5,252.42</b>
<b>EXPENSES</b>	
Audit Management	13,295.00
Contract Services	
Accounting Fees	500.00
<b>Total Contract Services</b>	<b>500.00</b>
General and Administration	
Bank Fees	149.00
<b>Total General and Administration</b>	<b>149.00</b>
Office Supplies	159.04
Operations	
Postage, Mailing Service	80.00
<b>Total Operations</b>	<b>80.00</b>
Transcription Reimbursement	675.53
<b>Total Expenses</b>	<b>14,858.57</b>
<b>NET OPERATING INCOME</b>	<b>-9,606.15</b>
<b>NET INCOME</b>	<b>\$ -9,606.15</b>

# Balance Sheet

As of November 30, 2015

		Total
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
Checking/Savings		
General Fund xx2226		32,649.77
Mitigation Account xx0102		98,094.34
Restricted Deposits xx2242		35,475.97
Union Banc Investment - Mkt Adj		-2.42
Union Banc Investment xx8488		200,313.14
Union Bank xx72042		9,723.58
<b>Total Checking/Savings</b>		<b>376,254.38</b>
<b>Total Bank Accounts</b>		<b>376,254.38</b>
<b>Other current assets</b>		
Due from Other Governments		2,000.00
<b>Total Other current assets</b>		<b>2,000.00</b>
<b>Total Current Assets</b>		<b>378,254.38</b>
<b>TOTAL ASSETS</b>		<b>\$378,254.38</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable		10,310.00
<b>Total Accounts Payable</b>		<b>10,310.00</b>
<b>Other Current Liabilities</b>		
Deposits Payable		35,475.97
Unavailable Revenues - Grants		2,000.00
<b>Total Other Current Liabilities</b>		<b>37,475.97</b>
<b>Total Current Liabilities</b>		<b>47,785.97</b>
<b>Total Liabilities</b>		<b>47,785.97</b>
<b>Equity</b>		
Opening Balance Equity		106,583.03
Retained Earnings		233,249.34
Net Income		-9,363.96
<b>Total Equity</b>		<b>330,468.41</b>

Total

TOTAL LIABILITIES AND EQUITY

\$378,254.38

# Statement of Cash Flows

November 2015

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	-9,606.15
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable	10,310.00
<b>Net cash provided by operating activities</b>	<b>703.85</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>703.85</b>
Cash at beginning of period	375,550.53
<b>CASH AT END OF PERIOD</b>	<b>\$376,254.38</b>

# Management Report

EMA/RCD

For the period ended October 31, 2015

Prepared by

Landmark Business Enterprises LLC

Prepared on

February 3, 2016

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# Profit and Loss

October 2015

		Total
<b>INCOME</b>		
Housing Allowance		1,875.00
Interest Income		2.50
Sale of Used Furniture-Supply		29.00
<b>Total Income</b>		<b>1,906.50</b>
<b>GROSS PROFIT</b>		<b>1,906.50</b>
<b>EXPENSES</b>		
Transcription Reimbursement		632.39
<b>Total Expenses</b>		<b>632.39</b>
<b>NET OPERATING INCOME</b>		<b>1,274.11</b>
<b>NET INCOME</b>		<b>\$1,274.11</b>

# Balance Sheet

As of October 31, 2015

	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking/Savings	
General Fund xx2226	31,948.34
Mitigation Account xx0102	98,091.92
Restricted Deposits xx2242	35,475.97
Union Banc Investment - Mkt Adj	-2.42
Union Banc Investment xx8488	200,313.14
Union Bank xx72042	9,723.58
<b>Total Checking/Savings</b>	<b>375,550.53</b>
<b>Total Bank Accounts</b>	<b>375,550.53</b>
Other current assets	
Due from Other Governments	2,000.00
<b>Total Other current assets</b>	<b>2,000.00</b>
<b>Total Current Assets</b>	<b>377,550.53</b>
<b>TOTAL ASSETS</b>	<b>\$377,550.53</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deposits Payable	35,475.97
Unavailable Revenues - Grants	2,000.00
<b>Total Other Current Liabilities</b>	<b>37,475.97</b>
<b>Total Current Liabilities</b>	<b>37,475.97</b>
<b>Total Liabilities</b>	<b>37,475.97</b>
Equity	
Opening Balance Equity	106,583.03
Retained Earnings	233,249.34
Net Income	242.19
<b>Total Equity</b>	<b>340,074.56</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$377,550.53</b>



# Statement of Cash Flows

October 2015

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	1,274.11
Adjustments to reconcile Net Income to Net Cash provided by operations:	
<b>Net cash provided by operating activities</b>	<b>1,274.11</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>1,274.11</b>
Cash at beginning of period	374,276.42
<b>CASH AT END OF PERIOD</b>	<b>\$375,550.53</b>

# Management Report

EMA/RCD

For the period ended September 30, 2015

Prepared by

Landmark Business Enterprises LLC

Prepared on

February 3, 2016

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# Profit and Loss

September 2015

	Total
<b>INCOME</b>	
Investments	
Interest-Savings, Short-term CD	-792.94
<b>Total Investments</b>	<b>-792.94</b>
<b>Total Income</b>	<b>-792.94</b>
<b>GROSS PROFIT</b>	<b>-792.94</b>
<b>EXPENSES</b>	
General and Administration	
Rent Expense	108.83
Utilities	69.42
<b>Total General and Administration</b>	<b>178.25</b>
Other Types of Expenses	
Insurance - Liability, D and O	1,352.02
<b>Total Other Types of Expenses</b>	<b>1,352.02</b>
<b>Total Expenses</b>	<b>1,530.27</b>
<b>NET OPERATING INCOME</b>	<b>-2,323.21</b>
<b>NET INCOME</b>	<b>\$ -2,323.21</b>

# Balance Sheet

As of September 30, 2015

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Checking/Savings	
General Fund xx2226	27,877.43
Mitigation Account xx0102	98,089.42
Restricted Deposits xx2242	35,475.97
Union Banc Investment - Mkt Adj	-2.42
Union Banc Investment xx8488	62,308.14
Union Bank xx72042	150,527.88
<b>Total Checking/Savings</b>	<b>374,276.42</b>
<b>Total Bank Accounts</b>	<b>374,276.42</b>
<b>Other current assets</b>	
Due from Other Governments	2,000.00
<b>Total Other current assets</b>	<b>2,000.00</b>
<b>Total Current Assets</b>	<b>376,276.42</b>
<b>TOTAL ASSETS</b>	<b>\$376,276.42</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Deposits Payable	35,475.97
Unavailable Revenues - Grants	2,000.00
<b>Total Other Current Liabilities</b>	<b>37,475.97</b>
<b>Total Current Liabilities</b>	<b>37,475.97</b>
<b>Total Liabilities</b>	<b>37,475.97</b>
<b>Equity</b>	
Opening Balance Equity	106,583.03
Retained Earnings	233,249.34
Net Income	-1,031.92
<b>Total Equity</b>	<b>338,800.45</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$376,276.42</b>

# Statement of Cash Flows

September 2015

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	-2,323.21
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Interest Receivable	792.94
Accounts Payable	-500.00
<b>Net cash provided by operating activities</b>	<b>-2,030.27</b>
<b>INVESTING ACTIVITIES</b>	
Prepaid Insurance	1,352.02
Prepaid Rent	744.00
Security Deposits Asset	20.00
<b>Net cash provided by investing activities</b>	<b>2,116.02</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>85.75</b>
Cash at beginning of period	374,190.67
<b>CASH AT END OF PERIOD</b>	<b>\$374,276.42</b>

# Management Report

EMA/RCD

For the period ended August 31, 2015

Prepared by

Landmark Business Enterprises LLC

Prepared on

February 3, 2016



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# Profit and Loss

August 2015

	Total
<b>INCOME</b>	
Investments	
Interest-Savings, Short-term CD	5.00
<b>Total Investments</b>	<b>5.00</b>
Other Types of Income	
Miscellaneous Revenue	1,000.00
<b>Total Other Types of Income</b>	<b>1,000.00</b>
SAWA Management	3,750.00
<b>Total Income</b>	<b>4,755.00</b>
<b>GROSS PROFIT</b>	<b>4,755.00</b>
<b>EXPENSES</b>	
Contract Services	
Outside Contract Services	2,799.30
<b>Total Contract Services</b>	<b>2,799.30</b>
General and Administration	
Other	334.27
Utilities	112.59
<b>Total General and Administration</b>	<b>446.86</b>
Operations	
Supplies	21.59
Telephone, Telecommunications	247.91
<b>Total Operations</b>	<b>269.50</b>
Other Types of Expenses	
Memberships and Dues	363.12
<b>Total Other Types of Expenses</b>	<b>363.12</b>
<b>Total Expenses</b>	<b>3,878.78</b>
<b>NET OPERATING INCOME</b>	<b>876.22</b>
<b>NET INCOME</b>	<b>\$876.22</b>

# Balance Sheet

As of August 31, 2015

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Checking/Savings	
General Fund xx2226	27,791.68
Mitigation Account xx0102	98,089.42
Restricted Deposits xx2242	35,475.97
Union Banc Investment - Mkt Adj	-2.42
Union Banc Investment xx8488	62,308.14
Union Bank xx72042	150,527.88
<b>Total Checking/Savings</b>	<b>374,190.67</b>
<b>Total Bank Accounts</b>	<b>374,190.67</b>
<b>Other current assets</b>	
Due from Other Governments	2,000.00
Interest Receivable	792.94
<b>Total Other current assets</b>	<b>2,792.94</b>
<b>Total Current Assets</b>	<b>376,983.61</b>
<b>Other Assets</b>	
Prepaid Insurance	1,352.02
Prepaid Rent	744.00
Security Deposits Asset	20.00
<b>Total Other Assets</b>	<b>2,116.02</b>
<b>TOTAL ASSETS</b>	<b>\$379,099.63</b>

## LIABILITIES AND EQUITY

<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	500.00
<b>Total Accounts Payable</b>	<b>500.00</b>
<b>Other Current Liabilities</b>	
Deposits Payable	35,475.97
Unavailable Revenues - Grants	2,000.00
<b>Total Other Current Liabilities</b>	<b>37,475.97</b>
<b>Total Current Liabilities</b>	<b>37,975.97</b>

	Total
<b>Total Liabilities</b>	<b>37,975.97</b>
<b>Equity</b>	
Opening Balance Equity	106,583.03
Retained Earnings	233,249.34
Net Income	1,291.29
<b>Total Equity</b>	<b>341,123.66</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$379,099.63</b>

# Statement of Cash Flows

August 2015

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	876.22
Adjustments to reconcile Net Income to Net Cash provided by operations:	
<b>Net cash provided by operating activities</b>	<b>876.22</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>876.22</b>
Cash at beginning of period	373,314.45
<b>CASH AT END OF PERIOD</b>	<b>\$374,190.67</b>

# Management Report

EMA/RCD

For the period ended July 31, 2015

Prepared by

Landmark Business Enterprises LLC

Prepared on

February 3, 2016

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# Profit and Loss

July 2015

	Total
<b>INCOME</b>	
Investments	
Interest-Savings, Short-term CD	415.07
<b>Total Investments</b>	<b>415.07</b>
<b>Total Income</b>	<b>415.07</b>
<b>GROSS PROFIT</b>	<b>415.07</b>
<b>EXPENSES</b>	
<b>Total Expenses</b>	
<b>NET OPERATING INCOME</b>	<b>415.07</b>
<b>NET INCOME</b>	<b>\$415.07</b>

# Balance Sheet

As of July 31, 2015

		Total
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
Checking/Savings		
General Fund xx2226		26,920.46
Mitigation Account xx0102		98,084.42
Restricted Deposits xx2242		35,475.97
Union Banc Investment - Mkt Adj		-2.42
Union Banc Investment xx8488		62,308.14
Union Bank xx72042		150,527.88
<b>Total Checking/Savings</b>		<b>373,314.45</b>
<b>Total Bank Accounts</b>		<b>373,314.45</b>
<b>Other current assets</b>		
Due from Other Governments		2,000.00
Interest Receivable		792.94
<b>Total Other current assets</b>		<b>2,792.94</b>
<b>Total Current Assets</b>		<b>376,107.39</b>
<b>Other Assets</b>		
Prepaid Insurance		1,352.02
Prepaid Rent		744.00
Security Deposits Asset		20.00
<b>Total Other Assets</b>		<b>2,116.02</b>
<b>TOTAL ASSETS</b>		<b>\$378,223.41</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable		500.00
<b>Total Accounts Payable</b>		<b>500.00</b>
<b>Other Current Liabilities</b>		
Deposits Payable		35,475.97
Unavailable Revenues - Grants		2,000.00
<b>Total Other Current Liabilities</b>		<b>37,475.97</b>
<b>Total Current Liabilities</b>		<b>37,975.97</b>



**Total**

**Total Liabilities**

**37,975.97**

**Equity**

Opening Balance Equity

106,583.03

Retained Earnings

233,249.34

Net Income

415.07

**Total Equity**

**340,247.44**

**TOTAL LIABILITIES AND EQUITY**

**\$378,223.41**

# Statement of Cash Flows

July 2015

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	415.07
Adjustments to reconcile Net Income to Net Cash provided by operations:	
<b>Net cash provided by operating activities</b>	<b>415.07</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>415.07</b>
Cash at beginning of period	372,899.38
<b>CASH AT END OF PERIOD</b>	<b>\$373,314.45</b>

## A/R Aging Detail

As of July 31, 2015

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This report contains no data for your specified date range.

## A/P Aging Detail

As of July 31, 2015

Date	Transaction Type	Num	Vendor	Due Date	Past Due	Amount	Open Balance
<b>91 or more days past due</b>							
06/30/2014	Journal Entry	17	VLF, LLP	06/30/2014	583	2,000.00	2,000.00
09/30/2014	Journal Entry	19	VLF, LLP	09/30/2014	491	-2,000.00	-2,000.00
<b>Total for 91 or more days past due</b>						<b>\$0.00</b>	<b>\$0.00</b>
<b>31 - 60 days past due</b>							
06/30/2015	Journal Entry	32	VLF, LLP	06/30/2015	218	500.00	500.00
<b>Total for 31 - 60 days past due</b>						<b>\$500.00</b>	<b>\$500.00</b>
<b>TOTAL</b>						<b>\$500.00</b>	<b>\$500.00</b>

Wells Fargo Bank  
Transaction Receipt

Store #0075420 2

Deposit

Account Number	XXXXXX2226
CHK 00114	
Number of Checks	1
Total Checks Amount	\$26,950.00
Total Deposit	\$26,950.00

Deposit will be available:

Date	Amount
01/11/2016	\$2,500.00
01/12/2016	\$24,450.00

Transaction # 074 0092

04:29PM 01/11/16

Deposit Credit Date: 01/11/16

TIP: By creating a budget and tracking  
your daily spending, you may discover  
places to save.

Thank you, MYLEEN

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150429 - 110415  
150429 - 121015

IRRIGATION AUDITS  
IRRIGATION AUDITS

\$12,900.00  
\$14,050.00

135/03



Elsinore - Murrieta - Anza  
Resource Conservation District

Ms. Tiffany Kalishevich  
Professional Community Management  
Fairway Estates Homeowners Association  
11860 Pierce St., Ste. 100  
Riverside, CA 92505

Dear Ms. Kalishevich,

Please find the attached invoice for Maintenance Services to be provided for the Fairway Estates Homeowners Association per our contract. Please send your payment to the new address listed on the invoice in that our address has changed.

Should you have any questions or need further detailed information, please feel free to contact Rick Neugebauer at 760-594-1107 who is the project manager and representative for our organization on this project.

Thank you for your time and prompt response to this billing.

Sincerely,

Rose Corona  
Vice-President  
EMARCD



Elsinore - Murrieta - Anza  
Resource Conservation District

Invoice# 2015-01-FWHOA

Bill To:

Fairway Estates Homeowner's Association  
c/o Tiffany Kalischevich  
Professional Community Management Association  
11860 Pierce St., Ste. 100  
Riverside, CA 92505

**INVOICE**

**MAINTENANCE SERVICES:      \$5,524.00**  
**FOR YEARLY CONTRACT**

Please submit payment and mail to:

EMARCD  
P.O. BOX 2078  
TEMECULA, CA 92593-2078

Wells Fargo Bank  
Transaction Receipt

Store #0075420 6

Deposit

Account Number	XXXXXX2226
CHK 00114	
Number of Checks	1
Total Checks Amount	\$5,524.00
Total Deposit	\$5,524.00

Deposit will be available:

Date	Amount
12/02/2015	\$400.00
12/03/2015	\$5,124.00

Transaction # 037 0045  
01:26PM 12/02/15  
Deposit Credit Date: 12/02/15

TIP: You can order and review your free  
credit report at least once a year to  
ensure all reported payment history  
and account records remain accurate  
at [annualcreditreport.com](http://annualcreditreport.com)

Thank you, GABRIELLA

*Fairway Estates  
Payment*



**SANTA ANA WATERSHED ASSOCIATION**

P. O. BOX 5407  
RIVERSIDE, CA 92517-5407

MERRILL LYNCH WEALTH MANAGEMENT  
BANK OF AMERICA

6137

87-176/843  
00

1/13/2016

PAY TO THE ORDER OF Elsinore-Murrieta-Anza RCD

\$ \*\*1,500.00

One Thousand Five Hundred and 00/100\*\*\*\*\*

DOLLARS

Elsinore-Murrieta-Anza RCD  
31569 Canyon Estates Drive, Ste. 113  
Lake Elsinore, CA 92532

MEMO

JANUARY STIPEND

  
AUTHORIZED SIGNATURE

⑈006137⑈

SANTA ANA WATERSHED ASSOCIATION

6137

Elsinore-Murrieta-Anza RCD

Date	Type	Reference	Original Amt.	Balance Due	1/13/2016 Discount	Payment
1/13/2016	Bill		1,500.00	1,500.00		1,500.00
						1,500.00

Wells Fargo Bank  
Transaction Receipt

Store #0075420 5 Deposit  
Account Number XXXXXX2226  
CHK 00114  
Number of Checks 1  
Total Checks Amount \$1,500.00  
Total Deposit \$1,500.00

Deposit will be available:  
Date Amount  
01/22/2016 \$400.00  
01/23/2016 \$1,100.00

Transaction # 022 0034  
10:50AM 01/22/16  
Deposit Credit Date: 01/22/16

TIP: By creating a budget and tracking your daily spending, you may discover places to save.

Thank you, KRISTINA

SANTA ANA WATERSHED ASSOCIATION

6137

Elsinore-Murrieta-Anza RCD

Date	Type	Reference	Original Amt.	Balance Due	1/13/2016 Discount	Payment
1/13/2016	Bill		1,500.00	1,500.00		1,500.00
					Check Amount	1,500.00

REMITTANCE ADVICE

STD. 404C (REV. 4-95)

VENDOR-ID  
ELSIN000005-00

PAGE 1

STATE OF CALIFORNIA  
DOF

THE ENCLOSED WARRANT IS IN PAYMENT OF THE INVOICES SHOWN BELOW

DEPARTMENT NAME FOOD AND AGRICULTURE		ORG. CODE 8570	INVOICE DATE 06/30/15	INVOICE NUMBER 201501	INVOICE AMOUNT 2000.00	RPI
DEPARTMENT ADDRESS 10 N STREET, ROOM 140 SACRAMENTO CA 95814		CLAIM SCHED. NO. 1402373				
VENDOR ELSINORE MURRIETA ANZA RCD 21535 PALOMAR ST SUITE A WILDOMAR CA 92595						
PYMT INQUIRIES: (916)403-6547						
FEDERAL TAX ID NO. OR SSAN	RP TYPE	TAX YR	TOTAL REPORTED TO IRS	TOTAL PAYMENT	2000.00	
			.00			

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE



STATE OF CALIFORNIA

WARRANT NUMBER

06-380518

THE TREASURER OF THE STATE WILL PAY OUT OF THE  
IDENTIFICATION NO.

FUND NO. FUND NAME  
0001 GENERAL FUND

8570

MO. DAY YR.  
11 30 2015

90-1342/1211

06380518

TO:

380518

ELSINORE MURRIETA ANZA RCD

DOLLARS CENTS  
\$\*\*\*\*2000.00

*Betty T. Yee*  
BETTY T. YEE



CALIFORNIA STATE CONTROLLER

FORM 04-08 (2-07) CONTROLLERS WARRANT

Wells Fargo Bank  
Transaction Receipt

Store #0075420 4 Deposit  
Account Number XXXXXX2226  
CHK 00114  
Number of Checks 1  
Total Checks Amount \$2,000.00  
Total Deposit \$2,000.00  
Deposit will be available:  
Date Amount  
12/28/2015 \$400.00  
12/29/2015 \$1,600.00

Transaction # 130 0172  
11:58AM 12/28/15  
Deposit Credit Date: 12/28/15

TIP: You can order and review your free  
credit report at least once a year to  
ensure all reported payment history  
and account records remain accurate  
at [annualcreditreport.com](http://annualcreditreport.com)

Thank you, GULAN

*Correspondence*



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

July 1, 2015

Vicki Long  
Elsinore Murrieta Anza Resource Conservation District  
21535 Palomar Road, Suite A  
Wildomar, CA 92595-7763

Agreement Number: 14-0306

The enclosed fully executed Agreement is for your records. You are now authorized to provide the agreed upon services.

If you have any questions, please feel free to contact me at (916) 654-0808.

*Betsy Fisher for*

Donna Weber, (916) 403-6521  
Acquisitions Office  
Departmental Services Branch  
Administrative Services Division

Enclosures



STATE OF CALIFORNIA  
**STANDARD AGREEMENT**  
STD 213 (Rev 06/03)

AGREEMENT NUMBER

**14-0306**

REGISTRATION NUMBER

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

STATE AGENCY'S NAME

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE**

CONTRACTOR'S NAME

**ELSINORE MURRIETA ANZA RESOURCE CONSERVATION DISTRICT**

2. The term of this

Agreement is: **March 1, 2015 through June 30, 2015**

3. The maximum amount  
of this Agreement is:

**\$ 10,000.00**

**Ten Thousand Dollars and No Cents**

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

Exhibit A – Scope of Work

1 page(s)

Attachment 1

2 page(s)

Attachment 2

3 page(s)

Exhibit B – Budget Detail and Payment Provisions

1 page(s)

Attachment 1

1 page(s)

Exhibit C\* – General Terms and Conditions – GIA 610

Check mark one item below as Exhibit D:



Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)

1 page(s)



Exhibit - D\* Special Terms and Conditions

Exhibit E – Additional Provisions

1 page(s)

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>.

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

**CONTRACTOR**

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

**ELSINORE MURRIETA ANZA RESOURCE CONSERVATION DISTRICT**

BY (Authorized Signature)

DATE SIGNED (Do not type)

*[Signature]*

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

**21535 Palomar Road, Suite A, Wildomar, CA 92595-7763**

**STATE OF CALIFORNIA**

AGENCY NAME

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE**

BY (Authorized Signature)

DATE SIGNED (Do not type)

*[Signature]*

**6/30/15**

PRINTED NAME AND TITLE OF PERSON SIGNING

**JENNIFER CROW, ACQUISITIONS MANAGER**

ADDRESS

**1220 N STREET, ROOM 115, SACRAMENTO, CA 95814**

**California Department of General  
Services Use Only**

☒ Exempt per: **DGS LTR 28.7**

**EXHIBIT A**  
**(Interagency Agreement)**

**SCOPE OF WORK**

1. The Contractor shall assist the California Department of Food and Agriculture's (CDFA) with the verification component in the grant application process of the State Water Efficiency and Enhancement Program.
2. The project representatives during the term of this agreement will be:

<b>CDFA Program Contract Manager:</b>	<b>Contractor's Program Contract Manager:</b>
<b>Name:</b> Amrith Gunasekara	<b>Name:</b> Vicky Long
<b>Section/Unit:</b> Executive Office	<b>Section/Unit:</b> Elsinore Murrieta Anza RCD
<b>Address:</b> 1220 N Street Sacramento, CA 95814	<b>Address:</b> 21535 Palomar Road, Suite A Wildomar, CA 92595-7763
<b>Phone:</b> (916) 403-6719	<b>Phone:</b> (951) 609-0066
<b>Email:</b> amrith.gunasekara@cdfa.ca.gov	<b>Email:</b> vickiglong@aol.com

3. For complete details and specifications to be performed by both parties, see Exhibit A, Attachment 1.

## **SCOPE OF WORK**

### **Purpose**

The California Department of Food and Agriculture (CDFA) has been allocated \$10 million as part of emergency drought legislation to provide financial incentives to agricultural operations to invest in water irrigation treatment and distribution systems. These systems must reduce water and greenhouse gas (GHG) emissions, augment supply and increase water and energy efficiency in agricultural applications. CDFA is utilizing the funding to establish a grant program called the State Water Efficiency and Enhancement Program (SWEEP) aimed to increase water conservation by improving water management and efficiencies on farms while at the same time reducing emissions of greenhouse gases through energy efficiency. Grants will be available to growers through a competitive grant application process beginning in June 2014. Based on the total amount of funding available, CDFA expects to fund approximately 180 grants. The grants that rank the highest will enter into grant agreements with CDFA. CDFA has identified that once the funds have been allocated and the project has been implemented, a verification component is required. CDFA does not have the resources to complete the verification component of SWEEP. CDFA has identified that the State Resource Conservation Districts (RCDs) have adequate irrigation expertise to complete the verification component of SWEEP.

The Resource Conservation Districts (RCDs) are "special districts" of the state of California, set up under California law to be locally governed agencies with their own locally appointed or elected, independent boards of directors. California RCDs implement projects on public and private lands and educate landowners and the public about resource conservation. RCDs, authorized under Division 9 of the Public Resources Code, work together to conduct several initiatives including water conservation, water quality enhancement and irrigation management, among others. The RCDs are familiar with the United State Department of Agriculture (USDA) Natural Resource Conservation Services (NRCS) conservation practice standard, several of which are being used in SWEEP.

### **Scope of Work**

This scope of work outlines verification activities for the RCDs to assist CDFA with verifying that the projects were implemented in a manner consistent with what was proposed in the approved grant scope of work and is functional after implementation.

The CDFA will notify the local RCD identified by the CA RCD. After notification, the RCD is responsible for the following:

- Selecting a verifier within the RCD with the qualifications to verify that the irrigation installation is consistent with the proposed project scope of work and project design.
- Conduct irrigation system evaluations notification, the RCD will:
  - Review the approved project scope of work and design plan to determine which criteria (listed in the 2014 SWEEP Application Guidelines) located on the CDFA SWEEP website [www.cdfa.ca.gov/go/sweep](http://www.cdfa.ca.gov/go/sweep) was used on the project site.
  - Travel to project site.
  - Complete a verification questionnaire for each project (See Exhibit A, Attachment 2)
  - Email completed questionnaire to CDFA at [grants@cdfa.ca.gov](mailto:grants@cdfa.ca.gov).
  - Ensure availability for questions and clarification of comments by email or phone for CDFA following the verification process.

Further requirements of the verifying RCD:

- Verifiers may not discuss or share any of the project's scope of work or project site information with any outside or any internal part not involved in the project as projects may contain sensitive personal information.

- Verification should be completed by qualified RCD staff identified by the head of the RCD.
- Sign off on all verification must be completed by the head of the RCD.

**Timeline**

Projects will be distributed to the verifiers beginning as early as March 2015. RCDs must complete all project site verification by June 30, 2015.



## 2014 – 2015 STATE WATER EFFICIENCY AND ENHANCEMENT PROGRAM

### ATTACHMENT 1 - ROUND 1 PROJECT VERIFICATION QUESTIONNAIRE

This verification questionnaire is intended to confirm whether projects were executed as agreed in a Scope of Work with CDFA. The Resource Conservation District verifier should use his or her professional knowledge to assess whether the SWEEP project was implemented in a manner that achieves the objectives of the SWEEP program. The verifier may need to utilize experience or tools that are not specified by CDFA to complete the assessment. When visiting the project site, please take at least five digital photographs to be submitted with the verification questionnaire.

Grant Agreement #	SWE10067
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#### PROJECT SITE ADDRESS (IF DIFFERENT)

Address:	
City, State, Zip:	
APN:	

#### VERIFICATION INFORMATION

1. Date that the project Scope of Work and design plans (if included) were assigned by CDFA	October 2014
2. Date of the project site visit	June 24, 2015
3. Is the project location consistent with the location (APNs) listed on the Scope of Work?	Yes
If the answer to 3 above is "no", briefly explain below	
4. Have 5 digital photographs been taken to submit to CDFA?	Yes

#### EVALUATION QUESTIONS

1. Has the verifier reviewed the Scope of Work? ☒ Yes ☐ No  
Date Reviewed: 6-23-2015
2. Are all components of the irrigation and water distribution system operating and functioning properly? Provide detailed explanation.

Yes. The pressure regulated system has been converted from a non-regulated, non-sensor Et system to a Irromesh soil moisture and rainfall wireless monitoring system. New pressure regulators were installed on submain risers, new pressure compensating micro sprinklers were installed on each tree and three sets of soil tensiometers have been setup to provide back-up verification of the Irromesh soil moisture tracking system. Owner also uses CIMIS data to compare on-site data.





3. Has project been completed? If no, provide reason for delay.

Yes.

## PROJECT CRITERIA EVALUATION

The SWEEP program ranking criteria are included in bold in the evaluation checklist below. Indicate with a checkmark which criteria were included in the project Scope of Work and answer each question that applies.

<b>1. Water savings (acre-inches/year/acre)</b>	
a) Are estimated water savings provided in the Scope of Work reasonable and consistent with the implemented project and water distribution system?	Yes
If the answer to 1 (a) above is "no", briefly explain below.	
<b>2. GHG savings (Tonnes CO<sub>2</sub> equivalent/year/acre)</b>	
a) Are the estimated GHG reductions in the Scope of Work reasonable and consistent with the implemented project?	Yes
If the answer to 2 (a) above is "no", briefly explain below.	
<b>3. Use of soil moisture sensors (NRCS Conservation Practice Standard 449) with electronic data output and flow meters, or electronic weather station linked to irrigation controller, for growers to ensure efficient irrigation scheduling (must specify with a new or existing system); new systems receive higher ranking.</b>	
a) Were the soil moisture sensors installed?	Yes
b) If "Yes" above, have they been installed consistent with the project Scope of Work?	Yes
c) Are the soil moisture sensors coupled to an electronic data output device (e.g., computer or smart phone)?	Yes
d) Is the system linked to electronic weather stations?	Yes
e) Is the crop consistent with what is listed in the Scope of Work?	Yes
f) If "No" to the question above, indicate the current crop or land use?	n/a
g) Record the brand of sensors.	Irronmesh (Irronmeter)
h) Record the number of sensors installed per acre.	3 total or 1.67/acre
<b>4. Use of evapotranspiration (ET)-based irrigation scheduling, such as California Irrigation Management Information System (CIMIS), and flow meters on existing or proposed projects to optimize water efficiency for crops.</b>	
a) Have flow meter(s) been installed?	Yes
b) Record the brand, type, and model number of the flow meters.	Micrometer flow meter (gpm)
c) Is an ET-based irrigation scheduling program being used (e.g., CIMIS)?	Yes
d) Which ET-based irrigation scheduling program is being used?	CIMIS

e) Is the agricultural operator sufficiently familiar with the system in order to get the full benefit of irrigation scheduling?		Yes
5. Reduction of GHG from water pumping. For example, the conversion of a fossil fuel pump to solar, wind, or electric. NRCS Conservation Practice Standard 372 may apply.		
a) Is the GHG reduction strategy consistent with the Scope of Work?		Yes
b) Did the project involve a fossil fuel to electricity conversion of the pumping system?		No
c) Record the previous energy source.		na
d) Record the current energy source.		na
e) Were there other GHG reduction strategies used for water pumping (e.g., replacing pump infrastructure)?		No
f) Was a specific NRCS Conservation Practice Standard applied? Which one?		None
6. Use of micro-irrigation or drip systems to replace flood or furrow irrigation. Should follow NRCS Conservation Practice Standard 441 or 442.		
a) Were micro-irrigation or drip systems installed?		Existing system present connected
b) If "Yes" above, have they been installed consistent with the Scope of Work?		Yes
c) Did the system replace a flood or furrow irrigation system?		No
d) If "Yes" above, record the system that was replaced.		na
7. Use of low pressure irrigation systems to reduce pumping and energy use.		
a) Were low pressure irrigation systems installed?		Yes - FR spinners/regulators
b) If "Yes" above, have they been installed consistent with the Scope of Work?		Yes
c) Has the low pressure system resulted in reduced energy use?		Yes - less pumping
d) What is the energy source for the system?		na
8. Use of Variable Frequency Drives to reduce energy use and match pump flow to load requirements.		
a) Were Variable Frequency Drives installed?		No
b) If "Yes" above, have they been installed consistent with the Scope of Work?		na
c) Was NRCS Conservation Practice Standard 533 applied in the installation?		na
d) What is the energy source for the system?		na

\*Name of Lead Verifier **Kerwin Russell**  
 Date of Completion **6-24-2015**  
 \*Lead verifier must attach certification/qualification documentation to demonstrate adequate technical expertise to conduct the SWEET verification component and sign off on this worksheet.

**EXHIBIT B**  
**(Interagency Agreement)**

**BUDGET AND PAYMENT PROVISIONS**

**1. Invoicing**

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor, Grant, Sub-Grant or Agreement recipient for actual expenditures incurred in accordance with this Agreement and stated herein, which is attached hereto and made a part of this Agreement or Grant.

Original invoices shall include the agreement/contract number, dates of service, type of work performed, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment. Invoices shall be itemized to follow the allowed expenses outlined in the agreement/contract budget and Scope of Work documents.

- B. Unless mutually agreed, monthly invoices must be submitted within 30 days from the end of each month in which services were rendered. Invoices must include the Agreement number and submitted in triplicate to the Program Contract Manager listed in this contract.

**2. Budget Contingency Clause**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.

- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

**3. Payment**

- A. Costs for this Agreement shall be computed in accordance with State Administrative Manual Sections 8752 and 8752.1.
- B. Nothing herein contained shall preclude advance payments pursuant to Article 1, Chapter 3, Part 1, Division 3, Title 2 of the Government Code of the State of California.
- C. Any travel and subsistence payments authorized under this agreement shall be paid as needed to execute the work. The maximum travel rates allowable are those established by the California Department of Human Resources. <http://www.calhr.ca.gov/employees/pages/travel-meals.aspx>

**BUDGET DISPLAY**

	Task	Cost Per Project	Maximum Number of Projects	Total (\$)
1	Complete Project Verification	\$2,000.00	5	\$10,000.00
	Contract Total			\$10,000.00

**EXHIBIT D**  
**(Interagency Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Evaluation of Consultant Contractor**

If this agreement is for consulting services, performance of contractor will be evaluated. The evaluation will be prepared on the Contract/Contractor Evaluation Sheet, STD 4 and be maintained in the CDFA contract file. If contractor did not satisfactorily perform the work, a copy of the negative evaluation will be sent to the Department of General Services, Office of Legal Services, and to the Contractor within 15 working days of the completion of the evaluation.

**2. Subcontractors**

Contractor shall not subcontract any services under this agreement without prior approval of the State's representative.

Contractor shall obtain prior approval from CDFA before hiring subcontractors, consultants or both. The total amount of all subcontracts shall not exceed \$50,000 or 25% of the total amount of the contract, whichever is less, unless the Contractor can provide certified documents that award was made through a competitive bidding process requiring at least three bids from responsible bidders.

**3. Force Majeure**

Except for defaults of any subcontractors, neither party shall be responsible for any delay in or failure of performance from acts beyond the control of the offending party. Such acts shall include, but shall not be limited to, acts of God, fire, flood, earthquake, other natural disaster, nuclear accident, strike, lockout, riot, freight embargo, public regulated utility, or governmental statutes or regulations superimposed after the fact. If a delay or failure in performance by the Contractor arises out of a default of its subcontractor, and if such default of its subcontractor, causes beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for damages of such delay or failure, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule.

**EXHIBIT E**  
**(Interagency Agreement)**

**ADDITIONAL PROVISIONS**

**CONTRACT AND SUBCONTRACT COMPLIANCE REQUIREMENTS**

The Contractor shall ensure its officers, agents and employees will fully cooperate with any/all investigations conducted by the Department of Food and Agriculture's Equal Employment Opportunity and Human Resources Offices and will require the same of any subcontractors or consultants used pursuant to this agreement.

**UNFAIR PRACTICES ACT**

Contractor hereby certifies that he/she will comply with the requirements of Section 17200 of the Business and Professions Code.

**CONFLICT OF INTEREST**

Contractor certifies that its employees and the officers of its governing body shall avoid any actual or potential conflicts of interest, and that no officer or employee who exercises any functions or responsibilities in connection with this Agreement shall have any personal financial interest or benefit which either directly or indirectly arises from this Agreement.

Contractor shall establish safeguards to prohibit its employees or its officers from using their positions for a purpose which could result in private gain or which gives the appearance of being motivated for private gain for themselves or others, particularly those with whom they have family, business or other ties.

# **BILLS/REIMBURSEMENTS**