



**PUBLIC NOTICE**  
**Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**5302574127 ext. 100**

Attachments available 9/21/20 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us)

**Date: Thursday, Sept. 24th, 2020**

**Location: HELD REMOTELY Via ZOOM**

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

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

**Join us on Zoom with information below:**

<https://us02web.zoom.us/j/87861847373?pwd=eGJOeGFFY2ILdE83RW9OM2I4NlpUQT09>

**Meeting ID: 878 6184 7373**

**Passcode: 248687**

**+1 253 215 8782 US (Tacoma)**

**Time: 5:30 PM**

**AGENDA**

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED ABOVE AT LEAST A DAY BEFORE THE MEETING.

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

## II. **APPROVAL OF AGENDA**

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

## III. **PUBLIC COMMENT**

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. Five (5) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

## IV. **CONSENT ITEMS**

- A. Approval of 6/09/20 special, 5/29/20, 4/23/20, meeting minutes (attachments)
- B. Treasurer's Report - Claypool

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

## V. **REPORTS**

- A. District Manager Report – Stuemky
- B. NRCS Agency Report – Stephens
- C. Lassen SWAT – 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 to continue deducting our employees' share of the federal Social Security payroll tax collection from their paycheck in light of President Trump's August 12, 2020 executive memorandum (attachment).

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

- B. Consideration and approval to enter into a cooperative agreement between the Lassen Fire Safe Counsel and HLVRCD to prepare CEQA documentation for the Thompson Peak Initiative fuels treatment project. (attachment)

*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 2117189, 2117190, 2114580 totaling \$18,569.55 (attachments).

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

- D. Consideration and approval of first draft of the 2019/2020 Susan River Watermaster Service Area Annual Use Report (attachment)

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

**VIII. ADJOURNMENT**

The next Honey Lake Valley RCD meeting will be **October. 22nd, 2020, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*I certify that on Monday, September 21, 2020 agendas were posted as required by Government Code Section 54956 and any other applicable law.*

**X** *Andrea Stuemky*

Andrea Stuemky  
District Manager



## PUBLIC NOTICE

### *Special Meeting of the*

### **Honey Lake Valley Resource Conservation District**

Attachments available 06/05/2020 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us)

**Date:** Tuesday, June 9<sup>th</sup>, 2020

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

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

**Meeting ID:** 892 3328 6310

**Password:** 177749

**One tap mobile:**

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

+12532158782,,89233286310# US (Tacoma)

**Time:** **5:30 PM PDT**

## **MEETING MINUTES**

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT WAC MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED BELOW PRIOR TO THE MEETING.

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

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

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

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

### **III. PUBLIC COMMENT - NONE**

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. **Five (5) minutes** may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

**IV. ITEMS FOR BOARD DISCUSSION AND/OR ACTION- Consideration and Approval of the FY 2020/2021 Honey Lake Valley RCD and Watermaster Budgets – Meyer**

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

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

Board discussed WM budget increase to cover anticipated legal fees.

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

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

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

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

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

**VII. ADJOURNMENT - 5:57PM**

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

*I certify that on **June 5<sup>th</sup>, 2020** I personally posted agendas as required by Government Code Section 54956 and any other applicable law.*

Respectfully submitted,



Carrie Adams  
Deputy Watermaster, SRWMSA  
Honey Lake Valley RCD

APPROVED:

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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<br>COSTS -<br>ACTUAL | BUDGET FYE<br>6/30/2020 | REMAINING<br>BUDGET | % ACTUAL<br>COST TO<br>BUDGET YTD | % ACTUAL<br>COST TO<br>ANNUAL<br>BUDGET |
|---|----------------------------------|-------------------------|---------------------|-----------------------------------|---|
| <b>REVENUE</b>  |                                  |                         |                     |                                   |   |
| <b>40070 Grants &amp; Contracts, Temp. Restricted -</b> |                                  |                         |                     |                                   |   |
| <b>Total Budget \$778,218.80</b>                        |                                  |                         |                     |                                   |   |
| 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              |                     |                                   |   |
| <b>40180 Watermaster Fees</b>                           | 106,456.00                       | 180,000.00              |                     |                                   |   |
| Interst Income  | 15.18                            | 60.00                   |                     |                                   |   |
| Donations   |                                  | -                       |                     |                                   |   |
|   |                                  | -                       |                     |                                   |   |
| <b>TOTAL REVENUE</b>                                    | <b>303,230.18</b>                | <b>830,060.00</b>       | -                   |                                   |   |
| <b>EXPENSES</b>   |                                  |                         |                     |                                   |   |
| <b>66000 Payroll</b>                                    | 107,658.00                       | 190,000.00              | 82,342.00           |                                   |   |
| Health Benefits   | 1,050.00                         | 10,000.00               | 8,950.00            |                                   |   |
| <b>60420 Payroll Taxes - Inc. in payroll</b>            |                                  | 10,000.00               | 10,000.00           |                                   |   |
| <b>67500 Travel</b>                                     | 1,000.00                         | 14,000.00               | 13,000.00           |                                   |   |
| <b>60240 Office</b>                                     | 2,400.00                         | 5,000.00                | 2,600.00            |                                   |   |
| <b>60160 Professional Fees, Restricted</b>              |                                  |                         | -                   |                                   |   |
| 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            |                                   |   |
| <b>60145 Insurance (SDRMA)</b>                          | 9,500.00                         | 3,000.00                | (6,500.00)          |                                   |   |
| <b>60275 Postage &amp; Delivery</b>                     | 35.00                            | 400.00                  | 365.00              |                                   |   |
| <b>67000 Equipment Maintenance</b>                      | 2,460.00                         | 6,000.00                | 3,540.00            |                                   |   |
| <b>62000 Bank Fees</b>                                  | 60.00                            | 120.00                  | 60.00               |                                   |   |
| Membership Dues   | 831.00                           | 1,500.00                | 669.00              |                                   |   |
| <b>Contingency Fund</b>                                 |                                  |                         | -                   |                                   |   |
| 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              |                                   |   |
| <b>TOTAL CASH EXPENSES</b>                              | <b>355,905.00</b>                | <b>699,520.00</b>       | <b>343,615.00</b>   |                                   |   |
| <b>TOTAL IN-KIND EXPENSES</b>                           |                                  | 10,000.00               | 10,000.00           |                                   |   |
| <b>TOTAL EXPENSES</b>                                   | <b>355,905.00</b>                | <b>709,520.00</b>       | <b>353,615.00</b>   |                                   |   |
| <b>REVENUE OVER/UNDER EXPENSES</b>                      | <b>(52,674.82)</b>               | <b>120,540.00</b>       | <b>(353,615.00)</b> |                                   |   |

**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**

|   | <b>CURRENT YTD<br/>COSTS -<br/>ACTUAL</b> | <b>BUDGET FYE<br/>6/30/2020</b> | <b>REMAINING<br/>BUDGET</b> | <b>% ACTUAL<br/>COST TO<br/>BUDGET YTD</b> | <b>% ACTUAL<br/>COST TO<br/>ANNUAL<br/>BUDGET</b> |
|---|---|---------------------------------|-----------------------------|--|---|
| <b>REVENUE</b>                                  |   |                                 |                             |  |   |
| <b>40180</b> Watermaster Fees                   | 106,456.00                                | 180,000.00                      |                             |  |   |
| Interest Income                                 | 15.18                                     | -                               |                             |  |   |
| Donations                                       |   | -                               |                             |  |   |
|   |   | -                               |                             |  |   |
| <b>TOTAL REVENUE</b>                            | <b>106,471.18</b>                         | <b>180,000.00</b>               | <b>-</b>                    |  |   |
| <b>EXPENSES</b>                                 |   |                                 |                             |  |   |
| <b>66000</b> Payroll                            | 27,170.00                                 | 96,400.00                       | 69,230.00                   |  |   |
| Health Benefits                                 |   | 3,600.00                        | 3,600.00                    |  |   |
| <b>60420</b> Payroll Taxes - (inc'd in payroll) |   | 5,000.00                        | 5,000.00                    |  |   |
| <b>67500</b> Travel                             | 40.00                                     | 2,000.00                        | 1,960.00                    |  |   |
| <b>60240</b> Office                             | 700.00                                    | 2,000.00                        | 1,300.00                    |  |   |
| <b>60160 Professional Fees, Restricted</b>      |   |                                 |                             |  |   |
| 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)                    |  |   |
| <b>60145</b> Insurance (SDRMA)                  | 8,500.00                                  | 2,000.00                        | (6,500.00)                  |  |   |
| <b>60275</b> Postage & Delivery                 | 200.00                                    | 350.00                          | 150.00                      |  |   |
| <b>67000</b> Equipment Maintenance              | 2,460.00                                  | 3,000.00                        | 540.00                      |  |   |
| <b>62000</b> Bank Fees                          |   | 50.00                           | 50.00                       |  |   |
| <b>Contingency Fund</b>                         | <b>Balance</b>                            |                                 | -                           |  |   |
| Equipment Purchase                              | \$23,800                                  | 2,000.00                        | 2,000.00                    |  |   |
| Legal   | \$10,040                                  | 10,000.00                       | 10,000.00                   |  |   |
| 5% Payroll                                      | \$5,000                                   | 4,820.00                        | 4,820.00                    |  |   |
| 5% Payroll Taxes                                | \$400                                     | 250.00                          | 250.00                      |  |   |
| <b>TOTAL CASH EXPENSES</b>                      | <b>97,203.45</b>                          | <b>179,970.00</b>               | <b>82,766.55</b>            |  |   |
| <b>TOTAL EXPENSES</b>                           | <b>97,203.45</b>                          | <b>179,970.00</b>               | <b>82,766.55</b>            |  |   |
| <b>REVENUE OVER/UNDER EXPENSES</b>              | <b>9,267.73</b>                           | <b>30.00</b>                    | <b>(82,766.55)</b>          |  |   |

**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<br>COSTS -<br>ACTUAL     | BUDGET FYE<br>6/30/2021 | REMAINING<br>BUDGET | % ACTUAL<br>COST TO<br>BUDGET YTD | % ACTUAL<br>COST TO<br>ANNUAL<br>BUDGET |
|------------------------------------|--------------------------------------|-------------------------|---------------------|-----------------------------------|---|
| <b>REVENUE</b>                     |                                      |                         |                     |                                   |   |
| <b>40070</b>                       |                                      |                         |                     |                                   |   |
| <b>Grants &amp; Contracts</b>      |                                      |                         |                     |                                   |   |
| Prop 1 IRWM DACI                   |                                      | 140,000.00              |                     |                                   |   |
| CalRecycle                         |                                      | 100,000.00              |                     |                                   |   |
| <b>40180</b>                       |                                      |                         |                     |                                   |   |
| Watermaster Fees                   |                                      | 225,000.00              |                     |                                   |   |
| Interst Income                     |                                      | 60.00                   |                     |                                   |   |
| Donations                          |                                      | -                       |                     |                                   |   |
|                                    |                                      | -                       |                     |                                   |   |
| <b>TOTAL REVENUE</b>               | -                                    | <b>465,060.00</b>       | -                   |                                   |   |
| <b>EXPENSES</b>                    |                                      |                         |                     |                                   |   |
| <b>66000</b>                       | Payroll                              | 190,000.00              | 190,000.00          |                                   |   |
|                                    | Health Benefits                      | 5,000.00                | 5,000.00            |                                   |   |
| <b>60420</b>                       | Payroll Taxes                        | 10,000.00               | 10,000.00           |                                   |   |
| <b>67500</b>                       | Travel                               | 3,000.00                | 3,000.00            |                                   |   |
| <b>60240</b>                       | Office                               | 5,000.00                | 5,000.00            |                                   |   |
| <b>60160</b>                       | <b>Professional Fees, Restricted</b> |                         | -                   |                                   |   |
|                                    | Prop 1 IRWM DACI                     | 10,000.00               | 10,000.00           |                                   |   |
|                                    | CalRecycle                           | 93,000.00               | 93,000.00           |                                   |   |
|                                    | 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            |                                   |   |
| <b>60145</b>                       | Insurance                            | 10,000.00               | 10,000.00           |                                   |   |
| <b>60275</b>                       | Postage & Delivery                   | 400.00                  | 400.00              |                                   |   |
| <b>67000</b>                       | Equipment Maintenance                | 5,000.00                | 5,000.00            |                                   |   |
| <b>62000</b>                       | Bank Fees                            | 120.00                  | 120.00              |                                   |   |
|                                    | Membership Dues                      | 1,000.00                | 1,000.00            |                                   |   |
|                                    | Contigency - WM Vehicle Purchase     | 4,000.00                | 4,000.00            |                                   |   |
|                                    | <b>Contigency Fund</b>               |                         | -                   |                                   |   |
|                                    | Equipment Purchase                   | \$23,800                | 2,500.00            |                                   |   |
|                                    | Legal                                | \$10,060                | 10,000.00           |                                   |   |
|                                    | 5% Payroll                           | \$5,000                 | 9,500.00            |                                   |   |
|                                    | 5% Payroll Taxes                     | \$400                   | 500.00              |                                   |   |
| <b>TOTAL CASH EXPENSES</b>         | -                                    | <b>447,320.00</b>       | <b>447,320.00</b>   |                                   |   |
| <b>TOTAL IN-KIND EXPENSES</b>      |                                      | 10,000.00               | 10,000.00           |                                   |   |
| <b>TOTAL EXPENSES</b>              | -                                    | <b>457,320.00</b>       | <b>457,320.00</b>   |                                   |   |
| <b>REVENUE OVER/UNDER EXPENSES</b> | -                                    | <b>7,740.00</b>         | <b>(457,320.00)</b> |                                   |   |

**BEGINNING CASH BALANCE 7/1/2020**



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (Watermaster Program)

Fiscal Year July 1, 2020 to June 30, 2021

PERIOD = 0

|  | CURRENT YTD<br>COSTS -<br>ACTUAL | BUDGET FYE<br>6/30/2021 | REMAINING<br>BUDGET | % ACTUAL<br>COST TO<br>BUDGET YTD | % ACTUAL<br>COST TO<br>ANNUAL<br>BUDGET |
|--|----------------------------------|-------------------------|---------------------|-----------------------------------|---|
| <b>REVENUE</b>                             |                                  |                         |                     |                                   |   |
| <b>40180</b> Watermaster Fees              |                                  | 225,000.00              |                     |                                   |   |
| Interest Income                            |                                  | -                       |                     |                                   |   |
| Donations                                  |                                  | -                       |                     |                                   |   |
|  |                                  | -                       |                     |                                   |   |
| <b>TOTAL REVENUE</b>                       | -                                | <b>225,000.00</b>       | -                   |                                   |   |
| <b>EXPENSES</b>                            |                                  |                         |                     |                                   |   |
| <b>66000</b> Payroll                       |                                  | 96,400.00               | 96,400.00           |                                   |   |
| Health Benefits                            |                                  | 2,000.00                | 2,000.00            |                                   |   |
| <b>60420</b> Payroll Taxes                 |                                  | 5,000.00                | 5,000.00            |                                   |   |
| <b>67500</b> Travel                        |                                  | 500.00                  | 500.00              |                                   |   |
| <b>60240</b> Office                        |                                  | 2,000.00                | 2,000.00            |                                   |   |
| <b>60160 Professional Fees, Restricted</b> |                                  |                         |                     |                                   |   |
| 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            |                                   |   |
| <b>60145</b> Insurance                     |                                  | 8,500.00                | 8,500.00            |                                   |   |
| <b>60275</b> Postage & Delivery            |                                  | 350.00                  | 350.00              |                                   |   |
| <b>67000</b> Equipment Maintenance         |                                  | 3,000.00                | 3,000.00            |                                   |   |
| <b>62000</b> Bank Fees                     |                                  | 50.00                   | 50.00               |                                   |   |
| Contingency - WM Vehicle Purchase          |                                  | 4,000.00                | 4,000.00            |                                   |   |
| <b>Contingency Fund Balance</b>            | <b>Balance</b>                   |                         | -                   |                                   |   |
| Equipment Purchase                         | \$23,800                         | 2,000.00                | 2,000.00            |                                   |   |
| Legal                                      | \$10,060                         | 10,000.00               | 10,000.00           |                                   |   |
| 5% Payroll                                 | \$5,000                          | 4,820.00                | 4,820.00            |                                   |   |
| 5% Payroll Taxes                           | \$400                            | 250.00                  | 250.00              |                                   |   |
| <b>TOTAL CASH EXPENSES</b>                 | -                                | <b>224,870.00</b>       | <b>224,870.00</b>   |                                   |   |
| <b>TOTAL EXPENSES</b>                      | -                                | <b>224,870.00</b>       | <b>224,870.00</b>   |                                   |   |
| <b>REVENUE OVER/UNDER EXPENSES</b>         | -                                | <b>130.00</b>           | <b>(224,870.00)</b> |                                   |   |

BEGINNING CASH BALANCE 7/1/2020



**PUBLIC NOTICE**  
**Special Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**Attachments available 5/28/20 at**  
[www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** Friday, May 29<sup>th</sup>, 2020

**Via Teleconference:**

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

**Time:** **8:00 AM**

**SPECIAL 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 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 26<sup>th</sup>, 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 9<sup>th</sup>, 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](http://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 HLVRCDC 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 meetings 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 HLVRCDC 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 HLVRCDC 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 HLVRCDC 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

## Presidential Memorandum Provides Payroll Tax Deferral Option

By [Kristin Withrow](#) posted 7 days ago (on 9/8/2020)



On August 13, President Donald Trump signed an [executive memorandum](#) instructing U.S. Treasury Secretary Steven Mnuchin to develop a plan to defer employees' share of Social Security payroll tax collection in an effort to "put money directly in the pockets of American workers and generate additional incentives for work and employment[.]"

Corresponding Internal Revenue Service (IRS) [guidance](#) issued August 28 indicates employers may choose to begin executing the payroll tax deferral from September 1 to December 31, 2020, without penalty or interest. However, employees must repay all deferred taxes between January 1, 2021 and April 30, 2021. The employer may double withholdings during that period to recoup the owed taxes without penalty to the employee. Interest and penalties will begin for any outstanding taxes beginning May 1, 2021.

Although the President's memorandum directs the Treasury Secretary to explore options to "eliminate the obligation to pay the taxes deferred," there are no indications at this time of the Administration's strategy to provide payroll tax forgiveness.

The federal government levies a payroll tax on all employers and employees to fund Social Security and Medicare entitlement programs. They consist of a 12.4 percent Social Security tax and an additional 3.9 percent Medicare tax on wages. The burden for paying both components of the payroll tax are divided evenly between employers and employees, with employers withholding the employee share for each pay period and then providing full payment to the IRS. President Trump's executive memorandum only addresses the employee share of the Social Security side of the payroll tax.

Notably, the IRS guidance indicates deferring the 6.2-percent employee share for the Social Security payroll tax is [optional](#) for employers to implement. All employers – including special districts and other public employers – that withhold payroll tax for Social Security are eligible. Employers electing to defer withholdings can do so for employees earning less than \$4,000 on a bi-weekly basis. This deferral can be made on a paycheck-by-paycheck basis.

Special districts should note that employers were separately granted the option to defer the employer's 6.2 percent share of Social Security payroll tax deposits through December 31, 2020, as authorized in the [CARES Act](#). To avoid penalties, 50 percent of the deferred amount must be paid back by December 31, 2021 and paid in-full by December 31, 2022. [Click here](#) for an IRS Q&A sheet on the employer deferral program, which is separate and apart from President Trump's recent executive memorandum.

**Thompson Peak Initiative (TPI) Fuel Treatments Project CEQA**

**Cooperative Agreement Between  
Honey Lake Valley Resource Conservation District**

**&**

**Lassen Fire Safe Council, Inc. (LFSC)**

**September 24, 2020**

**Project Identification:**

This agreement is for the Honey Lake Valley Resource Conservation District (HLVRCD) to serve as the lead agency, in accordance with CEQA Guidelines Section 15051 (b) (1), for the proposed Thompson Peak Initiative (TPI) Fuel Treatments Project.

**HLVRCD and LFSC Responsibilities:**

LFSC will prepare the necessary documentation for meeting the goal of full compliance under the California Environmental Quality Act (CEQA), and all CEQA process documentation for the TPI Project. HLVRCD will review, organize, file and adopt all necessary documentation in compliance with CEQA Guidelines. All products will be delivered in accordance with the attached Standard Clauses (Exhibit A).

**Duration of Contract:**

The duration of this Contract will extend from September 24, 2020 through January 31, 2020.

**Project Managers:**

The project manager for Lassen Fire Safe Council, Inc. is Tom Esgate. Project manager for the HLVRCD is Andrea Stuemky.

**Method of Payment:**

Payment will be for CEQA County Clerk Processing fee of \$50 plus \$1,400 for RCD staff time, not to exceed \$1,450.

**Standard Provisions:**

Exhibit A, containing standard provisions are included below and by this reference incorporated herein.

**Execution:**

Honey Lake Valley RCD

\_\_\_\_\_  
Honey Lake Valley RCD

\_\_\_\_\_  
Date

68-0003580  
\_\_\_\_\_  
Tax ID#

Lassen Fire Safe Council, Inc.

\_\_\_\_\_  
Tom Esgate, Managing Director

\_\_\_\_\_  
Date



Standard Clauses  
Exhibit A

Worker's Compensation Clause

Vendor agrees to comply with provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, before commencing the performance of the work under this Contract. Lassen Fire Safe Council, Inc. will make its contractors and subcontractors aware of this provision and determine that they have complied with it before commencing work on the project. Volunteer laborers are exempt from the worker's compensation provision of the California Labor Code.

National Labor Relations Board Clause

In accordance with Public Contract Code Section 10296, Lassen Fire Safe Council, Inc. declares under penalty of perjury that no more than one final, unappealable finding of contempt of court by a federal court has been issued against the Lassen Fire Safe Council, Inc. within the immediately preceding two-year period because of Lassen Fire Safe Council, Inc.'s failure to comply with an order of a federal court which orders Lassen Fire Safe Council, Inc. to comply with an order of the National Labor Relations Board.

Nondiscrimination Clause

During the performance of this Contract, Lassen Fire Safe Council, Inc., its contractors, and subcontractors shall not deny the Contract's benefit to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40), or sex. Lassen Fire Safe Council, Inc. shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Lassen Fire Safe Council, Inc., its contractor, and subcontractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the regulations promulgated thereunder (California Administrative Code, Title 2 Sections 7285.0 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code ( Government Code Section 11135-11139.5), and the regulations or standards adopted by the awarding State agency to implement such article.

Lassen Fire Safe Council, Inc., its contractors, and subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

Lassen Fire Safe Council, Inc. shall include the nondiscrimination and compliance provision of this clause in all subcontracts to perform work under the Contract.

Lassen Fire Safe Council, Inc., its contractors, and subcontractors shall permit access by representatives of the Department of Fair Employment and Housing and the awarding State agency, upon reasonable notice, at any time during the normal business hours, but in no case less than 24 hours notice, to such of its books, records, accounts, other sources of information, and its facilities as said Department or Agency shall require to ascertain compliance with this clause. The Lassen Fire Safe Council, Inc.'s signature on this contract shall constitute a certification under the penalty of perjury under the laws of the State of California that the Lassen Fire Safe Council, Inc. has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations Section 8103.

### Hold Harmless

The Vendor and Landowner agree to mutually save harmless, Landowners and Vendor, their agents or employees and to hold the same free and harmless from any and all claims, demands, damages, losses, costs, expenses or liability due or incident to, either in whole or in part, and whether directly or indirectly, related to the project resulting from any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Landowner or Vendor in the performance of this contract, except all claims due to willful negligence or fraud. The hold harmless damages shall include damages from floods, fires or other Acts of Nature, as well as, any upstream or downstream effects.

### Compliance With Laws, Regulations, Permit Requirements

The Lassen Fire Safe Council, Inc. shall at all times comply with, and require its contractors and subcontractors to comply with, all applicable federal and State laws, rules and regulations, permit and all applicable local ordinances, specifically including but not limited to environmental, procurement and safety laws, rules, regulations, permits and ordinances.

### Successors and Assigns

This Contract and all of its provisions shall apply to and bind the successors and assigns of the parties hereto. No assignment or transfer of this Contract or any part hereof, rights hereunder or interest herein by the Lassen Fire Safe Council, Inc. shall be valid unless and until it is approved by the Landowners and made subject to such reasonable terms and conditions as the Landowners may impose.

### Audit Requirement

Pursuant to Government Code Section 10532, the contracting parties shall be subject to the examination and audit of the State and the State Auditor General for a period of three years after final payment under this Contract with respect to all matters connected with the performance of this Contract, including but not limited to the cost of administering this Contract. All records of the Lassen Fire Safe Council, Inc. shall be preserved for this purpose for at least three years after completion of the project.

### Remedies Not Exclusive

The use by either party of any remedy specified herein for the enforcement of this Contract is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

### Amendments

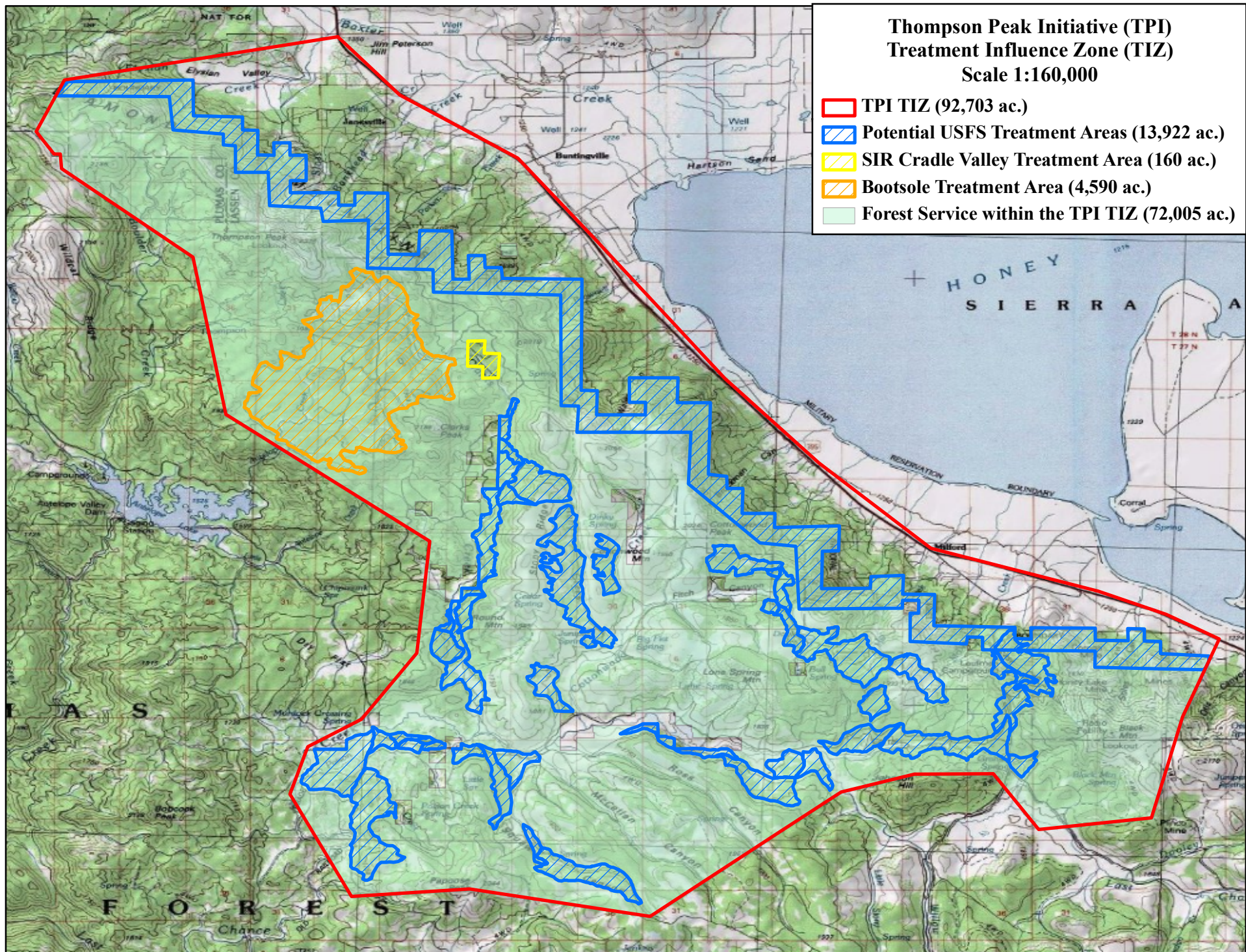
This Contract may be amended at any time by mutual agreement of the parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Lassen Fire Safe Council, Inc. for amendments must be in writing stating the amendment request and the reason for the request.

### Waiver of Rights

It is the intention of the parties hereto that from time to time either party may waive any of its rights under this Contract unless contrary to law. Any waiver by either party hereto of rights arising in connection with this Contract shall not be deemed to be a waiver with respect to any other rights or matters.

## Notices

All notices that are required either expressly or by implication to be given by one party to the other under this Contract shall be signed for the Lassen Fire Safe Council, Inc. and for the Landowners by such officers as from time to time may be authorized in writing to so act. All such notices shall be deemed to have been given if delivered personally or if enclosed in a properly addressed, postage paid envelope and deposited in a United States Post Office for delivery by registered or certified mail.



**Thompson Peak Initiative (TPI)  
Treatment Influence Zone (TIZ)  
Scale 1:160,000**

- TPI TIZ (92,703 ac.)
- Potential USFS Treatment Areas (13,922 ac.)
- SIR Cradle Valley Treatment Area (160 ac.)
- Bootsle Treatment Area (4,590 ac.)
- Forest Service within the TPI TIZ (72,005 ac.)

0 2.5 5 10 Miles





**Lozano Smith**  
ATTORNEYS AT LAW

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

September 10, 2020

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

Client: 001839

For Professional Services Rendered Through August 31, 2020

*ACCOUNT SUMMARY*

| Matter | Invoice # | Previous Balance | Current Charges | Less Payments | Total Due   |
|--------|-----------|------------------|-----------------|---------------|-------------|
| 000001 | 2117189   | \$522.50         | \$4.35          | \$0.00        | \$526.85    |
| 000005 | 2117190   | \$26,738.89      | \$10,643.94     | \$0.00        | \$37,382.83 |

Total Current Charges \$10,648.29

Previous Balance \$27,261.39

**Total due** \$37,909.68



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September 10, 2020

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

Client: 001839  
Matter: 000001  
Invoice # 2117189

Page: 1

RE: General Legal Matters

For Legal Services Rendered Through August 31, 2020

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**Invoice Summary**

**Totals**

**Total Current Charges**

**\$0.00**

Previous Balance

\$522.50

Current Interest

\$4.35

**Total Due**

**\$526.85**

September 10, 2020

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

Client: 001839  
Matter: 000005  
Invoice # 2117190

Page: 1

RE: Watermaster Decision Appeal

For Legal Services Rendered Through August 31, 2020

**Legal Services**

| <b>Date</b> | <b>Person</b> | <b>Description of Legal Services</b>  | <b>Time</b> | <b>Rate</b> | <b>Amount</b> |
|-------------|---------------|---|-------------|-------------|---------------|
| 08/03/2020  | MWW           | Continue analysis of appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same. | 4.30        | \$290.00    | \$1,247.00    |
| 08/03/2020  | MWW           | Email C. Adams regarding appeal.  | 0.20        | \$290.00    | \$58.00       |
| 08/03/2020  | MWW           | Prepare factual sections of respondent's brief on appeal; analyze strategies, law, and evidence regarding same.                 | 1.90        | \$290.00    | \$551.00      |
| 08/03/2020  | MWW           | Teleconference with C. Adams regarding appeal issues.   | 0.20        | \$290.00    | \$58.00       |
| 08/04/2020  | MWW           | Continue preparation of factual sections of respondent's brief on appeal; analyze related strategies and appellate record.      | 4.80        | \$290.00    | \$1,392.00    |
| 08/04/2020  | MWW           | Prepare introduction section of respondent's brief on appeal; analyze related strategies and appellate record.                  | 2.10        | \$290.00    | \$609.00      |
| 08/04/2020  | MWW           | Email correspondence with C. Adams regarding respondent's brief.  | 0.10        | \$290.00    | \$29.00       |
| 08/04/2020  | MWW           | Teleconference with C. Adams regarding facts and appeal.  | 0.30        | \$290.00    | \$87.00       |
| 08/04/2020  | MWW           | Teleconference with B. Curley regarding respondent's brief on appeal.   | 0.10        | \$290.00    | \$29.00       |
| 08/05/2020  | MWW           | Continue preparation of factual sections of respondent's brief on appeal; analyze related strategies and appellate record.      | 2.50        | \$290.00    | \$725.00      |
| 08/05/2020  | MWW           | Prepare procedural history sections of respondent's brief on appeal; analyze related strategies and appellate record.           | 1.90        | \$290.00    | \$551.00      |
| 08/05/2020  | MWW           | Prepare standard of review section of respondent's brief on appeal; analyze strategies and law regarding same.                  | 0.50        | \$290.00    | \$145.00      |
| 08/05/2020  | MWW           | Prepare discussion sections of respondent's brief on appeal; analyze strategies, appellate record, and law regarding same.      | 4.60        | \$290.00    | \$1,334.00    |
| 08/05/2020  | MWW           | Email correspondence with C. Adams and B. Curley regarding respondent's brief on appeal.  | 0.40        | \$290.00    | \$116.00      |
| 08/05/2020  | MWW           | Teleconference with C. Adams regarding respondent's brief.  | 0.10        | \$290.00    | \$29.00       |
| 08/05/2020  | MWW           | Continue preparation of introduction section of respondent's brief; analyze related strategies.                                 | 0.60        | \$290.00    | \$174.00      |

**Legal Services**

| Date                        | Person | Description of Legal Services  | Time         | Rate     | Amount             |
|-----------------------------|--------|--|--------------|----------|--------------------|
| 08/05/2020                  | MWW    | Continue analysis of appellant's opening brief and appellate record for evidence and counter arguments.                              | 1.60         | \$290.00 | \$464.00           |
| 08/06/2020                  | MWW    | Update all law used in respondent's brief on appeal.   | 1.20         | \$290.00 | \$348.00           |
| 08/06/2020                  | MWW    | Continue review of appellate record for evidence used in respondent's brief on appeal.   | 0.50         | \$290.00 | \$145.00           |
| 08/06/2020                  | MWW    | Revise and finalize respondent's brief on appeal.  | 3.90         | \$290.00 | \$1,131.00         |
| 08/06/2020                  | MWW    | Teleconference with B. Chisum regarding respondents' briefs on appeal.   | 0.10         | \$290.00 | \$29.00            |
| 08/06/2020                  | MWW    | Email correspondence with B. Curley regarding respondent's brief on appeal.  | 0.10         | \$290.00 | \$29.00            |
| 08/11/2020                  | MWW    | Email correspondence with C. Adams regarding Public Records Act request.   | 0.20         | \$290.00 | \$58.00            |
| 08/11/2020                  | MWW    | Review and redact documentation for production pursuant to Public Records Act request.   | 1.40         | \$290.00 | \$406.00           |
| 08/11/2020                  | MWW    | Email correspondence with B. Curley regarding Public Records Act request.  | 0.10         | \$290.00 | \$29.00            |
| 08/12/2020                  | MWW    | Email correspondence with C. Adams regarding Public Records Act request.   | 0.50         | \$290.00 | \$145.00           |
| 08/12/2020                  | MWW    | Analyze strategies regarding documents responsive to Public Records Act request, including evaluation of issues raised by client.    | 0.30         | \$290.00 | \$87.00            |
| 08/12/2020                  | MWW    | Continue review and redaction of documentation for production pursuant to Public Records Act request.                                | 0.90         | \$290.00 | \$261.00           |
| 08/31/2020                  | MWW    | Email correspondence with opposing counsel and co-counsel regarding appellant's request for extension to file reply brief on appeal. | 0.10         | \$290.00 | \$29.00            |
| 08/31/2020                  | MWW    | Review stipulation for extension to file reply brief on appeal.  | 0.10         | \$290.00 | \$29.00            |
| <b>Total Legal Services</b> |        |  | <b>35.60</b> |          | <b>\$10,324.00</b> |

**Legal Services Recap**

| Person               | Time  | Rate     | Amount      |
|----------------------|-------|----------|-------------|
| MWW Mark W. Waterman | 35.60 | \$290.00 | \$10,324.00 |

**Costs**

| Date               | Description of Costs | Amount          |
|--------------------|----------------------|-----------------|
| 08/31/2020         | Photocopies          | \$141.75        |
| 08/31/2020         | Computer Research    | \$21.38         |
| <b>Total Costs</b> |                      | <b>\$163.13</b> |



| <u>Invoice Summary</u>       | <u>Totals</u>                    |
|------------------------------|----------------------------------|
| Total Legal Services         | \$10,324.00                      |
| Total Costs                  | <u>\$163.13</u>                  |
| <b>Total Current Charges</b> | <b>\$10,487.13</b>               |
| <br>                         |                                  |
| Previous Balance             | \$26,738.89                      |
| Current Interest             | \$156.81                         |
| <br>                         |                                  |
| <b>Total Due</b>             | <b><u><u>\$37,382.83</u></u></b> |



**Lozano Smith**  
ATTORNEYS AT LAW

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August 10, 2020

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

Client: 001839

For Professional Services Rendered Through July 31, 2020

*ACCOUNT SUMMARY*

| Matter | Invoice # | Previous Balance | Current Charges | Less Payments | Total Due   |
|--------|-----------|------------------|-----------------|---------------|-------------|
| 000001 | 0         | \$522.50         | \$0.00          | \$0.00        | \$522.50    |
| 000005 | 2114580   | \$18,817.63      | \$7,921.26      | \$0.00        | \$26,738.89 |

Total Current Charges \$7,921.26

Previous Balance \$19,340.13

**Total due** \$27,261.39



# Lozano Smith

ATTORNEYS AT LAW

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

*REMINDER STATEMENT*

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

August 10, 2020  
 Client: 001839  
 Matter: 000001

RE: General Legal Matters

| Invoice Number                     | Invoice Date  | Legal Services | Disbursements | Interest | Tax    | Total           |
|------------------------------------|---------------|----------------|---------------|----------|--------|-----------------|
| 2112750                            | July 10, 2020 | \$522.00       | \$0.50        | \$0.00   | \$0.00 | \$522.50        |
| <b>Total Remaining Balance Due</b> |               |                |               |          |        | <b>\$522.50</b> |

*AGED ACCOUNTS RECEIVABLE*

| 0-30 Days | 31-60 Days | 61-90 Days | Over 90 Days |
|-----------|------------|------------|--------------|
| \$0.00    | \$522.50   | \$0.00     | \$0.00       |

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Please return this remittance page with your payment. Thank you.

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

August 10, 2020

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

Client: 001839  
 Matter: 000005  
 Invoice # 2114580

Page: 1

RE: Watermaster Decision Appeal

For Legal Services Rendered Through July 31, 2020

**Legal Services**

| Date       | Person | Description of Legal Services  | Time | Rate     | Amount     |
|------------|--------|--|------|----------|------------|
| 07/01/2020 | SAA    | Review plaintiff's request for oral argument on motion to dismiss and motion to strike declaration in support of opposition to motion to dismiss.                | 0.30 | \$135.00 | \$40.50    |
| 07/02/2020 | MWW    | Analyze strategies regarding Public Records Act issues.  | 0.10 | \$290.00 | \$29.00    |
| 07/06/2020 | MWW    | Analyze appellant's opening brief on appeal; develop arguments for respondent's brief.   | 1.80 | \$290.00 | \$522.00   |
| 07/07/2020 | MWW    | Analyze strategies regarding Public Records Act issues and appellate briefing issues.  | 0.10 | \$290.00 | \$29.00    |
| 07/07/2020 | MWW    | Continue analysis of appellant's opening brief on appeal; develop arguments for respondent's brief.  | 0.40 | \$290.00 | \$116.00   |
| 07/07/2020 | MWW    | Analyze law cited in appellant's opening brief, to develop counter arguments on appeal.  | 0.40 | \$290.00 | \$116.00   |
| 07/08/2020 | MWW    | Email correspondence with C. Adams and B. Curley regarding Public Records Act issues; analyze strategies regarding same.   | 0.20 | \$290.00 | \$58.00    |
| 07/08/2020 | MWW    | Continue analysis of law cited in appellant's brief, to develop counter arguments for respondent's brief.  | 4.10 | \$290.00 | \$1,189.00 |
| 07/08/2020 | MWW    | Analyze strategies and pleadings regarding motion to dismiss appeal.   | 0.10 | \$290.00 | \$29.00    |
| 07/08/2020 | MWW    | Analyze appellate record to develop arguments for respondent's brief on appeal.  | 1.70 | \$290.00 | \$493.00   |
| 07/09/2020 | MWW    | Review email correspondence with C. Adams regarding Public Records Act issues.   | 0.10 | \$290.00 | \$29.00    |
| 07/09/2020 | MWW    | Continue analysis of law cited in appellant's opening brief, to develop counter arguments for respondent's brief.  | 3.60 | \$290.00 | \$1,044.00 |
| 07/09/2020 | MWW    | Conduct additional research and legal analysis regarding arguments for respondent's brief on appeal, including arguments regarding interpretation of the decree. | 0.50 | \$290.00 | \$145.00   |
| 07/09/2020 | MWW    | Teleconference with B. Chisum regarding respondents' briefs for appeal; analyze strategies regarding same.   | 0.10 | \$290.00 | \$29.00    |

**Legal Services**

| Date                        | Person | Description of Legal Services  | Time         | Rate     | Amount            |
|-----------------------------|--------|--|--------------|----------|-------------------|
| 07/10/2020                  | MWW    | Continue legal analysis regarding arguments for respondent's brief on appeal.  | 0.30         | \$290.00 | \$87.00           |
| 07/13/2020                  | MWW    | Revise correspondence to B. Herrema regarding Public Records Act request.  | 0.10         | \$290.00 | \$29.00           |
| 07/14/2020                  | MWW    | Continue analysis of law cited in appellant's brief, to develop arguments for respondent's brief on appeal.  | 0.40         | \$290.00 | \$116.00          |
| 07/21/2020                  | MWW    | Continue analysis of appellate briefing and appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same. | 0.40         | \$290.00 | \$116.00          |
| 07/24/2020                  | MWW    | Continue analysis of appellate briefing and appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same. | 1.20         | \$290.00 | \$348.00          |
| 07/24/2020                  | MWW    | Conduct research and legal analysis regarding potential deference argument for use in respondent's brief on appeal.                                    | 0.80         | \$290.00 | \$232.00          |
| 07/28/2020                  | MWW    | Continue research and legal analysis regarding potential standard of review argument for respondent's brief on appeal.                                 | 0.30         | \$290.00 | \$87.00           |
| 07/28/2020                  | MWW    | Continue analysis of appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same.                        | 1.20         | \$290.00 | \$348.00          |
| 07/29/2020                  | MWW    | Review email correspondence from C. Adams regarding Public Records Act issues.   | 0.10         | \$290.00 | \$29.00           |
| 07/29/2020                  | MWW    | Analyze strategies regarding response to Public Records Act issues.  | 0.10         | \$290.00 | \$29.00           |
| 07/30/2020                  | MWW    | Review email correspondence from B. Curley regarding Public Records Act issue.   | 0.10         | \$290.00 | \$29.00           |
| 07/30/2020                  | MWW    | Teleconference with B. Curley regarding Public Records Act issues.   | 0.20         | \$290.00 | \$58.00           |
| 07/30/2020                  | MWW    | Continue analysis of appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same.                        | 0.70         | \$290.00 | \$203.00          |
| 07/31/2020                  | MWW    | Continue analysis of appellate record to develop arguments for respondent's brief on appeal; analyze strategies regarding same.                        | 4.90         | \$290.00 | \$1,421.00        |
| 07/31/2020                  | MWW    | Review court order on motion to dismiss; email correspondence with B. Curley regarding same.   | 0.20         | \$290.00 | \$58.00           |
| <b>Total Legal Services</b> |        |  | <b>24.50</b> |          | <b>\$7,058.50</b> |

**Legal Services Recap**

| Person |                     | Time  | Rate     | Amount     |
|--------|---------------------|-------|----------|------------|
| MWW    | Mark W. Waterman    | 24.20 | \$290.00 | \$7,018.00 |
| SAA    | Stephanie A. Arwick | 0.30  | \$135.00 | \$40.50    |

**Costs**

| <b>Date</b> | <b>Description of Costs</b>   | <b>Amount</b>   |
|-------------|-------------------------------|-----------------|
| 06/05/2020  | LoopUp LLC- Teleconferencing- | \$7.28          |
| 06/17/2020  | LoopUp LLC- Teleconferencing- | \$32.62         |
| 06/30/2020  | LoopUp LLC- Teleconferencing- | \$8.82          |
| 07/31/2020  | Computer Research             | \$814.04        |
|             | <b>Total Costs</b>            | <b>\$862.76</b> |

| <b><u>Invoice Summary</u></b> | <b><u>Totals</u></b>             |
|-------------------------------|----------------------------------|
| Total Legal Services          | \$7,058.50                       |
| Total Costs                   | \$862.76                         |
| <b>Total Current Charges</b>  | <b>\$7,921.26</b>                |
| <br>                          |                                  |
| Previous Balance              | \$18,817.63                      |
| <br>                          |                                  |
| <b>Total Due</b>              | <b><u><u>\$26,738.89</u></u></b> |