



PUBLIC NOTICE

Special Meeting of the

Honey Lake Valley Resource Conservation District

Attachments available 06/05/2020 at www.honeylakevalleyrcd.us

Date: Tuesday, June 9th, 2020

Location: Via Video Zoom Meeting- due to COVID-19- at the link below:

<https://us02web.zoom.us/j/89233286310?pwd=eGFMN29UeXdqQ1B4RFdhVHFTNjRRUT09>

Meeting ID: 892 3328 6310

Password: 177749

One tap mobile:

+16699006833,,89233286310# US (San Jose) or

+12532158782,,89233286310# US (Tacoma)

Time: **5:30 PM PDT**

MEETING MINUTES

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

Board member Jesse Claypool called the meeting to order at 5:35PM and a quorum was noted. Board member vacancy was noted.

II. APPROVAL OF AGENDA

Board member Wayne Langston made a motion to approve agenda, Board member Laurie Tippin seconded, and the motion passed. All.

III. PUBLIC COMMENT - NONE

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 DISCUSSION AND/OR ACTION- Consideration and Approval of the FY 2020/2021 Honey Lake Valley RCD and Watermaster Budgets – Meyer

- A. Budget Hearing- Open public discussion: FY 2020/2021 Honey Lake Valley RCD and Watermaster budgets (attachment) - Meyer

Board member Wayne Langston made a motion to open discussion, Board member Laurie Tippin seconded, and the motion passed. All.

Board discussed WM budget increase to cover anticipated legal fees.

- B. Budget Hearing- Close public discussion: FY 2020/2021 Honey Lake Valley RCD and Watermaster budgets – Meyer

Board member Wayne Langston made a motion to close discussion, Board member Laurie Tippin seconded, and the motion passed. All.

- C. Budget Hearing- Approval of FY 2020/2021 Honey Lake Valley RCD and Watermaster budgets – Meyer

Board member Wayne Langston made a motion to approve FY21 budget as presented, Board member Laurie Tippin seconded, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCO leadership & organizational capacity.

VII. ADJOURNMENT - 5:57PM

The next regularly scheduled Honey Lake Valley RCD WAC meeting will be **June 25th, 2020, 5:30pm** at the **USDA Service Center, 170 Russell Avenue, Suite C, Susanville.**

*I certify that on **June 5th, 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

APPROVED:



Jesse Claypool, RCD Board Chairperson

DATE: June 25, 2020

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					
Prop 1 SNC #901	37,856.00	200,000.00			
Prop 1 IRWM DACI	113,387.00	250,000.00			
SWRP	39,246.00				
CalRecycle	6,270.00	200,000.00			
40180 Watermaster Fees	106,456.00	180,000.00			
Interst Income	15.18	60.00			
Donations		-			
		-			
TOTAL REVENUE	303,230.18	830,060.00	-		
EXPENSES					
66000 Payroll	107,658.00	190,000.00	82,342.00		
Health Benefits	1,050.00	10,000.00	8,950.00		
60420 Payroll Taxes - Inc. in payroll		10,000.00	10,000.00		
67500 Travel	1,000.00	14,000.00	13,000.00		
60240 Office	2,400.00	5,000.00	2,600.00		
60160 Professional Fees, Restricted			-		
Prop 1 SNC #901	64,424.00	180,000.00	115,576.00		
Prop 1 IRWM DACI	1,000.00	16,500.00	15,500.00		
SWRP (DYER)	26,994.00	-	(26,994.00)		
CalRecycle	93,393.00	186,000.00	92,607.00		
Legal Services	39,450.00	46,650.00	7,200.00		
Accounting	1,100.00	1,200.00	100.00		
Audit Procedures	4,550.00	2,150.00	(2,400.00)		
WM Engineering Services		4,500.00	4,500.00		
60145 Insurance (SDRMA)	9,500.00	3,000.00	(6,500.00)		
60275 Postage & Delivery	35.00	400.00	365.00		
67000 Equipment Maintenance	2,460.00	6,000.00	3,540.00		
62000 Bank Fees	60.00	120.00	60.00		
Membership Dues	831.00	1,500.00	669.00		
Contingency Fund			-		
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		
TOTAL CASH EXPENSES	355,905.00	699,520.00	343,615.00		
TOTAL IN-KIND EXPENSES		10,000.00	10,000.00		
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	BUDGET FYE	REMAINING	% ACTUAL	% ACTUAL
	COSTS -	6/30/2020	BUDGET	COST TO	COST TO
	ACTUAL			BUDGET YTD	ANNUAL
					BUDGET
REVENUE					
40180 Watermaster Fees	106,456.00	180,000.00			
Interst 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	55,308.45	40,650.00	(14,658.45)		
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	200.00	350.00	150.00		
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	97,203.45	179,970.00	82,766.55		
TOTAL EXPENSES	97,203.45	179,970.00	82,766.55		
REVENUE OVER/UNDER EXPENSES	9,267.73	30.00	(82,766.55)		

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		225,000.00			
Interst Income		60.00			
Donations		-			
		-			
TOTAL REVENUE	-	465,060.00	-		
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	81,500.00	81,500.00		
	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		
	Contigency - WM Vehicle Purchase	4,000.00	4,000.00		
	Contigency Fund		-		
	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	-	447,320.00	447,320.00		
TOTAL IN-KIND EXPENSES		10,000.00	10,000.00		
TOTAL EXPENSES	-	457,320.00	457,320.00		
REVENUE OVER/UNDER EXPENSES	-	7,740.00	(457,320.00)		

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		225,000.00			
	Interst Income		-			
	Donations		-			
			-			
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	TOTAL REVENUE	-	225,000.00	-		
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		81,500.00	81,500.00		
	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		
	Contigency - WM Vehicle Purchase		4,000.00	4,000.00		
	Contigency 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		
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	TOTAL CASH EXPENSES	-	224,870.00	224,870.00		
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	TOTAL EXPENSES	-	224,870.00	224,870.00		
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	REVENUE OVER/UNDER EXPENSES	-	130.00	(224,870.00)		
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BEGINNING CASH BALANCE 7/1/2020						