



**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 02/20/24 at [www.honeylakevalleyrzd.us](http://www.honeylakevalleyrzd.us)

**Date: Thursday, February 22nd, 2024**

**Location: 170 Russell Ave., Suite C, Susanville CA 96130**

**Time: 3:30 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, 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. Correspondence
- B. Meeting Minutes – 2/1/2024
- C. Financial Reports
- D. Agreements/Contracts

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

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

A. Consideration and discussion of HLV RCD's Strategic Plan and mission updates.

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

B. Mid-Year Budget Review (attachment)

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

C. Consideration and approval of 2024 Audit Management Letter. (attachment)

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

D. Consideration and discussion of a side-by-side trailer purchase for the RCD.

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

E. Consideration and approval of draft Mitigated Negative Declaration for the Lassen National Forest Eagle Lake Ranger District Hazard Tree Management project.

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

F. Consideration and discussion of a vehicle maintenance / service provider agreement.

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

G. Consideration and approval of partnership with Lassen Fire Safe Council and Lassen Land and Trails Trust to host a showing of Elemental with PBA outreach and funding.

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

H. Consideration and discussion of native seed planting and/or cooperative agreement for herbicide treatment along Old Channel.

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

I. Consideration and approval of entering a partnership (Stewardship, Good Neighbor, or Participating) agreement with Lassen National Forest.

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

J. Consideration and approval for HLVRCD to apply for NACD Technical Assistance 2023 Grant in partnership with Point Blue Conservation Science.

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

## **VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATERMASTER**

A. Old Channel Project Update.

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

## **VII. REPORTS**

A. District Manager Report – Siemer (attachment)

- B. NRCS Agency Report – Stephens
- C. SWAT - Hanson
- D. Watermaster / WAC Report – Langston/Siemer
- E. Modoc Regional RCD/CARCD Report – Hanson
- F. Fire Safe Council Report – Johnson
- G. Post-Fire Recovery Report – Wooster
- H. IRWMP Report – Claypool
- I. NRCS Partnership Report – Hanson
- J. Unagendized reports by board members

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

**VIII. ADJOURNMENT TO CLOSED SESSION**

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) Title: District Manager

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

**IX. RETURN TO OPEN SESSION**

**X. ADJOURNMENT**

The next Honey Lake Valley RCD meeting will be **March 21st, 2024, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*I certify that on Tuesday, February 20th, 2024 agendas were posted as required by Government Code Section 54956 and any other applicable law.*

**x**   
Kelsey Siemer  
District Manager



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

Attachments available 01/30/2024 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us) ■

**Date: Thursday, February 1st, 2024**

**Location: 170 Russell Ave., Suite C, Susanville CA 96130**

**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 3:36PM, and a quorum was noted.

**II. APPROVAL OF AGENDA**

Board member Robin Hanson made a motion to approve the agenda with changes relevant to item A2 changing the word "of" to the word "to", Board member Will Johnson seconded, and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCDC 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. Correspondence
- b. Meeting Minutes – 12/07/2023, 1/12/2024
- c. Financial Reports
- d. Agreements/Contracts

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

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

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

- A. Annual Organizational Meeting (RCD 5010.5; PRC 9306 & 9307)
  1. Election of officers (chairman, vice-chairman and secretary/treasurer).

Board Member Wayne Langston made a motion to elect officers on a Slate as is currently held, Board member Robin Hanson seconded, and the motion passed. All.

2. Appointment of District Manager as ~~board~~ secretary **to the Board**.

Board member Robin Hanson made a motion to appoint the District Manager as Secretary to the Board, Board member Will Johnson seconded, and the motion passed. All.

- B. File Statement of Facts with the Secretary of State

Board member Laurie Tippin made a motion to file the Statement of Facts with the Secretary of State, Board member Will Johnson seconded, and the motion passed. All.

- C. Assignment of committees (SWAT, WAC, Modoc Regional RCD/CARCD, FireSafe Council, IRWM, NRCS Partnership)

Board member Laurie Tippin made the motion to assign the committees to the same representatives, with Robin Hanson being the new Modoc Regional RCD/CARCD chair, Board member Will Johnson seconded, and the motion passed. All.

- D. Policy update/revisions (RCD 5010.1)

Board member Laurie Tippin made the motion to approve the time and place of meetings, Board member Wayne Langston seconded and the motion passed. All.

- E. Place and time of meetings

Board member Laurie Tippin made the motion to approve the time and place of meetings, Board member Wayne Langston seconded and the motion passed. All.

- F. Approval and adoption of 2024 RCD calendar (attachment)

Board member Laurie Tippin made the motion to approve the 2024 RCD Calendar , Board member

Wayne Langston seconded and the motion passed. All.

- G. Consideration and discussion of HLV RCD's Strategic Plan and mission updates.  
Held

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

- H. Consideration and discussion of partnership with Lassen National Forest and participation in a potential Stewardship Agreement.  
Held

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

- I. Consideration and approval of agreement with Lassen Fire Safe Council, Inc. to act as CEQA Lead Agency for the Lassen Wildfire Recovery Project. (attachment)

Board Member Laurie Tippin made a motion to approve the agreement with Lassen Fire Safe Council, Board member Robin Hanson seconded, and the motion passed. All.

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

- J. Consideration and approval of Environmental Review and Notice of Exemption (NOE) for the Lassen Wildfire Recovery Project.

Board member Wayne Langston made a motion to approve the NOE, Board member Robin Hanson seconded, the motion did not pass.

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

- K. Consideration and approval of agreement with Lassen Fire Safe Council, Inc. to act as CEQA Lead Agency for the Lassen National Forest Eagle Lake Ranger District Hazardous Tree Management Project. (attachment)

Board Member Laurie Tippin made a motion to approve the agreement with Lassen Fire Safe Council, Board member Will Johnson seconded and the motion passed. All.

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

- L. Consideration and approval of Environmental Review and Notice of Exemption (NOE) for the Lassen National Forest Eagle Lake Ranger District Hazardous Tree Management Project.

Died due to lack of motion.

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

## **VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATERMASTER**

- a. Consideration and approval of amended Watermaster Advisory Committee Rules and Regulations (attachment).

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

**VII. REPORTS**

- a. District Manager Report – Stuemky/Siemer (attachment)

Kelsey gave a report on all current grant projects.

- b. NRCS Agency Report – Stephens

Dan Lipp from MRCS gave an important update regarding the possible government shutdown and our local NRCS contracts.

- c. SWAT - Hanson

Robin discussed the idea of calling another interagency SWAT meeting.

- d. Watermaster / WAC Report – Clark

NONE

- e. Modoc Regional RCD/CARCD Report – Hanson

Robin updated the board on the CARCD By-Law committee

- f. Fire Safe Council Report – Johnson

Will reported that he went to the most recent Fire Safe Council meeting and gave updates on that.

- g. Post-Fire Recovery Report – Wooster

Catherine reported that we have successfully planned to spray 75ac this spring to be planted in the fall, and spray 56ac this fall to be planted next spring.

- h. IRWMP Report – Claypool

NONE

- i. NRCS Partnership Report – Hanson

NONE

- j. Unagendized reports by board members

Jesse Claypool mentioned two new Senate Bills that were passed (616 and 553) regarding paid sick leave and workplace violence reporting.

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

**VIII. ADJOURNMENT TO CLOSED SESSION - 6:43PM**

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)  
Title: District Manager

Held. No reportable action.

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

**IX. RETURN TO OPEN SESSION- 7:09PM**

**X. ADJOURNMENT- 7:10PM**

The next Honey Lake Valley RCD meeting will be **February 22nd, 2024, at 3:30 PM.**  
The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Kelsey Siemer  
District Manager

APPROVED:   
Jesse Claypool, RCD Board  
Chairperson

DATE: 2/22/2024

## Honey Lake Valley Resource Conservation District

### Management Representation Letter

June 30, 2023

Larry Bain, CPA,  
An Accounting Corporation,

This representation letter is provided in connection with your audit(s) of the financial statements of Honey Lake Valley Resource Conservation District, which comprise the respective financial position of the governmental activities and fund information as of June 30, 2023, and the respective changes in financial position for the period then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP) modified cash basis of accounting.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date this letter is signed, the following representations made to you during your audit.

#### Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated September 23, 2023, including our responsibility for the preparation and fair presentation of the financial statements and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP modified cash basis of accounting and include all properly classified funds and other financial information of the primary government and all component units required by U.S. generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- 7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed. No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.

- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Honey Lake Valley Resource Conservation District is contingently liable, if any, have been properly recorded or disclosed.

### **Information Provided**

- 11) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters [and all audit or relevant monitoring reports, if any, received from funding sources].
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the District or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  - a) Management,
  - b) Employees who have significant roles in internal control, or
  - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. We have not consulted with an attorney regarding unasserted possible claims or assessments that are probable of assertion and must be disclosed in accordance with FASB Accounting Standards Codification 450, *Contingencies*. (excerpts of which can be found in the ABA's Auditor's Letter Handbook).
- 18) We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

### **Government—specific**

- 19) We have made available to you all financial records and related data [and all audit or relevant monitoring reports, if any, received from funding sources].
- 20) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 21) We have taken timely and appropriate steps to remedy fraud, violations of laws, regulations, contracts, or grant agreements, or abuse that you have reported to us.
- 22) We have a process to track the status of audit findings and recommendations.

- 23) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 24) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 25) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 26) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 27) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 28) As part of your audit, you assisted with preparation of the financial statements and related notes and schedule of expenditures of federal awards. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have assumed all management responsibilities. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
- 29) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 30) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 31) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
- 32) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 33) The financial statements properly classify all funds and activities.
- 34) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 35) Components of net position (net investment in capital assets; restricted; and unrestricted) and equity amounts are properly classified and, if applicable, approved.
- 36) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 37) Provisions for uncollectible receivables have not been identified and recorded because the financial statements are presented under the modified cash basis of accounting.
- 38) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 39) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 40) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 41) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.

- 42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 43) We have appropriately disclosed the District’s policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 44) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 45) With respect to the Budget to Actual Schedule-General Fund
  - a) We acknowledge our responsibility for presenting the Budget to Actual Schedule-General Fund in accordance with accounting principles generally accepted in the United States of America, and we believe the Budget to Actual Schedule-General Fund, and Watermaster Fund, including the form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
  - b) We acknowledge the management discussion and analysis is required supplementary information and have chosen to omit that as RSI in these financial statements. We acknowledge your responsibility to present an explanatory paragraph in the independent auditor’s report.

Management Signature: \_\_\_\_\_ Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

# **Honey Lake Valley RCD District Manager Report**

Kelsey Siemer - District Manager

February 22nd, 2024

## **RCD Administration:**

- Bookkeeping
  - Monthly Reports (attached)
  - Mid-Year Budget Review tonight, 1st Draft FY24/25 Budget next meeting
- Audit
  - Management Letter
  - Packets from Larry Bain, CPA

## **Watermaster:**

- WAC
  - Meeting March 7th
- Public Information Requests
- Direct Billings went out last week for payment 2 of 2, due April 1, 2024

## **Grant Updates:**

- **DWR: Urban and Multi-benefit Drought Relief Grant Program - Old Channel Project**
  - Moving along on pipe laying, connected under Main Street/36
  - Advance is liquidated, returning all costs to reimbursements
  - Have not received a reimbursement from DWR since August 2023, have followed up with Grant Manager multiple times.
  - Original headgate is in rough shape, but available to be retrieved
- **DWR: Lahontan Basin IRWM Implementation - Round 1 and 2**
  - Round 1: Lead Admin Agency for City of Susanville
    - Approved agreement with CoS for all remaining administrative costs.
    - DWR sent our draft amendment back with changes, completed changes and sent them to the City for submitting. Significant hold ups on invoicing.
  - Round 2:
    - Within DWR for approval.
- **DOC: Susanville Ranch Park - Riparian Corridor and Working Lands Restoration**
  - Extension granted through 3/1/2025 to accommodate CEQA timeline
  - Signage will be finished soon and should be installed this summer.
  - Timber work is still left to complete.
- **USFS: Post Fire Recovery - Sheep, Hog and Dixie Fire Scars**
  - Mostly stalled until tree planting (2025)
  - Trees are ordered and paid for!
  - Catherine is spending her time focusing on CEQA training, applying for Grants, partnering with LFSC for support, and possibly taking on some other projects.

- **NACD: TA2022**
  - Andrew is working on TA projects while Tiffany is on maternity leave.
  - Submitted Q4 Report, grant close-out is March 31, 2023.
  - Do we want to re-apply for TA2023?
  
- **SNC: Modoc RCD Capacity Building**
  - Submitted second (Q4) invoice January 8th.
  - Remainder of the budget will be spent on CEQA capacity building opportunities.
  
- **CalRecycle: Farm and Ranch Solid Waste Cleanup and Abatement Grant - Minch FR77**
  - Invoiced CalRecycle 11/20/2023, received 2/9/2024. Paid Dave for both invoices.
  - Second invoice submitted this week.
  
- **Watershed Coalition: Lassen PBA**
  - Budget and agreement amendment fully executed.
  - Discussion about how to spend the remainder of the funds.
  - Catherine and Kelsey to begin tracking time spent on PBA work.
  
- **NRCS: CARCD Underserved Farmers and Ranchers**
  - Kelsey presented to CARCD and other RCD's on the grant, its deliverables, and our challenges.
  - Project closeout March 2024
  
- **CAL FIRE Workforce Development Grant:**
  - Applied for in March, funds are now available for the trainings we requested
  - Further discussions need to follow with CARCD and Catherine about which trainings we will utilize

### **Looking Forward to 2024!**

- **Strategic Plan update - *in the works!***
- **1st Draft Budget for FY 24/25 next meeting**
- **Irrigation Season starts March 1, 2024**