



**HONEY LAKE VALLEY  
RESOURCE CONSERVATION DISTRICT**

**PUBLIC NOTICE**

**Regular Meeting of the**

**WATER MASTER ADVISORY COMMITTEE (WAC)**

Attachments available 05/06/2024 at [honeylakevalleyrzd.us](http://honeylakevalleyrzd.us)

**Date: Thursday May 9th, 2024**

**Location: USDA Service Center, 170 Russell Avenue, Suite C, Susanville CA 96130**

**Time: 5:30 PM**

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT WAC MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED BELOW PRIOR TO THE MEETING.

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENT**

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. **Five (5) minutes** may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

**IV. ITEMS FOR BOARD ACTION**

**A. Approval of the FY 24/25 Budget (attachment)**

**V. ITEMS FOR BOARD DISCUSSION**

**VI. REPORTS**



## **A. Watermaster Report**

- 1. Old Channel Update - Siemer**
- 2. Irrigation Season Update - Siemer**

## **B. RCD Report – Langston / Siemer**

## **VII. COMMITTEE MEMBERS' COMMENTS**

In accordance with Government Code Section 54954.2(a), committee members may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make referral to staff or take action to have staff place a matter of business on a future agenda.

## **VIII. ADJOURNMENT**

The next regularly scheduled Honey Lake Valley RCD WAC meeting will be **Thursday, July 11th, 2024 at 5:30 pm** at the **USDA Service Center, 170 Russell Avenue, Suite C, Susanville CA 96130.**

I certify that on **May 6th, 2024** I personally posted agendas as required by Government Code Section 54956 and any other applicable law.

Respectfully submitted,

A handwritten signature in black ink that reads "Kelsey Siemer". The signature is written in a cursive, flowing style.

Kelsey Siemer  
District Manager

**Honey Lake Valley Resource Conservation District  
Fiscal Year 2024 / 2025 DRAFT Budget**

	DOC Riparian	General Fund	IRWMP Round 1	IRWMP Round 2	Modoc SNC 966	Old Channel Grant	PBA	USFS Post Fire	Watermaster Fund	NEW - CalFire FMP	NEW - CARCD Workforce Development	2025 Budget Total
	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget Total
<b>Revenue</b>												
CEQA Filing Fees		\$6,500.00										\$6,500.00
Grant Proceeds	\$117,179.84	\$0.00	\$28,407.50	\$1,076,351.00	\$5,298.65	\$176,328.39	\$72,809.42	\$255,752.62		\$15,995.11	\$8,823.77	\$1,756,946.30
<b>Watermasters</b>												
Apportionments									\$225,553.71			\$225,553.71
Direct Billing									\$64,796.80			\$64,796.80
Truck Lease Income												\$0.00
<b>Total Watermasters</b>									\$290,350.51			\$290,350.51
<b>Total Revenue</b>	\$117,179.84	\$6,500.00	\$28,407.50	\$1,076,351.00	\$5,298.65	\$176,328.39	\$72,809.42	\$255,752.62	\$290,350.51	\$15,995.11	\$8,823.77	\$2,053,796.81
<b>Gross Profit</b>	\$117,179.84	\$6,500.00	\$28,407.50	\$1,076,351.00	\$5,298.65	\$176,328.39	\$72,809.42	\$255,752.62	\$290,350.51	\$15,995.11	\$8,823.77	\$2,053,796.81
<b>Expenditures</b>												
Ask My Accountant (Andrea Drew)												
Bank Charges & Fees		\$1,200.00							\$1,200.00			\$2,400.00
Car & Truck		\$0.00							\$2,500.00	\$0.00	\$0.00	\$2,900.00
Contractors	\$99,452.34		\$0.00	\$1,038,851.00		\$168,698.39	\$10,000.00	\$130,108.40	\$0.00	\$11,600.00	\$0.00	\$1,458,710.13
<b>Facilities</b>												
Rent & Lease								\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Utilities		\$500.00						\$825.00	\$500.00	\$0.00	\$0.00	\$1,825.00
<b>Total Facilities</b>	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,825.00	\$500.00	\$0.00	\$0.00	\$7,825.00
<b>Fraud</b>												\$0.00
Grant Expenditures		\$0.00	\$0.00	\$0.00		\$0.00	\$58,493.42				\$1,890.00	\$60,383.42
Insurance	\$0.00	\$6,000.00	\$0.00	\$0.00		\$0.00	\$0.00	\$3,000.00	\$20,000.00	\$0.00	\$0.00	\$29,000.00
Job Advertising & Marketing	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00		\$500.00	\$0.00	\$0.00	\$500.00
Job Supplies	\$0.00	\$500.00	\$0.00	\$0.00		\$0.00	\$0.00	\$200.00	\$2,500.00	\$90.00	\$0.00	\$3,290.00
Lease	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$3,066.60	-\$3,066.60	\$0.00	\$0.00	\$0.00
Legal & Professional Services	\$0.00	\$20,000.00	\$0.00	\$0.00		\$0.00	\$0.00		\$70,000.00	\$0.00	\$0.00	\$90,000.00
Meals & Entertainment	\$0.00	\$2,000.00	\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$2,000.00
Membership Dues	\$0.00	\$1,000.00	\$0.00	\$0.00		\$0.00	\$0.00		\$500.00	\$0.00	\$0.00	\$1,500.00
Mileage Reimbursement	\$0.00	\$500.00	\$0.00	\$0.00		\$0.00	\$0.00		\$500.00	\$393.00	\$0.00	\$1,393.00
Office Supplies & Software	\$0.00	\$6,500.00	\$0.00	\$0.00		\$0.00	\$0.00	\$400.00	\$3,265.00	\$0.00	\$0.00	\$10,165.00
<b>Payroll</b>												\$0.00
Payroll Taxes	\$1,350.00	\$225.00	\$997.10	\$1,125.00		\$630.00	\$388.44	\$7,015.67	\$10,436.40	\$221.00	\$528.48	\$22,917.09
Payroll Wages	\$15,000.00	\$2,500.00	\$11,078.92	\$12,500.00	\$0.00	\$7,000.00	\$4,316.00	\$77,951.87	\$115,960.00	\$2,458.01	\$5,872.00	\$254,636.80
<b>Total Payroll</b>	\$16,350.00	\$2,725.00	\$12,076.02	\$13,625.00	\$0.00	\$7,630.00	\$4,704.44	\$84,967.54	\$126,396.40	\$2,679.01	\$6,400.48	\$277,553.89
Payroll Platform Expenses	\$0.00	\$1,650.00	\$0.00	\$0.00					\$1,650.00		\$0.00	\$3,300.00
Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00		\$0.00	\$0.00
Taxes & Licenses	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00		\$0.00	\$0.00
Telecommunications	\$0.00	\$1,050.00	\$0.00	\$0.00				\$600.00	\$1,050.00		\$0.00	\$2,700.00
Trainings + Conferences	\$0.00	\$0.00	\$0.00	\$0.00					\$1,500.00		\$0.00	\$1,500.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00		\$0.00	\$0.00
<b>WM Gas</b>									\$8,500.00			\$8,500.00
WM Vehicle Service/Repair									\$5,000.00			\$5,000.00
<b>Total Expenditures</b>	\$115,802.34	\$43,625.00	\$12,076.02	\$1,052,476.00	\$0.00	\$176,328.39	\$73,197.86	\$229,567.54	\$242,494.80	\$14,762.01	\$8,290.48	\$1,968,620.44
<b>Net Operating Revenue</b>	\$1,377.50	-\$37,125.00	\$16,331.48	\$23,875.00	\$5,298.65	\$0.00	-\$388.44	\$26,185.08	\$47,855.71	\$1,233.10	\$533.29	\$85,176.37
<b>Other Revenue</b>												
Interest Income		\$1.00							\$50.00			\$51.00
<b>Total Other Revenue</b>		\$1.00							\$50.00			\$51.00
<b>Net Other Revenue</b>		\$1.00							\$50.00			\$51.00
<b>Net Revenue</b>	\$1,377.50	-\$37,124.00	\$16,331.48	\$23,875.00	\$5,298.65	\$0.00	-\$388.44	\$26,185.08	\$47,905.71	\$1,233.10	\$533.29	\$85,227.37

**Honey Lake Valley Resource Conservation Dist**  
**Fiscal Year 2024 / 2025 DRAFT Budget**

	Watermaster Fund	
	2025 Budget	2025 Budget Total
<b>Revenue</b>		
CEQA Filing Fees		\$6,500.00
Grant Proceeds		\$1,756,946.30
<b>Watermasters</b>		
Apportionments	\$225,553.71	\$225,553.71
Direct Billing	\$64,796.80	\$64,796.80
Truck Lease Income		\$0.00
<b>Total Watermasters</b>	<b>\$290,350.51</b>	\$290,350.51
<b>Total Revenue</b>	<b>\$290,350.51</b>	\$2,053,796.81
<b>Gross Profit</b>	<b>\$290,350.51</b>	\$2,053,796.81
<b>Expenditures</b>		
Ask My Accountant (Andrea Drew)		
Bank Charges & Fees	\$1,200.00	\$2,400.00
Car & Truck	\$2,500.00	\$2,900.00
Contractors	\$0.00	\$1,458,710.13
<b>Facilities</b>		
Rent & Lease	\$0.00	\$6,000.00
Utilities	\$500.00	\$1,825.00
<b>Total Facilities</b>	<b>\$500.00</b>	\$7,825.00
Fraud		\$0.00
Grant Expenditures		\$60,383.42
Insurance	\$20,000.00	\$29,000.00
Job Advertising & Marketing	\$500.00	\$500.00
Job Supplies	\$2,500.00	\$3,290.00
Lease	-\$3,066.60	\$0.00
Legal & Professional Services	\$70,000.00	\$90,000.00
Meals & Entertainment	\$0.00	\$2,000.00
Membership Dues	\$500.00	\$1,500.00
Mileage Reimbursement	\$500.00	\$1,393.00
Office Supplies & Software	\$3,265.00	\$10,165.00
Payroll		\$0.00
Payroll Taxes	\$10,436.40	\$22,917.09
Payroll Wages	\$115,960.00	\$254,636.80
<b>Total Payroll</b>	<b>\$126,396.40</b>	\$277,553.89
Payroll Platform Expenses	\$1,650.00	\$3,300.00
Repairs & Maintenance	\$0.00	\$0.00
Taxes & Licenses	\$0.00	\$0.00
Telecommunications	\$1,050.00	\$2,700.00
Trainings + Conferences	\$1,500.00	\$1,500.00
Travel	\$0.00	\$0.00
WM Gas	\$8,500.00	\$8,500.00
WM Vehicle Service/Repair	\$5,000.00	\$5,000.00
<b>Total Expenditures</b>	<b>\$242,494.80</b>	\$1,968,620.44
<b>Net Operating Revenue</b>	<b>\$47,855.71</b>	\$85,176.37
<b>Other Revenue</b>		
Interest Income	\$50.00	\$51.00
<b>Total Other Revenue</b>	<b>\$50.00</b>	\$51.00
<b>Net Other Revenue</b>	<b>\$50.00</b>	\$51.00
<b>Net Revenue</b>	<b>\$47,905.71</b>	\$85,227.37

**Honey Lake Valley Resource Conservation District  
Fiscal Year 2024 / 2025 DRAFT Budget**

	DOC Riparian	General Fund	IRWMP Round 1	IRWMP Round 2	Modoc SNC 966	Old Channel Grant	PBA	USFS Post Fire	Watermaster Fund	NEW - CalFire FMP	NEW - CARCD Workforce Development	2025 Budget Total
	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget	2025 Budget
<b>RCD CONTINGENCY</b>												
COLA Increase (3%)	\$ -	\$ 2,204.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,976.00	\$ -	\$ -	\$ -	\$ 4,180.00
Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RCD Equipment Purchase	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Payroll Buffer	\$ -	\$ 6,933.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,933.84
Payroll Tax Buffer	\$ -	\$ 624.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 624.03
<b>Total RCD Contingency</b>		<b>\$ 11,637.84</b>						<b>\$ 1,976.00</b>				<b>\$ 13,613.84</b>
<b>WM Contingency Fund</b>												
Side by Side Replacement Fund									\$ -			\$ -
Side by Side Depreciation									\$ -			\$ -
Truck Depreciation									\$ -			\$ -
COLA Increase (3%)									\$ 1,800.00			\$ 1,800.00
Legal - \$10k retention Requirement									\$ 10,000.00			\$ 10,000.00
Truck Maintenance									\$ 5,000.00			\$ 5,000.00
WM Equipment Purchase									\$ 5,000.00			\$ 5,000.00
Payroll Buffer (min 5%)									\$ 5,798.00			\$ 5,798.00
Payroll Tax Buffer (min 5%)									\$ 521.82			\$ 521.82
<b>Total WM Contingency Fund</b>									<b>\$ 28,119.82</b>			<b>\$ 28,119.82</b>