



PUBLIC NOTICE
Board Meeting of the:
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130
5302574127 ext. 100
Attachments available 5/24/21 at www.honeylakevalleyrcd.us

Date: Thursday, May 27th, 2021

Location: HELD REMOTELY Via ZOOM

This Virtual Meeting is held pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 that directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. Executive Order N-33-20, prohibits people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

Note: Pursuant to the Brown Act, Section 54953(b)(2). Section (b) (2) requires that all votes taken during a teleconference meeting shall be by roll call. Any agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion. The meeting is being held solely by remote means and will be made accessible to members of the public seeking to attend and address the Board solely through the phone number set forth below.

Join us on Zoom with information below:

<https://us02web.zoom.us/j/89635736414?pwd=ZWZuWFh1dXlrYy9oV05iTVlhNmJJUT09>

Meeting ID: 896 3573 6414

Passcode: 056811

One tap mobile

+16699006833,,89635736414#,,,,*056811# US (San Jose)

+12532158782,,89635736414#,,,,*056811# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Time: 5:30 PM

AGENDA

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT 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 ABOVE AT LEAST A DAY BEFORE THE MEETING.

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

II. APPROVAL OF AGENDA

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

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. CONSENT ITEMS

- A. Approval of Meeting Minutes: 4/22/2021 (attachment)
- B. Treasurer's Report
- C. Correspondence

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

V. REPORTS

- A. District Manager Report – Stuemky
- B. NRCS Agency Report – Stephens
- C. SWAT - Hanson
- D. WAC Report – Langston
- E. Modoc Regional RCD/CARCD Report – Tippin
- F. Fire Safe Council Report – Johnson
- G. IRWMP Report – Claypool
- H. Unagendized reports by board members

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

VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – RCD

- A. FY 21/22 RCD/WM Draft Budget Review (attachment).

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

- B. Consideration and approval of 2021 CARCD membership dues. (attachment)

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

- C. Consideration and approval to hire a Certified Public Accountant (CPA) for quarterly accounting services, year end close outs, and audit preparations.

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

- D. Consideration and discussion on posting an advertisement for a local bookkeeping position.

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

- E. Consideration and discussion about Board Treasurer position and duties.

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

VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION– WATERMASTER

- A. Consideration and Approval to pay BBK May 2021 Invoice #903837 (\$6,805.50). (attachment)

Tie to the Strategic Plan: Strategic Issue 1.4 – Watermaster services are professionally provided.

- B. Consideration and Approval of Watermaster FY 21/22 Budget. (attachment)

Tie to the Strategic Plan: Strategic Issue 1.4 – Watermaster services are professionally provided.

VIII. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **June 24th, 2021, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Monday, May 24th, 2021 agendas were posted as required by Government Code Section 54956 and any other applicable law.

X 

Andrea Stuemky
District Manager



PUBLIC NOTICE
Regular Board Meeting of the:
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130
530-257-7271 ext. 100
Attachments available 4/19/21 at www.honeylakevalleyrcd.us

Date: Thursday, April 22nd, 2021

Location: HELD REMOTELY Via ZOOM

This Virtual Meeting is held pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 that directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. Executive Order N-33-20, prohibits people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

Note: Pursuant to the Brown Act, Section 54953(b)(2). Section (b) (2) requires that all votes taken during a teleconference meeting shall be by roll call. Any agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion. The meeting is being held solely by remote means and will be made accessible to members of the public seeking to attend and address the Board solely through the phone number set forth below.

Time: 5:30 PM

MEETING MINUTES
votes taken via role call

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT 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 ABOVE AT LEAST A DAY BEFORE THE MEETING.

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

Board member Will Johnson called the meeting to order at 5:42 pm, and a quorum was noted.

II. APPROVAL OF AGENDA

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

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

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. CONSENT ITEMS

- A. Approval of Meeting Minutes: 3/25/2021, 3/30/2021
- B. Treasurer's Report
- C. Correspondence

Board member Robin Hanson made a motion to approve the consent items, Board member Wayne Langston seconded, and the motion passed. All.

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

V. REPORTS

- A. District Manager Report – Stuemky
 - Stuemky reported that the changes to US Bank were almost complete and that the FY 19/20 auditor field days are coming up. All current grants are on track, while waiting for new grant RFP to place an application for CalRecycle.
- B. NRCS Agency Report – Stephens
 - Stephens reported that she is wanting to get the Local Working group meeting scheduled, and to meet with Laurie and Andrea in the future to discuss.
- C. SWAT – Hanson - NONE
- D. WAC Report – Langston - NONE
- E. Modoc Regional RCD/CARCD Report – Tippin - NONE
- F. Fire Safe Council Report – Johnson
 - Johnson reported that he was looking into other fuel reduction grants and project possibilities.
- G. IRWMP Report – Claypool - NONE
- H. Unagendized reports by board members – NONE

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

VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – RCD

- A. Consideration and approval of the UAC 2021 MOA between NACD and HLVRCD. (attachment)
- Board member Laurie Tippin made a motion to approve the MOA between NACD and HLVRCD, board member Robin Hanson seconded. The motion passed. All.

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

- B. Consideration and approval of the TA 2021 MOA between NACD and HLVRCD. (attachment)
- Board member Laurie Tippin made a motion to approve the MOA between NACD and HLVRCD, board member Robin Hanson seconded. The motion passed. All.

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

- C. Consideration and approval about the formation of an official Property Owners Burn Association modeled after the Plumas and Butte County RCD's programs. Previously tabled from 3/25 meeting – Will Johnson
- Died due to lack of motion.

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

- D. Consideration and approval of HLVRCD CWPP project submission for the upcoming CWPP meeting discussing fuel treatments, prescriptive burns, and drainage systems. Previously tabled from 3/25 meeting – Will Johnson
- Died due to lack of a motion.

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

VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION– WATERMASTER

- A. Consideration and Approval to pay BBK April 2021 Invoice #901976 (\$1575.54). (attachment)


Tie to the Strategic Plan: Strategic Issue 1.4 – Watermaster services are professionally provided.

- Board member Wayne Langston made a motion to approve the BBK Invoice #901976 for \$1575.54, board member Laurie Tippin seconded. The motion passed. All.

VIII. ADJOURNMENT – 04/22/2021 at 7:06PM

The next Honey Lake Valley RCD meeting will be **May 27th, 2021, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Andrea Stuemky
District Manager

APPROVED: _____
Jesse Claypool, RCD Board
Chairperson

DATE: 4/22/2021

PERIOD = 0

	CURRENT YTD COSTS - ACTUAL	BUDGET FYE 6/30/2021	REMAINING BUDGET	RCD Needed Funds FY 2021- 2022	WM Contribution Funds to RCD FY 2021-2022	RCD Total Operating Budget FY 2021-2022	Total RCD and WM Proposed Budget Funds FY 2021-2022	Difference between 20/21 budget	
REVENUE									
40070 Grants & Contracts									
Prop 1 IRWM DACI	6,000.00	140,000.00	134,000.00				\$134,000.00	-4.29%	Based on \$ left, RCD admin in DACI grant for 2021 = \$5,000
CallRecycle - Herlong							\$50,000.00		Anticipation of grant being funded in summer of 2021 , 7% admin costs of \$50,000 = \$3,500
CallRecycle - Beiseck	\$75,268.63	100,000.00	24,731.98				CLOSED		
NACD UAC 2021							\$50,000.00		NACD UAC 2021 grant awarded April 2021, RCD payroll costs = \$26,680.00
NACD TA2021							\$56,000.00		NACD TA2021 was awarded April 2021, \$14,000 match is required
NACD TA2020	24,621.44	75,000.00	50,378.56				\$25,000.00	200.00%	Will CLOSE DEC 21
CEQA Filings	4,350.00	1,450.00	(2,900.00)				\$4,350.00		Based on receiving 3 CEQA contracts at \$1450.00 each
Interest Income	6.00	60.00	54.00				\$0.00	-100.00%	Interest earned on savings account
Donations	101.65	200.00	98.35				\$200.00	0.00%	Possible Donations through Website/Paypal
40180 Watermaster Fees	131,369.00	225,000.00	93,631.00		\$ 39,045.00		\$222,000.00	-1.33%	Agreed upon at May 2021 WAC board meeting
TOTAL REVENUE	241,713.11	541,710.00	299,996.89				554,150.00	-0.03%	
EXPENSES									
66000 Payroll	\$142,667.56	190,000.00	47,332.44	\$ 46,800.00	\$ 15,600.00	\$ 62,400.00	\$129,480.00	-31.85%	WM Funds provide 25% of DM Payroll, Pay Tax, and Health Benefits
Health Benefits	1,000.00	5,000.00	5,000.00	\$ 1,800.00	\$ 600.00	\$ 2,400.00	\$8,400.00	68.00%	Includes \$2400 for DM and \$6000 for WM/year
60420 Payroll Taxes	\$8,586.36	10,000.00	1,413.64	\$ 3,500.00	\$ 1,200.00	\$ 4,700.00	\$10,000.00	0.00%	Entire year payroll taxes: Andrea - \$4,614.48, Carrie = \$5091.84
67500 Travel		3,000.00	3,000.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$2,000.00	-33.33%	
60440 Office	\$4,550.18	5,000.00	449.82	\$ 2,000.00	\$ -	\$ 2,000.00	\$5,000.00	0.00%	
60160 Professional Fees, Restricted									
Prop 1 IRWM DACI		134,000.00	134,000.00		N/A	\$ -	\$129,000.00	-3.73%	Grant \$ left in last task, will be spent by end of 2021
CallRecycle - Beiseck	69,996.47	93,000.00	23,003.53		N/A	\$ -	CLOSED		Came in under budget
CallRecycle - Herlong					N/A	\$ -	\$46,500.00		Anticipation of grant being funded in summer of 2021 , 7% admin costs of \$50,000 = \$3,500
NACD UAC2021					N/A	\$ -	\$23,320.00		NACD UAC 2021 grant awarded April 2021, RCD payroll costs = \$26,680.00
NACD TA 2021					N/A	\$ -	\$56,000.00		
NACD TA 2020	24,621.44	75,000.00	50,378.56		N/A	\$ -	\$ -		
Legal Services	73,945.95	81,500.00	7,554.05	\$ -	\$ -	\$ -	\$81,000.00	-0.61%	
Accounting	6,388.20	12,000.00	(5,188.20)	\$ 7,000.00	\$ 7,000.00	\$ 14,000.00	\$14,000.00	106.67%	Includes hiring a CPA, ADP payroll accounting services, and Quickbooks fees
Audit Procedures	\$8,305.00	4,600.00	(3,705.00)	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00	\$9,000.00	95.65%	Includes auditor costs, and CPA pre-audit prep
Engineering Services		1,000.00	1,000.00	\$ -	\$ -	\$ -	\$1,000.00	0.00%	
60145 Insurance	\$9,924.48	10,000.00	75.52	\$ 1,500.00	\$ 8,500.00	\$ 10,000.00	\$10,000.00	0.00%	SDRMA rates are said to increase by 40% + this year (!)
60275 Postage & Delivery	200.00	400.00	200.00	\$ 100.00	\$ -	\$ 100.00	\$400.00	0.00%	
67000 Equipment/Maintenance	7,078.97	5,000.00	(2,078.97)	\$ -	\$ -	\$ -	\$3,000.00	-40.00%	
62000 Bank Fees		120.00	120.00	\$ 250.00	\$ 250.00	\$ 500.00	\$500.00	316.67%	Changing banks to US Bank, charging business account fees
Membership Dues	500.00	1,000.00	500.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$1,000.00	0.00%	
RCD Contingency Fund	Balance	Needed							
PTO Payout				\$ 1,800.00	\$ 600.00	\$ 2,400.00	\$1,800.00		
5% Payroll				\$ 2,340.00	\$ 780.00	\$ 3,120.00	\$2,340.00		
5% Payroll Taxes				\$ 45.00	\$ 15.00	\$ 60.00	\$45.00		
Amount in Savings									
WM Contingency Fund	Balance	Needed							
Equipment Purchase	\$14,930	x	2,000.00	\$ -	\$ -	\$ -	\$4,000.00	60.00%	WM decided to get rid of legal contingency due to the higher budgeted amount for the line item
Leaf	\$10,000	\$10,000	10,000.00	\$ -	\$ -	\$ -	\$0.00		
PTO Payout	\$4,000	\$4,000		\$ -	\$ -	\$ -	\$0.00		25% of andrea PTO and Carrie's 1 year PTO
5% Payroll	\$4,625	\$4,625		\$ -	\$ -	\$ -	\$4,625.00		5% payroll Andrea = \$3146.00, 5% payroll Carrie = \$3328.00
5% Payroll Taxes	\$325	\$325	500.00	\$ -	\$ -	\$ -	\$325.00	-35.00%	5% payroll taxes Andrea = \$230.73, 5% payroll taxes Carrie = \$254.59
Amount in Savings	\$33,880.22								
TOTAL CASH EXPENSES	\$75,084.61	642,320.00	268,235.39	\$ 74,135.00	\$ 39,045.00	\$ 113,180.00	542,715.00	-15.50%	
TOTAL IN-KIND EXPENSES	\$16,031.33	15,000.00	(1,031.33)				\$26,500.00	76.67%	In-kind RCD and volunteer time contributions to NACD/TA and UAC grants
TOTAL EXPENSES	\$91,115.94	657,320.00	267,204.06				569,235.00	-13.40%	
REVENUE OVER/UNDER EXPENSES	(149,402.83)	(115,610.00)	32,792.83				51,185.00	-98.98%	



CARCD Membership Dues: Fiscal Year 2021-2022

Due: August 31, 2021

KEEP CARCD STRONG FOR YOUR DISTRICT!

CARCD knows it is essential to maintain a strong voice advocating for RCDs so that we aren't lost in the crowd. CARCD does that for you every day.
 Don't forget us, because we never stop working for you.

CARCD 2021-22 NETWORK-WIDE GOALS

Membership Dues: \$115,000
Advocacy Contributions: \$35,000

CARCD NETWORK-WIDE SUMMARY

2020-2021 Membership Dues: \$109,332
2020-2021 Advocacy Contributions: \$27,830

HOW CAN YOUR RCD BE A FULL PART OF THE STATEWIDE NETWORK IN 2020-2021?

- Pay your full dues, on time, every year - every dollar helps fund CARCD core mission
- Support Pacific Policy Group – they help CARCD advocate for all RCDs at the Capitol
- Attend your regional meetings – stay connected to RCDs in your region!
- Attend the 2021 CARCD Annual Conference – Connect with partners and RCDs statewide

LEVELS OF MEMBERSHIP:

	Full Member	Contributing Member	Non-Member
Eligible to vote at Annual Business Meeting	✓		
Serve on CARCD Board of Directors	✓		
Full Access to Online Member Dashboard*	✓		
Software Discounts via Tech Soup	✓	✓	
CARCD can act as Fiscal Sponsor for Grants	✓	✓	
Monthly e-newsletters & other regular outreach	✓	✓	✓

* Full Access to Online Member Dashboard includes password protected access to RCD information sharing forums, ability to set up document sharing workgroups, options to opt-in to a variety of specialized listservs, weekly email from CARCD which includes: funding opportunities, legislative updates, RCD and partner events and much more.



CARCD Membership Dues: Fiscal Year 2021-2022

Due: August 31, 2021

MEMBERSHIP APPLICATION: _____

2021-2022 MEMBERSHIP DUES:

Membership Dues are calculated based on 2.0%
of RCD District Expenses (Operating Budget / Unrestricted Funds)*:

Maximum Full Dues = \$5,000 District Unrestricted Expenses are more than \$250,000

Custom Full Dues Amount = District Unrestricted Expenses are \$7,500 - \$250,000.
\$ _____ Use formula 2% * \$ of unrestricted funds to calculate your
RCDs Full Membership Dues Amount

Minimum Full Dues = \$150 District Unrestricted Expenses less than \$7,500

Contributing Member Amount = Dues amount paid is less than Full Membership amount
\$ _____

ADDITIONAL SUPPORT FOR PACIFIC POLICY GROUP:

Pacific Policy Group: Support for legislative advocacy on a
statewide level on behalf of all RCDs. \$ _____

TOTAL \$

PLEASE INCLUDE WITH PAYMENT:

- Completed Application RCD Directory Update Form
 Check payable to CARCD Most recent audit and/or financial statements
 Any additional notes/documentation

***District Expenses:** Unrestricted expenses include (but are not limited to) non-grant billed salaries, contracts, audit & bookkeeping costs, office, rent, utilities, phones, supplies, insurance, membership dues (CARCD, LAFCO, etc.), office equipment, travel costs, copying fees, etc.

Contributing Member: Fails to pay calculated amount without an acceptable written explanation **OR** does not submit documentation to back up amount paid. The determination is based on the submitted information, including any additional written comments/requests from the District. All Districts will be informed of their status on or before November 1.

Please be assured that CARCD will work with you if you feel you have other exceptions of merit. The RCD must submit a letter to the Board of Directors by August 1st, 2021.

CARCD 2020 - 2021

ACHIEVEMENTS SNAPSHOT

The Mission

CARCD strives to connect, serve, and champion the statewide network of resource conservation districts.



CALIFORNIA ASSOCIATION OF
RESOURCE
CONSERVATION DISTRICTS

The Vision

CARCD envisions every resource conservation district having the support, leadership, and capacity to help tackle our toughest natural resource issues by working in partnership with all members of the community.

CARCD has dedicated staff to coordinate projects with RCDs around the natural resource areas of Monarchs, Forest & Fire Resilience, Soil Health, Rangelands, Water, Cannabis, and more.

Member Resources

- Online Member Forums
- Capacity Building Support
- Communications Workshops
- Diversity, Equity, and Inclusion Trainings
- Access to Discounts on Software and Tech

70+
Member
Districts



Individual Giving
Programs



\$10,000 raised

2020 Annual
Conference



500+ attendees

44 sponsors

\$ Grant Funds
to RCDs

\$850,000+
to **45+** RCDs

Legislative Advocacy

- The only organization that can facilitate lobbying for RCDs.
- CARCD has the credibility and position to make the collective case for all RCDs in California.

Indian Wells
(760) 568-2611
Irvine
(949) 263-2600
Los Angeles
(213) 617-8100
Manhattan Beach
(310) 643-8448



BEST BEST & KRIEGER
ATTORNEYS AT LAW

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Walnut Creek
(925) 977-3300
Washington DC
(202) 785-0600

ANDREA STUEMKY, RCD DISTRICT MANAGER
HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
170 RUSSELL AVENUE
SUSANVILLE, CA 96130

May 5, 2021
Invoice 903837
AMS
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INVOICE SUMMARY

For Professional Services Rendered Through April 30, 2021:

Our Matter # 83697.00002
Re: DOW V. HONEY LAKE VALLEY RCD (CASE NO. C090304)

Current Fees:	\$	<u>6,805.50</u>	
Total Current Billings For This Matter:	\$	6,805.50	
Balance from Previous Statement:		3,550.05	
Payments and Other Credits Received:		<u>0.00</u>	
Prior Outstanding Balance:		3,550.05	PAID - 4/26/2021
Total Amount Due:	\$	<u>10,355.55</u>	\$6805.50

INVOICE IS DUE AND PAYABLE UPON RECEIPT

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (Adopted June 09, 2020)
Fiscal Year July 1, 2020 to June 30, 2021

Proposed Budget, WAC Discussion 1, 05/13/2021

Year-to-Date* 05/10/2021

*YTD amounts includes Expenditures now thru the FY ending June 20, 2021 that can accurately be predicted. They are noted here and on the Bank Statements

PERIOD = 0

		CURRENT YTD	BUDGET FYE	REMAINING	OPERATING	Percent	
		COSTS -	6/30/2021	BUDGET	BUDGET	Difference from	Notes
		ACTUAL				2020-21 Budget	
						amount	
REVENUE							
40180	Watermaster Fees	131,369.00	225,000.00				Currently Received \$107,280.00 of Property Tax Apportionments and \$24,089 of Direct Billings
	Interest Income		-				
	Donations		-				
			-				
TOTAL REVENUE		131,369.00	225,000.00	-	222,000.00	-1.3%	
EXPENSES							
66000	Payroll	107,117.72	96,400.00	(10,717.72)	92,500.00	-1.73%	Payroll needs consolidation.-YTD amount includes all Employer Liability Taxes; WM remaining Pay and Taxes; and is lacking WM-RCD reimbursements for DM 25% of pay. *Operating is based on Larry Bain's calculations to be allocated for WM and 25% of DM Pay, based on FY19-20.
	Health Benefits	-	2,000.00	2,000.00	6,000.00	1.78%	Has not been utilized by current WM employee, totalling \$5,600-\$7,200 saved in past 2 years (Kayla reduced Health Benefits amount last year to ease the burden of legal increase since we knew I would not need them until this upcoming year)
60420	Employer Liability (FICA, Medicare Tax)	-	5,000.00	5,000.00	6,500.00	0.67%	YTD amount is included in Payroll YTD. Along with the Payroll, actual Taxes YTD need to be consolidated. 'Actual Cost' is based on Bain's FY19-20 observations, including 25% of DMs.
67500	Travel	-	500.00	500.00	500.00	0.00%	
60240	Office	2,041.07	2,000.00	(41.07)	2,000.00	0.00%	YTD includes remaining standard Cell Phone Charges, and \$100 for envelopes.
60160	Professional Fees, Restricted						
	Legal Services	73,945.95	81,500.00	7,554.05	81,000.00	-0.22%	YTD includes Lozano Smith outstanding \$19,500 Invoice. Does not include recent BBK hearing and communication fees as we have not been billed
	Accounting	3,194.10	1,200.00	(1,994.10)	7,000.00	2.58%	YTD includes half of recent CPA outstanding invoice of \$5,000, and reimbursement to RCD of half of daily accounting service since end of Dec to end of FY. 'Operating' amount is based on forecasted \$10,000 per year for CPA accounting services (split by 2) plus daily payroll accounting services
	Audit Procedures	4,152.50	2,300.00	(1,852.50)	4,500.00	0.98%	YTD shows the Audit costs paid in the 1st-Qtr for FY18-19, and we are using the same Service
	Engineering Services	-	1,000.00	1,000.00	1,000.00	0.00%	
60145	Insurance	6,576.88	8,500.00	1,923.12	8,500.00	0.00%	Operating' amount stayed the same despite underbudget for past FY because SDRMA is increasing their rates
60275	Postage & Delivery	150.00	350.00	200.00	300.00	-0.02%	YTD is approx. amount for 260 stamps still to be bought for Apportionment est. \$143
67000	Equipment (Fuel, Field Supplies, Maintenance)	7,078.97	3,000.00	(4,078.97)	3,000.00	0.00%	YTD includes \$4,824.71 spent on large scale truck maintenance, and is not expected frequently. YTD includes \$500 dollars predicted in Fuel and Field Supplies thru FY
62000	Bank Fees	-	50.00	50.00	250.00	0.09%	Operating' is based on new \$500/year fees split between WM and RCD
	Contingency - WM Vehicle Purchase	4,000.00	4,000.00	-	-	-	Although listed in YTD these funds have not been transferred to savings yet. This line was added last year because past Contingency Savings were not transferred, this year will delete line and have Vehicle Contingency savings line item below
XXXXX	Contingency Fund	Balance	Needed				Need to add Expense number for Contingency Fund
	Equipment Purchase	\$14,930	x	2,000.00	2,000.00	-	Although listed in YTD these funds have not been transferred to savings yet
	Legal	\$10,000	\$10,000	10,000.00	10,000.00	-	
	PTO Payout	\$4,000	\$4,000	0.00	-	-	Includes CEA and 25% of Andrea
	5% Payroll	\$4,625	\$4,625	4,820.00	4,820.00	-	Needed \$4,500 is based on calculated pay amounts and rounded up \$400 dollars for cushion
	5% Payroll Taxes	\$325	\$325	250.00	250.00	-	
	Amount in Savings	\$33,880.22					
TOTAL CASH EXPENSES		\$ 225,327.19	\$ 224,870.00	\$ (457.19)	\$ 222,000.00	-1.28%	

REVENUE OVER/UNDER BUDGETED AMOUNT

\$ 93,631.00

Can expect remaining \$24,089 of Direct Billings by June 4th, and \$69,000 of Property Tax Apportionment in June

EXPENSES OVER/UNDER BUDGETED AMOUNT

\$ (327.19)

Watermaster Checking

HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT
170 RUSSELL AVE STE C
SUSANVILLE CA 96130



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Not for Profit Business Chkg **Account: XXXXXXXX4218**

Account #	XXXXXXXX4218	Statement Dates	03-31-21 thru 04-30-21
Beginning Balance	104,847.59		
0 Deposits/Credits	0.00		
3 Checks/Debits	5,622.19		
Total Service Charges	0.00		
Interest and/or Reward Paid	0.00		
Ending Balance	99,225.40		

\$141,862.79 Approx. Actual Standing by July 1, 2021

- CEA- Subtract approximately**
- \$5,781.00**-- Already withdrawn: end April WM Payroll, and other expenses
- \$9,740.55**-- DMs 25% of time backpay since Dec., and to end of FY
- \$11,023.36**-- Remaining WM Payroll and Employers Tax
- \$2,500.00**-- Half of CPA Invoice
- \$19,500.00**-- Unpaid Lozano Smith Invoice
- \$21,070**-- Budgeted Contingency Savings Amounts from FY20-21 to be put in Savings
- \$524.10**-- Backpay, from end of Dec. to end of FY to RCD, for daily accounting services
- \$700**-- Estimated Truck Fuel, Envelopes, Stamps for Apportionment, misc. for remainder of FY

Total Subtract -\$70,839.01

- Add \$24,089**-- Upcoming 2nd Payments Direct Billings
- Add \$20,387.40**-- Amount from Direct Billings Payment 1, in new US Bank Accounts
- Add \$69,000.00**-- Estimated amount still due from Property Tax Roll Apportionments (expect a little less from lack of landowner payments)

End of Statement

Watermaster Savings

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Business PMMI		Account: XXXXXXXX5247	
Account #	XXXXXXXX5247	Statement Dates	03-31-21 thru 04-30-21
Beginning Balance	35,329.87		
0 Deposits/Credits	0.00		
0 Checks/Debits	0.00		
Total Service Charges	0.00		
Interest and/or Reward Paid	0.35		
Ending Balance	35,330.22	\$54,950.22 Approx. Actual Standing by July 1, 2021	

Transactions

Date	Description	Amount
4-30	Int Pmt Sys-Gen	0.35

Interest Summary

Interest Earned	3/31/21 thru 4/30/21
Days in Statement Cycle	31
Interest Earned	0.35
Annual Percentage Yield Earned	.01%
Interest Paid this Year	2.08
Interest Withheld this Year	0.00

Subtract \$1,450.00-- RCD grant check that was improperly deposited here

Add \$21,070-- FY20-21 Contingency Savings Budgeted Amount

Additionally- Accounting tip to move \$3,000-\$6,000 of this into Reserved Account for employee Paid Time off pay out

End of Statement