



# SLOUGHHOUSE

## Resource Conservation District

HERALD | SLOUGHHOUSE | WILTON

### Regular Meeting of the Board Sloughhouse Resource Conservation District Agenda

When: September 11, 2024  
Where: Rancho Murieta Community Services  
15160 Jackson Rd.  
Rancho Murieta, CA 95683

or

Via Zoom: <https://us02web.zoom.us/j/85766858945>  
Meeting ID: 857 6685 8945

Time: 12:30 pm – 3:30 pm

**PUBLIC COMMENT** – Any member of the public may address the Board concerning any matter on the agenda before or during its consideration of the matter. Public comment is limited to three (3) minutes per person and no more than fifteen (15) minutes per topic. For good cause, the Board Chairman may waive these limitations.

**AGENDA ITEM TIME FRAME** – All time allotments are suggested by staff and are an estimate only and subject to change.

**ACCESSIBILITY** - If you have a disability and require a reasonable accommodation to fully participate in this event, please contact SRCD Staff before the day of the meeting via email [[info@SloughhouseRCD.org](mailto:info@SloughhouseRCD.org)] or telephone [916-526-5447] to discuss your accessibility needs.

#### **OPENING / CALL TO ORDER**

#### **PUBLIC COMMENT FROM THE FLOOR (Non-Agenda Items)**

#### **TREASURY REPORT:**

*Sloughhouse RCD Treasurer will provide a report on fiscal updates.*

#### **CONSENT CALENDAR:**

*Any Board member may request and remove any item from the consent agenda and place that item on the regular portion of the agenda as specified.*

- a. Agenda – September 11, 2024
- b. Minutes – August 14,, 2024
- c. Financial Report – September 2024

**REPORTS:**

- a. USDA Natural Resource Conservation Service (NRCS)
- b. Sacramento County Ag. Commissioners Report
- c. SRCD Board Reports

**GENERAL BUSINESS ACTION ITEMS:**

1. CARCD Updates
  - a. Contract for Services
  - b. CARCD Conference
2. SRCD Board of Directors Open Appointments
3. Fall Groundwater Monitoring
4. SRCD Audit
5. Grant Updates
  - a. Conservation Agriculture Planning Grant Program (CAPGP)
  - b. Water Efficiency Technical Assistance (WETA)

**GROUNDWATER SUSTAINABILITY AGENCY ACTION ITEMS:**

6. Cosumnes Groundwater Authority
  - a. Filling Data Gaps - Update
  - b. Upcoming Events

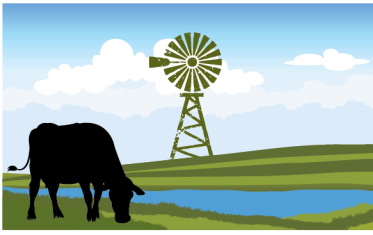
**INFORMATIONAL / DISCUSSION ITEMS**

7. SRCD Staff Report
  - a. Compost Lunch and Learn Event
  - b. Office Space
  - c. SLEWS Academy

**IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS**

*Board Members may request items to be placed on future agendas.*

**ADJOURNMENT**



# SLOUGHHOUSE

## Resource Conservation District

HERALD | SLOUGHHOUSE | WILTON

### Meeting of the Board - MINUTES Sloughhouse Resource Conservation District

When: Wednesday, August 14, 2024  
Where: Rancho Murieta Community Services  
15160 Jackson Rd.  
Rancho Murieta, CA 95683

or

Via Zoom: <https://us02web.zoom.us/j/85766858945>  
Meeting ID: 857 6685 8945

Time: 12:30 pm – 3:30 pm

Board Members: Barbara Washburn, Herb Garms, Gary Silva Jr., Lindsay Carter, Jay Schneider  
Associate Directors: Teresa Flewellyn  
Staff: Brittany Friedman

*\*\*A recording of this meeting can be found on the Sloughhouse RCD website at:*  
<https://srcd.specialdistrict.org/meetings> \*\*

#### **OPENING**

*Chairman Garms called the meeting to order at 12:42pm.*

#### **PUBLIC COMMENT**

Any member of the public may address the Board concerning any matter not on the Agenda within the Board/District's jurisdiction.

#### **TREASURY REPORT**

Treasurer Gary Silva provided an update on SRCD's financials including the current invoices for the month. This current report highlighted an error in Quickbooks that will soon be fixed by staff as well as the Sacramento County account that holds \$7,000 in addition to our Five Star accounts. This account must remain open with the County in order to collect certain property taxes from them.

#### **CONSENT CALENDAR:**

- a. Agenda – July 10, 2024
- b. Minutes – June 12, 2024
- c. Financial Report – July 2024

Drafted on:  
8/14/2024

*Director Carter moved to approve the consent calendar.  
Director Silva seconded the motion.  
The motion passed with all in favor.*

## **REPORTS**

- a. USDA Natural Resource Conservation Service (NRCS)  
NRCS Representative Toney Tillman provided a report on the 17 approved EQIP applications with \$3.3 million already contracted out/obligated to farmers/ranchers that have applied. The CSP has 3 pre-approved applications currently but NRCS will accept year-round applications for this program. If anyone has questions on these programs, Toney is available by phone or email.
- b. Sacramento County Ag. Commissioners Report  
None.
- c. SRCD Board Member Reports
  - Director Silva reported on the recent water evaluation conducted by SRCD's Chris Timmer. He said he did a fantastic job and has seen him conducting other evaluations for local farmers which has been quite helpful to them.
  - Assistant Director Flewellyn reported on Wildeye Telemetry updates for the Denier Ranch and Foley Farms wells. It was suggested that SRCD use these wells as supplemental wells for the CGA's monitoring network. Staff will work with consultants to add these to the monitoring network, if possible. It was also suggested that staff look into possible grants to implement further telemetry on other wells/farms.

## **GENERAL BUSINESS ACTION ITEMS**

### **1. Consideration of California CLASS Account**

Jerry Legg, Senior Director of Investment Services, from California CLASS discussed the benefits of opening a CLASS account to the SRCD Board.

This particular account would be where the RCD will place the future groundwater sustainability fee project funds. The interest rate at this time is 5.2%. The account can remain open and without funds without penalty for as long as needed. This account would be kept separate from the standard Five Star bank funds but is easily transferable, if needed.

*Director Silva moved to open a California CLASS Account.  
Director Schneider seconded the motion.  
The motion passed with all in favor.*

### **2. SRCD Open Board Appointments**

There will be three open Board positions coming this October that will need to be elected or re-elected. The directors that will need to re-apply if wishing to continue on the Board

include: Barbara Washburn, Lindsay Carter and Jay Schneider. Any member of the public can apply if interested in these positions or an Assistant Director position. Staff will be advertising in local newspapers, on the SRCD website, through the SRCD email blast and on social media. Another reminder will occur in September for applications to be submitted. The County of Sacramento has been made aware of these vacancies.

### **3. Office Space Update**

Staff provided an update regarding office furniture for the new office space. Staff will look into leasing a printer for the space and will coordinate with the Board to select the best option for SRCD. It was suggested that staff look into a possible government or non-profit discount that we may qualify for. Staff is also looking into acquiring a refrigerator for the office as well general decor, cleaning supplies and office supplies. Further updates will be provided at the September meeting.

The lease for the office space is currently being looked over by the landowners and the Board is hopeful it will soon be signed. The landowners have said they are willing to let us keep our office furniture in the space before the lease goes into effect, free of charge. Staff will update the Board on the eventual signing and start of office workability soon.

### **4. Grant Updates**

#### **a. Conservation Agriculture Planning Grant Program (CAPGP)**

Staff provided a report/update on the CAPGP grant. There are currently 10 landowners working with Technical Service Providers (TSP's) with 3 plans completed. The first invoice has been submitted to CDFA for reimbursement. Staff is still continuing outreach efforts for this grant as there are 10 spots remaining.

#### **b. Water Efficiency Technical Assistance Grant (WETA)**

Program Coordinator Chris Timmer provided a report on the WETA program. 10 irrigation evaluations have been performed this past month. The plan to perform roughly 20-25 irrigation evaluations before the irrigation season ends. Year 1 objective with CDFA WETA grant, is at least 20 evaluations performed.

CDFA has denied SRCD purchasing an ATV for the Mobile Irrigation Lab.

Unfortunately, the grant only allows rentals or leases. Recommend to table to vehicle until next irrigation season and plan during winter. Will be using rental trucks for the rest of this irrigation season. SRCD staffed a booth at Herad Day on Saturday August 3rd. Flyers of the Mobile Irrigation Lab were provided. Outreach and communication were made with attendees.

## **GROUNDWATER SUSTAINABILITY AGENCY ACTION ITEMS**

### **5. Cosumnes Groundwater Authority**

#### **a. Filling Data Gaps**

The Board discussed the data gaps laid out by EKI that need to be addressed before the October monitoring this year. This includes checking on the monitoring status of two DWR wells and the possible replacement of them. It also includes

activating the Dry Creek Stream Gauge. Staff will discuss with the County how to access/activate the steam gauge and check in with DWR regarding the wells. In terms of other data gaps, the board suggested continuing creating interactive maps that showcase areas where supplemental wells are needed. Staff will look into possible additions for the Monitoring Network including the Denier Ranch well and Foley Farm well.

## **INFORMATIONAL/DISCUSSION ITEMS**

### **7. SRCD Staff Report**

Staff has ordered SRCD swag! Hats, t-shirts, tablecloth and polo shirts will be arriving soon. This will improve the RCD's professional look when out in the field and networking or tabling events.

Staff will be in attendance at the SLEWS Academy Retreat on August 20-21 in Woodland. Staff will present on possible program ideas for our own SLEWS program to be implemented next Fall 2025 as well as receive assistance and ideas from SLEWS Staff and other partners.

Compost Lunch and Learn Event: SRCD Staff will be taking part in a Sac County/Agromin ran lunch event for local farmers and ranchers to present our programs to the public as well as conduct general outreach. This well be held at the Jean Harvie Community Center in Walnut Grove from 12 – 2pm. It is a free event with BBQ lunch and all are welcome to attend.

## **IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS**

The Board approved the following future agenda items by consensus:  
None.

## **ADJOURNMENT**

*Chair Garms adjourned the meeting at 3:30pm.*

# Sloughhouse Resource Conservation District

## Expenses Needing Board Approval

All Dates

DATE	AMOUNT	MEMO/DESCRIPTION
Brittany Friedman 09/07/2024	48.24	Sept 6 Mileage Log
<b>Total for Brittany Friedman</b>	<b>\$48.24</b>	
CARCD 09/07/2024	21,553.47	Staff Wages - July 2024 and CARCD Membership
<b>Total for CARCD</b>	<b>\$21,553.47</b>	
Chris Timmer 09/07/2024	251.66	WETA Mileage/Supplies Reimbursement - August 2024
<b>Total for Chris Timmer</b>	<b>\$251.66</b>	
Kronick 09/07/2024	2,622.00	Legal Services through July 2024
<b>Total for Kronick</b>	<b>\$2,622.00</b>	
Sacramento Moving Service 09/07/2024	200.00	Moving of File Cabinets to Office
<b>Total for Sacramento Moving Service</b>	<b>\$200.00</b>	
<b>TOTAL</b>	<b>\$24,675.37</b>	

# Sloughouse Resource Conservation District

## Balance Sheet

As of September 7, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts (Sac County + Five Star Bank)	
1001 SRCD Operating - County of Sacramento	-19,936.26
Operations Sustainability Reserves (6576) - 2	253,444.39
Public Checking (2162) - 2	96,610.12
Special Projects Reserve (6568) - 2	253,444.39
<b>Total Bank Accounts (Sac County + Five Star Bank)</b>	<b>\$583,562.64</b>
Accounts Receivable	<b>\$36,226.48</b>
<b>Total Current Assets</b>	<b>\$619,789.12</b>
<b>TOTAL ASSETS</b>	<b>\$619,789.12</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities (Accounts Payable)	<b>\$24,675.37</b>
Equity	
Opening balance equity	565,311.79
Retained Earnings	12,236.40
Net Revenue	17,565.56
<b>Total Equity</b>	<b>\$595,113.75</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$619,789.12</b>



# Sloughouse Resource Conservation District

## Budget vs. Actuals: SRCD FY 24-25 Budget - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
4600 Services (Staff Support)	9,000.00	65,000.00	-56,000.00	13.85 %
Contributed income				
4500 Grant Income	36,226.48	154,025.00	-117,798.52	23.52 %
<b>Total Contributed income</b>	<b>36,226.48</b>	<b>154,025.00</b>	<b>-117,798.52</b>	<b>23.52 %</b>
Investment income				
4900 Interest Income (94941000)	1,903.26	18,000.00	-16,096.74	10.57 %
<b>Total Investment income</b>	<b>1,903.26</b>	<b>18,000.00</b>	<b>-16,096.74</b>	<b>10.57 %</b>
Other Income				
4100 Tax Revenue (91-)		177,813.00	-177,813.00	
4200 Groundwater Sustainability Fee		222,903.00	-222,903.00	
4300 Intergovernmental Revenue (95-)		2,000.00	-2,000.00	
4700 Misc. Other Revenue (97979000)	1,560.00	2,000.00	-440.00	78.00 %
<b>Total Other Income</b>	<b>1,560.00</b>	<b>404,716.00</b>	<b>-403,156.00</b>	<b>0.39 %</b>
<b>Total Revenue</b>	<b>\$48,689.74</b>	<b>\$641,741.00</b>	<b>\$ -593,051.26</b>	<b>7.59 %</b>
<b>GROSS PROFIT</b>	<b>\$48,689.74</b>	<b>\$641,741.00</b>	<b>\$ -593,051.26</b>	<b>7.59 %</b>
<b>Expenditures</b>				
5370 Office Supplies (Consumable) (20207600)	3,250.07	20,000.00	-16,749.93	16.25 %
Bank fees & service charges				
5200 Assessment/Collections Services (20250700)		1,750.00	-1,750.00	
<b>Total Bank fees &amp; service charges</b>		<b>1,750.00</b>	<b>-1,750.00</b>	
Memberships & subscriptions				
5260 Dues, Memberships, Subscriptions, Publications, etc. (20206100)	2,667.50	4,000.00	-1,332.50	66.69 %
<b>Total Memberships &amp; subscriptions</b>	<b>2,667.50</b>	<b>4,000.00</b>	<b>-1,332.50</b>	<b>66.69 %</b>
Shipping & postage				
5340 Postage/Shipping (20292200)		3,000.00	-3,000.00	
<b>Total Shipping &amp; postage</b>		<b>3,000.00</b>	<b>-3,000.00</b>	
Small tools & equipment				
5280 Equipment, Tools, Furniture (<\$5k)	2,500.00		2,500.00	
<b>Total Small tools &amp; equipment</b>	<b>2,500.00</b>		<b>2,500.00</b>	
<b>Total 5370 Office Supplies (Consumable) (20207600)</b>	<b>8,417.57</b>	<b>28,750.00</b>	<b>-20,332.43</b>	<b>29.28 %</b>
5510 CDFA Conservation Ag Planning Grant (CAPGP)		2,000.00	-2,000.00	
5520 CDFA Water Efficiency Technical Assistance Grant (WETA)				
5221 WETA Personnel - Salaries & Wages	8,342.88	77,613.00	-69,270.12	10.75 %
5222 WETA Supplies	161.17	6,000.00	-5,838.83	2.69 %
5223 WETA Travel	354.65	1,808.00	-1,453.35	19.62 %
5224 WETA Contractors/Labor Costs	6,873.86	15,000.00	-8,126.14	45.83 %
5225 WETA Other Direct Costs	140.00		140.00	
<b>Total 5520 CDFA Water Efficiency Technical Assistance Grant (WETA)</b>	<b>15,872.56</b>	<b>100,421.00</b>	<b>-84,548.44</b>	<b>15.81 %</b>
Contract & professional fees				
5330 Other Professional Services (20259100)		15,000.00	-15,000.00	

# Sloughouse Resource Conservation District

## Budget vs. Actuals: SRCD FY 24-25 Budget - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5380 Cosumnes Groundwater Authority Contribution (20281204)		149,413.00	-149,413.00	
5390 South American Subbasin SGMA Contributions (20289900)		9,000.00	-9,000.00	
Accounting fees		3,500.00	-3,500.00	
Investment management fees	-9,910.41		-9,910.41	
Legal fees				
5350 Legal - General (20253100)	5,000.86	20,000.00	-14,999.14	25.00 %
5355 Legal - Groundwater (20253100)	552.00	15,000.00	-14,448.00	3.68 %
<b>Total Legal fees</b>	<b>5,552.86</b>	<b>35,000.00</b>	<b>-29,447.14</b>	<b>15.87 %</b>
<b>Total Contract &amp; professional fees</b>	<b>-4,357.55</b>	<b>211,913.00</b>	<b>-216,270.55</b>	<b>-2.06 %</b>
Grant Writing/Youth Education		10,000.00	-10,000.00	
Insurance				
5300 Insurance (20205100)		4,000.00	-4,000.00	
<b>Total Insurance</b>		<b>4,000.00</b>	<b>-4,000.00</b>	
Interest paid	-1,937.34		-1,937.34	
Occupancy				
Cleaning	500.00		500.00	
Rent		18,000.00	-18,000.00	
Utilities		6,000.00	-6,000.00	
<b>Total Occupancy</b>	<b>500.00</b>	<b>24,000.00</b>	<b>-23,500.00</b>	<b>2.08 %</b>
Payroll expenses				
Salaries & wages				
5000 Staff Expenses (20254100)				
Staff Costs (Friedman)	10,543.09	120,351.00	-109,807.91	8.76 %
Staff Costs (Timmer)		29,649.00	-29,649.00	
<b>Total 5000 Staff Expenses (20254100)</b>	<b>10,543.09</b>	<b>150,000.00</b>	<b>-139,456.91</b>	<b>7.03 %</b>
<b>Total Salaries &amp; wages</b>	<b>10,543.09</b>	<b>150,000.00</b>	<b>-139,456.91</b>	<b>7.03 %</b>
<b>Total Payroll expenses</b>	<b>10,543.09</b>	<b>150,000.00</b>	<b>-139,456.91</b>	<b>7.03 %</b>
Travel				
5400 Transportation (Travel, Mileage)	2,085.85	1,500.00	585.85	139.06 %
<b>Total Travel</b>	<b>2,085.85</b>	<b>1,500.00</b>	<b>585.85</b>	<b>139.06 %</b>
Uncategorized Expense				
5270 Education, Training, & Staff Development (20203600)		6,000.00	-6,000.00	
5320 Misc. Expenses (20227504)		4,000.00	-4,000.00	
<b>Total Uncategorized Expense</b>		<b>10,000.00</b>	<b>-10,000.00</b>	
<b>Total Expenditures</b>	<b>\$31,124.18</b>	<b>\$542,584.00</b>	<b>\$ -511,459.82</b>	<b>5.74 %</b>
NET OPERATING REVENUE	<b>\$17,565.56</b>	<b>\$99,157.00</b>	<b>\$ -81,591.44</b>	<b>17.71 %</b>
NET REVENUE	<b>\$17,565.56</b>	<b>\$99,157.00</b>	<b>\$ -81,591.44</b>	<b>17.71 %</b>

**Sloughouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024  
Agenda Item #: #1  
Agenda Item Subject: **CARCD Updates**  
To: SRCD Board of Directors  
From: SRCD Staff

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**Contract**

CARCD has recently updated their service agreement for providing payroll and HR services to RCD's. This agreement will replace any agreements currently in place. Instead of using billable rates, they will invoice based on actual costs plus a 4% administrative fee. One notable change to how CARCD will invoice the RCD is that they will no longer bill by hours each month but instead invoice by pay periods in the month. They can still provide us reports with hours by date if we need that for reporting purposes. The move to this new invoicing process will start with the first payroll in September.

**Link:**

- [CARCD Updated Contract](#)

**Conference**

The CARCD Conference will be held this year at the Double Tree Hilton in Sacramento on December 10-12, 2024. Early Bird Pricing is available through September 15, 2024. Staff intends to register for this event before September 15. Any Board member interested in attending should let staff know now so that the early bird pricing can be utilized.

**Recommendations:**

Approve and sign the updated CARCD Contract to go into effect immediately

## CONTRACT FOR SERVICES

This Contract for Service Agreement (“Agreement”) is entered into on September 4, 2024, by and between the California Association of Resource Conservation Districts, hereinafter referred to as “CARCD” and Sloughhouse Resource Conservation District, referred to herein as “SRCD.”

WHEREAS, CARCD and SRCD have an existing Contract for Service specifying that certain positions within SRCD are to be carried out by CARCD; and

WHEREAS, the purpose of this Agreement is to memorialize a new agreement specifying that CARCD will instead facilitate designated human resources services for SRCD only, and to outline the terms and conditions pursuant to which the services will be provided.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained, the parties hereby agree to as follows:

1. The parties agree to the recitals set forth above and hereby incorporate them herein.
2. The human resources services to be facilitated by CARCD are described in Exhibit A, and the SRCD positions to be covered by this Agreement are described in Exhibit B, which are attached hereto and made a part hereof.
3. SRCD acknowledges and agrees that CARCD is facilitating the human resources services specified in Exhibit A through Insuperity, a professional employer organization. CARCD’s agreement with Insuperity is attached hereto as Exhibit C and is made a part hereof. SRCD agrees to the terms and provisions of Exhibit C as it pertains to SRCD employees subject to this Agreement.
4. SRCD employees shall be identified and be considered CARCD employees for purposes of Insuperity enrollment only. SRCD acknowledges its responsibilities and obligations in operating its business, which are not changed by its relationship with CARCD or this Agreement. As such, SRCD agrees that it will control, determine, and remain solely responsible for all duties not specifically allocated by this Agreement, including but not limited to day-to-day work responsibilities, supervision, direction, and performance evaluation of employees, as well as compliance with applicable state and federal law.
5. SRCD employees identified in Exhibit B shall enter into such employment agreements with Insuperity as necessary and required by the program. SRCD will abide by and comply with requests from CARCD and/or Insuperity for information and other directions regarding individual employees subject to this Agreement.
6. The exhibits attached to this agreement shall be reviewed and updated annually.
7. Invoices for all services rendered under this Agreement shall be submitted every month at each regularly scheduled SRCD Board meeting. Payment shall be made within a reasonable time after submission to the Board, within 60 days unless otherwise specified.
8. SRCD, its heirs, assigns and successors in interest, hereby agree to indemnify and hold CARCD harmless from any and all claims, demands, causes of action, damages, costs and expenses, including attorney’s fees, property damage, bodily injury, personal injury, losses

or liabilities, in law or in equity, of ever kind and nature, due to any case whatsoever arising out of, or in any manner directly or indirectly connected with, this Agreement, SRCD's use of the CARCD's services, equipment, materials and supplies provided for in this Agreement which is not the result of or caused by the sole negligence of CARCD.

9. By executing this Agreement, SRCD acknowledges that the terms of this Agreement shall control over all matters stated herein, and that SRCD is not entitled to rely upon any prior oral and written agreements or other understandings by and between the Parties that expressly or impliedly granted different terms and/or conditions for CARCD's management of payroll services for SRCD.
10. If any term or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the terms or provisions of this Agreement shall remain in force and effect.
11. This agreement and the rights and obligations of the parties hereto shall be subject to and construed and enforced in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

**SRCD**

Brittany Friedman

District Manager, Sloughouse Resource Conservation District

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CARCD**

Rick Gomez

Board President, California Association of Resource Conservation Districts



By:

Date: 09/04/2024

## **EXHIBIT A**

### **Services to be Provided**

Invoices to SRCD will include actual costs incurred by CARCD for each SRCD employee covered by this Agreement, including but not limited to the following:

- Salaries
- Employer tax liability
- Employer medical benefit contribution
- Workers' compensation
- 401(k) employer match up to 5%
- 401(k)/retirement plan fees
- Payroll & employee administration
- Health & welfare benefit plans
- Employer liability management
- HR services
- Coordination of Insperity services
- Insperity administrative fees
- CARCD administrative fees (4%)

## **EXHIBIT B**

### **Positions Covered by Agreement**

- District Manager
- Project Coordinator
- Program Coordinator
- Water Efficiency Program Coordinator
- Administrative Coordinator
- Communications Coordinator

# EXHIBIT C

## Insperity Agreement

DocuSign Envelope ID: ACD8F580-9244-43C5-9FB3-C1648CAD8CF6      AW      6020400



**Workforce Optimization®**  
**Client Service Agreement**

<b>Client Legal Name</b>	CALIFORNIA ASSOCIATION OF RESOURCE CONSERVATION DISTRICTS			
<b>Client d/b/a, if any</b>				
<b>Billing Address</b>	<small>Street</small> 705 East Bidwell Street	<small>City</small> Folsom	<small>State</small> CA	<small>Zip code</small> 95630
<b>Phone Number</b>	(916) 457-7904	<b>Fax</b>	<b>Email</b>	cam-tredennick@carcd.org
<b>State of Formation</b>		<b>FEIN</b>	94-1553749	<b>NAICS Code</b>
<b>Legal Structure</b>	813410 (Examples: C Corp., S Corp., LP, LLC, LLP, etc.)			

We are pleased that you have chosen Insperity PEO Services, L.P. (“we”, “us”, or “our”) as your full-service, outsourced human resources provider. This Client Service Agreement (collectively with the Schedules and Terms & Conditions, the “Agreement”) is the understanding between us and your company (“you” or “your”).

1. **Term.** This Agreement begins on the first day of the first payroll period paid by us (“Effective Date”) and will remain in effect until terminated (the “Term”). We want our performance to be the reason that you choose to remain our client. Accordingly, either party may cancel this Agreement at any time by giving the other party thirty (30) days prior written notice or by following the steps to terminate the Agreement following a Default.

2. **Services.** As your full-service professional employer organization, during the Term we will provide the following human resource services (“Services”) to you and your employees that are co-employed by us (“Staff”):

**A. Payroll & Employee Administration:** We will pay salaries and wages to Staff as you report them to us each pay period and will comply with all Laws concerning the reporting, payment and withholding of payroll taxes on salaries and wages we pay under this Agreement. During the Term, we will also maintain and make available to you reports and records regarding our payment of Staff salaries and wages and make available to you and Staff paystubs and W-2s.

**B. Workers’ Compensation:** We will maintain workers’ compensation insurance for Staff.

**C. Health & Welfare Benefit Plans:** We will offer eligible Staff the opportunity to participate in the Insperity-Sponsored benefit plans included in the benefits package you have selected as reflected in Schedule B. Depending on the benefits package selected, eligible Staff may be offered medical, dental, and vision coverage; a Health Care Flexible Spending Account and a Health Savings Account Program; life, disability and personal accident insurance; adoption and educational assistance; a commuter benefits program; and an employee assistance program. If applicable, we will also provide online benefits enrollment, Affordable Care Act compliance support, and certain services relating to health and welfare benefit plans you sponsor. Our provision of these benefits-related Services is subject to and more fully described in the Health & Welfare Benefit Plan Annex to the Terms & Conditions.

**D. Employer Liability Management:** We will help you manage your employer risks and liabilities by maintaining Employment Practices Liability Insurance with coverage for you, as described in the Terms & Conditions, and by assisting with certain employment and human resource-related governmental investigations.

**E. HR Services:** Your dedicated Insperity® human resources team will assist you in developing human resource policies, help design and implement an employee handbook, advise on human-resource matters as-requested, and make available required human resource notices. You and Staff will also have access to our online human resources training programs.

**F. 401(k)/Retirement Plans:** If selected by you, we will offer eligible Staff the opportunity to participate in an Insperity-Sponsored 401(k) plan or provide services relating to a retirement plan you sponsor, subject to applicable fees and the Retirement Plan Annex to the Terms & Conditions.

3. **Staff.** You have identified your current employees who will be subject to this Agreement on Schedule A. Your employees identified in your Schedule A and your future employees will become Staff only when they (A) are or become your employee, (B) complete our new-hire paperwork, (C) accept a written employment agreement with us, and (D) have been paid by us (or, in the case of eligible self-employed owners, when you have paid us a Comprehensive Service Fee for such individual), provided that the effective date of employment for each individual Staff will be the first day worked during the first payroll period paid by us for that individual. We will provide all of our Services as a co-employer, unless otherwise expressly noted.



**4. Service Fee.** In exchange for the Services, you agree to pay our comprehensive service fee (“**Comprehensive Service Fee**”) each pay period. Our Comprehensive Service Fee is the gross payroll for each Staff during that pay period (“**Gross Payroll**”), plus the Service Fee Percentage for each Staff multiplied by their Gross Payroll, plus charges that would not otherwise be captured in our Comprehensive Service Fee, such as Services for Staff not receiving a paycheck that pay period.

A. Our service fee percentages (“**Service Fee Percentages**”) are established for each Staff based on certain factors and estimates, including: (i) the information on your Schedule A and your Confidential Business Profile, New Client Risk Review Questionnaire, and any other client profile documents requested by us, (ii) various Laws, taxes, and governmental fees, (iii) our health and welfare plans, workers compensation program, and other programs, and (iv) administrative charges. An average Service Fee Percentage for Staff (“**Composite Service Fee Percentage**”) as of the date of this Agreement is on your Schedule B.

B. Our Service Fee Percentages are established for each twelve (12) month period of this Agreement, and will only be adjusted annually thereafter, with prior written notice, unless there are changes in Laws, Staff, or your workplace circumstances, as more fully described in the Terms & Conditions.

C. We may charge you an additional fee for selected services that you request from us or our affiliates that are not included in our Service Fee Percentages. Selected services not included in our Service Fee Percentages include certain recruiting services, certain software products, bonus checks, background checks, drug testing, pre-employment and employee testing, supplemental insurance services, supplemental consulting services, and retirement plan participation (“**Additional Services**”). We will advise you in advance if a requested service is an Additional Service.

D. A non-refundable enrollment fee on your Schedule B is due and payable at execution of this Agreement.

**5. Miscellaneous.**

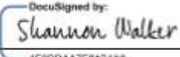
A. This Agreement is the entire agreement and supersedes all prior agreements or understandings. Capitalized terms used but not defined will have the meanings in the Terms & Conditions. Handwritten/typed changes, except for completing blank spaces on this Agreement, will be void and have no effect.

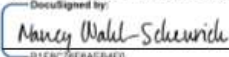
B. Each party represents and warrants that it has the authority to enter into this Agreement. This Agreement may be executed in counterparts, all of which will constitute the same document. Signatures by facsimile, scanned electronic transmission, or digital signatures will be deemed original.

C. Your Schedule A and Schedule B are incorporated into this Agreement for all purposes.

D. The Terms & Conditions are available online at [www.insperity.com/terms](http://www.insperity.com/terms) (or any successor site) and are incorporated into this Agreement for all purposes. In a conflict between this Client Service Agreement and the Terms & Conditions, the Terms & Conditions control. You agree that revised Terms & Conditions posted as described above or submitted to you during the Term will be binding at your next annual renewal of your Service Fee Percentages. **The Terms & Conditions contain provisions concerning Indemnity, Hold Harmless, Damage Limitations, Arbitration and other material terms concerning the obligations of both parties.**

**INSPERITY PEO SERVICES, L.P.**

By:   
Name: Shannon Walker  
Title: Managing Director, MidMarket Renewals - Client Relations  
Date: 5/9/2024

**CALIFORNIA ASSOCIATION OF RESOURCE**  
**CLIENT: CONSERVATION DISTRICTS**  
(Include full legal name, including "Inc.", "Corp.", "LLC", "L.P.", etc.)  
By:   
Name: Nancy Wahl-Scheurich  
Title: Executive Director  
Date: 5/9/2024

**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024

Agenda Item #: #2

Agenda Item Subject: **Upcoming SRCD Board Elections**

To: SRCD Board of Directors

From: SRCD Staff

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**Background:**

This Fall, Sloughhouse RCD has three scheduled vacancies on the Board. According to the [Sloughhouse RCD Director Appointment Policy](#), SRCD notified the Board of Supervisors of an upcoming scheduled vacancy. Staff is now in the process of posting the scheduled vacancies and soliciting applications until October 3, 2024.

From the SRCD Director Appointment Policy: “After deliberating on the applicants, the Board may select from a variety of public processes to develop a draft recommendation and final recommendations must be approved by a majority public vote of the SRCD Board. Current SRCD Directors may vote for themselves if applying to be reappointed.”

**Terms Expiring:**

- Director Lindsey Carter
- Director Jay Schneider
- Vice Chair Barbara Washburn

Directors seeking re-appointment may apply, as well as those interested in the position who do not currently serve on the Board. Staff will advertise via SRCD website, Farm Bureau Newsletter and social media. Recommendations will need to be made at the next Sloughhouse meeting in October with applications submitted.

**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024  
Agenda Item #: #3  
Agenda Item Subject: **Fall Monitoring Processes for SRCD**

To: SRCD Board of Directors  
From: SRCD Staff

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**Background**

For the last several years, CGA has conducted and carried out the monitoring of Sloughhouse RCD wells. With the addition this year of a Water Efficiency Program Coordinator, SRCD has the opportunity to purchase its own monitoring equipment and carry out its own monitoring efforts. In the Spring of 2024, SRCD worked with O’Sullivan Pump Co. to complete the groundwater monitoring. That occurrence only required water levels be collected while the Fall monitoring while require at least 8 wells to have water quality samples taken.

Staff is reaching out to O’Sullivan Pump Co to see if they can assist with water quality sampling which will need to be taken to a lab. Alternatively, EKI has worked with a lab in the past we may be able utilize. This item is meant for general Board discussion. Groundwater Monitoring will be schedule to take place early-mid October 2024.

**Staff Recommendation**

- Direct staff on next steps in Fall Monitoring procedures

**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024

Agenda Item #: #4

Agenda Item Subject: **SRCD Audit**

To: SRCD Board of Directors

From: SRCD Staff

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**Background**

Richardson and Company have completed the last several years of audits for Sloughhouse RCD. According to [Government Code Section 12410.6 \(b\)](#), RCDs are required to change auditor and audit reviewer at least every six years. SRCD will need to complete the 22-23 and 23-24 audit this year. To do so, we will need to solicit auditors.

This information will be posted to our website and a general email will be sent out to auditors that submitted solicitation notices to CGA while they were establishing. Additionally, a notice will be provided through the RCD network.

**Recommendations**

Advise staff on soliciting auditors for the upcoming Audit

**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024

Agenda Item #: #5

Agenda Item Subject: **Grant Updates**

To: SRCD Board of Directors

From: SRCD Staff

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**Background – CAPGP**

Sloughhouse RCD was awarded \$199,800 from the [California Department of Food and Agriculture’s \(CDFA\) Conservation Agriculture Planning Grant Program \(CAPGP\)](#) and the SRCD Board has already begun to work on the 2-year grant contract agreement.

- SRCD has entered into agreements with these certified conservation planners to write the plans.
  - Matthew Wacker – 2 Grazing Management Plans in Sacramento County and 1 in Tuolumne County
  - Harol Gallardo – 8 Soil Health Plans (1 in Tuolumne, 7 in Sac County), 7 Carbon Farming Plans (4 in Sacramento County and 1 in Tuolumne) and 1 CEMA Carbon Sequestration Plan in Sacramento County
  - Molly Taylor – 3 Carbon Farming Plans in Alpine County
  - Ian Vielli – 2 Irrigation Water Management Plans in Sacramento County
- Identifying landowners whose property will receive the conservation plans.
  - Interest form: <https://www.surveymonkey.com/r/SRCDconservationplanning>
  - 10 landowners are currently working with TSP’s
  - A second round of applications is open up with new marketing materials going out. This round of applications will be open until the slots are filled up (10 conservation plans remain open at this time).
- SRCD Staff Time for the Grant totals around \$19,250 to reimbursed to us

**Background – CDFA Water Efficiency Technical Assistance Grant**

On July 28<sup>th</sup>, the CA Dept. of Food and Agriculture (CDFA) announced that Sloughhouse Resource Conservation District has been selected to receive a Water Efficiency Technical Assistance (WETA) award in the amount of \$ 432,153.00. CDFA staff has finalized the grant agreement documents including the Scope of Work and Budget. The end date for this grant is slated to be March 31, 2026.

The grant application requested funds to cover personnel costs (roughly 4% FTE of the District Manager position, 8% FTE of the Admin Coordinator position, and a Water Efficiency Program Coordinator at 75% FTE), supplies, travel, employee training, outreach supplies, and pump efficiency test. Under this agreement, an outside contractor/consultant can also be hired and utilized to complete project objectives.

**WETA Update as of 9/11/24**

- Evaluations have slowed this month due to the start of harvest season. Holding at 10 evaluations performed.
- Knutsen Pump Testing is currently working on scheduling and performing pump tests at sites where evaluations have been performed.
- Staff presented the Mobile Irrigation Lab to staff and the board at RD 800 board meeting on 8/15/24
- Water Efficiency Program Coordinator provided a presentation about the Mobile Irrigation Lab to a Learn & Grow event hosted by Agromin in Walnut Grove on 9/6/24.
- Staff is working to prepare, advertise and host a Water Efficiency Workshop that will be hosted at the Wilton Community Center on October 5<sup>th</sup> at 10 AM. Staff will present about the District, CGA and the Mobile Irrigation Program. Other presentations will also be provided by UCANR, NRCS, Sacramento Valley Conservancy & Wildeye.

# SLOUGHHOUSE

## Resource Conservation District



### ***How much does it cost?***

All irrigation evaluations conducted within the Sloughhouse Resource Conservation District (SRCD) boundaries of Sacramento County are provided at NO COST! The Mobile Irrigation Lab (MIL) has been funded by the Water Efficiency Technical Assistance (WETA) grant from the California Department of Food and Agriculture

### ***Who is eligible for this FREE service?***

Any producer who has an agricultural irrigation system (surface drip, micro-sprinkler, sprinklers) and operates anywhere within Southeastern Sacramento County

### ***How do I schedule a FREE evaluation?***

To sign-up for the free program, contact Chris Timmer, the Water Efficiency Program Coordinator or you may sign up by clicking the sign-up link on the Mobile Irrigation Lab (MIL) webpage or take a photo of the QR code on flyers. Once you answer the sign-up questionnaire you will be added to a wait list. At the beginning of each irrigation & during the irrigation season Chris Timmer will schedule evaluations starting at the top of the list and working through each contact as open dates become available. At the time of scheduling, all details associated with each evaluation will be thoroughly discussed confidentially.

### ***What questions do we ask when you sign-up?***

We ask basic questions regarding the field or block/set requested to be evaluated. We will ask for the type of crop, size of field, type of irrigation, pump/well information, filtration method, etc. We will also ask for a design/site plan if available, to help us have a better understanding of the irrigation system when on site. We also ask if the site is classified as a Socially disadvantaged farmer or rancher. The USDA defines socially disadvantaged farmers and ranchers (SDFRs) as those belonging to groups that have been subject to racial or ethnic prejudice. SDFRs include farmers who are Black or African American, American Indian or Alaska Native, Hispanic or Latino, and Asian or Pacific Islander. For some but not all USDA programs, the SDFR category also includes women

### ***How does the Mobile Irrigation Lab (MIL) benefit the grower?***

Confidential reports provided by the MIL program contain comprehensive details of the irrigation system that is inspected. Each report contains data, helpful information & recommendations that could lead to improved system performance. When there is better system performance, water is distributed more evenly to the crop, which can lead to better yields, a decrease in pump run times and the overall awareness of how each system evaluated is functioning.

### ***Who can I contact?***

You can contact Chris Timmer, Water Efficiency Program Coordinator with Sloughhouse Resource Conservation District. He can be reached by phone at 916-628-0369 or email, [Chris@sloughhousercd.org](mailto:Chris@sloughhousercd.org).

This program has been funded by the Water Efficiency Technical Assistance (WETA) grant from the California Department of Food and Agriculture.



**8698 Elk Grove Blvd. Ste. 1-207, Elk Grove, CA 95624**



**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024

Agenda Item #: #6

Agenda Item Subject: **Cosumnes Groundwater Authority Update**

To: SRCD Board of Directors

From: SRCD Staff

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**Cosumnes Groundwater Authority (CGA) Overview**

Links: [Board Meeting Materials](#) | [Committee Meeting Materials](#)

**Upcoming CGA Board Meetings**

**Next Regular Meeting**

- Wednesday, October 2, 2024, 8:30-11:30am
- Location: Galt Police Department, 455 Industrial Dr., Galt, CA 95632
- Topics: RCA's, Groundwater Monitoring, CGA Audit

**Recommended Corrective Actions**

At the recent CGA Board meeting, the Board heard from Consultant EKI about the Recommended Corrective Actions (RCA's) DWR has laid out for CGA and corresponding GSA's to complete by December 2026.

Sloughhouse RCD has two specific data gaps that need to be filled by October 2024 in order to stay in compliance:

1. Gain access or find replacement wells for RMW-ISW4 and RMW-ISW8 (previously monitored by DWR) **THIS HAS BEEN COMPLETED**
2. Activate Dry Creek stream Guage

**Upcoming Events**

CGA's O & E Committee will be in attendance at the upcoming events for October 2024:

1. Wilton Firefighters Association Chili Cook-Off and Classic Car Show – Saturday, October 12, 2024 from 10am – 4pm
2. SRCD Water Workshop – Wilton Community Center on October 5, 2024 from 10am – 12pm
3. Galt Cemetery Dia De Los Muertos – Tuesday, October 26 at time TBA

**RECOMMENDATION:**

- Board Discussion on how to best fill the data gap of activating the stream gauge



**Sloughhouse Resource Conservation District  
Board of Directors Meeting**

Agenda Date: September 11, 2024

Agenda Item #: #7

Agenda Item Subject: **SRCD Staff Report**

To: SRCD Board of Directors

From: SRCD Staff

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**Staff Updates**

- Staff presented recently at the Compost Lunch and Learn event in Walnut Grove, CA with Agromin and The Sacramento Valley Conservancy. Attendance was around 25 people and SRCD had many attendees stop by the table to sign up for our email blast or take interest in our grant programs.
- Staff has working to upgrade the office space diligently. Staff is currently working with members of the Board to finalize a decision on a lease for a printer. The lease from the landlord Dave Utterback, is being looked over and will be signed over to us hopefully in October 2024.
- District Manager Brittany Friedman attended the SLEWS Academy on August 21-22, 2024 in which she “graduated” from the program and presented a pollinator habitat youth education project as a possible option for SRCD’s SLEWS program to be implemented in 2025. Staff is currently looking for grants to apply to in order to get this program up and running.