



Tuesday, April 22, 2025
Regular Meeting of the Water Conservation Garden Authority

3:30 p.m.
Water Conservation Garden Multipurpose Room
12122 Cuyamaca College Drive West
El Cajon, California 92019

1. CALL TO ORDER AND ROLL CALL

1.1 Call to Order

1.2 Roll Call

2. PLEDGE OF ALLEGIANCE

2.1 Pledge of Allegiance

3. APPROVAL OF AGENDA

3.1 Approval of Today's Agenda

4. PUBLIC COMMENTS

4.1 Public Participation - Opportunity for Members of the Public to Speak to the Board on Any Matter Within the Board's Jurisdiction Including an Item on Today's Agenda

5. ACTION/DISCUSSION ITEMS

5.1 Approval of the Minutes of the March 25, 2025, Regular Meeting

5.2 Update on Garden Operations and Finances

5.3 Options for Continued Funding and Operations of the Garden after June 30, 2025

5.4 Board of Directors Comments

5.5 Board President Comments

5.6 Acting Administrator Comments

5.7 Legal Counsel Comments

6. ADJOURNMENT

6.1 Meeting Adjourned



Tuesday, April 22, 2025
Regular Meeting of the Water Conservation Garden Authority

3:30 p.m.
Water Conservation Garden Multipurpose Room
12122 Cuyamaca College Drive West
El Cajon, California 92019

1. CALL TO ORDER AND ROLL CALL

| | |
|----------------|---|
| Subject | 1.1 Call to Order |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 1. CALL TO ORDER AND ROLL CALL |
| Access | Public |
| Type | Procedural |

The Board President will call the meeting to order.

| | |
|----------------|---|
| Subject | 1.2 Roll Call |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 1. CALL TO ORDER AND ROLL CALL |
| Access | Public |
| Type | Procedural |

2. PLEDGE OF ALLEGIANCE

| | |
|----------------|---|
| Subject | 2.1 Pledge of Allegiance |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 2. PLEDGE OF ALLEGIANCE |
| Access | Public |
| Type | Procedural |



3. APPROVAL OF AGENDA

| | |
|--------------------|---|
| Subject | 3.1 Approval of Today's Agenda |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 3. APPROVAL OF AGENDA |
| Access | Public |
| Type | Action |
| Recommended Action | Consider approval of the agenda as presented, or as modified. |

The Board will consider approval of the agenda, including adding, removing, or changing the order of agenda items.

4. PUBLIC COMMENTS

| | |
|----------------|---|
| Subject | 4.1 Public Participation - Opportunity for Members of the Public to Speak to the Board on Any Matter Within the Board's Jurisdiction Including an Item on Today's Agenda |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 4. PUBLIC COMMENTS |
| Access | Public |
| Type | |

Items on the Agenda—Members of the public who wish to address the Board about an item on the agenda should notify the Recording Clerk prior to commencement of the meeting. Requests may also be submitted later in the meeting, but prior to Board consideration of the item. Each speaker will be allowed a maximum of three minutes per topic.

Items not on the Agenda—Members of the public wishing to speak on items not on the agenda should notify the Recording Clerk prior to commencement of the meeting. The Board shall take no action other than an action of referral. Each speaker shall be limited to three minutes per topic. Requests to have item(s) placed on an agenda must be submitted at least two weeks prior to the Board meeting.

5. ACTION/DISCUSSION ITEMS

| | |
|----------------|---|
| Subject | 5.1 Approval of the Minutes of the March 25, 2025, Regular Meeting |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |

| | |
|--------------------|---|
| Type | Action |
| Recommended Action | Approve the Minutes of the March 25, 2025, Regular Meeting. |

File Attachments
[Item 5.1 - 2025-03-25 JPA Minutes - DRAFT.pdf \(142 KB\)](#)

| | |
|----------------|---|
| Subject | 5.2 Update on Garden Operations and Finances |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | Information, Discussion |

The Board will receive an update on Garden operations and finances from Director of Garden Operations Lauren Magnuson.

File Attachments
[Item 5.2 - Financials from March 2025.pdf \(136 KB\)](#)
[Item 5.2 - March 2025 Check Detail Report.pdf \(75 KB\)](#)

| | |
|----------------|---|
| Subject | 5.3 Options for Continued Funding and Operations of the Garden after June 30, 2025 |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | Information, Discussion |

The Board discuss options for continued funding and operations of the Garden after June 30, 2025.

File Attachments
[Item 5.3 - Board Report - Options for Continued Funding - Bd Mtg 04-22-25.pdf \(152 KB\)](#)

| | |
|----------------|---|
| Subject | 5.4 Board of Directors Comments |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | Information |

| | |
|----------------|---|
| Subject | 5.5 Board President Comments |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | |

| | |
|----------------|---|
| Subject | 5.6 Acting Administrator Comments |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | Information, Procedural |

| | |
|----------------|---|
| Subject | 5.7 Legal Counsel Comments |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 5. ACTION/DISCUSSION ITEMS |
| Access | Public |
| Type | Information, Procedural |

6. ADJOURNMENT

| | |
|----------------|---|
| Subject | 6.1 Meeting Adjourned |
| Meeting | Apr 22, 2025 - Regular Meeting of the Water Conservation Garden Authority |
| Category | 6. ADJOURNMENT |
| Access | Public |
| Type | Procedural |



DRAFT

**Regular Meeting of the Water Conservation Garden Authority
Tuesday, March 25, 2025, 3:30 p.m.
Water Conservation Garden Multipurpose Room
12122 Cuyamaca College Drive West, El Cajon, California 92019**

1. CALL TO ORDER AND ROLL CALL

1.1 Call to Order

The meeting was called to order at 3:42 p.m. by Director Hedberg, who chaired the meeting.

1.2 Roll Call

- Voting Members Present:
 - Kathleen Hedberg, President (SDCWA)
 - Jose Lopez (Otay), Vice President (appointed under Item 5.2)
 - Dan McMillan (Helix)
 - Nicole Beaulieu DeSantis (City of San Diego)
 - Ditas Yamane (Sweetwater) (arrived at 3:52 p.m.)
 - Lynn Neault, Secretary (GCCCD)
- Guests, Presenters, and Staff Members Present:
 - Brian Olney (Interim Administrator, The Garden; HWD General Manager)
 - Lauren Magnuson (Director of Garden Operations)
 - Steve Zolezzi (Garden Volunteer Coordinator)
 - Mike Williamson (Meeting Recorder/GCCCD)
 - Jennifer Bryant (Helix)

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. APPROVAL OF AGENDA

Director Lopez moved to approve the agenda, and Director McMillan seconded the motion. The motion passed unanimously, with Director Yamane absent.

4. PUBLIC COMMENTS

None.

5. ACTION/DISCUSSION ITEMS

5.1 Approval of the Minutes of the February 25, 2025, Regular Meeting

Director McMillan moved to approve the Minutes of the February 25, 2025, Regular Meeting, and Director Lopez seconded the motion. The motion passed unanimously, with Director Yamane absent.

5.2 Update on Garden Operations and Finances

Lauren Magnuson presented an update on Garden operation and finances.

- A [report outline](#) was distributed to the board members.
- Steve Zolezzi provided an update regarding the volunteers.
- Jennifer Bryant from Helix reviewed and explained the Budget Summary and Financial Statements included as attachments in this agenda item.
- The reasons for the higher cost of the JPA audit was discussed, noting that Garden operations are now included in the JPA books, and the auditor now has additional accounting.

5.3 Election of Officers to Serve Two-Year Terms per Article 10 of the Amended and Restated Joint Powers Agreement Creating the Water Conservation Garden Authority and Adoption of Resolution 25-05 Appointing the Vice President

Director Jose Lopez was nominated to serve as Vice President of the JPA Board of Directors. He accepted the nomination. The nomination and adoption of Resolution 25-05 Appointing the Vice President were approved unanimously.

5.4 Draft Fiscal Year 2025-2026 Budget

Lauren Magnuson and Brian Olney reviewed and explained the draft 2025-2026 budget. The Board discussion included the following:

- Director Hedberg requested a summarized, succinct, side-by-side comparison of the 2025-2026 budget with the prior year budget, both as budget-to-budget and actual-to-budget comparisons.
- Director Yamane requested a comparison of the 2024-2025 actuals and the 2025-2026 projected budget.

5.5 Options for Continued Funding and Operations of the Garden after June 30, 2025

The Board discussed the options for continued funding and operations of the Garden after June 30, 2025, including the following:

- Director Lopez reported that the Otay board will be discussing membership in the Garden JPA at their April meeting. If the JPA membership shrinks to just Helix and Otay, he is uncertain whether they will support remaining in the JPA. He shared some concerns about water conservation issues, and expressed his personal longstanding passion for the Water Conservation Garden.
- Director Yamane requested that the Garden JPA have a representative come to the next Sweetwater board meeting and present a letter of reconsideration regarding membership in the Garden JPA.
- Director McMillan assured the JPA Board that, after in-depth discussions, Helix's board is committed to supporting the Garden for one more year, even if all other members withdraw, and will likely extend for an additional year if other members remain in the JPA. The Helix board will be rescinding their letter of withdrawal from the Garden JPA.
- Director DiSantis reported that the City of San Diego's membership in the Garden JPA will go to the City's Environmental Committee in April, and to the full City Council in May, with a recommendation from City staff to withdraw from the Garden JPA. Director Hedberg encouraged the City of San Diego, despite its likely withdrawal, to consider supporting the San Diego County Water Authority remaining in the Garden JPA.

- Director Neault noted that the current reality facing GCCCD is five letters of withdrawal from all of the other agencies in the Garden JPA. GCCCD needs to know if it should start planning to take over the Garden, and what the future looks like – a year from now, two years from now, and five years from now. Director McMillan opined that the path forward for GCCCD will become much clearer in the next couple months.
- Director Hedberg shared that she is looking forward to the Garden JPA Board strategic planning retreat in July.

5.6 Board of Directors Comments

A representative from Otay shared upcoming events, and Helix reported on a groundbreaking electrification project.

5.7 Board President Comments

President Hedberg had nothing further to report.

5.8 Acting Administrator Comments

Acting Administrator Olney had nothing further to report.

5.9 Legal Counsel Comments

Legal Counsel Jungreis was absent.

6. ADJOURNMENT

The meeting adjourned at 5:29 p.m.

Next meeting April 22, 2025, 3:30 p.m. at the Water Conservation Garden Multipurpose Room.

**Water Conservation Garden
Treasurer's Report
March 31, 2025**

| | Balance |
|--|-----------------------|
| | March 31, 2025 |
| Cash and Bank Deposits | |
| Operating Account - Neighborhood Bank | \$ 174,811.77 |
| Money Market - Neighborhood Bank | 302,406.94 |
| Checking Account - US Bank | 3.74 |
| Petty Cash | 400.00 |
| Total Cash and Bank Balance | 477,622.45 |
| Deposits in Transit | |
| Outstanding Checks | (24,818.27) |
| Total Cash and Bank Deposits | 452,804.18 |
| Reconciled to ledger as of March 31, 2025 | \$ 452,804.18 |

Water Conservation Garden
Budget Summary
March 31, 2025

| | Current Month | | | | | Year-To-Date | | | | Annual Budget | | |
|------------------------------------|--------------------|--------------------|--------------------|--------------|--|--------------------|---------------------|--------------------|-------------|---------------------|----------------------|-------------|
| | Actual | Budget | Variance B/(W) | % | | Actual | Budget | Variance B/(W) | % | Budget | Remaining Balance | % Used |
| REVENUE | | | | | | | | | | | | |
| Admissions | \$ 2,182 | \$ 2,000 | \$ 182 | 9% | | \$ 22,926 | \$ 18,000 | \$ 4,926 | 27% | \$ 26,500 | \$ 3,574 | 87% |
| Donations | 23,396 | - | 23,396 | 100% | | 226,483 | - | 226,483 | 100% | - | (226,483) | 100% |
| Events/Education | 36,798 | 4,000 | 32,798 | 820% | | 55,358 | 6,000 | 49,358 | 823% | 10,000 | (45,358) | 554% |
| Gift Shop Sales | 2,784 | 500 | 2,284 | 457% | | 14,164 | 4,500 | 9,664 | 215% | 6,000 | (8,164) | 236% |
| Memberships | 6,582 | 5,000 | 1,582 | 32% | | 69,019 | 27,900 | 41,119 | 147% | 39,300 | (29,719) | 176% |
| Interest Income | 4,971 | 200 | 4,771 | 2,386% | | 6,493 | 1,800 | 4,693 | 261% | 2,400 | (4,093) | 271% |
| TOTAL REVENUE | \$ 76,713 | \$ 11,700 | \$ 65,013 | 556% | | \$ 394,443 | \$ 58,200 | \$ 336,243 | 578% | \$ 84,200 | \$ (310,243) | 468% |
| EXPENSE | | | | | | | | | | | | |
| Payroll Expenses | | | | | | | | | | | | |
| Wages | \$ 20,805 | \$ 21,842 | \$ 1,037 | 5% | | \$ 162,024 | \$ 196,578 | \$ 34,554 | 18% | \$ 262,104 | \$ 100,080 | 62% |
| Taxes | 1,966 | 2,571 | 605 | 24% | | 17,563 | 23,138 | 5,575 | 24% | 30,851 | 13,288 | 57% |
| Other Payroll Expense | 1,126 | 1,000 | (126) | -13% | | 10,844 | 9,500 | (1,344) | -14% | 12,628 | 1,784 | 86% |
| Subtotal | \$ 23,897 | \$ 25,413 | \$ 1,516 | 6% | | \$ 190,431 | \$ 229,216 | \$ 38,785 | 17% | \$ 305,583 | \$ 115,152 | 62% |
| Operations Expenses | | | | | | | | | | | | |
| Garden Expenses | \$ 1,475 | \$ 2,050 | \$ 575 | 28% | | \$ 10,873 | \$ 18,050 | \$ 7,177 | 40% | \$ 24,550 | \$ 13,677 | 44% |
| Building Expenses | 392 | 199 | (193) | -97% | | 12,055 | 1,795 | (10,260) | -572% | 2,393 | (9,662) | 504% |
| Utilities | 6,959 | 4,921 | (2,038) | -41% | | 49,620 | 44,289 | (5,331) | -12% | 59,052 | 9,432 | 84% |
| Vehicle & Equipment Expenses | 585 | 630 | 45 | 7% | | 9,041 | 7,405 | (1,636) | -22% | 9,985 | 944 | 91% |
| Subtotal | \$ 9,411 | \$ 7,800 | \$ (1,611) | -21% | | \$ 81,589 | \$ 71,539 | \$ (10,050) | -14% | \$ 95,980 | \$ 14,391 | 85% |
| Administrative Expenses | | | | | | | | | | | | |
| Applications & Software | \$ 195 | \$ 1,938 | \$ 1,743 | 90% | | \$ 3,075 | \$ 10,612 | \$ 7,537 | 71% | \$ 13,984 | \$ 10,909 | 22% |
| Insurance | - | 583 | 583 | 100% | | 7,330 | 21,955 | 14,625 | 67% | 27,561 | 20,231 | 27% |
| Office Expenses | 3,805 | 891 | (2,914) | -327% | | 20,934 | 6,837 | (14,097) | -206% | 9,281 | (11,653) | 226% |
| Professional Fees | 10,281 | 6,520 | (3,761) | -58% | | 90,256 | 74,970 | (15,286) | -20% | 97,100 | 6,844 | 93% |
| Other Administrative Expenses | 24,078 | - | (24,078) | 100% | | 32,047 | 9,134 | (22,913) | -251% | 10,234 | (21,813) | 313% |
| Contingency for Unknowns | - | 2,500 | 2,500 | 100% | | - | 22,500 | 22,500 | 100% | 30,000 | 30,000 | 0% |
| Subtotal | \$ 38,359 | \$ 12,432 | \$ (25,927) | -209% | | \$ 153,642 | \$ 146,008 | \$ (7,634) | -5% | \$ 188,160 | \$ 34,518 | 82% |
| TOTAL EXPENSE | \$ 71,667 | \$ 45,645 | \$ (26,022) | -57% | | \$ 425,662 | \$ 446,763 | \$ 21,101 | 5% | \$ 589,723 | \$ 164,061 | 72% |
| NET REVENUE | \$ 5,046 | \$ (33,945) | \$ 91,035 | -268% | | \$ (31,219) | \$ (388,563) | \$ 315,142 | -81% | \$ (505,523) | \$ (474,304) | 6% |
| NET REVENUE EXCL. DONATIONS | \$ (23,321) | \$ (34,145) | \$ 10,824 | -32% | | (264,195) | \$ (390,363) | \$ 126,168 | -32% | \$ (507,923) | (243,728) | 48% |

Water Conservation Garden

Income Statement

March 31, 2025

| | Current Month | Year-To-Date |
|--------------------------------|------------------|--------------------|
| | Actual | Actual |
| REVENUE | | |
| Admissions | \$ 2,182 | \$ 22,926 |
| Donations | 23,396 | 226,483 |
| Events/Education | 36,798 | 55,358 |
| Gift Shop Sales | 2,784 | 14,164 |
| Memberships | 6,582 | 69,019 |
| Interest Income | 4,971 | 6,493 |
| TOTAL REVENUE | \$ 76,713 | \$ 394,443 |
| EXPENSE | | |
| Payroll Expenses | | |
| Wages | \$ 20,805 | \$ 162,024 |
| Taxes | 1,966 | 17,563 |
| Other Payroll Expense | 1,126 | 10,844 |
| Subtotal | \$ 23,897 | \$ 190,431 |
| Operations Expenses | | |
| Garden Expenses | \$ 1,475 | \$ 10,873 |
| Building Expenses | 392 | 12,055 |
| Utilities | 6,959 | 49,620 |
| Vehicle & Equipment Expenses | 585 | 9,041 |
| Subtotal | \$ 9,411 | \$ 81,589 |
| Administrative Expenses | | |
| Applications & Software | \$ 195 | \$ 3,075 |
| Insurance | - | 7,330 |
| Office Expenses | 3,805 | 20,934 |
| Professional Fees | 10,281 | 90,256 |
| Other Administrative Expenses | 24,078 | 32,047 |
| Contingency for Unknowns | - | - |
| Subtotal | \$ 38,359 | \$ 153,642 |
| TOTAL EXPENSE | \$ 71,667 | \$ 425,662 |
| NET REVENUE | \$ 5,046 | \$ (31,219) |

Water Conservation Garden
Summary of Receipts and Disbursements
March 31, 2025

Year-To-Date

Actual

Beginning fund balance, June 30, 2024

\$ 42,771

Operating activities

| | |
|--|-----------|
| Admissions | 22,926 |
| Donations | 226,483 |
| Events/Education | 55,358 |
| Gift Shop Sales | 7,164 |
| Memberships | 69,019 |
| Payments to suppliers and vendors | (252,471) |
| Payments to employees | (180,409) |
| Deposits (net) | 500 |
| Net cash provided / (used) by operating activities | (51,430) |

Capital and financing activities

| | |
|---|---------|
| Agency Contributions Received | 454,971 |
| Net cash provided / (used) for capital and financing activities | 454,971 |

Investing activities

| | |
|---|-------|
| Interest Income | 6,493 |
| Net cash provided / (used) for investing activities | 6,493 |

Ending fund balance, March 28, 2025

\$ 452,805

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------------|------------------|------|-------------------------|-------------------------------------|------------|-----------|
| Neighborhood NB - 7943 OP | | | | | | |
| 814 | | | | | | |
| 03/01/2025 | Check | 6021 | Pamela M Badger | | Reconciled | -245.00 |
| 03/01/2025 | Check | 6021 | Pamela M Badger | February Classes 7 x \$35.00 | | 245.00 |
| 815 | | | | | | |
| 03/01/2025 | Check | 6022 | Amelia Knesevich | | Reconciled | -140.00 |
| 03/01/2025 | Check | 6022 | Amelia Knesevich | February Classes 4 x \$35.00 | | 140.00 |
| 816 | | | | | | |
| 03/01/2025 | Check | 6023 | Patty Horton | | Reconciled | -35.00 |
| 03/01/2025 | Check | 6023 | Patty Horton | Yoga Classes 1 @ 35.00 | | 35.00 |
| 817 | | | | | | |
| 03/01/2025 | Check | 6024 | Hoyt's Appliance Repair | | Reconciled | -30.00 |
| 03/01/2025 | Check | 6024 | Hoyt's Appliance Repair | Check Power Shutoff Unit | | 30.00 |
| 818 | | | | | | |
| 03/01/2025 | Check | 6025 | Lauren Magnuson | Reimbursement | Reconciled | -600.00 |
| 03/01/2025 | Check | 6025 | Lauren Magnuson | Petty Cash Reimbursement | | 200.00 |
| 03/01/2025 | Check | 6025 | Lauren Magnuson | Petty cash for Tomatomania Event | Uncleared | 400.00 |
| 819 | | | | | | |
| 03/01/2025 | Check | 6026 | Tim Townsley | | Reconciled | -48.75 |
| 03/01/2025 | Check | 6026 | Tim Townsley | Reissue of Lost check from November | | 48.75 |
| 790 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Lauren Magnuson | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -2,815.33 |
| 03/03/2025 | Payroll Check | DD | Lauren Magnuson | Direct Deposit | Uncleared | -2,815.33 |
| 794 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Hannah Palmer | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -826.59 |
| 03/03/2025 | Payroll Check | DD | Hannah Palmer | Direct Deposit | Uncleared | -826.59 |
| 796 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Tim Townsley | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -1,724.83 |
| 03/03/2025 | Payroll Check | DD | Tim Townsley | Direct Deposit | Uncleared | -1,724.83 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-----|--------------------|--|------------|----------|
| 797 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Juan Jimenez | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -756.88 |
| 03/03/2025 | Payroll Check | DD | Juan Jimenez | Direct Deposit | Uncleared | -756.88 |
| 799 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Yaily I Gonzalez | Pay Period: 02/15/2025-02/28/2025 | Reconciled | - |
| | | | | | | 1,802.28 |
| 03/03/2025 | Payroll Check | DD | Yaily I Gonzalez | Direct Deposit | Uncleared | - |
| | | | | | | 1,802.28 |
| 800 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -83.28 |
| 03/03/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -83.28 |
| 801 | | | | | | |
| 03/03/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 02/15/2025-02/28/2025 | Reconciled | -749.56 |
| 03/03/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -749.56 |
| 822 | | | | | | |
| 03/03/2025 | Tax Payment | | QuickBooks Payroll | Tax Payment | Reconciled | - |
| | | | | | | 2,993.81 |
| 03/03/2025 | Tax Payment | | QuickBooks Payroll | Federal Taxes (941/943/944) | Uncleared | - |
| | | | | | | 2,517.96 |
| 03/03/2025 | Tax Payment | | QuickBooks Payroll | CA PIT / SDI | Uncleared | -368.90 |
| 03/03/2025 | Tax Payment | | QuickBooks Payroll | CA SUI / ETT | Uncleared | -106.95 |
| 835 | | | | | | |
| 03/03/2025 | Expense | | Valhalla Nursery | PURCHASE 03-01 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-01 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | Reconciled | -62.64 |
| 03/03/2025 | Expense | | Valhalla Nursery | PURCHASE 03-01 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-01 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | | 62.64 |
| 836 | | | | | | |
| 03/03/2025 | Expense | | Valhalla Nursery | PURCHASE 03-01 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-01 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Reconciled | -29.09 |
| 03/03/2025 | Expense | | Valhalla Nursery | PURCHASE 03-01 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-01 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | | 29.09 |

Check Detail Report
Water Conservation Garden Authority
March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|-----|--------|--|------------|--------|
| 926 | | | | | | |
| 03/03/2025 | Expense | | Amazon | PURCHASE 02-28 Amazon.com*JR0Y50 POINT OF SALE DEBIT PURCHASE 02-28 Amazon.com*JR0Y507I3 Amzn.com/bill, WA MCI 1391 | Reconciled | -24.63 |
| 03/03/2025 | Expense | | Amazon | PURCHASE 02-28 Amazon.com*JR0Y50 POINT OF SALE DEBIT PURCHASE 02-28 Amazon.com*JR0Y507I3 Amzn.com/bill, WA MCI 1391 | | 24.63 |
| 927 | | | | | | |
| 03/03/2025 | Expense | | Amazon | PURCHASE 03-01 AMAZON MKTPL*1E3S POINT OF SALE DEBIT PURCHASE 03-01 AMAZON MKTPL*1E3SR3FB3 Amzn.com/bill, WA MCI 1391 | Reconciled | -87.20 |
| 03/03/2025 | Expense | | Amazon | PURCHASE 03-01 AMAZON MKTPL*1E3S POINT OF SALE DEBIT PURCHASE 03-01 AMAZON MKTPL*1E3SR3FB3 Amzn.com/bill, WA MCI 1391 | | 87.20 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-------|-------------|---|------------|----------|
| 928 | | | | | | |
| 03/03/2025 | Expense | | Amazon | PURCHASE 03-01 AMAZON MKTPL*JY2W POINT OF SALE DEBIT PURCHASE 03-01 AMAZON MKTPL*JY2WD50K3 Amzn.com/bill, WA MCI 1391 | Reconciled | -48.83 |
| 03/03/2025 | Expense | | Amazon | PURCHASE 03-01 AMAZON MKTPL*JY2W POINT OF SALE DEBIT PURCHASE 03-01 AMAZON MKTPL*JY2WD50K3 Amzn.com/bill, WA MCI 1391 | | 48.83 |
| 934 | | | | | | |
| 03/03/2025 | Expense | | Albertsons | PURCHASE 02-28 ALBERTSONS #2783 POINT OF SALE DEBIT PURCHASE 02-28 ALBERTSONS #2783 EL CAJON, CA MCI 1391 | Reconciled | -47.92 |
| 03/03/2025 | Expense | | Albertsons | PURCHASE 02-28 ALBERTSONS #2783 POINT OF SALE DEBIT PURCHASE 02-28 ALBERTSONS #2783 EL CAJON, CA MCI 1391 | | 47.92 |
| 826 | | | | | | |
| 03/04/2025 | Check | 10004 | Cube 10 LLC | CHECK 10004 CHECK CHECK | Reconciled | - |
| 03/04/2025 | Check | 10004 | Cube 10 LLC | CHECK 10004 CHECK CHECK | | 3,500.00 |
| 827 | | | | | | |
| 03/04/2025 | Expense | | FireSpring | FIRESRING THE WATER CONSERVAT.. ACH WITHDRAWAL FIRESRING THE WATER CONSERVAT... ACH DEBIT FIRESRING MXXXXXXX9807 | Reconciled | -195.00 |
| 03/04/2025 | Expense | | FireSpring | FIRESRING THE WATER CONSERVAT.. ACH WITHDRAWAL FIRESRING THE WATER CONSERVAT... ACH DEBIT FIRESRING MXXXXXXX9807 | | 195.00 |
| 828 | | | | | | |
| 03/04/2025 | Expense | | | MARKEL WATERCONSERVATION GARD AC ACH WITHDRAWAL MARKEL WATERCONSERVATION GARD ACH DEBIT MARKEL | Reconciled | - |
| 03/04/2025 | Expense | | | MARKEL WATERCONSERVATION GARD AC ACH WITHDRAWAL MARKEL WATERCONSERVATION GARD ACH DEBIT MARKEL | | 1,126.00 |
| 930 | | | | | | |
| 03/04/2025 | Expense | | Amazon | PURCHASE 03-03 AMAZON MKTPL*508E POINT OF SALE DEBIT PURCHASE 03-03 AMAZON MKTPL*508ET6SP3 Amzn.com/bill, WA MCI 1391 | Reconciled | -29.82 |
| 03/04/2025 | Expense | | Amazon | PURCHASE 03-03 AMAZON MKTPL*508E POINT OF SALE DEBIT PURCHASE 03-03 AMAZON MKTPL*508ET6SP3 Amzn.com/bill, WA MCI 1391 | | 29.82 |
| 931 | | | | | | |
| 03/04/2025 | Expense | | Amazon | PURCHASE 03-04 AMAZON MKTPL*D163 POINT OF SALE DEBIT PURCHASE 03-04 AMAZON MKTPL*D163P1X83 Amzn.com/bill, WA MCI 1391 | Reconciled | -22.51 |
| 03/04/2025 | Expense | | Amazon | PURCHASE 03-04 AMAZON MKTPL*D163 POINT OF SALE DEBIT PURCHASE 03-04 AMAZON MKTPL*D163P1X83 Amzn.com/bill, WA MCI 1391 | | 22.51 |
| 929 | | | | | | |
| 03/05/2025 | Expense | | Amazon | PURCHASE 03-05 AMAZON MKTPL*1654 POINT OF SALE DEBIT PURCHASE 03-05 AMAZON MKTPL*1654B1U53 Amzn.com/bill, WA MCI 1391 | Reconciled | -25.85 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|------|------------------------------------|---|------------|---------|
| 03/05/2025 | Expense | | Amazon | PURCHASE 03-05 AMAZON MKTPL*1654 POINT OF SALE DEBIT PURCHASE 03-05 AMAZON MKTPL*1654B1U53 Amzn.com/bill, WA MCI 1391 | | 25.85 |
| 829 | | | | | | |
| 03/06/2025 | Check | 6027 | Department of Food and Agriculture | | Reconciled | -150.00 |
| 03/06/2025 | Check | 6027 | Department of Food and Agriculture | Water Conservation Garden Authority B2271001 | | 150.00 |
| 830 | | | | | | |
| 03/06/2025 | Check | 6028 | Helix Water Dist | | Reconciled | -128.00 |
| 03/06/2025 | Check | 6028 | Helix Water Dist | Livescan for 4 Garden Volunteers Invoice 4334 | | 128.00 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|------|--|--|------------|----------|
| 832 | | | | | | |
| 03/06/2025 | Expense | | | EDCO WCG Authority ACH DEBIT EDC ACH WITHDRAWAL EDCO WCG Authority ACH DEBIT EDCO | Reconciled | -263.91 |
| 03/06/2025 | Expense | | | EDCO WCG Authority ACH DEBIT EDC ACH WITHDRAWAL EDCO WCG Authority ACH DEBIT EDCO | | 263.91 |
| 833 | | | | | | |
| 03/06/2025 | Expense | | | EDCO WCG Authority ACH DEBIT EDC ACH WITHDRAWAL EDCO WCG Authority ACH DEBIT EDCO NXXXXXXXXX772073 | Reconciled | - |
| 03/06/2025 | Expense | | | EDCO WCG Authority ACH DEBIT EDC ACH WITHDRAWAL EDCO WCG Authority ACH DEBIT EDCO NXXXXXXXXX772073 | | 1,122.62 |
| 878 | | | | | | |
| 03/06/2025 | Expense | | The Water Conservation Garden Aurthority | PURCHASE 03-05 SQ *THE WATER CON POINT OF SALE DEBIT PURCHASE 03-05 SQ *THE WATER CONSERVA EI Cajon, CA MCI 1391 | Reconciled | -40.80 |
| 03/06/2025 | Expense | | The Water Conservation Garden Aurthority | PURCHASE 03-05 SQ *THE WATER CON POINT OF SALE DEBIT PURCHASE 03-05 SQ *THE WATER CONSERVA EI Cajon, CA MCI 1391 | | 40.80 |
| 834 | | | | | | |
| 03/07/2025 | Expense | | Volgistics | PURCHASE 03-07 WWW.VOLGISTICS.CO POINT OF SALE DEBIT PURCHASE 03-07 WWW.VOLGISTICS.COM BYRON CENTER , MI MCI 1391 | Reconciled | -50.00 |
| 03/07/2025 | Expense | | Volgistics | PURCHASE 03-07 WWW.VOLGISTICS.CO POINT OF SALE DEBIT PURCHASE 03-07 WWW.VOLGISTICS.COM BYRON CENTER , MI MCI 1391 | | 50.00 |
| 879 | | | | | | |
| 03/07/2025 | Expense | | Dixieline Hardware | PURCHASE 03-06 PB/DIXIELINE #15 POINT OF SALE DEBIT-PIN USED PURCHASE 03-06 PB/DIXIELINE #15 LA MESA, CA MAP 1391 | Reconciled | -29.08 |
| 03/07/2025 | Expense | | Dixieline Hardware | PURCHASE 03-06 PB/DIXIELINE #15 POINT OF SALE DEBIT-PIN USED PURCHASE 03-06 PB/DIXIELINE #15 LA MESA, CA MAP 1391 | | 29.08 |
| 881 | | | | | | |
| 03/07/2025 | Expense | | Staples | PURCHASE 03-07 NWS STAPLES 1307 POINT OF SALE DEBIT-PIN USED PURCHASE 03-07 NWS STAPLES 1307 000 EL CAJON, CA PUL 1391 | Reconciled | -21.54 |
| 03/07/2025 | Expense | | Staples | PURCHASE 03-07 NWS STAPLES 1307 POINT OF SALE DEBIT-PIN USED PURCHASE 03-07 NWS STAPLES 1307 000 EL CAJON, CA PUL 1391 | | 21.54 |
| 837 | | | | | | |
| 03/09/2025 | Check | 6029 | Eric Saline | | Uncleared | -300.00 |
| 03/09/2025 | Check | 6029 | Eric Saline | That's Swale Workshop. 2/22/2025 | | 150.00 |
| 03/09/2025 | Check | 6029 | Eric Saline | That's Swale Workshop. 3/08/2025 | | 150.00 |
| 838 | | | | | | |
| 03/10/2025 | Expense | | | ACCOUNT SERVICIN The Water Conse ACH WITHDRAWAL ACCOUNT SERVICIN The Water Conservation ACH DEBIT WEB PYMNT 943996437 | Reconciled | -302.84 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|-----|----------------|--|------------|--------|
| 03/10/2025 | Expense | | | ACCOUNT SERVICIN The Water Conse ACH WITHDRAWAL ACCOUNT SERVICIN The Water Conservation ACH DEBIT WEB PYMNT 943996437 | | 302.84 |
| 839 | | | | | | |
| 03/10/2025 | Expense | | Little Caesars | PURCHASE 03-08 LITTLE CAESAR'S 1 POINT OF SALE DEBIT PURCHASE 03-08 LITTLE CAESAR'S 1473 0 EL CAJON, CA MCI 1391 | Reconciled | -63.29 |
| 03/10/2025 | Expense | | Little Caesars | PURCHASE 03-08 LITTLE CAESAR'S 1 POINT OF SALE DEBIT PURCHASE 03-08 LITTLE CAESAR'S 1473 0 EL CAJON, CA MCI 1391 | | 63.29 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|------|-------------------------------|---|------------|----------|
| 840 | | | | | | |
| 03/10/2025 | Expense | | | CORP TECH The Water Conservation ACH WITHDRAWAL CORP TECH The Water Conservation ACH DEBIT Invoices C11018 | Reconciled | -495.00 |
| 03/10/2025 | Expense | | | CORP TECH The Water Conservation ACH WITHDRAWAL CORP TECH The Water Conservation ACH DEBIT Invoices C11018 | | 495.00 |
| 841 | | | | | | |
| 03/10/2025 | Check | 6030 | Otay Water District | | Reconciled | - |
| | | | | | | 1,298.98 |
| 03/10/2025 | Check | 6030 | Otay Water District | Customer Number 0000003448-01 | | 1,298.98 |
| 842 | | | | | | |
| 03/10/2025 | Check | 6031 | Otay Water District | | Reconciled | - |
| | | | | | | 2,008.79 |
| 03/10/2025 | Check | 6031 | Otay Water District | 0000003448-01 | | 2,008.79 |
| 880 | | | | | | |
| 03/10/2025 | Expense | | Michaels | PURCHASE 03-10 MICHAELS STORES 5 POINT OF SALE DEBIT-PIN USED PURCHASE 03-10 MICHAELS STORES 5711 EL CAJON, CA PUL 1391 | Reconciled | -18.24 |
| 03/10/2025 | Expense | | Michaels | PURCHASE 03-10 MICHAELS STORES 5 POINT OF SALE DEBIT-PIN USED PURCHASE 03-10 MICHAELS STORES 5711 EL CAJON, CA PUL 1391 | | 18.24 |
| 864 | | | | | | |
| 03/11/2025 | Expense | | Valhalla Nursery | PURCHASE 03-11 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-11 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | Reconciled | -64.80 |
| 03/11/2025 | Expense | | Valhalla Nursery | PURCHASE 03-11 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-11 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | | 64.80 |
| 844 | | | | | | |
| 03/13/2025 | Check | 6032 | Rutan & Tucker | Account No.038652 - 0001 | Reconciled | - |
| | | | | | | 5,913.00 |
| 03/13/2025 | Check | 6032 | Rutan & Tucker | Professional Services Invoice #1022075 | | 5,708.00 |
| 03/13/2025 | Check | 6032 | Rutan & Tucker | professional Services Invoice #1022313 | | 205.00 |
| 845 | | | | | | |
| 03/13/2025 | Check | 6033 | Dell Awards | | Reconciled | -15.00 |
| 03/13/2025 | Check | 6033 | Dell Awards | Invoice 226255 | | 15.00 |
| 846 | | | | | | |
| 03/13/2025 | Check | 6034 | California Secretary of State | Voided | Reconciled | 0.00 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|------|-------------------------------------|--|------------|---------|
| 03/13/2025 | Check | 6034 | California Secretary of State | Special Handling Fees for Notice of Joint Powers Agreements | | 0.00 |
| 863 | | | | | | |
| 03/14/2025 | Expense | | Cintas Corp. | CINTASCORPORATIO THE WATER CONSE ACH WITHDRAWAL CINTASCORPORATIO THE WATER CONSERVATION ACH DEBIT 110EC64E16 XXXXXX9123 | Reconciled | -361.52 |
| 03/14/2025 | Expense | | Cintas Corp. | CINTASCORPORATIO THE WATER CONSE ACH WITHDRAWAL CINTASCORPORATIO THE WATER CONSERVATION ACH DEBIT 110EC64E16 XXXXXX9123 | | 361.52 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-----|------------------|--|------------|----------|
| 865 | | | | | | |
| 03/14/2025 | Expense | | Valhalla Nursery | PURCHASE 03-14 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-14 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | Reconciled | -55.08 |
| 03/14/2025 | Expense | | Valhalla Nursery | PURCHASE 03-14 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-14 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | | 55.08 |
| 851 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Tim Townsley | Pay Period: 03/01/2025-03/14/2025 | Reconciled | - |
| | | | | | | 1,975.68 |
| 03/17/2025 | Payroll Check | DD | Tim Townsley | Direct Deposit | Uncleared | - |
| | | | | | | 1,975.68 |
| 852 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Lauren Magnuson | Pay Period: 03/01/2025-03/14/2025 | Reconciled | - |
| | | | | | | 2,815.32 |
| 03/17/2025 | Payroll Check | DD | Lauren Magnuson | Direct Deposit | Uncleared | - |
| | | | | | | 2,815.32 |
| 856 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Juan Jimenez | Pay Period: 03/01/2025-03/14/2025 | Reconciled | -630.48 |
| 03/17/2025 | Payroll Check | DD | Juan Jimenez | Direct Deposit | Uncleared | -630.48 |
| 857 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 03/01/2025-03/14/2025 | Reconciled | -66.04 |
| 03/17/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -66.04 |
| 858 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 03/01/2025-03/14/2025 | Reconciled | -594.35 |
| 03/17/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -594.35 |
| 859 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Yaily I Gonzalez | Pay Period: 03/01/2025-03/14/2025 | Reconciled | - |
| | | | | | | 1,436.19 |
| 03/17/2025 | Payroll Check | DD | Yaily I Gonzalez | Direct Deposit | Uncleared | - |
| | | | | | | 1,436.19 |
| 860 | | | | | | |
| 03/17/2025 | Payroll Check | DD | Hannah Palmer | Pay Period: 03/01/2025-03/14/2025 | Reconciled | -556.79 |
| 03/17/2025 | Payroll Check | DD | Hannah | Direct Deposit | Uncleared | -556.79 |

Check Detail Report
Water Conservation Garden Authority
March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|-----|-----------------------|-----------------------------|------------|---------------|
| Palmer | | | | | | |
| 861 | | | | | | |
| 03/17/2025 | Tax Payment | | QuickBooks Payroll | Tax Payment | Reconciled | - 2,703.13 |
| 03/17/2025 | Tax Payment | | QuickBooks Payroll | Federal Taxes (941/943/944) | Uncleared | - 2,312.36 |
| 03/17/2025 | Tax Payment | | QuickBooks Payroll | CA PIT / SDI | Uncleared | -320.11 |
| 03/17/2025 | Tax Payment | | QuickBooks Payroll | CA SUI / ETT | Uncleared | -70.66 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|------|--------------------|--|------------|---------|
| 866 | | | | | | |
| 03/17/2025 | Expense | | | CORP TECH The Water Conservation ACH WITHDRAWAL CORP TECH The Water Conservation ACH DEBIT Invoices C11018 | Reconciled | -420.00 |
| 03/17/2025 | Expense | | | CORP TECH The Water Conservation ACH WITHDRAWAL CORP TECH The Water Conservation ACH DEBIT Invoices C11018 | | 420.00 |
| 904 | | | | | | |
| 03/17/2025 | Expense | | Valhalla Nursery | PURCHASE 03-14 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-14 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Reconciled | -39.10 |
| 03/17/2025 | Expense | | Valhalla Nursery | PURCHASE 03-14 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-14 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | | 39.10 |
| 867 | | | | | | |
| 03/19/2025 | Check | 6035 | Lauren Magnuson | | Uncleared | -42.00 |
| 03/19/2025 | Check | 6035 | Lauren Magnuson | Mielage Expenses | | 42.00 |
| 868 | | | | | | |
| 03/19/2025 | Check | 6036 | T. Townsley | | Reconciled | -134.40 |
| 03/19/2025 | Check | 6036 | T. Townsley | Mileage Reimbursement | | 134.40 |
| 869 | | | | | | |
| 03/19/2025 | Check | 6037 | Yaily I Gonzalez | | Uncleared | -29.00 |
| 03/19/2025 | Check | 6037 | Yaily I Gonzalez | Mileage Expense Reimbursement | | 29.00 |
| 870 | | | | | | |
| 03/19/2025 | Check | 6038 | Yvonne Miles | Richard Wright Fund | Uncleared | -172.56 |
| 03/19/2025 | Check | 6038 | Yvonne Miles | Gift shop Items for Resale | | 172.56 |
| 871 | | | | | | |
| 03/19/2025 | Check | 6039 | Moksha Imports | Richard Wright Fund | Cleared | -265.00 |
| 03/19/2025 | Check | 6039 | Moksha Imports | Windchimes for Gift shop | Uncleared | 265.00 |
| 872 | | | | | | |
| 03/19/2025 | Check | 6040 | Marianne Cleveland | | Uncleared | -231.68 |
| 03/19/2025 | Check | 6040 | Marianne Cleveland | Lunch for Volunteers & Staff for 2 Day Event | | 231.68 |
| 873 | | | | | | |

Check Detail Report
Water Conservation Garden Authority
March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|------|----------------|---|------------|---------|
| 03/19/2025 | Check | 6041 | Carol Marliere | | Reconciled | -273.38 |
| 03/19/2025 | Check | 6041 | Carol Marliere | SGBF Mosaic Butterfly Materials | | 273.38 |
| 874 | | | | | | |
| 03/19/2025 | Check | 6042 | Dell Awards | | Uncleared | -148.70 |
| 03/19/2025 | Check | 6042 | Dell Awards | Invoice 226305 Cast Aluminum Plaque for Bike Rack | | 148.70 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-----|--------------------|--|------------|-----------|
| 882 | | | | | | |
| 03/21/2025 | Expense | | Planters Paradise | PURCHASE 03-20 PLANTER PARADISE POINT OF SALE DEBIT-PIN USED PURCHASE 03-20 PLANTER PARADISE EL CAJON, CA PUL 1391 | Reconciled | -101.82 |
| 03/21/2025 | Expense | | Planters Paradise | PURCHASE 03-20 PLANTER PARADISE POINT OF SALE DEBIT-PIN USED PURCHASE 03-20 PLANTER PARADISE EL CAJON, CA PUL 1391 | | 101.82 |
| 901 | | | | | | |
| 03/21/2025 | Expense | | | SD GAS & ELEC WATER CONSERVA ACH WITHDRAWAL SD GAS & ELEC WATER CONSERVATION GAR ACH DEBIT PAID SDGER | Reconciled | -1,840.09 |
| 03/21/2025 | Expense | | | SD GAS & ELEC WATER CONSERVA ACH WITHDRAWAL SD GAS & ELEC WATER CONSERVATION GAR ACH DEBIT PAID SDGER | | 1,840.09 |
| 877 | | | | | | |
| 03/24/2025 | Expense | | Cox Business | COX COMM SAN Neighborhood ACH DE ACH WITHDRAWAL COX COMM SAN Neighborhood ACH DEBIT BANK DRAFT | Reconciled | -424.69 |
| 03/24/2025 | Expense | | Cox Business | COX COMM SAN Neighborhood ACH DE ACH WITHDRAWAL COX COMM SAN Neighborhood ACH DEBIT BANK DRAFT | | 424.69 |
| 883 | | | | | | |
| 03/24/2025 | Expense | | Petco Pet Supplies | PURCHASE 03-22 NNT PETCO 561 000 POINT OF SALE DEBIT-PIN USED PURCHASE 03-22 NNT PETCO 561 000 EL CAJON, CA PUL 1391 | Reconciled | -56.01 |
| 03/24/2025 | Expense | | Petco Pet Supplies | PURCHASE 03-22 NNT PETCO 561 000 POINT OF SALE DEBIT-PIN USED PURCHASE 03-22 NNT PETCO 561 000 EL CAJON, CA PUL 1391 | | 56.01 |
| 884 | | | | | | |
| 03/24/2025 | Expense | | Valhalla Nursery | PURCHASE 03-22 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-22 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Reconciled | -171.06 |
| 03/24/2025 | Expense | | Valhalla Nursery | PURCHASE 03-22 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-22 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | | 171.06 |
| 936 | | | | | | |
| 03/24/2025 | Expense | | | PURCHASE 03-22 RANCHO SAN DIEGO POINT OF SALE DEBIT PURCHASE 03-22 RANCHO SAN DIEGO NURSE EL CAJON, CA MCI 1391 | Reconciled | -45.36 |
| 03/24/2025 | Expense | | | PURCHASE 03-22 RANCHO SAN DIEGO POINT OF SALE DEBIT PURCHASE 03-22 RANCHO SAN DIEGO NURSE EL CAJON, CA MCI 1391 | | 45.36 |
| 932 | | | | | | |
| 03/26/2025 | Expense | | Amazon | PURCHASE 03-22 AMAZON.COM*PG2PB0 POINT OF SALE DEBIT PURCHASE 03-22 AMAZON.COM*PG2PB00Q3 SEATTLE, WA PUL 1391 | Reconciled | -418.00 |
| 03/26/2025 | Expense | | Amazon | PURCHASE 03-22 AMAZON.COM*PG2PB0 POINT OF SALE DEBIT PURCHASE 03-22 AMAZON.COM*PG2PB00Q3 SEATTLE, WA PUL 1391 | | 418.00 |
| 935 | | | | | | |
| 03/26/2025 | Expense | | Albertsons | PURCHASE 03-25 ALBERTSONS #278 E POINT OF SALE DEBIT-PIN USED PURCHASE 03-25 | Reconciled | -26.97 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|------|----------------------------------|--|-----------|-----------|
| 03/26/2025 | Expense | | Albertsons | ALBERTSONS #278 EL CAJON, CA MAP 1391 PURCHASE 03-25 ALBERTSONS #278 E POINT OF SALE DEBIT-PIN USED PURCHASE 03-25 ALBERTSONS #278 EL CAJON, CA MAP 1391 | | 26.97 |
| 885 | | | | | | |
| 03/27/2025 | Check | 6043 | Tomatomania | | Uncleared | - |
| | | | | | | 22,713.68 |
| 03/27/2025 | Check | 6043 | Tomatomania | Payment for Sales Event Proceeds | | 22,713.68 |
| 886 | | | | | | |
| 03/27/2025 | Check | 6044 | California Secretary of State | | Uncleared | -2.00 |
| 03/27/2025 | Check | 6044 | California Secretary of State | Filing Fees | | 2.00 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-----|----------------------|---|------------|----------|
| 902 | | | | | | |
| 03/27/2025 | Expense | | Harbor Freight Tools | PURCHASE 03-27 Harbor Freight To POINT OF SALE DEBIT-PIN USED PURCHASE 03-27 Harbor Freight Tools U El Cajon, CA MAP 1391 | Reconciled | -51.90 |
| 03/27/2025 | Expense | | Harbor Freight Tools | PURCHASE 03-27 Harbor Freight To POINT OF SALE DEBIT-PIN USED PURCHASE 03-27 Harbor Freight Tools U El Cajon, CA MAP 1391 | | 51.90 |
| 903 | | | | | | |
| 03/27/2025 | Expense | | Constant Contact | CONSTANTCONTACT Lauren Magnuson ACH WITHDRAWAL CONSTANTCONTACT Lauren Magnuson ACH DEBIT XXXXXX5506 | Reconciled | -255.00 |
| 03/27/2025 | Expense | | Constant Contact | CONSTANTCONTACT Lauren Magnuson ACH WITHDRAWAL CONSTANTCONTACT Lauren Magnuson ACH DEBIT XXXXXX5506 | | 255.00 |
| 937 | | | | | | |
| 03/28/2025 | Expense | | Valhalla Nursery | PURCHASE 03-27 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-27 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Reconciled | -177.19 |
| 03/28/2025 | Expense | | Valhalla Nursery | PURCHASE 03-27 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-27 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | | 177.19 |
| 938 | | | | | | |
| 03/28/2025 | Expense | | Staples | PURCHASE 03-27 Staples Inc stapl POINT OF SALE DEBIT PURCHASE 03-27 Staples Inc staples.com, MA MCI 1391 | Reconciled | -172.16 |
| 03/28/2025 | Expense | | Staples | PURCHASE 03-27 Staples Inc stapl POINT OF SALE DEBIT PURCHASE 03-27 Staples Inc staples.com, MA MCI 1391 | | 172.16 |
| 906 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Lauren Magnuson | Pay Period: 03/15/2025-03/29/2025 | Reconciled | - |
| 03/31/2025 | Payroll Check | DD | Lauren Magnuson | Direct Deposit | Uncleared | 2,815.33 |
| 911 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Hannah Palmer | Pay Period: 03/15/2025-03/29/2025 | Reconciled | -589.81 |
| 03/31/2025 | Payroll Check | DD | Hannah Palmer | Direct Deposit | Uncleared | -589.81 |
| 912 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Tim Townsley | Pay Period: 03/15/2025-03/29/2025 | Reconciled | - |
| 03/31/2025 | Payroll Check | DD | Tim Townsley | Direct Deposit | Uncleared | 2,156.86 |
| 913 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Yaily I | Pay Period: 03/15/2025-03/29/2025 | Reconciled | - |

Check Detail Report
Water Conservation Garden Authority
March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|-----|---------------------|-----------------------------------|------------|----------|
| | | | Gonzalez | | | 2,015.40 |
| 03/31/2025 | Payroll Check | DD | Yaily I Gonzalez | Direct Deposit | Uncleared | - |
| 914 | | | | | | 2,015.40 |
| 03/31/2025 | Payroll Check | DD | Juan Jimenez | Pay Period: 03/15/2025-03/29/2025 | Reconciled | -683.79 |
| 03/31/2025 | Payroll Check | DD | Juan Jimenez | Direct Deposit | Uncleared | -683.79 |
| 916 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 03/15/2025-03/29/2025 | Reconciled | -41.31 |
| 03/31/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -41.31 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|------------------|------------------|-----|--------------------|---|------------|----------|
| 917 | | | | | | |
| 03/31/2025 | Payroll Check | DD | Amelia Knezevich | Pay Period: 03/15/2025-03/29/2025 | Reconciled | -371.76 |
| 03/31/2025 | Payroll Check | DD | Amelia Knezevich | Direct Deposit | Uncleared | -371.76 |
| 919 | | | | | | |
| 03/31/2025 | Tax Payment | | QuickBooks Payroll | Tax Payment | Reconciled | - |
| 03/31/2025 | Tax Payment | | QuickBooks Payroll | Federal Taxes (941/943/944) | Uncleared | 3,080.28 |
| 03/31/2025 | Tax Payment | | QuickBooks Payroll | CA PIT / SDI | Uncleared | - |
| 03/31/2025 | Tax Payment | | QuickBooks Payroll | CA SUI / ETT | Uncleared | 2,604.07 |
| 921 | | | | | | |
| 03/31/2025 | Expense | | Valhalla Nursery | PURCHASE 03-28 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-28 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Reconciled | -410.81 |
| 03/31/2025 | Expense | | Valhalla Nursery | PURCHASE 03-28 RANCHO VALHALLA N POINT OF SALE DEBIT PURCHASE 03-28 RANCHO VALHALLA NURSER EL CAJON, CA MCI 1391 | Uncleared | -65.40 |
| 922 | | | | | | |
| 03/31/2025 | Expense | | Intuit | PURCHASE 03-28 INTUIT *QBooks Pa POINT OF SALE DEBIT PURCHASE 03-28 INTUIT *QBooks Payroll CL.INTUIT.COM, CA MCI 1391 | Reconciled | -58.65 |
| 03/31/2025 | Expense | | Intuit | PURCHASE 03-28 INTUIT *QBooks Pa POINT OF SALE DEBIT PURCHASE 03-28 INTUIT *QBooks Payroll CL.INTUIT.COM, CA MCI 1391 | Uncleared | 58.65 |
| 923 | | | | | | |
| 03/31/2025 | Expense | | USPS | PURCHASE 03-28 USPS PO 054160094 POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 USPS PO XXXXXX0942 LA MESA, CA PUL 1391 | Reconciled | -238.00 |
| 03/31/2025 | Expense | | USPS | PURCHASE 03-28 USPS PO 054160094 POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 USPS PO XXXXXX0942 LA MESA, CA PUL 1391 | Uncleared | 238.00 |
| 924 | | | | | | |
| 03/31/2025 | Expense | | | PURCHASE 03-29 SAHARA TASTE OF T POINT OF SALE DEBIT PURCHASE 03-29 SAHARA TASTE OF THE MI EL CAJON, CA MCI 1391 | Reconciled | -10.10 |
| 03/31/2025 | Expense | | | PURCHASE 03-29 SAHARA TASTE OF T POINT OF SALE DEBIT PURCHASE 03-29 SAHARA TASTE OF THE MI EL CAJON, CA MCI 1391 | Uncleared | 10.10 |
| 925 | | | | | | |
| 03/31/2025 | Expense | | | PURCHASE 03-28 MART CLEANERS LA POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 MART CLEANERS LA MESA, CA MAP 1391 | Reconciled | -282.79 |
| | | | | | Uncleared | 282.79 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|---------------------|---------------------|-----|---------------------|---|------------|--------|
| 03/31/2025 | Expense | | | PURCHASE 03-28 MART CLEANERS LA POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 MART CLEANERS LA MESA, CA MAP 1391 | | 229.50 |
| 933 | | | | | | |
| 03/31/2025 | Expense | | | PURCHASE 03-28 DOLLAR TR 5500 GR POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 DOLLAR TR 5500 GROSSMO LA MESA, CA MAP 1391 | Reconciled | -13.66 |
| 03/31/2025 | Expense | | | PURCHASE 03-28 DOLLAR TR 5500 GR POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 DOLLAR TR 5500 GROSSMO LA MESA, CA MAP 1391 | | 13.66 |
| 939 | | | | | | |
| 03/31/2025 | Expense | | Valhalla Nursery | PURCHASE 03-28 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | Reconciled | -82.08 |
| 03/31/2025 | Expense | | Valhalla Nursery | PURCHASE 03-28 RANCHO SAN DIEGO POINT OF SALE DEBIT-PIN USED PURCHASE 03-28 RANCHO SAN DIEGO EL CAJON, CA PUL 1391 | | 82.08 |

Check Detail Report

Water Conservation Garden Authority

March 2025

| TRANSACTION DATE | TRANSACTION TYPE | NUM | NAME | LINE DESCRIPTION | CLEARED | AMOUNT |
|-------------------------|------------------|------|--|-------------------------------------|------------|------------|
| 945 | | | | | | |
| 03/31/2025 | Check | 6045 | Tim Townsley | | Uncleared | -28.00 |
| 03/31/2025 | Check | 6045 | Tim Townsley | Vehicle Mileage Reimbursement | | 28.00 |
| 946 | | | | | | |
| 03/31/2025 | Check | 6046 | Nicolai Winkler | | Uncleared | -173.37 |
| 03/31/2025 | Check | 6046 | Nicolai Winkler | Cooking Demo Supplies | | 173.37 |
| US Bank Checking - 3947 | | | | | | |
| 831 | | | | | | |
| 03/03/2025 | Expense | | Dixieline Hardware | Other Debit(s) | Reconciled | -262.00 |
| 03/03/2025 | Expense | | Dixieline Hardware | Other Debit(s) | | 262.00 |
| 847 | | | | | | |
| 03/13/2025 | Check | 4111 | The Water Conservation Garden Aurtherity | Voided | Uncleared | 0.00 |
| 03/13/2025 | Check | 4111 | The Water Conservation Garden Aurtherity | Transfer Funds to Neighborhood Bank | Reconciled | 0.00 |
| 862 | | | | | | |
| 03/14/2025 | Expense | | US Bank | Miscellaneous Fee(s) | Reconciled | -42.76 |
| 03/14/2025 | Expense | | US Bank | Miscellaneous Fee(s) | | 42.76 |
| 899 | | | | | | |
| 03/25/2025 | Expense | | The Water Conservation Garden Aurtherity | Check(s) Paid | Reconciled | -63,255.89 |
| 03/25/2025 | Expense | | The Water Conservation Garden Aurtherity | Check(s) Paid | Reconciled | 63,255.89 |



BOARD REPORT

TO: Board of Directors

FROM: Brian M. Olney, Interim Administrator

INITIATED BY: Lauren Magnuson, Director of Garden Operations

DATE: April 22, 2025

SUBJECT: Continued Funding and Operation of the Garden

Recommendation:

The Board discuss the status of member agency participation for continued funding and operation of the Garden past June 30, 2024.

Background:

The Board discussed options for continued funding and operations of the Garden at the January 28, February 28, and March 25, 2025, board meetings and directed staff to develop a draft Memorandum of Understanding that could facilitate continued funding and operation of the Garden past June 30, 2025.

Legal counsel provided a draft MOU for board review and discussion at the February 28, 2025, meeting. Member agencies were directed to seek direction from their respective agencies on their intent to continue participation in the Garden. Staff provided an update to the San Diego County Water Authority at their Water Planning Committee meeting on February 27, 2025. Staff were informed that SDCWA did not currently have funding for the Garden in their draft budget but will be discussing the budget and funding for the Garden during their budget process during their March, April and May board meetings. Director McMillan provided feedback to the board that Helix wished to continue with funding and operating the Garden past June 30, 2025, and included funding for this in their budget.

JPA members have continued to hold discussions with their agency board of directors and garden staff have provided updated information at Sweetwater Authority and Otay Water District board meetings. Director McMillan advised that Helix took an official vote at their March 19, 2025, board meeting to continue to fund the Garden past June 30, 2025.

Staff are expecting direction from the member agencies as soon as possible on their continued participation so staff and other member agencies can plan accordingly. An MOU may or may not be required based on the final decisions of all the member agencies. It is likely member agencies will need to commit to funding after June 30 or rescind their letters of withdrawal and work on any MOU or agreement amendments after June 30 to meet the short time frame remaining before June 30, 2025. It is an extremely tight timeline to be able to get commitments to continue funding and signed MOU documents before June 30, 2025.