



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 6/22/20 at www.honeylakevalleyrcd.org

Date: Thursday, June 26, 2020

Location: Via Zoom

Zoom Information:

<https://us02web.zoom.us/j/81138030585?pwd=amJKN1IGUIVFUldzdkg3RkF6c3d4QT09>

Meeting ID: 811 3803 0585

Password: 466798

One tap mobile

+16699006833 US (San Jose)

+13462487799 US (Houston)

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 -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 3/26/20, 4/02/20, 4/23/20, 5/29/20, 6/09/20 meeting minutes (attachments)

B. Treasurer's Report (attachment)

- C. Correspondence

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

V. REPORTS

- A. District Manager Report (attachment) – Meyer
- B. NRCS Agency Report – Stephens
- C. Lassen SWAT – Meyer/Tippin
- 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. Consideration and approval of Larry Bain Invoice for 2019 Audit (attachment)

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

- B. Consideration and approval of Craig Collins Accounting Invoice for 2019 Audit (attachment)

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

- C. Consideration and approval of SDRMA Insurance Invoices (attachments)

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

- D. Consideration and approval to offer at will employment to District Manager replacement.

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

- E. Consideration and approval to change Point of Contact on RCD grants

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

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

- F. Consideration and approval of 2020-2021 Apportionment Assessment (attachment)

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

- G. Consideration and approval of Lozano Smith invoice dated June 10, 2020 totalling \$24,203.58 (attachment)

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

H. Consideration and approval of WAC application and updated Rules and Regulations (attachments)

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

X. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **July 23, 2020, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Monday, June 22, 2020 agendas were posted as required by Government Code Section 54956 and any other applicable law.



Kayla Meyer - District Manager



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

Votes taken via Roll Call

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 HLVRCDD 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 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	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		-			
			-			
<hr/>						
	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					
	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						



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 4/1/20 at www.honeylakevalleyrcd.org

Date: Thursday, April 2, 2020

Via Teleconference:

Dial-in number (US): (425) 436-6394
Access code: 234435#

Time: 9:00 AM

MEETING MINUTES

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 Jesse Claypool called the meeting to order at 9:07AM 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 Will Johnson 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. ADJOURNMENT TO CLOSED SESSION – 9:08AM

- A. Conference with legal counsel pursuant to Government Code Section 54956.9(d)(1); Lassen County Superior Court Case Number 4573.

V. RECONVENE IN OPEN SESSION – 10:26AM - No Reportable Action

VI. ADJOURNMENT – 10:26AM

The next Honey Lake Valley RCD meeting will be **April 23rd, 2020**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

Kayla Meyer

Kayla Meyer
District Manager

APPROVED: _____
Jesse Claypool, RCD Board Chairperson

DATE: June 25, 2020



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 5/28/20 at
www.honeylakevalleyrzd.org

Date: Friday, May 29th, 2020

Via Teleconference:

Dial-in number (US): (425) 436-6394
Access code: 234435#

Time: **8:00 AM**

SPECIAL MEETING MINUTES
Votes taken via roll 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 Jesse Claypool called the meeting to order at 8:02 AM, and a quorum was noted. Board member vacancy was noted.

II. APPROVAL OF AGENDA

Board member Will Johnson made a motion to approve agenda, Board member Laurie Tippin 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 - NONE

V. REPORTS - NONE

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

A. Discussion of staffing needs for the District

Current District Manager's last day will be June 26th, 2020. Board members discussed further staffing needs

for the district including filling DM role, an administrative assistant, and a future watermaster technician.

Tippin made the following staffing proposal: RCD DM (supervising 25%). Watermaster (understanding of water law), Seasonal Technician for irrigation season, Administrative Assistant (50% WM / 50% RCD)

Staff direction: update DM position description, reach out to RCD online for an Administrative Assistant position description.

Board direction: review DM position description and post online / locally.

VII.

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

- A. Discussion of funding opportunities for the District

Meyer provided a Calrecycle funding update and discussion of the NACD TA Grant. Tippin discussed the DOC TA grant with the opportunity to provide training and the DOC Riparian Grant.

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

VIII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION– WATERMASTER - NONE

VIII. ADJOURNMENT – 9:55 AM

The next Honey Lake Valley RCD special meeting will be **June 9th, 2020 at 5:30PM**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

APPROVED: _____
Jesse Claypool, RCD Board Chairperson

DATE: **June 25, 2020**



Kayla Meyer
District Manager



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 4/20/20 at www.honeylakevalleyrcd.org

Date: Thursday, April 23, 2020

Via Teleconference:

Dial-in number (US): (425) 436-6394
Access code: 234435#

Time: **5:30 PM**

MEETING MINUTES
votes taken via roll 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 Jesse Claypool called the meeting to order at 5:36pm, and a quorum was noted. Board member vacancy was noted.

ii. APPROVAL OF AGENDA

Board member Will Johnson made a motion to approve the agenda, Board member Laurie Tippin 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

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

- A. Approval of 3/26/20 meeting minutes (attachment)
- B. Treasurer's Report (attachment)

C. Correspondence

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

V. REPORTS

A. District Manager Report (attachment) – Meyer

B. NRCS Agency Report – Stephens – No report

C. Lassen SWAT – Meyer/Tippin – No report

D. WAC Report – Langston

Langston discussed the WAC special meeting regarding the FY 2020/2021 budget.

E. Modoc Regional RCD/CARCD Report – Tippin

Tippin discussed the CARCD Town Hall meeting regarding upcoming legislation and the opportunity for \$10 million in baseline funding for RCDs.

F. Fire Safe Council Report – Johnson

Johnson reported that all meeting are currently on hold.

G. IRWMP Report – Claypool

H. Unagendized reports by board members

Johnson discussed sharing Calrecycle application information with a neighboring RCD. Claypool discussed if there was any interested in the Board vacancy seat.

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 Larry Bain's 2019 Audit Management Responses (attachments)

Board member Wayne Langston made a motion to approve management responses, Board member Will Johnson seconded, and the motion passed. All.

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

B. FY 21 RCD/WM Budget Review (attachment)

Board reviewed and discussed FY 21 budget.

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

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

C. Consideration and approval of Lozano Smith invoices 2107055, 2107056, 2107057 totalling \$9,103.53 (attachment)

Board member Wayne Langston made a motion to approve invoices, Board member Will Johnson seconded, and the motion passed. All.

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

D. Appoint Mike Bartley to the WAC as Old Channel Representative

Board member Laurie Tippin made a motion to appoint Mike Bartley to the WAC as the Old Channel Representative, Board member Will Johnson seconded, and the motion passed. All.

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

VIII. ADJOURNMENT TO CLOSED SESSION – NO REPORTABLE ACTION

A. Personnel – Certain personnel matters pursuant to Government Code Section 54957 – District Manager Annual Evaluation

Agenda item tabled until July 2020 meeting.

IX. RECONVENE IN OPEN SESSION

X. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **May 28, 2020, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

APPROVED: _____
Jesse Claypool, RCD Board Chairperson

DATE: **June 25, 2020**

Kayla Meyer
District Manager



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 3/23/20 at www.honeylakevalleyrcd.org

Date: Thursday, March 26, 2020

Teleconference:

Dial-in number (US): (425) 436-6394
Access code: 234435#

Time: **3:30 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 Jesse Claypool called the meeting to order at 3:32pm, the pledge of allegiance was recited, and a quorum was noted. Board member vacancy was noted.

II. APPROVAL OF AGENDA

Board member Will Johnson 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 HLVRCDC 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.

Deputy Watermaster Carrie Adams presented letter from Jay Dow (see attachment).

Austin Schuver with Sierra Institute presented information regarding biomass and an opportunity for the RCD to engage in capacity building to accomplish biomass goals.

IV. CONSENT ITEMS

Board member Wayne Langston made a motion to approve consent items, Board member Laurie Tippin seconded,

and the motion passed. All.

- A. Approval of 3/26/20 meeting minutes (attachment)
- B. Treasurer's Report (attachment)
- C. Correspondence

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

V. REPORTS

- A. District Manager Report (attachment) – Meyer

- B. NRCS Agency Report – Stephens

Stephens stated that new employees have started and report information presented at previous meeting still applicable.

- C. Lassen SWAT – Meyer/Tippin

- D. WAC Report – Langston

Langston discussed the WAC meeting that was held in March, that the committee would like to see YTD expenses for WM budget, that a special meeting will be held in April to discuss budget items, and the potential for dividing budget by water systems in the future.

- E. Modoc Regional RCD/CARCD Report – Tippin

Tippin discussed upcoming Legislative Town Hall meetings for Division 9. Town Hall meeting schedule has been forwarded to Board members.

- F. Fire Safe Council Report – Johnson

Johnson discussed that the Thompson Peak Initiative has received funding for \$3.3 million.

- G. IRWMP Report – Claypool

Claypool discussed awaiting DWR's funding announcement for region has not yet been received.

- H. Unagendized reports by board members

Claypool stated that the April CSDA meeting has been cancelled and Tippin stated that she received a phone call from SNA/SNC regarding an opportunity to collaborate with Sierra Valley RCD among others.

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 Larry Bain's 2019 Draft Audit Report and Management Representation Letter (attachments)

Board member Laurie Tippin made a motion to approve the financial portion / representation letter of the audit, Board member Will Johnson seconded, and the motion passed. All.

BOARD DIRECTION: Jesse Claypool provide signature.

Table approval of Management responses for review and approval until April meeting.

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

- B. FY 21 RCD/WM Budget Review (attachment)

Board discussed and provided review of budget.

STAFF DIRECTION: provide updated YTD totals and add a vehicle contingency amount of \$4,000 to the WM budget.

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

- C. Discussion and review of CA executive order N-33-20 and Families First Coronavirus Act (attachments)

Tippin lead Board discussion of CA executive order N-33-20 and Families First Coronavirus Act.

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

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

- D. Consideration and approval of Lozano Smith invoices 2104270, 2104271 totalling \$8,726.01 (attachment)

Board member Will Johnson made a motion to approve invoices, Board member Laurie Tippin seconded, and the motion passed. All.

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

- E. Appoint Darren Hagata to the WAC as Willow Creek Representative

Board member Laurie Tippin made a motion to appoint Darren Hagata to the WAC as the Willow Creek Representative, Board member Wayne Langston seconded, and the motion passed. All.

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

VIII. ADJOURNMENT TO CLOSED SESSION – No Reportable Action.

- H. Conference with legal counsel pursuant to Government Code Section 54956.9(d)(1); Lassen County Superior Court Case Number 4573.

IX. RECONVENE IN OPEN SESSION

X. ADJOURNMENT – 6:07PM

The next Honey Lake Valley RCD meeting will be **April 23, 2020, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

APPROVED: _____
Jesse Claypool, RCD Board Chairperson

DATE: **April 23, 2020**

Kayla Meyer
District Manager

Honey Lake Valley RCD District Manager Report

Kayla Meyer – District Manager

June 25, 2020

RCD Administration:

- 2019 Audit completed
- Board vacancy
- DM last day 6/26/20
- New hire interviews held

Susan River Water Master Service

- DOW appeals received 12/09/2019
- Court hearings held on 2/14/2020 & 3/20/20
- Direct billings – sent 3/12/20
- Apportionment sent out 6/11/20

DWR: Lahontan Basin IRWM (DACI Grant)

- Invoice 7 submitted 10/15/2019 – payment received
- Submitted Invoice 8 1/30/2020 – payment received
- Invoice 9 due by 07/15/2020
- LIC – IRWMP Application submitted 10/21/2019
 - DWR Funding Announcement – Public comments until 4/23/20
 - AWARDED - \$1.1 million
- Prop 1 update – approved by DWR
- RWMG meeting held 6/18/2020
 - Potential opportunity for RCD to take on Lead Agency role

NACD TA Grant

- Application submitted 6/2020
 - Awards announced 07/2020

SNC: Lassen Creek Watershed

- Final progress report submitted 12/31/19
- Work has been completed on both properties
 - Final report and invoice were submitting February 15, 2020
 - Final approval received
 - Final payment received

CalRecycle: Farm and Ranch Solid Waste Cleanup and Abatement Grant

- Work complete for Long Valley Organics sites - March 2020
 - Final report submitted – awaiting Calrecycle final review and payment
- New application – Bejcek Sites submitted 02/2020
 - 100k for two clean-up sites
 - AWARDED

Plans for Next Month:

- Continue work on open grants/agreements: CalRecycle, DACI, Carbon Farming Initiatives



June 22, 2020

**Susanville FO Report
June 2020**

Workload:

EQIP applications being considered for 2020.

5/12 applications pre-approved in Batch 2

Batch 3 ranking cut off June 26, 2020

Obligation deadline in August.

Cultural Resources NRCS Team working in Lassen County this week.

Local staff assisting with survey.

CSP applications being considered for 2020.

Obligation deadline July 24, 2020

THANK YOU for applying for NACD funding to support CSP workload!

Staff:

New employees: Caleb Griffin and Cody Mortell; started in March.

Point Blue contract renewed in May and Tiffany Russell returned.

FarmBill Assistant: Tasha Pray starts 20 hours/week July 1st with new contract.

Budget:

California NRCS is running in a deficit for FY2020. Cutbacks have started.

Safety:

Office is in USDA Phase I; Open for phone/email appointments. I expected the office to be in Phase II last Friday. No updates yet for the Phase changes.

INVOICE

**Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894**

April 21, 2020

To: Honey Lake Valley Resource Conservation District

Complete the June 30, 2019 audit	\$ 6,000.00
Complete the June 30, 2019 SCO FTR and GCC reports	<u>350.00</u>
Total Due	<u><u>\$ 6,350.00</u></u>

Attn: Kayla Meyer
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130

COLLINS ACCOUNTANCY COMPANY

**620 THIRD STREET, SUITE 120
POST OFFICE BOX 426
LINCOLN, CALIFORNIA 95648-0426
TELEPHONE: (916) 626-4984**

**CRAIG D. COLLINS, CPA
LINDA FOSTER, CPA, MS TAX**

WEBSITE: [HTTP://WWW.COLLINSACCT.COM/](http://www.collinsacct.com/)

Invoice for Professional Services

Honey Lake Valley Resource Conservation
District
170 Russell Ave., Suite C
Susanville, CA 96130

Date: May 21, 2020
Invoice Number: M2021
Page 1 of 1

Description	Amount
Accounting Services Performed May 2019 Prepared account analysis worksheets for selected balance sheet accounts, reviewed documentation on selected transactions and prepared adjusting journal entries, reconciled beginning fund balance to prior year audit, assembled June 30, 2018 trial balance by fund based on information provided and submitted to Larry Bain, Auditor (16 hours at \$85 per hour).	\$ 1,360.00
Accounting Services Performed January 2020 Prepared account analysis worksheets for selected balance sheet accounts, prepared adjusting journal entries, reconciled beginning fund balance to prior year audit, assembled June 30, 2019 trial balance by fund based on information provided and submitted to Larry Bain, Auditor (7 hours at \$85 per hour).	595.00
TOTAL	\$1,955.00

HONEY LAKE VALLEY
 RESOURCE CONSERVATION DISTRICT
 SUSAN RIVER SERVICE AREA

STATEMENT FOR SUSAN RIVER WATERMASTER SERVICE AREA
 LASSEN COUNTY, 2020-2021

ESTIMATED COST TO WATER USERS
 FOR THE PERIOD OF JULY 1 2020 THROUGH JUNE 30 2021 \$225,000
 (PREPARED IN COMPLIANCE WITH PART 4 DIVISION 2 OF WATER CODE)
 REVISIONS FROM PREVIOUS YEAR SHOWN IN (RED)

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	23, 24, 63	080-004	116-030-08	ALLEN, LESTER T. ET AL	5.509	\$3,264	\$3,263.95	\$3,264.00
SUSAN RIVER	LASSEN	41-6	064-001	116-060-30	ALLIED PETROLEUM COMPANY, INC.	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	42-3	064-001	116-060-26	AMERIGAS PROPANE, L.P.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	68-12	075-002	116-380-12	ANDERSON, DAVID T. & PATRICIA K. JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	97	077-002	119-330-39	ANDERSON, VIRGLE J & CHERYL D HW ETAL	0.600	\$444	\$443.04	\$444.00
SUSAN RIVER	LASSEN	77-5	077-006	117-640-10	B.D.WOLFE INVESTMENTS	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	143-3-3	062-006	117-710-15	BAERTSCHIGER, LYDIA R.	0.060	\$132	\$132.73	\$132.00
SUSAN RIVER	LASSEN	133,167	062-001	129-620-05	BAILEY, GEORGE L	5.080	\$3,018	\$3,017.43	\$3,018.00
SUSAN RIVER	LASSEN	159A-2	062-006	129-690-24	BARKER, DAVID & CONNIE JT.	0.130	\$172	\$172.96	\$172.00
SUSAN RIVER	LASSEN	38,39-1,40-1,41-1,42-1	064-001	116-070-48	BARTLEY FAMILY TRUST	5.196	\$3,084	\$3,084.09	\$3,084.00
SUSAN RIVER	LASSEN	94	077-002	119-330-12	BATES, FLOYD A. & BARBARA TC	1.050	\$702	\$701.63	\$702.00
SUSAN RIVER	LASSEN	68-13	075-002	116-380-13	BATESON, C. OWEN	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	21,65-7,66-3	075-002	116-360-10	BAUER, KENT & LINDA RT	0.610	\$448	\$448.78	\$448.00
SUSAN RIVER	LASSEN	81	077-003	117-510-31	BENSON, RUSSELL H JR & RACHELLE R CPRS	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	161	062-006	129-690-06	BENTLEY, JOHN	0.260	\$248	\$247.66	\$248.00
SUSAN RIVER	LASSEN	163; 164-1	062-001	129-690-44	BERTOTTI JOSEPH & TERI ETAL	1.401	\$904	\$903.33	\$904.00
SUSAN RIVER	LASSEN	164-2, 164-1	062-006	129-690-04	BERTOTTI, DANIEL	1.479	\$948	\$948.15	\$948.00
SUSAN RIVER	LASSEN	68-6	075-002	116-380-11	BIGBY RICHARD N & DEBALENE E JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	159-1-2	062-006	129-140-36	BIRD, MELVIN & JANA	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	144-9	062-006	129-580-18	BISHOP, JAY C. & NORA L.	0.510	\$392	\$391.32	\$392.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	41-10	064-001	116-060-36	BLACH DISTRIBUTING, LLC.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	139-1	064-003	129-020-70	BLEVINS, IRA D. & MARY E.	0.098	\$154	\$154.51	\$154.00
SUSAN RIVER	LASSEN	174-1	062-001	131-080-31	BLICKENSTAFF, DONALD & RUTH	0.900	\$616	\$615.43	\$616.00
SUSAN RIVER	LASSEN	31-1	080-004	116-050-62	BONHAM, MARLEE & SUSAN	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	44	064-001	116-070-24	BRAZIL, DAVID A. & VALERIE A.	1.430	\$920	\$919.99	\$920.00
SUSAN RIVER	LASSEN	123	077-008	109-060-27	BROKEN DREAMS TRUST	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	31-1-2	080-004	116-050-63	BROWN, BENNY & CAROLYN	0.370	\$310	\$310.87	\$310.00
SUSAN RIVER	LASSEN	137-1	062-006	117-700-18	BROWN, DEAN	0.140	\$178	\$178.70	\$178.00
SUSAN RIVER	LASSEN	129; 130-1	062-001	129-620-23	BUTLER, WILLIAM RAY & PEGGY LEE FAMILY TRUST	1.060	\$708	\$707.37	\$708.00
SUSAN RIVER	LASSEN	175	062-006	131-080-39	C M L BORBA RANCH INC	1.050	\$702	\$701.63	\$702.00
SUSAN RIVER	LASSEN	76	064-001	117-510-43	CABODI FAMILY	1.670	\$1,058	\$1,057.90	\$1,058.00
SUSAN RIVER	LASSEN	22	080-004	116-030-03	CALLEGARI, DANTE & CARMELITA M. JT	0.034	\$118	\$117.79	\$118.00
SUSAN RIVER	LASSEN	68-15	075-002	116-380-22	CANCILLA, STEVE & PAMELA JT.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	77-3-3	077-006	117-640-20	CAPITAL INVESTMENT TRUST	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	68-1-1-2-3	075-002	116-230-74	CARLSON, JON E. & KAREN A	0.018	\$108	\$108.65	\$108.00
SUSAN RIVER	LASSEN	98-2-2	077-002	119-330-48	CARMICHAEL, CHARLES	0.830	\$576	\$575.21	\$576.00
SUSAN RIVER	LASSEN	144-1-1, 144-1-3	062-006	117-700-45	CHEATLE, ROBERT J. & PATRICA	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	51	064-001	116-070-81	CIRCLE V TRUST	0.800	\$558	\$557.97	\$558.00
SUSAN RIVER	LASSEN	68-2-1	075-002	116-230-42	CLAIBORNE MATTHEW T	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	161A	062-006	129-440-42	COLE, SANDRA	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	28-3	001-007	116-040-45	COLLINS PROPERTIES, LLC	0.120	\$168	\$167.21	\$168.00
SUSAN RIVER	LASSEN	52,75-2	064-001	116-070-55	COMINO FAMILY	7.240	\$4,258	\$4,258.66	\$4,258.00
SUSAN RIVER	LASSEN	150-2-3	062-006	129-600-01	COMSTOCK, C.E. FAMILY TRUST	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	69-2	075-002	116-230-46	CONVERSE, DERRY & ILENE FT	0.070	\$138	\$138.48	\$138.00
SUSAN RIVER	LASSEN	49-4; 143-2-2-1	064-001	116-080-11	COOK, BOYD SANDERS	0.180	\$202	\$201.69	\$202.00
SUSAN RIVER	LASSEN	68-4	075-002	116-380-17	COREY JANET V.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	152, 153	062-006	129-160-22	CORRALEZ, DANIEL	0.085	\$148	\$147.10	\$148.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	141	062-006	129-650-16	CORTESE, V. & C. RFT	2.820	\$1,718	\$1,718.74	\$1,718.00
SUSAN RIVER	LASSEN	50	064-001	116-090-30	CRAMER FAMILY TRUST	1.350	\$874	\$874.02	\$874.00
SUSAN RIVER	LASSEN	77-4	077-006	117-640-11	CROWLEY, BILL, JR.	0.090	\$150	\$149.97	\$150.00
SUSAN RIVER	LASSEN	170	062-006	131-090-40	CUMMINGS FAMILY TRUST	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	49-2	064-001	116-080-12	DAVENPORT, MATTHEW & MICHELLE C.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	142-2	062-006	129-340-11	DE VEIR, EVANGELINE	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	150A	062-006	129-080-09	DEROSE, KEVIN & STACY	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	159-3-1; 159-3-3, 159A-1; 159-3-2	062-006	129-590-62	DOW TRUST AGREEMENT	2.330	\$1,438	\$1,437.17	\$1,438.00
SUSAN RIVER	LASSEN	125	062-006	129-210-47	DOW, SUSAN BAILEY	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	49-5-2	064-001	116-080-20	DOW, WILLIS C	0.164	\$192	\$192.26	\$192.00
SUSAN RIVER	LASSEN	108-2,112-1-1, 113, 114, 116; 110, 112-2; 74-2, 79, 80, 82, 86, 87-1, 87-2; 115; 64, 65-2; 65-3, 65-4	077-002	119-380-14	DOW-BONOMINI FAMILY 2013 TRUST	51.680	\$29,790	\$29,795.72	\$29,796.00
SUSAN RIVER	LASSEN	143-3-2	062-006	117-710-16	DRURY, PHILLIP & COLLEEN	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	41-2,41-3	064-001	116-060-23	DUBUG NO. 7, INC.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	36-2	075-002	115-110-56	EASTWOOD, DENA REVOCABLE LIVING TRUST	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	140-1	064-003	129-020-78	EGAN, DANIEL & MARY K REVOCABLE TRUST ETAL	3.990	\$2,392	\$2,391.07	\$2,392.00
SUSAN RIVER	LASSEN	142-1-2	062-006	129-650-35	EGAN, DAWN & JOE	4.230	\$2,528	\$2,528.99	\$2,528.00
SUSAN RIVER	LASSEN	134,159-1-1	062-006	129-140-35	ELLENA, JACK D. JR & JODY	2.980	\$1,810	\$1,810.68	\$1,810.00
SUSAN RIVER	LASSEN	65-5	075-002	116-280-11	ELLENA, WILLIAM A. & JULIA TR.	0.220	\$224	\$224.67	\$224.00
SUSAN RIVER	LASSEN	14-1	001-000	103-201-10	FARRIS FAMILY 1998 'A' TRUST	0.130	\$172	\$172.96	\$172.00
SUSAN RIVER	LASSEN	5-2, 5-1	001-033	107-071-18	FARRIS FAMILY 1998 'B' TRUST	0.005	\$102	\$101.13	\$102.00
SUSAN RIVER	LASSEN	77-1,78-1,78-2-2	077-006	117-510-26	FARRIS GLORIA MAE REVOCABLE LIVING TRUST	2.910	\$1,770	\$1,770.46	\$1,770.00
SUSAN RIVER	LASSEN	77-2,77-3-1,77-3-2	077-006	117-640-18	FARRIS, BILLY B & LINDA	0.110	\$162	\$161.46	\$162.00
SUSAN RIVER	LASSEN	98-3	077-002	119-330-57	FIVE-DOT LAND & CATTLE COMPANY	5.630	\$3,334	\$3,333.48	\$3,334.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	6	001-000	103-400-03	FRIELING, NOREEN Living Tust	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	41-7	064-001	116-060-29	FRYE, MAGDALENA H. & HENRY W.	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	68-10	075-002	116-480-05	GARNER, GREGORY DENVER	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	42-12	064-001	116-060-32	GIACOMELLI, JAMES L.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	65-6-1	075-002	116-270-27	GILES, JAMES & JAMIE	0.085	\$148	\$147.10	\$148.00
SUSAN RIVER	LASSEN	169,171	062-006	131-080-36	GOMEZ, PATRICIA ANN & ROSS & KRISTEN E.	1.570	\$1,000	\$1,000.44	\$1,000.00
SUSAN RIVER	LASSEN	34-2	080-004	116-060-03	GONZALES, REBEKAH S.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	74-4	077-006	117-510-60	GORBET, DAVID J. & RAE ANN JT	0.230	\$230	\$230.42	\$230.00
SUSAN RIVER	LASSEN	34-1,143-3-1	062-006	117-710-17	GORBET, GARY S. & BETTY S. JT	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	150-1	062-006	129-150-28	GRAVIER, BERTIE L. & MICHAEL E. JT	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	144-1-2	062-006	117-700-44	GREIL FAMILY TRUST	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	151	062-006	129-150-36	GROVER, DAVID & CANDACE M. JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	120,122	080-010	091-110-16	HAGATA, FRANK E. & BERNICE FAMILY TRUST AGREEMENT	4.200	\$2,512	\$2,511.75	\$2,512.00
SUSAN RIVER	LASSEN	68-9	075-002	116-380-16	HALL FAMILY TRUST	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	72-1	064-001	117-510-65	HANCOCK, JARED & TAMERA	0.788	\$552	\$551.07	\$552.00
SUSAN RIVER	LASSEN	119,121	080-010	091-060-24	HANSON, JOHN E. JR & DARCY H.	4.900	\$2,914	\$2,914.00	\$2,914.00
SUSAN RIVER	LASSEN	16-2	001-000	103-092-31	HARMS FAMILY TRUST	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	143-1-1,143-1-2	062-006	117-710-03	HELMER BYPASS TRUST c/o GAIL HELMER	0.220	\$224	\$224.67	\$224.00
SUSAN RIVER	LASSEN	165,166	062-001	131-080-34	HEMPHILL JD & FRAN LIVING TR JEFFERY	1.960	\$1,224	\$1,224.55	\$1,224.00
SUSAN RIVER	LASSEN	88-1	077-002	117-150-52	HESTER, K. & G.	1.750	\$1,104	\$1,103.88	\$1,104.00
SUSAN RIVER	LASSEN	73,74-3	077-006	117-510-55	HITCHINGS FAMILY 2005 Revocable Trust	2.260	\$1,396	\$1,396.94	\$1,396.00
SUSAN RIVER	LASSEN	177-1,178	062-001	131-040-19	HONEY LAKE RANCH LTD	2.850	\$1,736	\$1,735.98	\$1,736.00
SUSAN RIVER	LASSEN	100,101	077-002	119-370-44	HOWARD, ARLIN,	2.300	\$1,420	\$1,419.93	\$1,420.00
SUSAN RIVER	LASSEN	168,172-1,173	062-001	131-080-33	HOWE, DONALD J. & BARBARA L. Trust	2.840	\$1,730	\$1,730.23	\$1,730.00
SUSAN RIVER	LASSEN	9-1	001-000	107-100-16	HPD SUSAN RIVER LP	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	70, 65-1	075-002	116-230-26	HULSMAN RANCH PARTNERSHIP	4.900	\$2,914	\$2,914.00	\$2,914.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	162-2	062-006	129-440-30	HUTSON, RICHARD A. & SHIRLEY A.	0.005	\$102	\$101.13	\$102.00
SUSAN RIVER	LASSEN	158	062-006	129-120-13	JANESVILLE TRUST	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	126	062-006	129-400-47	JOHNSON, JOHN W. & TERRY L.	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	31-2,35	080-004	116-050-77	JOHNSTONVILLE PROPERTIES LLC SHAW	0.330	\$288	\$287.88	\$288.00
SUSAN RIVER	LASSEN	147	062-006	129-080-30	JONES, RONALD L. & ORRINE	0.080	\$144	\$144.22	\$144.00
SUSAN RIVER	LASSEN	49-3-1	064-001	116-080-14	KAARBO BRANIGAN L & MEGAN B JT	0.180	\$202	\$201.69	\$202.00
SUSAN RIVER	LASSEN	144-5	062-006	129-580-04	KANAVEL, STEVEN & NICOLE	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	78-2-1-1	077-006	117-640-16	KELLY, VINCENT D. & DANA M.	0.060	\$132	\$132.73	\$132.00
SUSAN RIVER	LASSEN	68-7	075-002	116-380-14	KERBY, JASON L. & JULIE D.	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	25	001-033	105-350-52	KIRACK PROPERTIES INC	0.500	\$386	\$385.57	\$386.00
SUSAN RIVER	LASSEN	40-2-2	064-001	116-050-56	KIRACK PROPERTIES INC MANNING STEVE FAMILY TRUST	0.180	\$202	\$201.69	\$202.00
SUSAN RIVER	LASSEN	130-2,131	062-006	129-620-56	KURTZ KERRI	3.090	\$1,874	\$1,873.90	\$1,874.00
SUSAN RIVER	LASSEN	176	062 001	131-080-25	LANIER, JACK C. & KATHLEEN C.	0.500	\$386	\$385.57	\$386.00
SUSAN RIVER	LASSEN	55,56,57,58-2,59-2	064-001	116-070-39	LASSEN 7-D RANCH, INC.	6.760	\$3,982	\$3,982.83	\$3,982.00
SUSAN RIVER	LASSEN	148-1	062-006	129-660-21	LASSEN COUNTY LAND LLC, c/o CLOVER, NORMAN	0.300	\$270	\$270.65	\$270.00
SUSAN RIVER	LASSEN	143-2-1	062-006	117-710-10	LEE, WILLIAM DAVID & DENISE	0.070	\$138	\$138.48	\$138.00
SUSAN RIVER	LASSEN	149	062-006	129-210-59	LENGELE, RONALD W. & DEBORAH L.	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	142-1-1	062-006	129-660-02	LESLIE, KEVIN W. & JULIE P.	0.340	\$294	\$293.63	\$294.00
SUSAN RIVER	LASSEN	138, 136	062-006	117-700-75	LOOKOUT OIL & GAS LLC	6.730	\$3,966	\$3,965.59	\$3,966.00
SUSAN RIVER	LASSEN	39-2	080-004	116-050-23	LP GAS SERVICE, INC.	0.190	\$208	\$207.44	\$208.00
SUSAN RIVER	LASSEN	144-10-1	062-006	129-590-19	MAGANA RANDY & NICOLE MARIE CPRS	0.045	\$124	\$124.11	\$124.00
SUSAN RIVER	LASSEN	71	064-001	116-180-55	MALLERY ARLAN & WANDA 2008 FAMILY TRUST ETAL	2.700	\$1,650	\$1,649.78	\$1,650.00
SUSAN RIVER	LASSEN	58-1	064-001	116-070-37	MALLERY PROPERTIES, INC. WILSON F	2.300	\$1,420	\$1,419.93	\$1,420.00
SUSAN RIVER	LASSEN	61-2	075-002	116-510-32	MALLERY, RAYMOND W. & JOSEPHINE REV LIV TRUST	0.110	\$162	\$161.46	\$162.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	45-1, 49-1, 49-5-1 41-11, 42-9, 42-11,42-13	064-001	116-070-68	MALLERY, TERRY & RANIELLE CP	1.896	\$1,188	\$1,187.77	\$1,188.00
SUSAN RIVER	LASSEN	66-1,66-2	075-002	116-360-11	MALLORY, HARVEY ALAN & TONIA	0.450	\$356	\$356.84	\$356.00
SUSAN RIVER	LASSEN	99,109-1,109-2	077-002	119-340-59	MAPES RANCH, INC.	24.040	\$13,912	\$13,912.63	\$13,912.00
SUSAN RIVER	LASSEN	46	064-001	116-070-05	MARLATT, DANIEL L. & MARDELL D.	1.890	\$1,184	\$1,184.33	\$1,184.00
SUSAN RIVER	LASSEN	177-2	062-001	131-080-35	MARSTERS FAMILY TRUST	0.560	\$420	\$420.05	\$420.00
SUSAN RIVER	LASSEN	117-2	080-010	091-010-39	MARTIN, NANETTE R. TRUSTEE	2.350	\$1,448	\$1,448.66	\$1,448.00
SUSAN RIVER	LASSEN	29-1	080-004	116-040-50	MARTIN, W. N. JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	162-3	062-006	129-440-03	MAY, TRAVIS M	0.005	\$102	\$101.13	\$102.00
SUSAN RIVER	LASSEN	68-1-2-2	075-002	116-480-30	MCCULLOUGH, KENNETH & SHIELA	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	68-8	075-002	116-380-10	MCDONALD, MATTHEW DAVID & LORI KAY JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	41-9	064-001	116-060-31	MCGOWAN, RUDOLPH DANE	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	150-3	062-006	129-140-16	MEINERT AUSTIN C MOORE SUSAN ETAL	0.220	\$224	\$224.67	\$224.00
SUSAN RIVER	LASSEN	96	077-002	119-330-13	MENDIBOURE, MARY Revocable Living Tust	0.950	\$644	\$644.16	\$644.00
SUSAN RIVER	LASSEN	43-2	064-001	116-080-02	MENDIOLEA, JUAN & LOLA RLT	0.140	\$178	\$178.70	\$178.00
SUSAN RIVER	LASSEN	69-1	075-002	116-230-45	MILLAR, LARRY D. & BONNIE LOU	0.320	\$282	\$282.14	\$282.00
SUSAN RIVER	LASSEN	91,92	077-002	119-020-20	MILLER CHRIS P & NANCY K JT & MARTHA GRACE LE	1.100	\$730	\$730.36	\$730.00
SUSAN RIVER	LASSEN	13	001-000	103-160-21	MOCK, JOSEPH ETAL	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	98-4	077-002	119-330-49	MORATAYA, CEASAR & JANA E	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	68-3	075-002	116-360-12	MORETTO, LINDA L.	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	9-2	001-000	107-100-17	MUNOZ, RICHARD W.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	68-14	075-002	116-380-19	MURIN FAMILY TRUST	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	126A	062-006	129-400-51	MURPHY ALICE SUSAN LIVING TRUST	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	42-10	064-001	116-060-38	MURPHY, LEATRICE JOYCE	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	157	062-006	129-150-01	MURRAY, STACI	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	118	080-010	091-010-36	MURRER SHIRLEY M 2013 REVOCABLE TRUST	3.100	\$1,880	\$1,879.64	\$1,880.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	112-1-2	077-002	119-380-06	MUSACHIA, LAWRENCE J. & CHRISTINE S.	1.500	\$960	\$960.22	\$960.00
SUSAN RIVER	LASSEN	68-1-1-3, 68-11	075-002	116-230-90	NAGEL FREDRIC & THERESA K FAMILY REVOC TRUST	1.979	\$1,236	\$1,235.47	\$1,236.00
SUSAN RIVER	LASSEN	68-5	075-002	116-380-18	NAREAU, MARK	0.110	\$162	\$161.46	\$162.00
SUSAN RIVER	LASSEN	154,156, 155	062-006	129-150-04	NEILL, MICHAEL L & CAROLYN & CAINES, LAURA ALL AS JT	0.045	\$124	\$124.11	\$124.00
SUSAN RIVER	LASSEN	54	064-001	116-100-07	NEUHARDT FAMILY TRUST	0.080	\$144	\$144.22	\$144.00
SUSAN RIVER	LASSEN	1, 7	001-000	103-390-23	NEWTON, DANNY & KIRSTIN	0.085	\$148	\$147.10	\$148.00
SUSAN RIVER	LASSEN	160-1	062-006	129-190-19	NOAH, DELLA M.	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	53	064-001	116-100-05	NOBLES, TIM R. & JEANA M.	0.130	\$172	\$172.96	\$172.00
SUSAN RIVER	LASSEN	144-4	062-006	129-580-02	NOLEN, KEVIN & DIANA L.	0.080	\$144	\$144.22	\$144.00
SUSAN RIVER	LASSEN	162-1	062-006	129-440-43	NOLEN, MARLENE J.	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	42-4	064-001	116-060-25	OLEXIEWICZ, CHRISTOPHER	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	69-3	075-002	116-230-47	OPP, DENNIS & ROBERTA JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	150-2-1	062-006	129-600-03	O'SUNA, MICHAEL P. & LYNN M.	0.050	\$126	\$126.99	\$126.00
SUSAN RIVER	LASSEN	144-10-2	062-006	129-590-21	OVITZ, BRUCE & KAREN FAMILY TR	0.045	\$124	\$124.11	\$124.00
SUSAN RIVER	LASSEN	68-1-2-1	075-002	116-480-29	OWENS, ROBERT L. & KATHLEEN A.	0.100	\$156	\$155.72	\$156.00
SUSAN RIVER	LASSEN	127	062-006	129-400-14	OXFORD, DAVID A & DUNNING, DORIS E H JT	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	33	080-004	116-050-29	PANFILI, GAETON D. & SHAW, JOHN W. TC	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	145-2	062-006	129-210-81	PASS, LINDA D. ALL AS	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	41-12,41-13,41-14, 41-15,42-6,42-7,42-8	064-001	116-060-42	PHILLIPS NANCY J REVOC TRUST & BRYAN TC ETAL	0.210	\$218	\$218.93	\$218.00
SUSAN RIVER	LASSEN	42-14	064-001	116-060-33	PHILLIPS, BRIAN T. & NANCY J.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	68-2-2	075-002	116-230-43	PONTING, BETTY JEAN	2.090	\$1,300	\$1,299.25	\$1,300.00
SUSAN RIVER	LASSEN	17-1	001-033	103-340-26	PORTER KYLE REVOCABLE TRUST	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	14-2,16-1	001-000	103-092-37	PORTER, ARTHUR W.	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	27	080-004	116-050-67	PRICE, BEATRICE	0.180	\$202	\$201.69	\$202.00
SUSAN RIVER	LASSEN	60,61-1,62,67	075-002	116-510-24	PYLE, ROBERT F. & VICKI A.	8.790	\$5,150	\$5,149.35	\$5,150.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	42-17	064-001	116-060-40	QUOSS, ALFRED JR.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	98-1,98-2-1	077-002	119-330-56	R & H LEASING, INC.	1.010	\$678	\$678.64	\$678.00
SUSAN RIVER	LASSEN	47-1	064-001	116-080-07	RAY, SARAH J.	1.490	\$954	\$954.47	\$954.00
SUSAN RIVER	LASSEN	45-2	064-001	116-080-16	RIOLO, TIMOTHY & CAROLYN FAM LIV TR	0.500	\$386	\$385.57	\$386.00
SUSAN RIVER	LASSEN	2	080-015	107-020-04	RIVER ROOST PROPERTIES, LLC.	0.025	\$112	\$112.62	\$112.00
SUSAN RIVER	LASSEN	12-1	001-000	103-070-04	ROBBINS FAMILY REVOC TRUST & ROBBINS, ALLEN & JOYCE TRS	0.153	\$186	\$186.17	\$186.00
SUSAN RIVER	LASSEN	42-2	064-001	116-060-27	ROBERTS, FAY L. & GERALDINE A.	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	30	080-004	116-040-30	ROMERO, JOSEPH R. & JANET L.	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	88-2,89-2	077-002	117-150-53	ROOT, GARY	5.140	\$3,052	\$3,051.91	\$3,052.00
SUSAN RIVER	LASSEN	144-7-2	062-006	129-590-25	ROSS, THERESA M.	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	41-4	064-001	116-060-20	S.O.S. PROPERTIES ATTN: OATES, KATHY	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	41-8, 42-15, 42-16	064-001	116-060-28	SAFEHOLD STORAGE LLC	0.070	\$138	\$138.48	\$138.00
SUSAN RIVER	LASSEN	36-1	075-002	115-110-59	SATICA, ROBERT & NANCY FAM TRUST	3.750	\$2,254	\$2,253.16	\$2,254.00
SUSAN RIVER	LASSEN	148-2-2; 144-2,144-7-1,144-8,148-2-1,148-3	062-006	129-590-75	SCHROEDER DAVID B & CATHERINE L JT	2.240	\$1,386	\$1,385.45	\$1,386.00
SUSAN RIVER	LASSEN	146	062-006	129-070-28	SCHWARZ, KURT W. & BONNIE M.	0.002	\$100	\$99.40	\$100.00
SUSAN RIVER	LASSEN	47-2, 8-1, 8-2	064-001	116-080-08	SHEPHERD FAMILY TRUST	0.155	\$188	\$187.32	\$188.00
SUSAN RIVER	LASSEN	28-2	080-004	101-270-31	SHEPHERD MANAGEMENT SERVICES	0.370	\$310	\$310.87	\$310.00
SUSAN RIVER	LASSEN	160-2	062-006	129-690-08	SHULTS, HUBERT M.	0.300	\$270	\$270.65	\$270.00
SUSAN RIVER	LASSEN	11,26	080-010	107-280-10	SIERRA PACIFIC INDUSTRIES	2.500	\$1,534	\$1,534.86	\$1,534.00
SUSAN RIVER	LASSEN	124	062-006	129-210-50	SILVER FOX TRUST	0.010	\$104	\$104.00	\$104.00
SUSAN RIVER	LASSEN	159-3-4	062-006	129-690-07	SOMERVILLE MICHAEL DON ETAL	0.770	\$540	\$540.73	\$540.00
SUSAN RIVER	LASSEN	41-5,59-1,85-3	064-001	116-060-21	STANDIFORD, LARRY L. ET AL	0.839	\$580	\$580.38	\$580.00
SUSAN RIVER	LASSEN	4	001-000	107-062-04	STEVENSON TRUST	0.002	\$100	\$99.40	\$100.00
SUSAN RIVER	LASSEN	144-3	062-006	129-580-01	STEWART MARIA MARTINEZ REVOCABLE TRUST	0.430	\$346	\$345.35	\$346.00
SUSAN RIVER	LASSEN	93	077-002	119-330-41	STEWART STEVE & GAIL L JT	1.000	\$672	\$672.89	\$672.00
SUSAN RIVER	LASSEN	42-5	064-001	116-060-24	SUSANVILLE MUNIC. ENERGY CORP.	0.010	\$104	\$104.00	\$104.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	95	077-002	119-330-22	SWICKARD, THOMAS D.	0.350	\$300	\$299.38	\$300.00
SUSAN RIVER	LASSEN	150-2-2	062-006	129-600-02	SWINGLE, WILLIAM G. & DOROTHY E.	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	137-2	062-006	117-700-17	SZOSTAK JENNIFER S & TRAVIS JT	0.060	\$132	\$132.73	\$132.00
SUSAN RIVER	LASSEN	102,103,106,107	077-002	131-030-01	TANNER RANCH C/O REA, MARY	7.550	\$4,436	\$4,436.80	\$4,436.00
SUSAN RIVER	LASSEN	72-2	064-001	117-510-66	TAYLOR STEPHEN & XUYEN REVOCABLE LIVING TRUST	0.062	\$134	\$133.88	\$134.00
SUSAN RIVER	LASSEN	143-2-2-2	062-006	117-710-06	TAYLOR, BOYD & DIANE RAE JT	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	49-3-2	064-001	116-080-13	TAYLOR, GARY & MARLENE	0.220	\$224	\$224.67	\$224.00
SUSAN RIVER	LASSEN	78-2-1-2	077-006	117-640-08	TAYLOR, JAMES & SHIRLEY CPRS	0.060	\$132	\$132.73	\$132.00
SUSAN RIVER	LASSEN	128	062-006	129-400-55	THEILER, ROBERT L.	0.200	\$214	\$213.18	\$214.00
SUSAN RIVER	LASSEN	144-6	062-006	129-580-08	TREVITT FAMILY TR.	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	77-6	077-006	117-640-13	TUTER, ROBERT LEE & LORIE D. JT	0.030	\$116	\$115.49	\$116.00
SUSAN RIVER	LASSEN	43-3	064-001	116-070-03	UPTEGROVE, JAMES & MARVEY	0.910	\$622	\$621.18	\$622.00
SUSAN RIVER	LASSEN	68-2-3	075-002	116-380-15	VIXIE FAMILY TRUST C/O VIXIE, CURTIS E. & LINDA D. HW	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	29-2	080-004	116-040-32	VOSS FAMILY TRUST	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	65-6-2	075-002	116-270-26	WAGNER, ERIC & JERI JT	0.085	\$148	\$147.10	\$148.00
SUSAN RIVER	LASSEN	89-1	077-002	117-150-54	WALTMAN WILLIAM & RAELENE REVOCABLE LIVING TRUST	1.210	\$794	\$793.57	\$794.00
SUSAN RIVER	LASSEN	150-4	062-006	129-380-08	WARREN, ANDREW	0.020	\$110	\$109.75	\$110.00
SUSAN RIVER	LASSEN	139-2, 140-2	064-003	129-020-69	WELLBORN ANDREW WADE LOPEZ- WELLBORN LACY ANN JT	0.172	\$198	\$197.15	\$198.00
SUSAN RIVER	LASSEN	74-5	077-003	117-510-13	WEST, MARTHA LIVING TRUST	0.460	\$362	\$362.59	\$362.00
SUSAN RIVER	LASSEN	48	064-001	116-080-15	WHITE, BARBARA J. 2012 TRUST	0.135	\$176	\$175.83	\$176.00
SUSAN RIVER	LASSEN	3	080-015	107-050-03	WHITE, CATHERINE M. & CARROLL, C.	0.150	\$184	\$184.45	\$184.00
SUSAN RIVER	LASSEN	68-16	075-002	116-380-08	WOLCOTT FAMILY TRUST	0.040	\$122	\$121.24	\$122.00
SUSAN RIVER	LASSEN	43-1	064-001	116-070-04	WOLF, BRIAN J. & MICHELLE	1.320	\$856	\$856.78	\$856.00
SUSAN RIVER	LASSEN	83,84	077-006	117-690-20	WOOD DARREL & CALLIE	3.000	\$1,822	\$1,822.18	\$1,822.00
SUSAN RIVER	LASSEN	75-1	064-001	117-510-71	WOOD DARRELL & CALLIE FAMILY 2005 REVOCABLE TRUST	2.220	\$1,374	\$1,373.96	\$1,374.00

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round
							COST		
SUSAN RIVER	LASSEN	172-2,174-2	062-001	131-080-45	WOOD TREVOR & JENNIFER JT	2.030	\$1,264	\$1,264.78	\$1,264.00
SUSAN RIVER	LASSEN	85-1, 85-2	077-006	117-690-53	WOOD, RAMSEY EDWARD & TRISHA GARNETT JT	0.910	\$622	\$621.18	\$622.00
AMOUNT BILLED BY LASSEN COUNTY TAX COLLECTOR							\$176,822	\$176,820.41	\$176,828.00

HONEY LAKE VALLEY
 RESOURCE CONSERVATION DISTRICT
 SUSAN RIVER SERVICE AREA

STATEMENT FOR SUSAN RIVER WATERMASTER SERVICE AREA
 LASSEN COUNTY, 2020-2021

ESTIMATED COST TO WATER USERS
 FOR THE PERIOD OF JULY 1 2020 THROUGH JUNE 30 2021 \$225,000
 (PREPARED IN COMPLIANCE WITH PART 4 DIVISION 2 OF WATER CODE)

APPORTIONMENTS TO BE BILLED AND COLLECTED BY LASSEN COUNTY TAX COLLECTOR

SERVICE AREA	BILLING AGENCY	DWR TRACT	TAX CODE	PARCEL CODE	WATER RIGHT OWNER	FLOW (CFS)	COMPUTED	unround	round	Adj	Max Flow
							COST				
SUSAN RIVER	RCD	104,105,108-1, 111,117-1,135			CALIF. DEPT. OF FISH & GAME	43.180	\$24,912	\$24,911.2678	\$24,912.00		
SUSAN RIVER	RCD	15,17-2.37			CITY OF SUSANVILLE	2.610	\$1,598	\$1,598.0673	\$1,598.00		
SUSAN RIVER	RCD	18,159-2			LASSEN COUNTY	0.210	\$218	\$218.9280	\$218.00		
SUSAN RIVER	RCD	90			LASSEN IRRIGATION COMPANY	36.650	\$21,158	\$21,158.8596	\$21,158.00		
SUSAN RIVER	RCD	10; 19			SUSANVILLE ELEMENTARY SCHOOL DIST	0.160	\$190	\$190.1959	\$190.00		
SUSAN RIVER	RCD	12-2			SUSANVILLE SANITARY DISTRICT	0.007	\$102	\$102.2758	\$102.00		
					flow	82.817	\$48,178	\$48,179.59	\$48,178.00		
SERVICE AREA TOTAL						352.394	\$225,000	Total unround \$225,000.00	Total round \$225,006.00	Adj -\$6.00	Max Flow 51.680

WITNESS MY HAND ON BEHALF OF THE HONEY LAKE VALLEY RESORCE CONSERVATION DISTRICT, AS WATERMASTER FOR THE SUSAN RIVER SERVICE AREA

HONEY LAKE VALLEY
 RESOURCE CONSERVATION DISTRICT
 CHAIRMAN / JESSE CLAYPOOL



WATERMASTER, SUSAN RIVER SERVICE AREA
 PREPARED BY:
 CARRIE ADAMS, DEPUTY WATER MASTER





Property/Liability Package Program Invoice

Program Year 2020-21

Honey Lake Valley Resource Conservation District

170 Russell Ave, Suite C
Susanville, California 96130

Invoice Date: 05/12/2020
Invoice Number: 67991
Member Number: 7245

Property, Boiler/Machinery, Pollution, Cyber <i>Coverage for 0 reported item(s) valued at (including contents): \$0</i>	\$0.00
Mobile/Contractors Equipment <i>Coverage for 1 reported item(s) valued at: \$21,800</i>	338.07
General Liability*, Errors & Omissions, Employee & Public Officials Dishonesty <i>Certificates: 1 Non-Member Certificate(s)</i>	6,351.45
Auto Liability (includes \$50 charge for non-owned auto coverage) <i>Coverage for 1 reported item(s) valued at: \$34,100</i>	714.29
Auto Comp / Collision <i>Coverage for 1 reported item(s) valued at: \$34,100</i>	809.01
Trailers <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00

Gross Package Contribution	\$8,212.82
Earned CIP Credits (11)	-509.58
Longevity Distribution Credit	0.00
MemberPlus Online RQ Bonus	0.00
Other Discounts	0.00
Subtotal	\$7,703.24
5% Multi-Program Discount	-\$385.16

Total Contribution Amount Due by July 15

\$7,318.08

**Current Limit of Liability is \$5M for G/L, A/L and E&O (excluding outside excess liability limits)*

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Please return GREEN COPY with your payment. For invoice questions call the SDRMA Finance Department.



Property/Liability Credit Incentive Program



Honey Lake Valley Resource Conservation District

CIP Points Earned as of: 3/31/2020

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2019-20. **The CIP points earned will be applied toward the invoice for the 2020-21 program year. However, the actual dollar credit shown as 'Earned CIP Credits' on the invoice may differ from this report due to the actual General and Auto Liability amounts on the invoice.** The following earned credits have been documented:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	0	\$0	2	\$61
Special District Administrator designation from SDLF	0	\$0	2	\$61
Staff Attendance at SDRMA Workshop	0	\$0	2	\$61
Additional Staff Attendance at SDRMA Workshop	0	\$0	1	\$30
Management Staff Attendance at CSDA Sponsored Training	1	\$30	0	\$0
Additional Management Staff Attendance at CSDA Sponsored Training	1	\$30	0	\$0
Attendance at Approved Legal Seminar	1	\$30	0	\$0
Additional Attendance at Approved Legal Seminar	0	\$0	1	\$30
TargetSolutions Online Training Program	0	\$0	3	\$91
Use of SDRMA Safety Video Library	0	\$0	2	\$61
ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM	3	\$91	6	\$183
SDLF District of Distinction designation	0	\$0	4	\$122
Single Board Member Attendance at SDRMA Workshop	0	\$0	1	\$30
Additional Board Member Attendance at SDRMA Workshop	0	\$0	1	\$30
Single Board Member Attendance at CSDA Training	1	\$30	0	\$0
Additional Board Member Attendance at CSDA Training	0	\$0	1	\$30
Completion of two CSDA Education / Webinar sessions	2	\$61	0	\$0
General Safety Specialist Certificate	0	\$0	1	\$30
GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM	3	\$91	1	\$30
No Claims during the year	2	\$61	0	\$0
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM	2	\$61	0	\$0
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	8	\$244	7	\$213
5 YEAR NO CLAIMS BONUS	3	\$91	0	\$0
TOTAL CREDIT INCENTIVE POINTS	11	\$335	7	\$213

*For detailed information, please see the Property/Liability CIP criteria for the applicable Program Year. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.

2020-21 Credit Incentive Program Criteria

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability coverage through the Credit Incentive Program.

Credit incentives of up to 15 points can be earned based on an Agency's participation in meeting the following program guidelines. One CIP point is equal to a 1% discount on the Agency's Property/Liability Program for the Auto and General Liability net contributions invoice only. Participating members may choose among various options to complete during the CIP period (April 1 – March 31) to reach the maximum points allowable within each track.

The maximum total points a member can receive is 15 points (not including bonus points) and points earned before March 31, 2020 will be applied to the 2020-21 Program Year. Options allowing a member to earn points for both Property/Liability and Workers' Compensation are designated with ***(Credit will be applied to both programs)***. Points are currently awarded as follows:

ADMINISTRATION TRACK (9 POINTS MAXIMUM)

For staff accredited with the SDRMA General Safety Specialist Certificate or Supervisor Safety Specialist Certificate. This certificate program is a way for the Agency's staff to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires the Agency employee complete and pass four OSHA certified general training courses and to receive the Supervisor Safety Specialist certificate, complete and pass two supervisory safety courses in addition to the four OSHA certified general training courses. Certificates are valid for 2 years.

2 points

No Documentation Required - Will be confirmed by SDRMA.

(Credit will be applied to both programs)

For management staff accredited with the Special District Administrator designation by the Special District Leadership Foundation (SDLF). This certification program is a way for special district administrators to affirm – to their customers, to their board of directors, and to themselves – that they are competent and experienced in their profession. Requirements for this certification include management experience, continuing education, community service, and ultimately an exam.

2 points

No Documentation Required - Will be confirmed by SDLF.

(Credit will be applied to both programs)

For each full-day attendance by the Agency's safety officer, designated individual, or employee(s) at an SDRMA Safety/Claims Education Day (First attendee earns 2 points, second attendee earns 1 point).

3 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.

(Credit will be applied to both programs)

For each full-session attendance by the Agency's management staff in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops and/or the Special District Leadership Academy (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

(Credit will be applied to both programs)

For attending an approved Legal Seminar relating to Employment Practices or Human Resource issues (Each attendee earns 1 point).

2 Points maximum

Property/Liability Program

Documentation Required – Course syllabus and certificate of completion must be submitted to SDRMA for credit. For utilizing SDRMA's Safety DVD/Video Library. Participating members must review a minimum of 4 Safety DVD/Videos.

2 points

No Documentation Required - Will be confirmed by SDRMA.

For staff participation in SDRMA's online safety training program – TargetSolutions Safety Programs. 25% of member employees (FT, PT and volunteer firefighters) must each successfully complete a minimum of four individual e-training modules.

3 points

No Documentation Required - Will be confirmed by SDRMA.

GOVERNANCE TRACK – GOVERNING BODY RELATED (4 POINTS MAXIMUM)

For Agency accredited with District of Distinction designation by the Special District Leadership Foundation (SDLF). This accreditation program enables districts to demonstrate to their communities, the media and legislators their commitment to operate in a sound, responsible manner. Districts apply to SDLF for designation as a "District of Distinction" by submitting financial audits, policies and procedures and proof of Governance and Ethics training received by directors and executive staff.

4 points

No Documentation Required - Will be confirmed by SDLF.

(Credit will be applied to both programs)

For each full-day attendance by a member of the Agency's governing body at an SDRMA Safety/Claims Education Day (Each attendee earns 1 point).

2 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.

(Credit will be applied to both programs)

For each full-session attendance by a member of the Agency's governing body in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops (SDRMA approved), Board Leadership Training, Special District Leadership Academy and/or Special District Leadership Foundation (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

(Credit will be applied to both programs)

For completion by a member of the Agency's governing body of a minimum of two CSDA Education / Webinar training session(s).

2 points

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

For members of a governing body accredited with the SDRMA General Safety Specialist Certificate. This certificate program is a way for the Agency's governing body to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires an Agency's governing body member complete and pass four OSHA certified general training courses.

1 point

No Documentation Required - Will be confirmed by SDRMA.

(Credit will be applied to both programs)

CLAIMS TRACK (2 POINTS)

For a participating member agency not having any "paid" claims (excluding first party property claims).

2 points

No Documentation Required - Will be confirmed by SDRMA.

Property/Liability Program

The following bonus points are in addition to the 15 CIP point limit:

CLAIMS BONUS (3 POINTS)

For a member agency not having any "paid" claims as outlined under the Claims Track for the prior 5 consecutive years.

3 points

No Documentation Required - Will be confirmed by SDRMA.

CONTACT INFORMATION

For questions regarding point credits or the Credit Incentive Program, please contact SDRMA Chief Risk Officer Dennis Timoney at dtimoney@sdrma.org or SDRMA Claims Manager Debbie Yokota at dyokota@sdrma.org or call the SDRMA office at 800.537.7790.

Also, visit our website at www.sdrma.org, click on MemberPlus Services and then click on TargetSolutions Program to view information about the program or take an online demonstration course of several of our Online Certified Safety Training Program Courses available to all members including:

Over 800 member safety-training courses in English and Spanish

- Courses that meet State and Federal government regulations for required contact hours for certified water and wastewater operators
- Courses endorsed by the National Fire Protection Association (NFPA)
- Courses that are recognized and accepted by the California Water Environmental Association (CWEA) and the California Department of Health Services (DHS)
- OSHA approved training courses – 40 new courses
- Professional Development Courses in Leadership, Management, Computer Skills, Customer Service, Finance, Health and Wellness
- Online Driver Training and Compliance Program
- Emergency Vehicle Operator
- Law Enforcement, Online Police Training
- Human Resources

ACH Payment Information



SDRMA is happy to accept Automated Clearing House (ACH) payments for any invoices relating to the Property/Liability, Workers' Compensation and Health Benefits Programs. Please reference the following information to process payments correctly. If you have any questions, please contact Jennifer Chilton, CPA, Acting Finance Manager at 800.537.7790 or jchilton@sdrma.org.

All ACH Payments need to be sent to:

RIVER CITY BANK
American Bankers Association (ABA)
Routing Number: 121133416

Health Benefits Program Payments
Send funds to Deposit Account Number:
0811090531

Property/Liability Program Payments
Send funds to Deposit Account Number:
0811090507

Workers' Compensation Program Payments
Send Fund to Deposit Account Number:
0811090523

Workers' Compensation Program Invoice



Program Year 2020-21

Honey Lake Valley Resource Conservation District

170 Russell Ave, Suite C
Susanville, California 96130

Invoice Date: 05/12/2020
Invoice Number: 68455
Member Number: 7245

Class Code	Classification Description	Reported Payroll	Rate per \$100	Annual Contribution
0251	Irrigation, Drainage or Reclamation Works Operations	\$65,000	\$6.60	\$4,290.00
8810	Clerical/Office Employees	\$76,000	\$0.55	\$418.00

** Indicates per capita rate class code

Total Estimated Annual Contribution Based on Manual Rates	\$4,708.00
Contribution as Adjusted by the Experience Modification Factor of 89%	\$4,190.12
Less: *7% Credit Incentive Program Discount	-293.31
Estimated Annual Adjusted Contribution	<u>\$3,896.81</u>
Less: Longevity Distribution Credit	0.00
Less: 5% Multi-Program Discount	-194.84
Net Estimated Annual Contribution	<u>\$3,701.97</u>

Total Contribution Amount Due by July 15

\$3,701.97

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment. Please return BLUE COPY with your payment. For invoice questions call the SDRMA Finance Department.



Workers' Compensation Credit Incentive Program



Honey Lake Valley Resource Conservation District

CIP Points Earned as of: 3/31/2020

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2019-20. The following earned credits have been documented and will be applied toward the annual renewal invoice for the 2020-21 program year:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	0	\$0	2	\$99
Special District Administrator designation from SDLF	0	\$0	2	\$99
Staff Attendance at SDRMA Workshop	0	\$0	2	\$99
Additional Staff Attendance at SDRMA Workshop	0	\$0	1	\$50
Management Staff Attendance at CSDA Sponsored Training	1	\$50	0	\$0
Additional Management Staff Attendance at CSDA Sponsored Training	1	\$50	0	\$0
Attendance at OSHA/Safety Management Seminar	0	\$0	1	\$50
Injury, Illness and Prevention Program	0	\$0	2	\$99
TargetSolutions Online Training Program	0	\$0	3	\$149
Use of SDRMA Safety Video Library	0	\$0	2	\$99
ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM	2	\$99	7	\$348
SDLF District of Distinction designation	0	\$0	4	\$199
Single Board Member Attendance at SDRMA Workshop	0	\$0	1	\$50
Additional Board Member Attendance at SDRMA Workshop	0	\$0	1	\$50
Single Board Member Attendance at CSDA Training	1	\$50	0	\$0
Additional Board Member Attendance at CSDA Training	0	\$0	1	\$50
Completion of two CSDA Education / Webinar sessions	2	\$99	0	\$0
General Safety Specialist Certificate	0	\$0	1	\$50
GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM	3	\$149	1	\$50
No Claims during the year	2	\$99	0	\$0
Utilization of Company Nurse	0	\$0	2	\$99
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM	2	\$99	0	\$0
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	7	\$348	8	\$398
5 YEAR NO CLAIMS BONUS	0	\$0	3	\$149
TOTAL CREDIT INCENTIVE POINTS	7	\$348	11	\$547

*For detailed information, please see the Workers' Compensation CIP criteria for the applicable Program Year. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.

2020 - 21 Credit Incentive Program Criteria

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of workers' compensation coverage through the Credit Incentive Program.

Credit incentives of up to 15 points can be earned based on an Agency's participation in meeting the following program guidelines. One CIP point is equal to a 1% discount on the Agency's Workers' Compensation Program contributions invoice. Participating members may choose among various options to complete during the CIP period (April 1 – March 31) to reach the maximum points allowable within each track.

The maximum total points a member can receive is 15 points (not including bonus points) and points earned before March 31, 2020 will be applied to the 2020-21 Program Year. Options allowing a member to earn points for both Property/Liability and Workers' Compensation are designated with ***(Credit will be applied to both programs)***. Points are currently awarded as follows:

ADMINISTRATION TRACK (9 POINTS MAXIMUM)

For staff accredited with the SDRMA General Safety Specialist Certificate or Supervisor Safety Specialist Certificate. This certificate program is a way for the Agency's staff to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires the Agency employee complete and pass four OSHA certified general training courses and to receive the Supervisor Safety Specialist certificate, complete and pass two supervisory safety courses in addition to the four OSHA certified general training courses. Certificates are valid for 2 years.

2 points

No Documentation Required - Will be confirmed by SDRMA.

(Credit will be applied to both programs)

For management staff accredited with the Special District Administrator designation by the Special District Leadership Foundation (SDLF). This certification program is a way for special district administrators to affirm – to their customers, to their board of directors, and to themselves – that they are competent and experienced in their profession. Requirements for this certification include management experience, continuing education, community service, and ultimately an exam.

2 points

No Documentation Required - Will be confirmed by SDLF.

(Credit will be applied to both programs)

For each full-day attendance by the Agency's safety officer, designated individual, or employee(s) at an SDRMA Safety/Claims Education Day (First attendee earns 2 points, second attendee earns 1 point).

3 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.

(Credit will be applied to both programs)

For each full-session attendance by the Agency's management staff in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops and/or Special District Leadership Academy (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

(Credit will be applied to both programs)

For attending an approved Seminar relating to OSHA/Safety Management issues. Member must receive approval from the SDRMA Claims/Loss Prevention Manager to receive credit (Attendee earns 1 point).

1 Point maximum

Documentation Required – Course syllabus and certificate of completion must be submitted to SDRMA for credit

Workers' Compensation Program

For first time submission of an Injury, Illness & Prevention Program (IIPP). May also be awarded points for submitting revised IIPP during the program year.

2 points

Documentation Required – A copy of the IIPP must be submitted to SDRMA for review.

For staff participation in SDRMA's online safety training program – TargetSolutions Safety Programs. Twenty-five percent (25%) of member employees (FT, PT and volunteer firefighters) must each successfully complete a minimum of four individual e-training modules.

3 points

No Documentation Required - Will be confirmed by SDRMA.

For utilizing SDRMA's Safety DVD/Video Library. Participating members must review a minimum of 4 Safety DVD/Videos.

2 points

No Documentation Required - Will be confirmed by SDRMA.

GOVERNANCE TRACK – GOVERNING BODY RELATED (4 POINTS MAXIMUM)

For Agency accredited with District of Distinction designation by Special District Leadership Foundation (SDLF). This accreditation program enables districts to demonstrate to their communities, the media and legislators their commitment to operate in a sound, responsible manner. Districts apply to SDLF for designation as a "District of Distinction" by submitting financial audits, policies and procedures and proof of Governance and Ethics training received by directors and executive staff.

4 points

No Documentation Required - Will be confirmed by SDLF.

(Credit will be applied to both programs)

For each full-day attendance by a member of the Agency's governing body at an SDRMA Safety/Claims Education Day (Each attendee earns 1 point).

2 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.

(Credit will be applied to both programs)

For full-session attendance by a member of the Agency's governing body in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops (SDRMA approved), Board Leadership Training, Special District Leadership Academy and/or Special District Leadership Foundation (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

(Credit will be applied to both programs)

For completion by a member of the Agency's governing body of a minimum of two (2) CSDA Education / Webinar training session(s).

2 points

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

For members of a governing body accredited with the SDRMA General Safety Specialist Certificate. This certificate program is a way for the Agency's governing body to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires an Agency's governing body member complete and pass four OSHA certified general training courses.

1 point

No Documentation Required - Will be confirmed by SDRMA.

(Credit will be applied to both programs)

Workers' Compensation Program

CLAIMS TRACK (2 POINTS MAXIMUM)

For a member agency not having any "paid" claims (except for claims in which SDRMA has initiated subrogated recoveries against at fault 3rd party).

2 points

No Documentation Required - Will be confirmed by SDRMA.

For a member agency utilizing the Company Nurse incident reporting toll-free number (877.518.6711) to report each workplace incident during the program year prior to filing a workers' compensation claim form (DWC1).

2 points

No Documentation Required - Will be confirmed by SDRMA.

The following bonus points are in addition to the 15-point limit:

CLAIMS BONUS (3 POINTS)

For a member agency not having any "paid" claims as outlined under the Claims Track for the prior 5 consecutive years.

3 points

No Documentation Required - Will be confirmed by SDRMA.

CONTACT INFORMATION

For questions regarding point credits or the Credit Incentive Program, please contact SDRMA Chief Risk Officer Dennis Timoney at dtimoney@sdrma.org or SDRMA Claims Manager Debbie Yokota at dyokota@sdrma.org or call the SDRMA office at 800.537.7790.

Also, visit our website at www.sdrma.org, click on MemberPlus Services and then click on TargetSolutions Program to view information about the program or take an online demonstration course of several of our Online Certified Safety Training Program Courses available to all members including:

Over 800 member safety-training courses in English and Spanish

- Courses that meet State and Federal government regulations for required contact hours for certified water and wastewater operators
- Courses endorsed by the National Fire Protection Association (NFPA)
- Courses that are recognized and accepted by the California Water Environmental Association (CWEA) and the California Department of Health Services (DHS)
- OSHA approved training courses – 40 new courses
- Professional Development Courses in Leadership, Management, Computer Skills, Customer Service, Finance, Health and Wellness
- Online Driver Training and Compliance Program
- Emergency Vehicle Operator
- Law Enforcement, Online Police Training
- Human Resources

ACH Payment Information



SDRMA is happy to accept Automated Clearing House (ACH) payments for any invoices relating to the Property/Liability, Workers' Compensation and Health Benefits Programs. Please reference the following information to process payments correctly. If you have any questions, please contact Jennifer Chilton, CPA, Acting Finance Manager at 800.537.7790 or jchilton@sdrma.org.

All ACH Payments need to be sent to:

RIVER CITY BANK
American Bankers Association (ABA)
Routing Number: 121133416

Health Benefits Program Payments
Send funds to Deposit Account Number:
0811090531

Property/Liability Program Payments
Send funds to Deposit Account Number:
0811090507

Workers' Compensation Program Payments
Send Fund to Deposit Account Number:
0811090523

Susan River Watermaster Service Area

Application for Appointment to the Watermaster Advisory Committee (WAC)

Please indicate if you are applying for appointment or re-appointment.

(Please Print) Name: _____
 Home Address: _____
 Mailing Address (if different): _____
 Home Phone: _____ Cell Phone: _____
 Email: _____

What water area do you represent? _____

State your qualifications for serving on the WAC. _____

Within (6) six months of appointment you are required to provide proof of participation certificate for Public Service Ethics Education (AB 1234). This certificate must reflect (2) two hours or more was spent reviewing ethics educational material. Online course that satisfies requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code is free of charge and can be found at www.fppc.com.

 Signature Date

Watermaster Use Do Not Write Below Line

Date Received: Term Starts: Term Ends: Ethics Certificate Received: _____

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
SUSAN RIVER WATERMASTER
RULES AND REGULATIONS

JANUARY 2016

Approved at January 27, 2016 RCD Board Meeting

Amended 2/2019, 2/2020, 6/2020

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ARTICLE I

GENERAL PROVISIONS

1.0 Title. This document shall be known and may be referred to as the “Honey Lake Valley Resource Conservation District- Susan River Watermaster Rules and Regulations” adopted pursuant to the Order Granting Petition For Substitution Of Susan River Watermaster and Modifying Decree Case No. 4573.

1.1 Definitions. As used in these Rules and Regulations, these terms, including any grammatical variations thereof shall have the following meanings.

(a) “Advisory Committee” means the Water Advisory Committee as set forth in ARTICLE III.

(b) “CEQA” means the California Environmental Quality Act, Public Resources Code Sections 21000 et seq; 14 California Code of Regulations 15000 et seq.

(c) “Complainant” means a party to the Judgment that files a Complaint pursuant to ARTICLE VI.

(d) “Complaint” means an objection to an action, omission, or decision of the Watermaster filed pursuant to the provisions of ARTICLE VI.

(e) “Court” means the court exercising continuing jurisdiction under the Judgment.

(f) “Decisionmaker” means a body or committee designated by the Watermaster Board pursuant to these Rules and Regulations to consider and hear a Complaint.

(g) “Deputy Watermaster” means the Person designated as such by the Watermaster Board pursuant to section 2.15

~~(h) “Dispute Resolution Committee” means the three (3) person committee created pursuant to section 6.3.~~

(i) “Farm Bureau” means the Lassen County Farm Bureau, a California corporation.

(j) “Judgment” means the Judgment filed April 18, 1940, in Lassen County Superior Court Decree Case No. 4573 as modified by the July 31, 2007 Order Granting Petition For Substitution Of Susan River Watermaster And Modifying Decree Case No. 4573.

(k) “Person” means any individual, partnership, corporation, limited liability company, business trust, joint stock company, trust, unincorporated association, joint venture, governmental authority, water district and other entity of whatever nature including but not limited to the State of California and the Department of Water Resources.

(l) “Rules and Regulations” means these Honey Lake Valley Resource Conservation District, Susan River Watermaster Rules and Regulations as authorized pursuant to the Order Granting Petition For Substitution Of Susan River Watermaster and Modifying Decree Case No. 4573 and as they may be amended from time to time.

(m) “Service Area” means the Susan River Watermaster Service Area.

(n) “User Area” means a user area of the Service Area. The five User Areas are the Upper Susan River (Diversion 54 and above (i.e. Schedule 4 and Schedule 5 priority 1 and 2; Lassen Irrigation Company Lower Susan River (Diversion 55 and below (i.e. Schedule 5 priority 3), Baxter Creek, and Willow Creek.

(o) “Watermaster” means the Honey Lake Valley Resource Conservation District, including the Watermaster Board, all Decisionmakers and its agents, employees, and designees.

(p) “Watermaster Board” or “Board” means the Board of Directors of the Honey Lake Valley Resource Conservation District.

1.2 Rules of Construction.

(a) Unless the context clearly requires otherwise:

(i) The plural and singular forms include the other;

(ii) “Shall,” “will,” and “must” are each mandatory;

(iii) “may” is permissive;

(iv) “or” is not exclusive; and

(v) “includes” and “including” are not limiting.

(b) The masculine gender shall include the feminine and neuter genders and vice versa.

(c) Reference to any agreement, document, instrument, or report means such agreement, document, instrument or report as amended or modified and in effect from time to time in accordance with the terms thereof.

(d) Except as specifically provided herein, reference to any law, statute, ordinance, regulation or the like means such law as amended, modified, codified or reenacted, in whole or part and in effect from time to time, including any rules and regulations promulgated thereunder.

1.3 Consistency with Judgment. These Rules and Regulations shall be construed consistent with the Judgment. In the event of a conflict between these Rules and Regulations and the Judgment, the Judgment shall prevail.

1.4 Amendment of Rules. These Rules and Regulations may only be amended by the Watermaster Board.

1.5 Repeal of Existing Rules and Regulations. Watermaster's existing Rules and Regulations, any Watermaster ordinance, resolution, policy or procedure in conflict with these Rules and Regulations and the prior by-laws of the Water Advisory Committee shall be repealed upon the adoption of these Watermaster Rules and Regulations.

ARTICLE II

ADMINISTRATION

2.0 Principal Office. The principal office of the Watermaster shall be the USDA Service Center, located at 170 Russell Avenue, Suite C , Susanville, California, 96130, or at such other location or locations as may be designated by Watermaster Resolution and filed with the Court.

2.1 Records. The minutes of Watermaster Board meetings shall be open to inspection and maintained at the principal office. Copies of minutes may be obtained upon payment of the duplication costs thereof. Copies of other records may be obtained on the payment of duplication costs thereof and pursuant to Watermaster policy and any applicable law.

2.2 Regular Meetings. Regular meetings shall be held at the principal office of the Watermaster pursuant to Watermaster policy at such time(s) as may be contained in the necessary notice(s) thereof. The Watermaster Board shall ensure all regular meetings are conducted in accordance with the applicable provisions of the Ralph M. Brown Act ("Brown Act" Gov. Code, §§ 54950 *et seq.*)

2.3 Special Meetings. Special meetings may be called at any time by a majority of the Watermaster Board by delivering notice thereof at least twenty-four (24) hours before the time of such meeting. The Watermaster Board shall ensure all regular meetings are conducted in accordance with the applicable provisions of the Brown Act.

2.4 Adjournment. Any meeting may be adjourned to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. A copy of the order or notice of adjournment shall be conspicuously posted forthwith on or near the door of the place where the meeting was held.

2.5 Public Meetings/Hearings. All meetings, whether regular or special, shall be open to the public unless they are properly designated as a confidential session. Whenever a public hearing shall be required therein, written notice of such public hearing containing the time, date and place of the public hearing, together with the matter to be heard, shall be given to all parties to the Judgment and any person who requested, in writing, notice of such meeting, at least ten (10) days prior to the public hearing. At the public hearing, evidence shall be taken with regard to only the matters noticed, unless a sufficient urgency shall exist to the contrary, and full findings and decisions shall be issued and made available for public inspection. Notwithstanding this section, the provisions of ARTICLE VI shall control when applicable.

2.6 Confidential Sessions. The Watermaster Board may hold confidential sessions when authorized by and in compliance with the Brown Act. Minutes shall not be taken for confidential

sessions of the Watermaster Board, but a confidential memorandum shall be prepared to describe attendance and votes on decisions.

2.7 Notices. Notices shall be given in writing to all parties to the Judgment and each such person who has requested notice in writing, and shall specify the time and place of the meeting and the business to be transacted at the meeting. Notice may be provided by either facsimile or electronic mail delivery if the party so consents to such delivery. Delivery of notice shall be deemed made on the date personally given or within forty-eight (48) hours of deposit thereof in the United States mail, first class, postage prepaid, addressed to the designee and at the address in the last designation filed by such person. Watermaster will maintain a current list of the names and addresses of all parties to the Judgment.

2.8 Quorum. A majority of the Watermaster Board acting as the Watermaster shall constitute a quorum for the transaction of the affairs or business.

2.9 Voting Procedures. Only action by affirmative vote of a majority of the members of the Watermaster Board present and acting as Watermaster shall be effective. All actions may be adopted by a voice vote, but upon demand of any member of the Board acting as the Watermaster, the roll shall be called and the ayes and noes recorded in the minutes of the proceedings. Every member of the Board acting as Watermaster in attendance, unless disqualified by reason of an opinion of the Watermaster counsel that the member of the Board has a conflict of interest, shall be required to vote.

2.10 Conflict of Interest. Watermaster is an interest-based governing structure in which various interests must be represented in decision-making. It is expected and preferred that each interest be allowed to participate in Watermaster decisions except as provided in this Rules and Regulations. Each member of the Watermaster Board or any Decisionmaker shall vote on matters before the Board or any Decisionmaker unless that member has a conflict of interest pursuant to this Rule or applicable law. No member of the Watermaster Board or any Decisionmaker may vote, participate in meetings or hearings pertaining to, or otherwise use his or her position to influence a Watermaster decision in which he knows or has reason to know he has both a direct personal and financial interest.

(a) Subject to the qualification provided for in section 2.10(b) herein, a member of the Watermaster Board or any Decisionmaker is deemed to have a direct personal and financial interest in a decision where it is reasonably foreseeable that the decision will have a material effect on the Watermaster member, members of his or her immediate family, or the Watermaster member's other business, property, and commercial interests.

(b) To be classified as a direct personal and financial interest, the particular matter must be distinguishable from matters of general interest to the public or party to the Judgment, which the Watermaster member has been appointed to represent on the Watermaster Board or any Decisionmaker. The member must stand to personally gain discrete and particular advantage from the outcome of the decision beyond that generally realized by any other person or the interests he or she represents. Moreover, Watermaster representatives are expressly intended to act in a representative capacity for their constituents. A member of the Watermaster Board or any Decisionmaker shall not be considered to have a discrete and particular financial advantage

unless a decision may result in their obtaining a financial benefit that is not enjoyed by any other person. In those instances where the member of the Board or any Decisionmaker shall not be considered to have a discrete and particular financial advantage unless a decision may result in their obtaining a financial benefit that it not enjoyed by any other person. In those instances where the Board member or Decisionmaker member does have a designated alternate and the Board or Decisionmaker member with the identified conflict of interest may address the Board or Decisionmaker or participate in the hearing or meeting as a party to the Judgment.

(c) This section 2.10 does not purport to authorize or permit any person to participate in any meeting or hearing where doing so would violate applicable law.

2.11 Minutes. The secretary of the Watermaster Board or designee shall cause the preparation and subscription of the minutes of each meeting and make available a copy thereof to all parties to the judgment and each person who has filed a request for copies of all minutes or notices in writing in accordance with applicable law. The minutes shall constitute notice of all actions therein reported. Unless a reading of the minutes is ordered by a majority of the members of the Board acting as the Watermaster, minutes may be approved without reading.

2.12 Rules of Order. Except as provided herein, the procedures of the conduct of any meeting shall be governed by the latest revised edition of Roberts' Rules of Order. Strict compliance with such rules is not required as they are intended to be a guide for the conduct of any meeting. Failure to strictly comply with these rules shall not affect the jurisdiction or invalidate any action taken at a meeting that is otherwise in conformity with these Rules and Regulations and applicable law.

2.13 Compensation. Members of the Watermaster Board or any Decision maker shall not receive any stipend, compensation, payment, or reimbursement of any type for attendance at meetings, regular or special, or for mileage to attend meetings, regular or special.

2.14 Employment of Experts and Agents. Watermaster may employ or retain such administrative, engineering, geologic, accounting, legal or other specialized personnel or consultants as it may deem appropriate and shall require appropriate bonds from all officers and consultants handling Watermaster funds. Watermaster may maintain records for purposes of allocating costs as may be necessary or advisable. No member of any Decisionmaker may be employed or compensated by Watermaster may be employed or compensated by Watermaster for professional or other services rendered to such committee or to Watermaster other than provided in section 2.13 above.

2.15 Appointment of Deputy Watermaster. Pursuant to Water Code section 4002 and the Judgment, the Watermaster Board may employ or retain an employee, consultant or other person as a Deputy Watermaster. The Deputy Watermaster may exercise any duty or authority vested in the Watermaster as authorized by the Watermaster Board and permitted by the Judgment and applicable law. Upon the appointment of a Deputy Watermaster, the Watermaster Board shall file a notice of such appointment with the Court as required by the Judgment. The Deputy Watermaster shall serve at the pleasure of the Watermaster Board.

2.16 Investment of Funds. Watermaster Board may hold and invest all Watermaster funds in investments authorized from time to time for public agencies of the State of California, taking into account the need to increase the earning power of such funds and to safeguard the integrity thereof.

2.17 Borrowing. Watermaster may borrow from time to time, amounts not to exceed the annual anticipated receipts of Watermaster during such year.

2.18 Contracts. Watermaster may enter into contracts and agreements for the performance of any of its powers pursuant to the Judgment.

2.19 Cooperation with Other Agencies. Watermaster may act jointly or cooperate with agencies of the United States of America, and the State of California or any political subdivisions, municipalities, districts or any person to the end that the purpose of Judgment may be fully and economically carried out.

2.20 Annual Administrative Budget. Watermaster shall prepare and adopt an annual administrative budget pursuant to the procedures set forth in ARTICLE V.

2.21 Annual Report. Watermaster shall prepare and lodge with the Court by January 1st of each year an annual report of its activities for the prior fiscal year.

2.22 Studies. Watermaster may undertake relevant studies of hydrological conditions, both quantitative and qualitative, and operating aspects of the implementation of the Judgment.

2.23 Demonstrated CEQA Compliance. Watermaster shall not approve any request made under the Judgment or these Rules and Regulations where the proposed action also constitutes a “project” within the meaning of CEQA unless the Watermaster finds that the person requesting Watermaster approval has demonstrated CEQA compliance.

2.24 Notice of Litigation. Watermaster shall provide reasonable notice to the parties to the Judgment of any existing litigation affecting the Watermaster or that challenges the legality, validity, or enforceability of the Judgment, the Rules and Regulations, or any decision of the Watermaster made pursuant to these Rules and Regulations.

2.25 Defense of Judgment. Watermaster shall reasonably defend the Judgment, these Rules and Regulation and any decision of the Watermaster made pursuant to these Rules and Regulations against challenges brought by any person who is not a party to the Judgment. Costs incurred by the Watermaster in defending such actions shall be considered a Watermaster general administrative expense. However, the State of California shall not be obligated to reimburse the Watermaster for any legal or administrative costs incurred in such defense.

2.26 Written Reports. All reports required to be provided by Watermaster under these Rules and Regulations shall be provided in written form unless the context requires otherwise.

2.27 Interventions. Watermaster will receive and make recommendations regarding petitions for intervention and accumulate them for filing with the Court from time to time.

ARTICLE III

WATER ADVISORY COMMITTEE

3.0 Purpose. The purpose of this Article is to prescribe the terms and conditions by which the business and affairs of the Advisory Committee shall be managed.

3.1 Creation. The Advisory Committee shall be a standing committee of the Watermaster charged with assisting the Watermaster Board in enforcing the Judgment as set forth in these Rules and Regulations.

3.2 Members. The membership of the Advisory Committee shall consist of seven (7) members as follows:

(a) Five (5) members to be appointed by a majority vote of the Watermaster Board with input from the water users for their respective User Areas. Each of these members shall be appointed from and represent a User Area;

(b) One (1) member of the Watermaster Board appointed by a majority vote of the Board; and

(c) One (1) member appointed by the Farm Bureau appointed by a majority vote of the Board.

(d) To be considered for WAC membership an application, form E-W3, for appointment or re-appointment must be completed and submitted to the Watermaster Board.

3.3 Term of Office. Members of the Advisory Committee appointed pursuant to section 3.2(a) shall serve four (4) year terms. All other members may be removed from office by their appointing authority at any time for any or no reason.

3.4 Officers. The members of the Advisory Committee shall elect a Chairperson and Vice-Chairperson annually at their first meeting one or after January 1st of each year. No member shall hold office of Chairperson or Vice-Chairperson for more than two (2) consecutive years. The Chairperson or Vice-Chairperson may be removed from office and relieved of duties by a majority vote of the membership of the Advisory Committee.

3.5 Regular Meetings. The Advisory Committee shall meet monthly during irrigation season for the first year on the second Thursday of each month. After the first year the Chairperson shall call a meeting as needed. The time and location of such meetings shall be determined by the Advisory Committee.

3.6 Special Meetings. The Chairperson or a majority of the members of the Advisory Committee may call a special meeting of the Advisory Committee as necessary to conduct Advisory Committee business.

3.7 Conduct of Meetings. The Advisory Committee shall notice, conduct, and hold regular and special meetings in the same manner and pursuant to the same procedures as the Watermaster Board as set forth in ARTICLE II, except as expressly modified by this Article.

3.8 Powers. The Advisory Committee shall have the following powers:

- (a) Assist the Watermaster Board in evaluating the performance of Watermaster staff as requested by the Board;
- (b) Assist the Watermaster Board in preparing the annual report pursuant to section 2.21;
- (c) Assist the Watermaster Board in preparing the annual budget and statement pursuant to sections 5.1 and 5.2; and
- (d) Assist the Watermaster Board as otherwise requested.

ARTICLE IV

MONITORING

4.0 Scope. Watermaster may implement and conduct monitoring programs and activities as necessary to enforce the Judgment and these Rules and Regulations.

4.1 Waterflow Measuring Devices. Watermaster may utilize staff gauges and electronic gauging stations previously installed by the Department of Water Resources within the Service Area in furtherance of its monitoring activities.

4.2 Additional Devices. Watermaster may direct, install or construct additional monitoring devices within the Service Area as necessary to administer and enforce the Judgment and these Rules and Regulations. Pursuant to applicable law, the Watermaster may require any owner of any reservoir in the Service Area to construct and maintain monitoring devices above and below the reservoir. The failure of any owner of any reservoir in the Service Area to comply with this section may result in the Watermaster opening the outlet of such reservoir pursuant to the applicable provisions of Water Code section 4126.

ARTICLE V

BUDGET, APPORTIONMENT AND COLLECTION

5.0 Scope. This Article sets forth the Watermaster's rules and procedures for adopting an annual budget and apportioning the budgeted amount among the applicable water right holders within the Service Area.

5.1 Budget. Before June 1st of each year, the Watermaster shall prepare and adopt a proposed budget showing the amount of money estimated to be necessary to pay the costs of enforcing and administering the Judgment and these Rules and Regulations. This budget shall include the following:

- (a) The proposed distribution of water among the applicable water rights holders;
- (b) Expenses incurred in furtherance of its activities under the Judgment and these Rules and Regulations for which funds were not available;
- (c) The cost of preparing the annual report pursuant to section 2.21.
- (d) A reasonable estimate for contingencies or to establish a working capital reserve, if necessary; and
- (e) Any other anticipated costs of administering and enforcing the Judgment and these Rules and Regulations.

5.2 Statement. In conjunction with the proposed annual budget, the Watermaster shall prepare and adopt an annual statement apportioning the amount of the budget among the applicable water rights holders. The proposed apportionment shall comply with the Judgment and applicable law, including, but not limited to, Water Code sections 4251 to 4254.

5.3 Service and Filing. The proposed budget and statement shall be served by mail on the water rights holders within the Service Area and filed with the Court before June 15th of each year.

5.4 Objections. Any objections to the budget or apportionment must be filed with the Court within fifteen (15) days of service by mail on the water rights holders. Failing to object within the time set forth in this section shall waive the ability to do so. The time to object or otherwise respond shall not be extended by the provisions of Code of Civil Procedure section 1013. Objections to the apportionment shall be:

- (a) Limited to whether the proposed apportionment is consistent with the Judgment and the methodology set forth in Water Code sections 4251 to 4254; and
- (b) Set for hearing before the Court in the manner provided for a noticed motion with notice to be given to the Watermaster and to each water right holder who be affected in any manner by the objection.

5.5 Hearing.

(a) In the event no timely objection is lodged, the budget and statement shall be deemed approved by the Court without further hearing.

(b) To ensure the Watermaster is able to timely certify apportionments pursuant to section 5.6, any objections to the proposed budget or apportionment shall be heard and decided by the Court by August 10th. If an objection is not heard and decided by August 10th, the current fiscal year budget and apportionment shall be unaffected and the results of the objection, if any, shall be reflected in the next fiscal year budget and apportionment.

5.6 Certification and Collection. The Watermaster Board shall, on or before August 15th of each year, certify to the Lassen County Auditor and the Lassen County Board of Supervisors the

amount required in order to pay the apportionment for the ensuing fiscal year, to be levied on the land used in storage or diversion, conveyance or distribution of water stored or diverted under the right and the land on which the water is, or is entitled to be used. Levies shall be collected on the regular property tax bills of all affected water rights holders.

ARTICLE VI

DISPUTE PROCEDURES

6.0 Purpose. This Article sets for the general Watermaster rules and procedures for administratively adjudicating requests, disputes, and complaints arising from any action, omission, or decision of the Watermaster, excepting those arising under ARTICLE V. It is the Policy of the Watermaster Board that every dispute results in the appropriate response consistent with the relative significance of each complaint to ensure the most efficient and effective use of available resources.

6.1 Complaint. If a water user is unable to resolve an issue with the Deputy Watermaster, then that water user may file a Complaint objecting to or otherwise disputing the action, omission, or decision of the Deputy Watermaster regarding the implementation of water distribution and reporting of the Judgment or such in administration of the Service Area within thirty (30) days of the action, omission, or decision. Complainant shall provide to the Watermaster Board, on a form prepared by the Watermaster Board (E5100), the following information:

- (a) The disputed action, omission, or decision of Watermaster staff, agent or designee, including, but not limited to, the Deputy Watermaster;
- (b) The grounds or basis for the Complaint, including copies of any reports, charts, maps, and other documentation; and
- (c) The Complainant's requested relief.

Go to www.honeylakevalleyred.us to view and/or download Form E5100

6.2 Copy of Dispute Procedures. Upon receipt of the Complaint, the Watermaster shall provide the Complainant with an electronic email notice of the Watermaster's dispute procedures as set forth in this Article. If Complainant is unable to receive electronic delivery, then notice shall be sent via USPS, in writing to the Complainant within five (5) days of the receipt of Complaint.

6.3 Dispute Resolution. Upon the Watermaster Board's receipt and review of a Complaint, on a Water Rights Dispute/Complaint Form E5100, it will be; (1) Dismissed without further action and an explanation will be sent to the complainant via USPS return receipt, or (2) Forwarded to the WAC Board Chairperson to be considered by the WAC, at a public hearing, within ten (10) business days from the date the complete Water Rights Dispute/Complaint Form E5100 was received.

- (a) If another water rights holder, by name or point of diversion, is identified by Complainant on Water Rights Dispute/Complaint Form E5100, shall be notified by the Watermaster via an electronic email of the complaint. The Watermaster shall include with the notice a copy of the complaint (Water Rights Dispute/Complaint Form E5100), Watermaster's

dispute procedure as set forth in this article and the date-time-place of the WAC public hearing and of the Watermaster Board if applicable. If unable to receive electronic delivery, the notice shall be sent via USPS.

(b) The final decision by the WAC at the public hearing will be delivered as an electronic email to the Complainant and any other water right holder identified by name or point of diversion on Complainants Water Rights Dispute/Complaint Form E5100. If the Complainant or water rights holder is unable to receive electronic delivery, then the notice shall be sent via USPS, in writing to the Complainant.

(c) If the Complainant is not satisfied with the WAC decision and wishes to proceed with the process, he or she shall file a written notice of appeal with the Watermaster within seven (7) days of receipt of the WAC decision.

6.4 Watermaster Board. On receipt of a notice of appeal regarding a WAC decision, the Watermaster Board shall schedule a public hearing regarding the matter. The public hearing shall be conducted during a regular meeting or a special meeting called for that purpose. In no event shall the Watermaster Board commence the public hearing regarding the appeal more than ninety (90) days from the date of the notice of appeal. The Watermaster shall provide the Complainant with at least five (5) days prior notice via electronic email or registered mail, of the date, time, and location of the hearing. The Watermaster Board may continue the public hearing from time to time, including, but not limited to, continuing the hearing for a reasonable time to obtain a legal or technical opinion. At the conclusion of the public hearing, the Watermaster Board shall consider and decide the Complaint. The decision of the Watermaster Board shall be considered the Watermaster's final decision regarding the Complaint. The Complainant may appeal this decision to the Court within thirty (30) days of the Watermaster Board's decision.

6.5 Failure to Appeal. Any Complainant that fails to appeal any decision of the Watermaster within the applicable deadlines as set forth in this Article shall be deemed to have waived its right to do so.

6.6 Conduct of Hearings. Any public hearing regarding a Complaint shall be conducted pursuant to the following procedures:

(a) Watermaster staff shall first present evidence of the basis for the Watermaster's decision. Upon the conclusion of the Watermaster staff's presentation, the Complainant shall then have the opportunity to present evidence supporting the modification or reversal of the Watermaster's decision.

(b) The Complainant or Watermaster staff may present witnesses, documents, and exhibits. The Watermaster Board or Decisionmaker shall not be bound by formal rules of evidence and will control the hearing, reserving the power to exclude testimony or exhibits deemed irrelevant.

(c) Any other water rights holder noticed according to 6.3(a) may present evidence, witnesses, documents, and exhibits to support or oppose the Watermaster's decision or to verify or refute the complaint at any public hearing of the WAC or Watermaster Board they are a party too.

(d) The Watermaster Board or Decisionmaker shall ensure that an adequate and appropriate record of the hearing is kept. Any party, at that party's sole expense, may have a court reporter present at the hearing.

(e) At the conclusion of the hearing, the Watermaster Board or Decisionmaker may uphold, modify, or reverse the Watermaster's decision.

6.7 Notice. Any notice provided to a Complainant pursuant to this Article shall be provided in accordance with section 2.7.

rules and regs – NOVEMBER 2015 – approved at November 18, 2015 meeting – Reso 2015-06



7404 North Spalding Avenue
Fresno, CA 93720-3370
(559) 431-5600
Federal Tax ID: 80-0874383
lozanosmith.com

June 10, 2020

Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Client: 001839

For Professional Services Rendered Through May 31, 2020

ACCOUNT SUMMARY

Matter	Invoice #	Previous Balance	Current Charges	Less Payments	Total Due
000001	2110538	\$2,628.92	\$493.00	\$0.00	\$3,121.92
000003	2110539	\$87.00	\$0.72	\$0.00	\$87.72
000005	2110540	\$13,142.53	\$23,709.86	\$0.00	\$36,852.39

Total Current Charges \$24,203.58

Previous Balance \$15,858.45

Total due \$40,062.03



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June 10, 2020

Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Client: 001839
Matter: 000001
Invoice # 2110538

Page: 1

RE: General Legal Matters

For Legal Services Rendered Through May 31, 2020

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/08/2020	WPC	Letter to client; response to J. Dow.	0.80	\$290.00	\$232.00
05/08/2020	WPC	Filing by J. Dow.	0.90	\$290.00	\$261.00
Total Legal Services			1.70		\$493.00

Legal Services Recap

Person	Time	Rate	Amount
WPC William P. Curley III	1.70	\$290.00	\$493.00

Invoice Summary

	<u>Totals</u>
Total Legal Services	\$493.00
Total Current Charges	\$493.00
Previous Balance	\$2,628.92
Total Due	<u><u>\$3,121.92</u></u>



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(559) 431-5600
Federal Tax ID: 80-0874383
lozanosmith.com

June 10, 2020

Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Client: 001839
Matter: 000003
Invoice # 2110539

Page: 1

RE: Lassen Irrigation Company v. HLVRCD

For Legal Services Rendered Through May 31, 2020

<u>Invoice Summary</u>	<u>Totals</u>
Total Current Charges	<u>\$0.00</u>
Previous Balance	\$87.00
Current Interest	\$0.72
Total Due	<u><u>\$87.72</u></u>

June 10, 2020

Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Client: 001839
Matter: 000005
Invoice # 2110540

Page: 1

RE: Watermaster Decision Appeal

For Legal Services Rendered Through May 31, 2020

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/01/2020	MWW	Prepare correspondence to B. Herrema regarding enforcement of orders; conduct factual and legal analysis regarding same.	0.40	\$290.00	\$116.00
05/01/2020	WPC	B. Herrema letter - review; edits; dispatch.	0.20	\$290.00	\$58.00
05/04/2020	MWW	Review correspondence from B. Herrema regarding enforcement of order regarding Dow appeal of watermaster decisions; analyze strategies regarding same.	0.10	\$290.00	\$29.00
05/04/2020	WPC	J. Dow attorney letter review.	0.40	\$290.00	\$116.00
05/04/2020	WPC	Email correspondence to C. Adams.	0.40	\$290.00	\$116.00
05/04/2020	WPC	Letter to B. Herrema regarding J. Dow diversion prohibition.	0.30	\$290.00	\$87.00
05/05/2020	MWW	Analyze strategies regarding response to plaintiff regarding bond issue and stay of enforcement of judgment pending appeal.	0.80	\$290.00	\$232.00
05/05/2020	MLR	Strategy regarding response to enforcement of order.	0.50	\$290.00	\$145.00
05/06/2020	MLR	Legal research regarding bond requirements and injunctive relief.	1.10	\$290.00	\$319.00
05/07/2020	MWW	Conduct research and legal analysis regarding stay and bond issues.	0.80	\$290.00	\$232.00
05/07/2020	MLR	Legal research regarding bond pending appeal.	2.60	\$290.00	\$754.00
05/07/2020	MLR	Strategy regarding bond enforcement and stay options.	0.30	\$290.00	\$87.00
05/07/2020	MLR	Draft correspondence regarding legal research on bond of order.	0.50	\$290.00	\$145.00
05/08/2020	MWW	Continue research and legal analysis regarding stay and bond issues raised by Dow.	1.60	\$290.00	\$464.00
05/08/2020	MWW	Revise letter to clients regarding stay and bond issues raised by Dow.	0.40	\$290.00	\$116.00
05/08/2020	MWW	Review ex parte application papers received from Dow; analyze strategies for response regarding same.	0.30	\$290.00	\$87.00
05/08/2020	MLR	Strategy regarding bond and other legal options in response to opposing counsel's letter.	0.50	\$290.00	\$145.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/08/2020	MLR	Correspondence regarding next steps.	0.30	\$290.00	\$87.00
05/08/2020	MLR	Draft correspondence to client with update on enforcement of trial court order.	1.10	\$290.00	\$319.00
05/10/2020	MWW	Legal analysis regarding arguments for opposition to ex parte application regarding stay and bond issues.	0.60	\$290.00	\$174.00
05/11/2020	MWW	Review email correspondence with clients regarding ex parte application and response to same.	0.10	\$290.00	\$29.00
05/11/2020	MWW	Conduct research and legal analysis regarding arguments for opposition to ex parte application for bond.	2.90	\$290.00	\$841.00
05/11/2020	MWW	Teleconference with clients regarding ex parte application, bond, and stay issues.	0.90	\$290.00	\$261.00
05/11/2020	MWW	Teleconference with B. Herrema regarding ex parte application.	0.10	\$290.00	\$29.00
05/11/2020	MWW	Email correspondence with W. Chisum regarding ex parte application.	0.10	\$290.00	\$29.00
05/11/2020	MWW	Teleconference with W. Chisum regarding ex parte application.	0.20	\$290.00	\$58.00
05/11/2020	WPC	Review J. Dow files.	0.30	\$290.00	\$87.00
05/11/2020	WPC	Conference call with B. Herrema and M. Waterman regarding motion.	0.10	\$290.00	\$29.00
05/11/2020	WPC	Conference call with client.	0.90	\$290.00	\$261.00
05/11/2020	WPC	Declaration preparation; teleconference with M. Ramirez; email to client.	0.40	\$290.00	\$116.00
05/11/2020	MLR	Attend conference call regarding appeal to ex parte and bond.	0.90	\$290.00	\$261.00
05/11/2020	MLR	Strategy regarding ex parte response.	0.20	\$290.00	\$58.00
05/11/2020	MLR	Draft shell declaration for response to ex parte.	0.20	\$290.00	\$58.00
05/11/2020	MLR	Draft objections to ex parte declaration.	2.00	\$290.00	\$580.00
05/12/2020	MWW	Continue research and legal analysis regarding arguments for opposition to ex parte application for bond.	2.50	\$290.00	\$725.00
05/12/2020	MWW	Prepare points and authorities in opposition to ex parte application requesting bond; analyze strategies and pleadings regarding same.	4.10	\$290.00	\$1,189.00
05/12/2020	MWW	Revise objections to declaration of J. Dow in support ex parte application for bond to stay enforcement of orders pending appeal; analyze pleadings and strategies regarding same.	0.60	\$290.00	\$174.00
05/12/2020	MWW	Review information and documentation received from client, for use in opposition to ex parte application.	0.50	\$290.00	\$145.00
05/12/2020	MWW	Email correspondence with W. Chisum regarding Dow's ex parte application.	0.10	\$290.00	\$29.00
05/12/2020	MWW	Revise declaration of C. Adams in opposition to ex parte application; analyze strategies regarding same.	1.60	\$290.00	\$464.00
05/12/2020	WPC	Declaration status; CCP 995.220 analysis; email correspondence with client.	0.30	\$290.00	\$87.00
05/12/2020	WPC	Teleconference with J. Claypool; waste master staff; declarations.	0.70	\$290.00	\$203.00
05/12/2020	MLR	Draft K. Meyer declaration in support of response to ex parte.	2.90	\$290.00	\$841.00
05/12/2020	MLR	Review and revise objections to declaration.	1.40	\$290.00	\$406.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/12/2020	MLR	Draft proposed order for objections to declaration.	0.30	\$290.00	\$87.00
05/12/2020	MLR	Strategy regarding declarations.	0.50	\$290.00	\$145.00
05/12/2020	MLR	Review and analysis of file documents and orders.	2.00	\$290.00	\$580.00
05/13/2020	MWW	Continue preparation of points and authorities in opposition to ex parte application requesting bond; analyze strategies and pleadings regarding same.	3.90	\$290.00	\$1,131.00
05/13/2020	MWW	Continue revisions to declaration of C. Adams in opposition to ex parte application; analyze strategies and facts regarding same.	1.90	\$290.00	\$551.00
05/13/2020	MWW	Email correspondence with C. Adams regarding declaration in opposition to ex parte application.	0.50	\$290.00	\$145.00
05/13/2020	MWW	Finalize objection to Dow declaration and proposed order thereon.	0.10	\$290.00	\$29.00
05/13/2020	MWW	Analyze strategies for oral argument regarding ex parte application for bond.	0.20	\$290.00	\$58.00
05/13/2020	MWW	Teleconference with W. Chisum regarding ex parte application for bond.	0.10	\$290.00	\$29.00
05/13/2020	WPC	Revise - points and authorities and declaration; email correspondence with staff.	1.10	\$290.00	\$319.00
05/13/2020	WPC	Hearing preparation for J. Dow - pleading and notes.	0.40	\$290.00	\$116.00
05/13/2020	MLR	Review and cite check opposition to ex parte.	1.20	\$290.00	\$348.00
05/13/2020	MLR	Legal research of water code regarding water rights to land.	0.50	\$290.00	\$145.00
05/13/2020	MLR	Strategy and correspondence regarding declaration and opposition to ex parte.	0.30	\$290.00	\$87.00
05/14/2020	MWW	Prepare for oral argument regarding Dow's ex parte application for bond pending appeal.	0.40	\$290.00	\$116.00
05/14/2020	MWW	Attend telephonic court hearing regarding Dow ex parte application for bond.	2.20	\$290.00	\$638.00
05/14/2020	MWW	Analyze strategies in light of court denial of Dow ex parte application for bond.	0.20	\$290.00	\$58.00
05/14/2020	MWW	Conduct legal analysis, including review of client documentation, to prepare counter arguments to positions taken by Dow regarding appeal.	0.70	\$290.00	\$203.00
05/14/2020	WPC	Court call hearing; preparation; email correspondence with client.	3.50	\$290.00	\$1,015.00
05/14/2020	WPC	Post hearing strategy on appeal information.	0.60	\$290.00	\$174.00
05/14/2020	WPC	Rules and regulations of Watermaster analysis.	0.30	\$290.00	\$87.00
05/14/2020	MLR	Strategy regarding ex parte hearing and appeal.	0.20	\$290.00	\$58.00
05/14/2020	MLR	Strategy regarding legal research on power and authority.	0.50	\$290.00	\$145.00
05/15/2020	MWW	Analyze strategies for appeal in light of court ruling on bond ex parte application.	0.40	\$290.00	\$116.00
05/15/2020	MWW	Continue analysis of client documents and legal analysis regarding argument raised by Dow regarding appeal.	0.50	\$290.00	\$145.00
05/15/2020	MWW	Email correspondence with W. Chisum regarding respondents' briefs on appeal.	0.10	\$290.00	\$29.00
05/15/2020	MWW	Review email correspondence with B. Herrema regarding appellate briefing issue.	0.10	\$290.00	\$29.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/15/2020	WPC	Review Judge error with M. Waterman.	0.30	\$290.00	\$87.00
05/15/2020	WPC	Rules and regulations review.	0.30	\$290.00	\$87.00
05/19/2020	MWW	Email correspondence with W. Chisum regarding appellate briefing issues.	0.10	\$290.00	\$29.00
05/19/2020	MWW	Review proposed stipulation for extension of time to file respondents' briefs; analyze strategies regarding same.	0.20	\$290.00	\$58.00
05/19/2020	MWW	Email correspondence with clients regarding stipulation for extension on respondents' briefs.	0.10	\$290.00	\$29.00
05/19/2020	MWW	Review court order regarding notice of appeal; analyze strategies regarding same.	0.20	\$290.00	\$58.00
05/19/2020	WPC	Appeal extension stipulation reviewed and approved.	0.40	\$290.00	\$116.00
05/20/2020	MWW	Email correspondence with W. Chisum regarding stipulation for extension of time to file respondents' briefs on appeal.	0.10	\$290.00	\$29.00
05/20/2020	MWW	Review email correspondence from B. Herrema regarding stipulation for respondents' briefs, including review of attachment thereto.	0.10	\$290.00	\$29.00
05/20/2020	MLR	Review and analysis of 1940 decree.	1.70	\$290.00	\$493.00
05/20/2020	MLR	Review and analysis of file documents related to creation of District.	1.10	\$290.00	\$319.00
05/20/2020	MLR	Legal research on creation of District and intended purpose.	0.50	\$290.00	\$145.00
05/20/2020	SAA	Review notification of filing second notice of appeal and calculate related legal deadlines.	0.30	\$135.00	\$40.50
05/21/2020	MWW	Analyze strategies for counter arguments regarding Dow's anticipated motion to dismiss appeal.	0.30	\$290.00	\$87.00
05/21/2020	MWW	Email correspondence with W. Chisum regarding appeals; analyze strategies regarding same.	0.20	\$290.00	\$58.00
05/21/2020	MWW	Review Lassen Irrigation Company's notice of appeal; analyze strategies regarding same.	0.30	\$290.00	\$87.00
05/21/2020	WPC	LIC appeal regarding 03/20 decision: underlying research.	0.40	\$290.00	\$116.00
05/21/2020	WPC	Appeal defense analysis; J. Dow motion to dismiss LIC appeal grounds.	0.50	\$290.00	\$145.00
05/21/2020	MLR	Review and analysis of 2006 decree and file documents regarding authority as watermaster.	2.80	\$290.00	\$812.00
05/21/2020	MLR	Strategy regarding research on creation of district and its role as a public entity.	0.40	\$290.00	\$116.00
05/22/2020	MWW	Analyze strategies for positions and argument on appeal of March 2020 orders.	0.30	\$290.00	\$87.00
05/22/2020	MWW	Teleconference with W. Chisum regarding appeals.	0.20	\$290.00	\$58.00
05/22/2020	MWW	Review correspondence from the court of appeal regarding the case information statement; analyze strategies regarding same.	0.10	\$290.00	\$29.00
05/22/2020	MWW	Review letter from court of appeal regarding mediation program; conduct legal analysis regarding same.	0.20	\$290.00	\$58.00
05/22/2020	MWW	Review email correspondence from K. Meyer regarding budget issues.	0.10	\$290.00	\$29.00
05/22/2020	MWW	Review and revise draft client letter regarding budget issues; analyze strategies regarding same.	0.20	\$290.00	\$58.00
05/22/2020	WPC	LIC appeal information; update client.	0.60	\$290.00	\$174.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
05/22/2020	WPC	Letter regarding District cost and law update with M. Waterman.	0.20	\$290.00	\$58.00
05/22/2020	MLR	Strategy regarding appeal.	0.10	\$290.00	\$29.00
05/22/2020	SAA	Review court notification regarding extension to file responding brief and calculate related legal deadlines.	0.20	\$135.00	\$27.00
05/26/2020	MWW	Review email correspondence from clients regarding Dow Public Records Act request; analyze request and strategies regarding same.	0.20	\$290.00	\$58.00
05/26/2020	WPC	PRA response - email correspondence with client.	0.30	\$290.00	\$87.00
05/27/2020	MWW	Analyze strategies regarding response to Dow's Public Records Act request.	0.10	\$290.00	\$29.00
05/27/2020	WPC	PRA - review and draft response; review letter.	0.30	\$290.00	\$87.00
05/27/2020	MLR	Strategy regarding legal researching findings.	0.10	\$290.00	\$29.00
05/27/2020	MLR	Legal research on watermaster and watermaster's role.	2.30	\$290.00	\$667.00
05/27/2020	SAA	Review notification of notice of filing second appeal and calculate related legal deadlines.	0.50	\$135.00	\$67.50
05/28/2020	MWW	Legal analysis regarding Dow's Public Records Act request.	0.60	\$290.00	\$174.00
05/28/2020	MWW	Conduct legal analysis regarding appeal arguments raised by Dow.	0.20	\$290.00	\$58.00
05/28/2020	WPC	PRA disclosure of Lozano Smith; case law and strategies.	0.90	\$290.00	\$261.00
05/28/2020	WPC	Analysis of PRA implications and scope of redactions.	0.80	\$290.00	\$232.00
Total Legal Services			78.70		\$22,668.00

Legal Services Recap

Person	Time	Rate	Amount
WPC William P. Curley III	14.90	\$290.00	\$4,321.00
MWW Mark W. Waterman	33.80	\$290.00	\$9,802.00
MLR Marina L. Ramirez	29.00	\$290.00	\$8,410.00
SAA Stephanie A. Arwick	1.00	\$135.00	\$135.00

Costs

Date	Description of Costs	Amount
05/01/2020	Postage	\$0.50
05/13/2020	First Legal Network, LLC- Process Service-	\$225.68
05/28/2020	Photocopies	\$17.75
05/31/2020	Computer Research	\$722.79
Total Costs		\$966.72

<u>Invoice Summary</u>	<u>Totals</u>
Total Legal Services	\$22,668.00
Total Costs	<u>\$966.72</u>
Total Current Charges	\$23,634.72
Previous Balance	\$13,142.53
Current Interest	\$75.14
Total Due	<u><u>\$36,852.39</u></u>