



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 10/25/21 at www.honeylakevalleyrcd.us

Date: Thursday, October 28th, 2021

Location: HELD REMOTELY Via ZOOM

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

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

Join us on Zoom with information below:

Join Zoom Meeting

<https://us02web.zoom.us/j/82676742084?pwd=aFZyNVpXMWYyc0JYQk1relQwK3dZUT09>

Meeting ID: 826 7674 2084

Passcode: 581480

One tap mobile

+12532158782,,82676742084#,,,,*581480# US (Tacoma)

+13462487799,,82676742084#,,,,*581480# US (Houston)

Time: 5:30 PM

AGENDA

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

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

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

II. APPROVAL OF AGENDA

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

III. PUBLIC COMMENT

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

IV. CONSENT ITEMS

- A. Approval of Meeting Minutes: 9/23/2021 (attachments)
- B. Treasurer's Report
- C. Correspondence

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

V. REPORTS

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

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

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

- A. Consideration & approval to elect Laurie Tippin chair of the Modoc Plateau Regional RCD for a 2-year period (2021-2023).

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

- B. Consideration & approval to cancel the board's regular meetings for Nov (11/25) & Dec (12/23) & determine a special meeting date(s).

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

- C. Consideration and approval of Andrea Drew, CPA proposal submission. (attachment)

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

- D. Consideration and approval of Resolution 2021-2, regarding AB 361 for the continuation of online board meetings. (attachment)

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

- E. Consideration and approval of Resolution 2021-3 regarding the Department of Conservation's Riparian Corridor Restoration and Conservation grant program application. (attachment)

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

- F. First reading of the HLVRCD 2022 Annual Calendar. (attachment)

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

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

- A. Consideration and Approval to pay BBK September 2021 Invoice #917304 (totaling \$22,467.06). (attachment)

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

- B. Second reading of the Draft Annual Use Report for 2021/2022

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 **TBD, at 5:30 PM**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Monday, October 25th, 2021 agendas were posted as required by Government Code Section 54956 and any other applicable law.

X 

Andrea Stuemky
District Manager



PUBLIC NOTICE
Regular Board Meeting of the:
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130
530-257-7271 ext. 100

Attachments available 09/20/21 at www.honeylakevalleyrcd.us

Date: Thursday, September 23rd, 2021

Location: HELD REMOTELY Via ZOOM

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

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

Time: 5:30 PM

MEETING MINUTES
votes taken via role call

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

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

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

Board member Jesse Claypool called the meeting to order at 5:35 pm, and a quorum was noted. Wayne Langston was not present.

ii. **APPROVAL OF AGENDA**

Board member Laurie Tippin made a motion to approve the agenda, Board member Robin Hanson 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.

i. **CONSENT ITEMS**

- A. Approval of Meeting Minutes: 6/24/2021, 07/29/2021, 08/11/2021 (attachments)
- B. Treasurer's Report
- C. Correspondence

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

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

ii. **REPORTS**

- A. District Manager Report – Stuemky
 - Reported on current grants progress, along with new grant applications that are being worked on, as well as current district events and volunteer work needed for various projects in the future.
- B. NRCS Agency Report – Stephens
 - Reported that the local office has \$3.7 million of obligated contracts currently this year, as well as 14 CPS contracts from NACD TA position and 8 from EQIP.
- C. SWAT – Hanson
 - Reported that she talked with the county Ag. Department and is planning to talk more about a partnership with the RCD throughout the winter months.
- D. WAC Report – Adams
 - Reported on recent Watermaster complaints, as well as updates on lawsuits, lawyer briefs, and the announcement of a new court date
- E. Modoc Regional RCD/CARCD Report – Tippin
 - Reported that she had talked with Modoc RCD and other RCDs about NRCS Co-Op Agreement for underserved farmers and ranchers, she also reported that there would not be a fall meeting, and that the CARCD annual conference

would be online again this year starting in January, but the annual business meeting would still occur in in November of this year.

- F. Fire Safe Council Report – Johnson
 - Reported that he had reached out to Tom as LFSC, and had not received a response yet.
- G. IRWMP Report – Claypool
 - NONE
- H. Unagendized reports by board members
 - Will Johnson reported that he would be attended and setting up the RCD booth at the Fall Harvest Market. Jesse Claypool reported that CSDA monthly meeting was excellent, and there is hopefully future funds for special districts.

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

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

- A. Consideration and approval of CEQA lead agency Cooperative Agreement between Honey Lake Valley RCD and Lassen Fire Safe Council, Inc. Hog and Sheep Fire Restoration Project. (attachment) – Tim Keesey

Board member Laurie Tippin made a motion to approve the CEQA Co-Op Agreement, Board member Robin Hanson seconded, and the motion passed. All.

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

- B. Consideration and approval of Hog and Sheep Fire Restoration Project CEQA Environmental Review and Notice of Exemption (NOE). (attachment) – Tim Keesey

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

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

- C. Consideration and approval of Larry Bain, CPA invoice for 2020 Audit (invoice to be split between RCD and Watermaster accounts) of \$6,850.00. (attachment)

Board member Laurie Tippin made a motion to approve the invoice for the 2020 Audit, Board member Robin Hanson seconded, and the motion passed. All.

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

- D. Consideration and discussion regarding board members potential resolutions to submit to CARCD for member district approval.

Board member Laurie Tippin discussed that resolutions are due to the CARCD for the annual business meeting in November, and that is board members had a resolution to contribute to

send in shortly.

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

- E. Identification and authorization of a HLVRCD board member to be the HLVRCD's delegate for the CARCD officers to present resolutions and other decision items at the CARCD annual conference (via Zoom, week of 11/15/21).

Board member Will Johnson made a motion to identify Laurie Tippin as the HLVRCD delegate and Robin Hanson as the alternative delegate, Board member Laurie Tippin seconded, and the motion passed. All.

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

- F. Consideration and discussion regarding board members potential interest in the Modoc Plateau Regional RCD Chair position.

Board member Laurie Tippin discussed roles of leading the Modoc Regional Plateau, including organizing biyearly meetings, and attending of CARCD board meetings and work meetings. This election will be her last term.

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

- G. Consideration and approval to continue remote board meetings due to the COVID-19 pandemic, in regards to the governor's signing of Assembly Bill 361 (Rivas). (attachment)

Died due to lack of motion. More information needed.

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

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

- A. Consideration and Approval to pay BBK August 2021 Invoices #911300- 911301 and September 2021 Invoices #913495-913496 (totaling \$22,830.49). (attachments)

Board member Robin Hanson made a motion to approve the BBK invoices, Board member Laurie Tippin seconded, and the motion passed. All.

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

- B. First reading of the Draft Annual Use Report for 2021/2022

Board member Will Johnson made a motion to approve the first reading of the Annual Use Report, Board member Robin Hanson seconded, and the motion passed. All.

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

VIII. ADJOURNMENT – 09/23/2021 at 7:22PM

The next Honey Lake Valley RCD meeting will be **October 28th, 2021**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Andrea Stuemky
District Manager

APPROVED: _____
Jesse Claypool, RCD Board
Chairperson

DATE: 10/28/2021

Honey Lake Valley RCD

Accounting Support Proposal

By Drew Consulting Inc.





Section 1: Firm and Lead Partner Overview

Our firm partners with small businesses, NGO’s, Special Districts and government agencies to improve their bottom line over the short and long-term. We work alongside our clients’ team to build strong accounting and compliance systems by providing “Full Cycle Financial” and Business Advisory Services through a “Contract Controller/CFO” engagement platform. Through strategic planning efforts, we are able to meet both your current financial goals and strengthen long-term sustainability.

As a full-service company with a diverse background, we work on a 1-to-1 basis with clients to provide specialized services and ensure that we meet each of their specific needs. The services we offer include but are not limited to; business advisory services, financial compliance, accounting and system development, and grant administration and compliance.

Together, let us help the team of Honey Lake Valley RCD (the “District”) better it’s financial legacy.

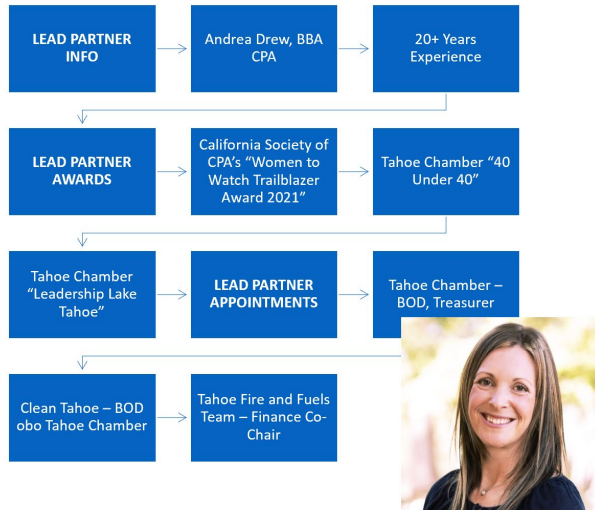
Firm and Lead Partner Information Overview

FIRM INFORMATION

Drew Consulting Inc.
1679 Zapotec Drive, SLT, CA 96150
(530) 318-8204
www.drew-consulting.com

FIRM ACCREDITATION

Small Business (CA) #2014328
Better Business Bureau



Lead Partner Bio

Our lead partner, Andrea Drew, holds 20+ years diverse experience in providing business advisory, assurance and compliance services to a wide array of clients in the private sector (refuse and recycling, water utility, manufacturing, hospitality, and real estate), public sector (mining and technology SEC and TSX-V reporting), government (local state and special district), and not-for-profit organizations (recreation, environmental and commerce).

Andrea began her career working for a prestigious Chartered Accounting firm in Vancouver, BC, as a Summer Intern in her first year of tertiary education. Over the next 10+ years, Andrea enjoyed working on engagements ranging from bookkeeping, to accounting software system design and implementation, tax return development, tax litigation assignments, budget and forecasting, and compilation through



audit attest assignments, with emphasis on publicly traded entities (SEC and TSX-V). As a result, Andrea worked with clients in a variety of industries including government, childcare, water utility, natural resource exploration and development, manufacturing, hospitality, fashion, real estate, and refuse and recycling.

After moving to the United States, Andrea worked five+ years with an influential Environmental Agency in the capacity of Finance Manager for the “Lake Tahoe Aquatic Invasive Species Program”, seeing to the effective management of +\$13-million of federal, state and private funding awards. Her time there provided Andrea with invaluable experience in understanding the complexities and nuances of governmental accounting and grant compliance.

With this unique background, Andrea launched Drew Consulting Inc., a California small business certified, boutique accounting and business advisory firm, to proactively support the growth of its valued business partners.

Andrea looks forward to bringing this value to your team, organization and community you serve

Section 2: Proposal Services

Drew Consulting Inc. has a proven track record of providing exemplary auditing and accounting services to large and small, public and privately held organizations. The following provides for an outline to the proposed delivery of anticipated services, outlined in detail in Exhibit A of this proposal package.

Audit Preparation and GASB/GAAP Compliance Services

Through in-depth pre-audit preparation services, as completed in support of the District’s FY2020 Year End Audit, our firm will provided the District staff with support in developing needed year end account analysis, pre-audit adjusting journal entries and audit-ready working papers for all account balances, to ensure financial statement compliance in accordance with generally accepted accounting principles (GAAP) developed by the Government Accounting Standards Board (GASB), and therefore on-going successful achievement of an “Unqualified Opinion” in the District’s future year end audits.

Budget Preparation Assistance Services


Through an in-depth interview process with District staff, our firm will develop an excel-based budget toolkit, showcasing in detail, critical revenue and expense line items by project/program, to support a well-vetted budget adoption process with the District’s Board of Directors.



Section 3: Firm Qualifications

Our qualifications and achievements to date, are in-keeping with our Mission: To provide our clients' exceptional financial and business advisory services while maintaining the highest levels of integrity and professionalism. We look forward to bringing similar success stories, highlighted below, through our engagement with the Honey Lake Valley RCD.

Sample Portfolio




Accounting and Compliance System Redevelopment

Redeveloped a public safety organizations' accounting and compliance system from a DOS, paper-based system to Quickbooks', paperless system; increased the organizations' indirect cost rate income generation by over 17%; assisted in the implementation and management of a new grant program; and streamlined internal audit processes that sought to minimize external audit entries to three high level GASB reporting items.



Grant Administration and Compliance System

Developed an electronic accounting and compliance system to manage the accounting and grant compliance, administration, and reporting of over \$5 million in a California Energy Commission (CEC) funded project. Provided interfacing and compliance oversight to over 17 partner organizations in the Western United States.



Designed a "Cash Flow and P&L Toolkit"

Designed a "Cash Flow and P&L Toolkit" for a non-profit organization to utilize in annual budgeting processes as well as strengthen management and Board of Directors financial decision making over a current budget or fiscal period.



Indirect Cost Rate Proposal for a Special District

Developed an Indirect Cost Rate proposal for a Special District, providing for an increase to Admin Income revenue generation of over 10% in the prospective fiscal year.

Further examples to engagement success stories, can also be found on our website, www.drew-consulting.com.

Sample Valued Relationships





Exhibit A

Cost Proposal: Budget and Narrative



Overall Scope of Work and Not-To-Exceed Budget

The following is an overview to proposed Scope of Work and Not-To-Exceed Budget:

Details	Hours	Rate	Total - Full Engagement
<u>Task 1 - Financial Reporting Support</u>			
High level monthly review and comments to District produced financial statements for quarterly presentation to the BOD.	12.00	\$ 150.00	\$ 1,800.00
Annual support to the development and high level oversight to the implementation of needed year end close procedures	8.00	\$ 150.00	\$ 1,200.00
<u>Task 2 - Budget Preparation</u>			
Assist the District in the development of an Annual Budget toolkit to support annual budgeting processes.	24.00	\$ 150.00	\$ 3,600.00
<u>Task 3 - Audit Preparation</u>			
Provide the District detailed audit preparation support services to ensure GAAP compliance for FY2021 year end audit.	24.00	\$ 150.00	\$ 3,600.00
NOT TO EXCEED VALUE:			\$ 10,200.00

- Task 1 – Financial Reporting Support:
 - Provide the District support in the review of monthly financial statements, as developed by the District bookkeeper from the District’s Quickbooks’ system, for quarterly presentation to the District Board of Directors.
 - Provide the District support in the development of needed Year End Closing procedures to support GAAP-compliance as pertains to year-end audit needs.
- Task 2 – Budget Preparation:
 - Assist the District in the development of an Annual Budget toolkit, in excel format, showcasing revenue and expense needs specific to funding sources, to review and approval processes by the District Board of Directors, to adopting a formal budget.
 - Where this proposal captures scope and costs to providing this budget-development-support service prior to the start of an assumed fiscal year, additional services can look to include similar support services through a mid-year budget augmentation process.
- Task 3 – Audit Preparation:
 - Support the District in carrying out in-depth year end account analysis on all material account balances, providing for any needed pre-audit adjusting journal entries through before mentioned analysis, and developing audit-ready working papers for all account balances, to be provided to both District staff and the District audit team, to support the achievement of a clean audit for FY2021 year end.
 - Provide the District with an updated Fixed Asset Continuity Schedule, both pre-audit and post-audit, to provide for final year-end “inventory” and annual depreciation figures.

Drew Consulting Inc. will seek to perform the above-mentioned work for the District for a total not-to-exceed budget \$10,200. The District, if they choose, will authorize Drew Consulting Inc. in writing to proceed with additional work or additional projects, at an hourly rate of \$150 per hour.



Exhibit B
References



References

References, include but are not limited to, the following persons:

- Chief Brad Zlendick
 - Lake Valley Fire Protection District
- Robert Moser
 - Lake Shastina Community Services District
- Larry Bain, CPA
 - Larry Bain CPA

**Board of Directors Honey Lake Valley Resource Conservation
District County of Lassen, State of California**

RESOLUTION 2021-02

**RESOLUTION OF THE HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT (RCD)**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT MAKING FINDINGS IN ACCORDANCE WITH AB
361 AND GOVERNMENT CODE SECTION 54953, AUTHORIZING REMOTE
TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE HONEY LAKE
VALLEY RESOURCE CONSERVATION DISTRICT**

October 26, 2021

WHEREAS, all meetings of Honey Lake Valley County Resource Conservation District's ("District") Board of Directors meetings are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Governor Newsom signed AB 361, amending the Brown Act, including Government Code section 54953, subd. (e), that makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subd. (b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and

WHEREAS, the proclaimed state of emergency remains in effect; and

WHEREAS, California Department of Public Health and the federal Centers for Disease Control and Prevention caution that the Delta variant of COVID- 19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors and to protecting the health, welfare, and safety of the participants; and

WHEREAS, the Board of Directors does hereby find that the COVID-19 emergency has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and deems it necessary to find that meeting in person for meetings of all District-related legislative bodies as well as subcommittees of the Board of Directors subject to the Ralph M. Brown Act, would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing as provided in Government Code section 54953, subd. (e); and

WHEREAS, all teleconference meetings of the Board of Directors of the District and any legislative bodies of the District shall comply with the requirements to provide the public with access to the meetings as prescribed in section 54953; subd. (e)(2).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Honey Lake Valley Resource Conservation District as follows:

1. Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board finds that meeting in person for meetings of all District-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.
3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next Board of Directors meeting (whichever comes first), with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. The District Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953, subd. (e), and other applicable provisions of the Brown Act.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Honey Lake Valley Resource Conservation District at its regular meeting held on the 26th day of October 2021, by the following vote:

Adopted on following motion by Director _____, seconded by
Director _____ and the following vote on this ____ day of _____
2021.

Director Vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Jesse Claypool, Chair
Board of Directors

WAYNE LANGSTON, Secretary/Treasurer
Board of Directors

Attest:

Andrea Stuemky, District Manager

**Board of Directors Honey Lake Valley Resource Conservation District
County of Lassen, State of California**

RESOLUTION 2021-03

**RESOLUTION OF THE HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT (RCD)**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT AUTHORIZING SUPPORT AND SUBMITTAL OF
APPLICATION FOR THE DEPARTMENT OF CONSERVATIONS WORKING LANDS AND
RIPARIAN CORRIDORS PROGRAM RIPARIAN CORRIDOR RESTORATION GRANT(S)**

October 28, 2021

WHEREAS, the Board of directors for the Honey Lake Valley Resource Conservation District (HLVRCD) certify that the HLVRCD understands the assurances and certification of the grant application; and

WHEREAS, the board authorizes entrance into a grant agreement with the Department of Conservation for the project and accepts the template terms and conditions, if the project is awarded funding; and

NOW, THEREFORE BE IT RESOLVED that the Honey Lake Valley Resource Conservation District authorizes the submittal of application(s) to the Department of Conservation's Working Lands and Riparian Corridors Program riparian corridor restoration grant(s); and

BE IT FURTHER RESOLVED, that the board authorizes the District Manager or Board Chair, as an agent, to accept the award of the grant funding and to execute tasks, such as signing documents, related to the application, grant agreement, payment requests, if the project is awarded funding.

Adopted on following motion by Director _____, seconded by
Director _____ and the following vote on this 28th day of October 2021.

Director Vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Jesse Claypool, Chair
Board of Directors

WAYNE LANGSTON, Secretary/Treasurer
Board of Directors

Attest:

Andrea Stuemky, District Manager



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

January		
01/01/22 (Sat)	New Year's Day (observed 12/31/21)	Holiday
01/06/22 (Thu)	Organizational Meeting	WAC Meeting
01/17/22 (Mon)	Martin Luther King Day	Holiday
01/27/22 (Thu)	Organizational Meeting, Adopt Calendar, FYE21 Mid-Year Budget Review, WAC Appointments	RCD Meeting

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

February		
02/21/22 (Mon)	President's Day	Holiday
02/24/22 (Thu)	FYE21 Audit, 1st Reading - Strategic/Annual Operations Plan (AOP) Review, FYE22 RCD/WM Budget Review	RCD Meeting

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March		
03/01/22 (Tue)	Irrigation Season Begins	Deadline
03/10/22 (Thu)	FYE21 Budget Review, Direct Billing	WAC Meeting
03/24/22 (Thu)	1st Reading - FYE21 RCD/WM Budget, 2nd Reading - Strategic/AOP	RCD Meeting

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April		
04/21/22 (Thu)	Adopt Strategic/AOP, 2nd Reading - FYE22 RCD/WM Budget Begin 5:30 schedule DM Evaluation, HWY Cleanup Month	RCD Meeting

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May		
05/02/22 (Mon)	Update WM Control Cards	Deadline
05/12/22 (Thu)	Budget Hearing - Approve FYE21 RCD/WM Budget, Initiate WM Assessment Apportionment	WAC Meeting
05/26/22 (Thu)	Budget Hearing - Approve FYE21 RCD/WM Budget, Initiate WM Assessment Apportionment	RCD Meeting
05/30/22 (Mon)	Memorial Day	Holiday

June 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June		
06/14/22 (Tue)	Apportionment and Assessment Letters Due to Water Users	Deadline
06/19/2022 (Sun)	Juneteenth (observed 06/20/22)	Holiday
06/23/22 (Thu)	Review RCD Board Appointments	RCD Meeting



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

July 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July		
07/04/22 (Mon)	Independence day	Holiday
07/07/22 (Thu)		WAC Meeting
07/21/22 (Thu)	Certify Apportionments to Auditor, Initiate FYE21 Audit	RCD Meeting

August		
08/09/22 (Tue)	Certified Apportionments due to Auditor	Deadline
08/25/22 (Thu)		RCD Meeting

September		
09/05/22 (Mon)	Labor Day	Holiday
09/08/22 (Thu)	Draft 2021/22 SRWSA Annual Use Report	WAC Meeting
09/22/22 (Thu)	1st Reading - 2021/22 SRWSA Annual Use Report, HWY Cleanup	RCD Meeting

October		
10/10/22 (Mon)	Indigenous Peoples Day	Holiday
10/20/22 (Thu)	2nd Reading - 2021/22 SRWSA Annual Use Report, 1st Reading - 2023 RCD Calendar	RCD Meeting
10/31/22 (Mon)	Irrigation Season Ends - Direct Billing	Deadline

November		
11/11/22 (Fri)	Veterans Day	Holiday
11/10/22 (Thu)	Approve 21/22 SRWSA Annual Use Report	WAC Meeting
11/24/22 (Thu)	Meeting status subject to change; Approve 2021/22 SRWSA Annual Use Report (submit to Court pending approval), 2nd Reading - 2023 RCD Calendar	RCD Meeting
11/24/22 (Thu)	Thanksgiving	Holiday
11/25/22 (Fri)	Thanksgiving Holiday	Holiday

December		
12/15/22 (Thu)	Meeting status subject to change	RCD Meeting
12/25/22 (Sun)	Christmas Day	Holiday
12/31/22 (Sat)	SRWSA Annual Use Report submitted to Court	Deadline

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



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

October 13, 2021
Invoice 917304
AMS
Page 1

INVOICE SUMMARY

For Professional Services Rendered Through September 30, 2021:

Our Matter # 83697.00003
Re: DOW V. HONEY LAKE VALLEY RCD (CASE NO. C091965)

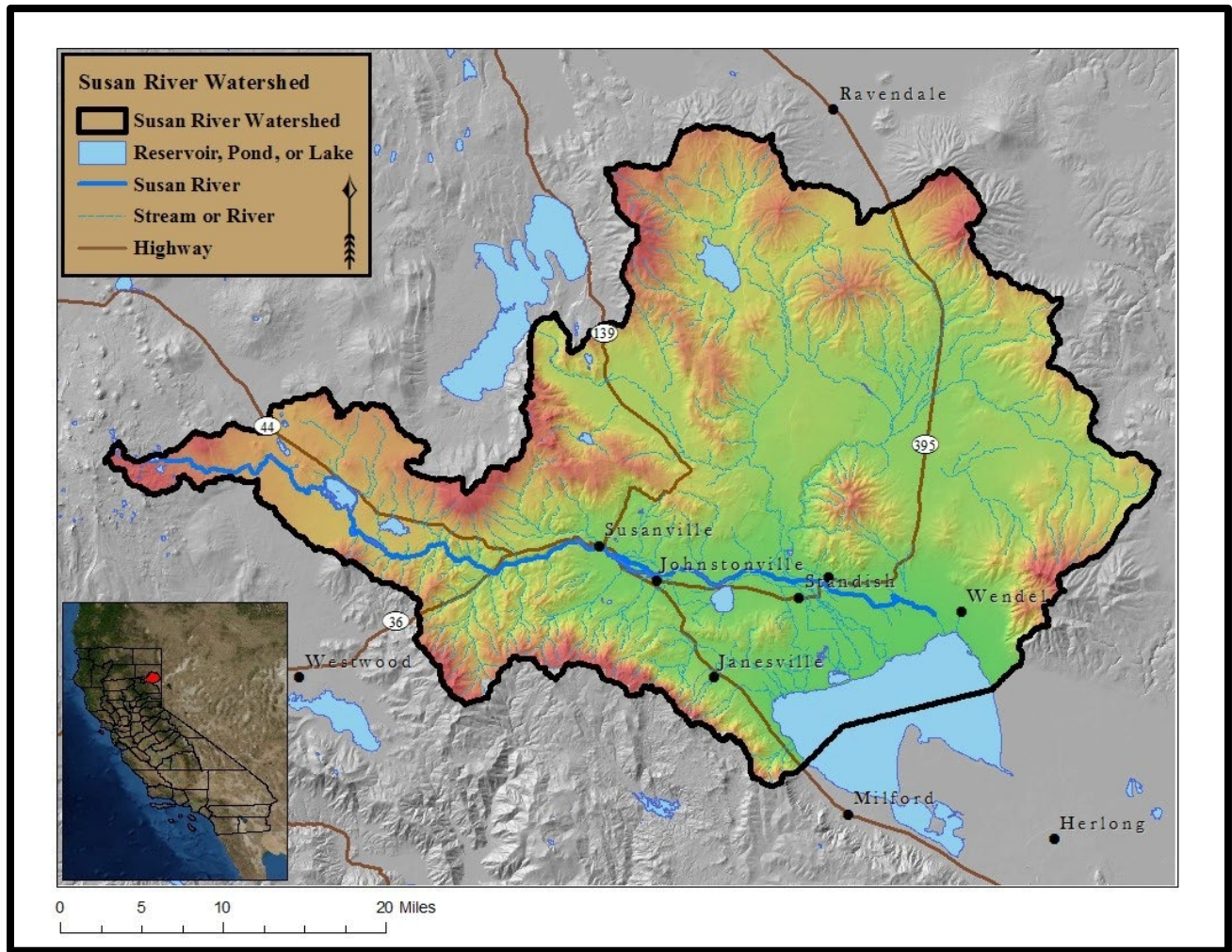
Current Fees:	\$	22,498.50
Current Reimbursable Costs:		<u>125.60</u>
Total Current Billings For This Matter:	\$	22,624.10
Balance from Previous Statement:		20,713.08
Payments and Other Credits Received:		<u>(20,870.12)</u>
Credit Balance Carried Forward:		(157.04)
Total Amount Due:	\$	<u><u>22,467.06</u></u>

INVOICE IS DUE AND PAYABLE UPON RECEIPT



HONEY LAKE VALLEY
RESOURCE
CONSERVATION
DISTRICT

SUSAN RIVER WATERMASTER SERVICE AREA



ANNUAL USE REPORT - 2020/21

Susan River

Watermaster Service Area

Annual Use Report- 2020/2021

Fiscal Year: July 1, 2020- June 30, 2021

Irrigation Season: March 1, 2021- October 31, 2021

Storage Season: November 1, 2020- February 29, 2021

Lassen County, California

Decree No.'s 4573, 8174 and 8175

Submitted by December 31, 2021 to

The Presiding Judge, Lassen County Superior Court



Prepared By:

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

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General Description:

The Susan River service area is located in the southern part of Lassen County in the vicinity of the town of Susanville. There are approximately 246 water right owners in the service area with total continuous allotments of 351.922 cubic feet per second in addition to storage rights held by several users. The source of supply consists of three stream systems as follows: Susan River, Baxter Creek, Parker Creek and their associated tributaries.

Susan River has its sources on the east slope of the Sierra Nevada Mountains in the southwesterly portion of Lassen County immediately east of Lassen National Park at an elevation of about 7,900 feet. Its channel runs easterly from Silver Lake through McCoy Flat Reservoir, through Susanville, and easterly on to Honey Lake.

Susan River has four major tributaries: Paiute Creek (entering from the north at Susanville), Gold Run and Lassen Creeks (entering from the south between Susanville and Johnstonville), and Willow Creek (entering from the north above Standish). Gold Run Creek and Lassen Creek rise on the north slope of Diamond Mountain at an elevation of about 7,600 feet. The watersheds of Paiute Creek and Willow Creek are lower and they rise on the south slopes of Round Valley Mountains.

A short distance below the confluence of Willow Creek and Susan River the river channel divides into three branches known as Tanner Slough Channel on the north, Old Channel in the middle, and Dill Slough Channel on the south. Two channels which take off of Dill Slough on the south are known as Hartson Slough and Whitehead Slough.

The Baxter Creek stream system is situated in Honey Lake Valley on the east slope of the Sierra Nevada about 10 miles southeast of Susanville in the southern portion of Lassen County. The principal streams in the Baxter Creek stream system are Baxter Creek (which rises in the extreme western portion of the basin and flows in an easterly direction), Elysian Creek, Sloss Creek, and Bankhead Creek (a tributary to Baxter Creek from the south). Elysian Creek has three tributaries: North Fork Elysian Creek, South Fork Elysian Creek, and Kanavel Creek.

Parker Creek is situated in Honey Lake Valley on the east slope of the Sierra Nevada about 15 miles southeast of Susanville in the southern portion of Lassen County. Its source is on the east

slope of Diamond Mountain and flows in an easterly direction for about 5 miles into Honey Lake. The primary area of water use in the Susan River service area is in Honey Lake Valley between Susanville and the northwest shore of Honey Lake, 25 miles in length. The valley floor is at an elevation of about 4,000 feet.

Water Supply:

The water supply in the Susan River service area comes from two major sources: snowmelt runoff and springs. The snowpack on the Willow Creek Valley and Paiute Creek watersheds, which embrace more than half of the Susan River stream system, melts early in the spring and usually is entirely depleted by the first of May. The irrigation requirements from this portion of the stream system after the first of May are almost entirely dependent upon the flow of perennial springs which remain constant throughout the year. Under normal conditions, the flows of Lassen Creek, Gold Run Creek, Baxter Creek, Parker Creek, and the Susan River above Susanville are well sustained by melting snows until early June. The flow from perennial springs in this portion of the water system is comparatively small. The Lassen Irrigation Company stores supplemental water in Hog Flat Reservoir and McCoy Flat Reservoir, located on the headwaters of the Susan River. This stored water is released into the Susan River, which is used as a conveyance and commingled with the natural flow usually during June and July. It is then diverted into the A and B Canal leading to Lake Leavitt for further distribution by the irrigation district.

Methods of Distribution:

Irrigation in the Susan River service area is accomplished by placing diversion dams in the main channel of the stream system, to raise the water to the level required to divert into the canals, sloughs and ditches. These dams for diversion are relatively large on the Susan River compared to those on the smaller tributaries. Various methods of irrigation are practiced; the most common approach is by flooding. With this technique, water is transported by a main conveyance channel along the high point of the lands to be irrigated. It is then dispersed by laterals along the higher ridges of the tract from which it can be distributed over the area to be irrigated by the smaller laterals of the ditch system. Sub-irrigation occurs in some areas incidental to surface irrigation or because of seepage from ditches or creek channels. During

the past several years, numerous users have increased the usage of sprinkler irrigation by wheel lines to improve the efficiency of their irrigation systems.

Watermaster Service Fiscal Information:

The FY 2020/2021 Watermaster Service Budget was adopted on June 9, 2020 in the amount of \$225,000; increasing from the previous 2019/2020 Fiscal Year total assessment amount of \$180,000. The Budget was increased due to high legal fees experienced by the District over three active water right litigation cases. A courtesy letter notifying the water users of the upcoming increase was mailed in May 2020. The required notification regarding the budget, apportionment and individual assessments were mailed to the users and filed with the Lassen County Superior Court before June 15, 2020. There were no filed objections to the budget or apportionment within 15 days or thereafter; and thus, deemed approved by the Court without further hearing. The approved budget, apportionment, and individual assessments were certified to the Lassen County Auditor and the Lassen County Board of Supervisors prior to August 10, 2020.

An audit for Fiscal Year starting July 1, 2019 thru June 30, 2020, has been completed and is available on the Honey Lake Valley RCD website.

2020/2021 Water Allocation and Distribution:

The Susan River Watermaster Service Area experienced extremely light precipitation compared to the area's average. Based on California Cooperative Snow Surveys for the Susanville area, October 2020 through September 2021, the area received only XX% of the average precipitation amount. The general availability of water for the various stream systems are described below.

Parker Creek: First priority water rights were served through early May.

Baxter/Elysian Creek: Users of both Baxter Creek and Elysian Creek could divert at prorated rates through late May.

Paiute Creek: The water supply in Paiute Creek was dry for most of year, with low flows in March and April.

Lassen Creek: There was sufficient water in Lassen Creek to provide prorated water amounts until mid-May.

Hills Creek: The water supply in Hills Creek continued into mid-May.

Gold Run Creek: The water supply in Gold Run Creek supplied prorated water right amounts through mid- May.

Upper Susan River: At the start of Irrigation Season, March 1, the Upper Susan was at approximately 17% water availability of the Schedule 5, 2nd priority water right allotments. Full water right allotments were never met with the highest flows reaching 65-70cfs out of the 100%, 72.45cfs for a few days in early April. Thus, users were prorated most of the season with flows quickly decreasing in early May, only leaving stock water available come mid-May. Stock water availability through the irrigation season and into the storage season was very limited; this caused farther downstream users to rely on well pumping, the majority of users to supplement with well pumping, and neighboring users to rotate the water use.

Lower Susan River Below the Confluence of Willow Creek: The Lower Susan started off the season below 100% of the Schedule 3, 2nd priority water rights. These users were prorated until only stock water was available in late April. Due to low flow, stock water was only available to those higher upstream, or closer to the channel. Users relied on well pumping either completely or as supplement.

Willow Creek: Prorated allocations were available through late May. Flows were sufficient enough for stockwater into August.

Bankhead/Sloss Creek: Irrigation water was available until late April.

Lassen Irrigation Company Storage Reservoirs: By the start of irrigation season, McCoy Flat stored to a stage height of 0.9 feet, equaling approximately **XXX acre-feet** of water. LIC began

diverting water from McCoy on April 19, 2021, utilizing completely by April 23, 2021. Hog Flat reserved to a stage height of 2.5 feet, equaling approximately 1,350 acre-feet of water. This water was utilized starting on April 19, 2021 and was completely drained by approximately May 4, 2021.

Miscellaneous notable events:

1. The District Manager, Kayla Meyer, left the organization on June 26, 2020. Andrea Stuemky was hired as District Manager, starting on August 17, 2020. Andrea possesses a Bachelor's of Science in Biology, and a Master's of Science in Horticulture, Specialty Crops. She resides here in Susanville, and previously worked for the local Bureau of Land Management Eagle Lake Field Office, on the Botany team.
2. On April 30, 2021 the California Court of Appeals, Third Appellate District decided on the Dow- Bonomini 2013 Family Trust Appeal of the June 3, 2019 Lassen County Superior Court decision; siding with the RCD on the interpretation of the phrase "and, or" of paragraph 21 of the 4573 Decree, allowing Lassen Irrigation Company the ability to store and release water simultaneously. The Dow party appealed this decision to the US Supreme Court, of which it has not yet been denied or accepted.
3. Briefs are due to the California Court of Appeals, Third Appellate District on October 1, 2021 for the RCD appeal of the Lassen County Superior Court March 9, 2021 decision which sided with the Dow-Bonomini 2013 Family Trust on the issues of transferring Schedule 4- Gold Run Creek, and Schedule 5- Upper Susan River water rights, for use below the confluence of the Susan River and Willow Creek; and the use of 740 acre-feet of water described in the Barham Kelly 3037 Judgment argued to be additional water rights to the 4573 Decree.
4. The RCD Board Vacancy was filled by Robin Hanson, taking the Oath of Office on October 22, 2020. Robin is a part of the local Lassen County Cattlemen's Association and previously served on the Yolo County RCD Board. This position is a 4-year term.
5. The RCD as Watermaster, changed legal representation from William P. Curley of Harper & Burns, LLP. and Mark Waterman of Lozano Smith, to Gene Tanaka and Steven M. Anderson of Best, Best, and Krieger LLP. This was filed with the California Court of Appeal, Third Appellate District in early December 2020.

Appendices A-E

Numerical values are in cubic feet per second (cfs)

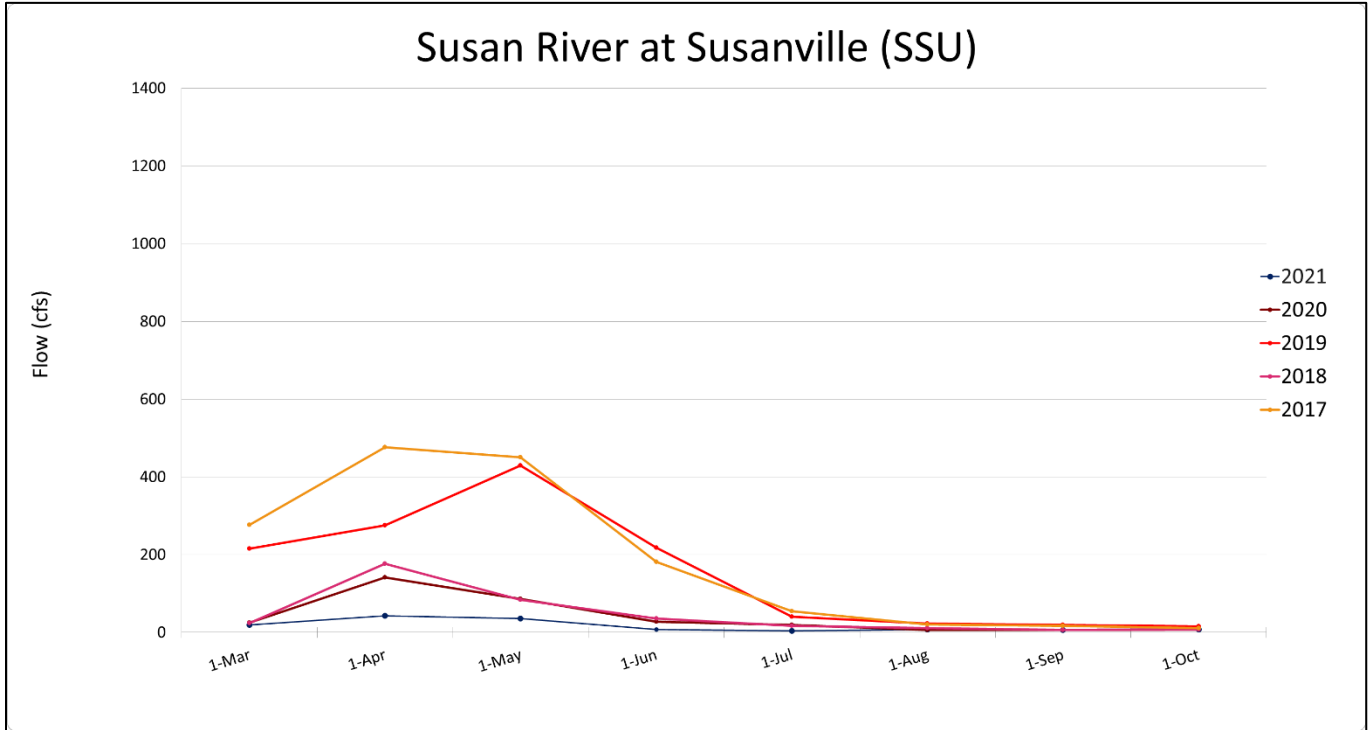
- = No Reading

Appendix A: Department of Water Resources, Digital Gauge Data

SUSAN RIVER at SUSANVILLE (SSU)

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
1	19	43	36	8	4	7	6	7
2	20	49	33	7	4	6	6	7
3	21	56	31	7	3	6	6	7
4	21	60	27	6	4	6	6	7
5	22	59	25	6	3	6	6	7
6	28	53	23	6	3	7	6	7
7	28	49	22	6	3	7	6	7
8	26	47	20	6	3	7	6	7
9	25	44	19	6	3	7	5	7
10	25	44	18	8	3	7	7	8
11	23	44	17	7	3	7	6	8
12	21	41	16	7	3	6	6	8
13	21	38	16	7	3	6	7	9
14	23	34	15	6	3	7	7	9
15	23	31	16	6	3	7	7	9
16	22	29	18	5	4	7	7	9
17	22	29	15	5	4	7	8	9
18	24	28	12	5	4	7	7	10
19	39	29	12	5	4	7	9	9
20	38	43	12	5	5	7	8	10
21	31	59	13	5	5	7	8	10
22	30	57	13	4	5	7	8	
23	32	49	13	5	6	7	8	
24	29	44	12	5	5	7	7	
25	29	41	11	6	6	7	7	
26	29	42	11	6	6	7	6	
27	29	39	10	6	7	7	6	
28	36	35	10	5	7	7	7	
29	48	34	9	5	6	7	7	
30	46	36	9	4	7	6	7	
31	41		8		7	6		

Appendix E: Susan River Flow Graphs



Note: Data sourced from Department of Water Resources digital flow gauges, California Data Exchange Center (CDEC). Points represent average daily flows, connected by lines. Daily values were averaged from the gauge’s ‘Real Time’ 15-minute interval data. The amount of water being released from Hog and McCoy Flat Reservoirs, subtract the standard 10%-cfs of that total value to account for confluence loss, was subtracted from the CDEC daily average gauge reading. This is so that the plotted points show, solely, the natural flow of the Susan River.

**Board of Directors Honey Lake Valley Resource Conservation
District County of Lassen, State of California**

RESOLUTION 2021-02

**RESOLUTION OF THE HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT (RCD)**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT MAKING FINDINGS IN ACCORDANCE WITH AB
361 AND GOVERNMENT CODE SECTION 54953, AUTHORIZING REMOTE
TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE HONEY LAKE
VALLEY RESOURCE CONSERVATION DISTRICT**

October 26, 2021

WHEREAS, all meetings of Honey Lake Valley County Resource Conservation District's ("District") Board of Directors meetings are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Governor Newsom signed AB 361, amending the Brown Act, including Government Code section 54953, subd. (e), that makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subd. (b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and

WHEREAS, the proclaimed state of emergency remains in effect; and

WHEREAS, California Department of Public Health and the federal Centers for Disease Control and Prevention caution that the Delta variant of COVID- 19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors and to protecting the health, welfare, and safety of the participants; and

WHEREAS, the Board of Directors does hereby find that the COVID-19 emergency has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and deems it necessary to find that meeting in person for meetings of all District-related legislative bodies as well as subcommittees of the Board of Directors subject to the Ralph M. Brown Act, would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing as provided in Government Code section 54953, subd. (e); and

WHEREAS, all teleconference meetings of the Board of Directors of the District and any legislative bodies of the District shall comply with the requirements to provide the public with access to the meetings as prescribed in section 54953; subd. (e)(2).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Honey Lake Valley Resource Conservation District as follows:

1. Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board finds that meeting in person for meetings of all District-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.
3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next Board of Directors meeting (whichever comes first), with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. The District Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953, subd. (e), and other applicable provisions of the Brown Act.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Honey Lake Valley Resource Conservation District at its regular meeting held on the 26th day of October 2021, by the following vote:

Adopted on following motion by Director _____, seconded by
Director _____ and the following vote on this ____ day of _____
2021.

Director Vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Jesse Claypool, Chair
Board of Directors

WAYNE LANGSTON, Secretary/Treasurer
Board of Directors

Attest:

Andrea Stuemky, District Manager

**Board of Directors Honey Lake Valley Resource Conservation District
County of Lassen, State of California**

RESOLUTION 2021-03

**RESOLUTION OF THE HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT (RCD)**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT AUTHORIZING SUPPORT AND SUBMITTAL OF
APPLICATION FOR THE DEPARTMENT OF CONSERVATIONS WORKING LANDS AND
RIPARIAN CORRIDORS PROGRAM RIPARIAN CORRIDOR RESTORATION GRANT(S)**

October 28, 2021

WHEREAS, the Board of directors for the Honey Lake Valley Resource Conservation District (HLVRCD) certify that the HLVRCD understands the assurances and certification of the grant application; and

WHEREAS, the board authorizes entrance into a grant agreement with the Department of Conservation for the project and accepts the template terms and conditions, if the project is awarded funding; and

NOW, THEREFORE BE IT RESOLVED that the Honey Lake Valley Resource Conservation District authorizes the submittal of application(s) to the Department of Conservation's Working Lands and Riparian Corridors Program riparian corridor restoration grant(s); and

BE IT FURTHER RESOLVED, that the board authorizes the District Manager or Board Chair, as an agent, to accept the award of the grant funding and to execute tasks, such as signing documents, related to the application, grant agreement, payment requests, if the project is awarded funding.

Adopted on following motion by Director _____, seconded by
Director _____ and the following vote on this 28th day of October 2021.

Director Vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Jesse Claypool, Chair
Board of Directors

WAYNE LANGSTON, Secretary/Treasurer
Board of Directors

Attest:

Andrea Stuemky, District Manager
