



**HONEY LAKE VALLEY  
RESOURCE CONSERVATION DISTRICT**

**PUBLIC NOTICE**

Regular Meeting of the

**WATERMASTER ADVISORY COMMITTEE (WAC)**

Attachments available 03/06/2020 at [www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** Thursday, March 12<sup>th</sup>, 2020

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

**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 11/14/2019 regular meeting minutes.**

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

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

VI. **REPORTS**

A. Watermaster Report – Adams

B. RCD Report – Langston

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 **May 14<sup>th</sup>, 2020**, at **5:30 pm** at the **USDA Service Center, 170 Russell Avenue, Suite C, Susanville.**

*I certify that on March 6<sup>th</sup>, 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, November 14, 2019

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

**Time:** 5:30 PM

**Present:** Board: Ramsey Wood      Todd Swickard      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 5:30 pm. The pledge of allegiance was recited and a quorum was noted. Board Members Wayne Langston, Mike Bartley and Brad Hanson were absent.

#### **II. APPROVAL OF AGENDA**

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

#### **III. PUBLIC COMMENT**

None

#### **IV. ITEMS FOR BOARD ACTION**

##### **A. Approval of 09/12/2019 special meeting minutes (attachment).**

Board Vice Chair Todd Swickard made a motion to approve the meeting minutes, Board Member Daren Hagata seconded, and the motion passed. All.

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

##### **A. Review of Final Draft 2018/2019 Annual Use Report- Adams.**

Board Member Daren Hagata made a motion to approve the 2018/2019 Annual Use Report Final Draft, Board Member Trevor Wood seconded, and the motion passed. All.

**VI. REPORTS**

**A. Watermaster Report and RCD Report – Adams**

Adams reported on the two Complaints that were heard in front of the RCD Board on November 4, 2019.

**VII. COMMITTEE MEMBERS' COMMENTS**

None

**VIII. ADJOURNMENT**

Board Member Trevor Wood made a motion to adjourn the meeting, Board Vice Chair Todd Swickard seconded and the meeting was adjourned at 6:02pm. The next regularly scheduled Honey Lake Valley RCD WAC meeting will be **Thursday, January 9<sup>th</sup>, 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, 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
<b>REVENUE</b>					
<b>40070</b>	<b>Grants &amp; Contracts, Temp. Restricted -</b>				
	<b>Total Budget \$ _____</b>				
		140,000.00			
		100,000.00			
		60,000.00			
<b>40180</b>		180,000.00			
		60.00			
		-			
		-			
<hr/>					
<b>TOTAL REVENUE</b>	-	<b>480,060.00</b>	-		
<b>EXPENSES</b>					
<b>66000</b>	Payroll	190,000.00	190,000.00		
	Health Benefits	10,000.00			
<b>60420</b>	Payroll Taxes	10,000.00	10,000.00		
<b>67500</b>	Travel	10,000.00	10,000.00		
<b>60240</b>	Office	5,000.00	5,000.00		
<b>60160</b>	<b>Professional Fees, Restricted</b>		-		
	Prop 1 IRWM DACI	10,000.00	10,000.00		
	CalRecycle	93,000.00	93,000.00		
	<b>Legal Services</b>	<b>46,650.00</b>	46,650.00		
	Accounting	1,200.00	1,200.00		
	Audit Procedures	4,500.00	4,500.00		
	WM Engineering Services	4,500.00	4,500.00		
<b>60145</b>	Insurance	3,000.00	3,000.00		
<b>60275</b>	Postage & Delivery	400.00	400.00		
<b>67000</b>	Equipment Maintenance	6,000.00	6,000.00		
<b>62000</b>	Bank Fees	120.00	120.00		
	Membership Dues	1,500.00	1,500.00		
	<b>Contingency Fund</b>	<b>Balance</b>	-		
	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		
<hr/>					
<b>TOTAL CASH EXPENSES</b>	-	<b>418,370.00</b>	<b>408,370.00</b>		
<b>TOTAL IN-KIND EXPENSES</b>		10,000.00	10,000.00		
<hr/>					
<b>TOTAL EXPENSES</b>	-	<b>428,370.00</b>	<b>418,370.00</b>		
<b>REVENUE OVER/UNDER EXPENSES</b>	-	<b>51,690.00</b>	<b>(418,370.00)</b>		

**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
<b>REVENUE</b>					
<b>40180</b> Watermaster Fees		180,000.00			
Interest Income		-			
Donations		-			
		-			
<b>TOTAL REVENUE</b>	-	<b>180,000.00</b>	-		
<b>EXPENSES</b>					
<b>66000</b> Payroll		96,400.00	96,400.00		
Health Benefits		3,000.00	3,000.00		
<b>60420</b> Payroll Taxes		5,000.00	5,000.00		
<b>67500</b> Travel		2,000.00	2,000.00		
<b>60240</b> Office		2,000.00	2,000.00		
<b>60160 Professional Fees, Restricted</b>					
Engineering Services		4,500.00	4,500.00		
Legal Services		40,650.00	40,650.00		
Accounting		1,200.00	1,200.00		
Audit Procedures		2,250.00	2,250.00		
<b>60145</b> Insurance		2,000.00	2,000.00		
<b>60275</b> Postage & Delivery		350.00	350.00		
<b>67000</b> Equipment Maintenance		3,000.00	3,000.00		
<b>62000</b> Bank Fees		50.00	50.00		
<b>Contingency Fund</b>	<b>Balance</b>		-		
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		
<b>TOTAL CASH EXPENSES</b>	-	<b>179,470.00</b>	<b>179,470.00</b>		
<b>TOTAL EXPENSES</b>	-	<b>179,470.00</b>	<b>179,470.00</b>		
<b>REVENUE OVER/UNDER EXPENSES</b>	-	<b>530.00</b>	<b>(179,470.00)</b>		

BEGINNING CASH BALANCE 7/1/2020