



PUBLIC NOTICE

Special Meeting of the

WATERMASTER ADVISORY COMMITTEE (WAC) Attachments available 04/13/2020 at www.honeylakevalleyrcd.us

Date: Thursday, April 16th, 2020

Location: Via Teleconference:

Dial-in Number (US): (978) 990-5000
Access Code: 532335

Time: **5:30 PM**

AGENDA

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 ACCOMODATION, 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 03/12/2020 regular meeting minutes (attachment).

- V. **ITEMS FOR BOARD DISCUSSION AND/OR ACTION**

- A. FYE 2021 RCD/WM Draft Budget Review (attachment) - Adams.

VI. 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.

VII. ADJOURNMENT

The next regularly scheduled Honey Lake Valley RCD WAC meeting will be **May 14th, 2020, 5:30pm** at the **USDA Service Center, 170 Russell Avenue, Suite C, Susanville.**

*I certify that on **April 13th, 2020** I personally posted agendas as required by Government Code Section 54956 and any other applicable law.*

Respectfully submitted,



Carrie Adams
Deputy Watermaster, SRWMSA
Honey Lake Valley RCD

Honey Lake Valley Resource Conservation District

170 Russell Ave., Suite C.
Susanville, CA 96130
(530)252-7271

www.honeylakevalleyrcd.org



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

WATER MASTER ADVISORY COMMITTEE (WAC) Regular Meeting Minutes

Date: Thursday, March 12th, 2020

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

Time: **5:30 PM**

Present: Board: Ramsey Wood Wayne Langston Trevor Wood
Daren Hagata
Staff: Carrie Adams
Attendees: None

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

Meeting called to order by Board Chairman Ramsey Wood at 5:28 pm. The pledge of allegiance was recited and a quorum was noted. Board Members Todd Swickard, Mike Bartley and Brad Hanson were absent.

II. APPROVAL OF AGENDA

Board Member Wayne Langston made a motion to approve the agenda, Board Member Daren Hagata seconded and the motion passed. All.

III. PUBLIC COMMENT

None

IV. ITEMS FOR BOARD ACTION

A. Approval of 11/14/2019 regular meeting minutes.

Board Member Daren Hagata made a motion to approve the meeting minutes, Board Member Trevor Wood seconded, and the motion passed. All.

V. ITEMS FOR BOARD DISCUSSION AND/OR ACTION

A. FYE 2021 RCD/WM Draft Budget Review - Adams.

Board Members reviewed the draft budget and requested year-to-date spending and existing funds amounts.

VI. REPORTS

A. Watermaster Report – Adams

Adams reported on the water availability since the start of irrigation season, March 1st, 2020; disclosed that Direct Billings were being prepped to send out at the beginning of the following week; and discussed the Deep Cut Dam Proposal and part sponsorship.

B. RCD Report - Langston

Langston discussed the RCD happenings including: the review and editing of the FY 2021 Budget; and recent SNC grant opportunities which the District is exploring.

VII. COMMITTEE MEMBERS' COMMENTS

None

VIII. ADJOURNMENT

Board Member Trevor Wood made a motion to adjourn the meeting, Board Member Daren Hagata seconded and the meeting was adjourned at 6:07pm. The next regularly scheduled Honey Lake Valley RCD WAC meeting will be **Thursday, May 14th, 2020** at **5:30 pm** at the **USDA Service Center, 170 Russell Avenue, Suite C, Susanville.**

Respectfully submitted,



Carrie Adams
Deputy Watermaster, SRWMSA
Honey Lake Valley RCD

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
Fiscal Year July 1, 2019 to June 30, 2020

PERIOD = 0

	CURRENT YTD COSTS - ACTUAL	BUDGET FYE 6/30/2020	REMAINING BUDGET	% ACTUAL COST TO BUDGET YTD	% ACTUAL COST TO ANNUAL BUDGET
REVENUE					
40070	Grants & Contracts, Temp. Restricted -				
	Total Budget \$778,218.80				
	37,856.00	200,000.00			
	113,387.00	250,000.00			
	39,246.00				
	6,270.00	200,000.00			
40180	106,456.00	180,000.00			
	15.18	60.00			
		-			
		-			
<hr/>					
TOTAL REVENUE	303,230.18	830,060.00	-		
EXPENSES					
66000	107,658.00	190,000.00	82,342.00		
	1,050.00	10,000.00	8,950.00		
60420		10,000.00	10,000.00		
67500	1,000.00	14,000.00	13,000.00		
60240	2,400.00	5,000.00	2,600.00		
60160	Professional Fees, Restricted				
	64,424.00	180,000.00	115,576.00		
	1,000.00	16,500.00	15,500.00		
	26,994.00	-	(26,994.00)		
	93,393.00	186,000.00	92,607.00		
	39,450.00	46,650.00	7,200.00		
	1,100.00	1,200.00	100.00		
	4,550.00	2,150.00	(2,400.00)		
		4,500.00	4,500.00		
60145	9,500.00	3,000.00	(6,500.00)		
60275	35.00	400.00	365.00		
67000	2,460.00	6,000.00	3,540.00		
62000	60.00	120.00	60.00		
	831.00	1,500.00	669.00		
	Contingency Fund				
	Balance		-		
	Equipment Purchase	\$23,800	2,500.00	2,500.00	
	Legal	\$10,040	10,000.00	10,000.00	
	5% Payroll	\$5,000	9,500.00	9,500.00	
	5% Payroll Taxes	\$400	500.00	500.00	
<hr/>					
TOTAL CASH EXPENSES	355,905.00	699,520.00	343,615.00		
TOTAL IN-KIND EXPENSES		10,000.00	10,000.00		
<hr/>					
TOTAL EXPENSES	355,905.00	709,520.00	353,615.00		
REVENUE OVER/UNDER EXPENSES	(52,674.82)	120,540.00	(353,615.00)		

BEGINNING CASH BALANCE 7/1/2019

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (Watermaster Program)
Fiscal Year July 1, 2019 to June 30, 2020

PERIOD = 0

	CURRENT YTD COSTS - ACTUAL	BUDGET FYE 6/30/2020	REMAINING BUDGET	% ACTUAL COST TO BUDGET YTD	% ACTUAL COST TO ANNUAL BUDGET
REVENUE					
40180 Watermaster Fees	106,456.00	180,000.00			
Interest Income	15.18	-			
Donations		-			
		-			
TOTAL REVENUE	106,471.18	180,000.00	-		
EXPENSES					
66000 Payroll	27,170.00	96,400.00	69,230.00		
Health Benefits		3,600.00	3,600.00		
60420 Payroll Taxes - (inc'd in payroll)		5,000.00	5,000.00		
67500 Travel	40.00	2,000.00	1,960.00		
60240 Office	700.00	2,000.00	1,300.00		
60160 Professional Fees, Restricted					
Engineering Services		4,500.00	4,500.00		
Legal Services	39,450.00	40,650.00	1,200.00		
Accounting	550.00	1,200.00	650.00		
Audit Procedures	2,275.00	2,150.00	(125.00)		
60145 Insurance (SDRMA)	8,500.00	2,000.00	(6,500.00)		
60275 Postage & Delivery	35.00	350.00	315.00		
67000 Equipment Maintenance	2,460.00	3,000.00	540.00		
62000 Bank Fees		50.00	50.00		
Contingency Fund					
Balance			-		
Equipment Purchase	\$23,800	2,000.00	2,000.00		
Legal	\$10,040	10,000.00	10,000.00		
5% Payroll	\$5,000	4,820.00	4,820.00		
5% Payroll Taxes	\$400	250.00	250.00		
TOTAL CASH EXPENSES	81,180.00	179,970.00	98,790.00		
TOTAL EXPENSES	81,180.00	179,970.00	98,790.00		
REVENUE OVER/UNDER EXPENSES	25,291.18	30.00	(98,790.00)		

BEGINNING CASH BALANCE 7/1/2019

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
Fiscal Year July 1, 2020 to June 30, 2021

PERIOD = 0

	CURRENT YTD COSTS - ACTUAL	BUDGET FYE 6/30/2021	REMAINING BUDGET	% ACTUAL COST TO BUDGET YTD	% ACTUAL COST TO ANNUAL BUDGET
REVENUE					
40070					
Grants & Contracts					
Prop 1 IRWM DACI		140,000.00			
CalRecycle		100,000.00			
40180					
Watermaster Fees		180,000.00			
Interst Income		60.00			
Donations		-			
		-			
TOTAL REVENUE	-	420,060.00	-		
EXPENSES					
66000	Payroll	190,000.00	190,000.00		
	Health Benefits	5,000.00	5,000.00		
60420	Payroll Taxes	10,000.00	10,000.00		
67500	Travel	3,000.00	3,000.00		
60240	Office	5,000.00	5,000.00		
60160	Professional Fees, Restricted		-		
	Prop 1 IRWM DACI	10,000.00	10,000.00		
	CalRecycle	93,000.00	93,000.00		
	Legal Services	46,600.00	46,600.00		
	Accounting	1,200.00	1,200.00		
	Audit Procedures	4,600.00	4,600.00		
	WM Engineering Services	1,000.00	1,000.00		
60145	Insurance	10,000.00	10,000.00		
60275	Postage & Delivery	400.00	400.00		
67000	Equipment Maintenance	5,000.00	5,000.00		
62000	Bank Fees	120.00	120.00		
	Membership Dues	1,000.00	1,000.00		
	Contingency - WM Vehicle Purchase	4,000.00	4,000.00		
	Contingency Fund	Balance	-		
	Equipment Purchase	\$23,800	2,500.00		
	Legal	\$10,060	10,000.00		
	5% Payroll	\$5,000	9,500.00		
	5% Payroll Taxes	\$400	500.00		
TOTAL CASH EXPENSES	-	412,420.00	412,420.00		
TOTAL IN-KIND EXPENSES		10,000.00	10,000.00		
TOTAL EXPENSES	-	422,420.00	422,420.00		
REVENUE OVER/UNDER EXPENSES	-	(2,360.00)	(422,420.00)		

BEGINNING CASH BALANCE 7/1/2020

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (Watermaster Program)
Fiscal Year July 1, 2020 to June 30, 2021

PERIOD = 0

	CURRENT YTD COSTS - ACTUAL	BUDGET FYE 6/30/2021	REMAINING BUDGET	% ACTUAL COST TO BUDGET YTD	% ACTUAL COST TO ANNUAL BUDGET
REVENUE					
40180 Watermaster Fees		180,000.00			
Interest Income		-			
Donations		-			
		-			
TOTAL REVENUE	-	180,000.00	-		
EXPENSES					
66000 Payroll		96,400.00	96,400.00		
Health Benefits		2,000.00	2,000.00		
60420 Payroll Taxes		5,000.00	5,000.00		
67500 Travel		500.00	500.00		
60240 Office		2,000.00	2,000.00		
60160 Professional Fees, Restricted					
Engineering Services		1,000.00	1,000.00		
Legal Services		40,600.00	40,600.00		
Accounting		1,200.00	1,200.00		
Audit Procedures		2,300.00	2,300.00		
60145 Insurance		8,500.00	8,500.00		
60275 Postage & Delivery		350.00	350.00		
67000 Equipment Maintenance		3,000.00	3,000.00		
62000 Bank Fees		50.00	50.00		
Contingency - WM Vehicle Purchase		4,000.00	4,000.00		
Contingency Fund	Balance		-		
Equipment Purchase	\$23,800	2,000.00	2,000.00		
Legal	\$10,060	10,000.00	10,000.00		
5% Payroll	\$5,000	4,820.00	4,820.00		
5% Payroll Taxes	\$400	250.00	250.00		
TOTAL CASH EXPENSES	-	183,970.00	183,970.00		
TOTAL EXPENSES	-	183,970.00	183,970.00		
REVENUE OVER/UNDER EXPENSES	-	(3,970.00)	(183,970.00)		

BEGINNING CASH BALANCE 7/1/2020