



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 12/03/18 at www.honeylakevalleyrcd.org

Date: Thursday, December 6, 2018

Location: **USDA Service Center**
170 Russell Avenue, Suite C
Susanville, Ca. 96130
(530) 257-7271 x100

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. 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 11/13/18 special meeting minutes (attachment)
- B. Treasurer's Report (attachment)
- C. Correspondence (attachment)

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

V. REPORTS

- A. District Manager Report (attachment) – Sims
- B. NRCS Agency Reports – Vacant
- C. Lassen SWAT – Sims/Tippin

- D. WAC Report – Langston
- E. Modoc Regional RCD/CARCD Report – Tippin
- F. Fire Safe Council Report – Johnson
- G. IRWMP Report – Claypool
- H. Unagendized reports by board members

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

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

- A. Consideration and approval of Lassen Fire Safe Council, Inc. letters of support, Diamond Mountain Project and Firewise Education Program (attachment)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity & 2 – Stay Relevant to the Conservation Needs of the Community & 3 – Capture Conservation Opportunities, as Appropriate.

- B. Discussion to increase Project Coordinator position to full-time status

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

- C. Consideration and Approval to continue to assist with the development of a CSDA Local Chapter

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity & 2 – Stay Relevant to the Conservation Needs of the Community & 3 – Capture Conservation Opportunities, as Appropriate.

VII. RECESS OF RCD PORTION OF MEETING

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

- A. Consideration and approval of Lozano Smith, LLP invoice 2066511 and 2066512 for \$14,995.78 (attachment)

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

- B. Discussion of Watermaster dispute form (attachment)

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

IX. RECESS OF WATERMASTER PORTION OF MEETING

X. RECONVENE RCD PORTION OF MEETING

XI. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **January 23, 2018, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Saturday, December 3, 2018 agendas were posted as required by Government Code Section 54956 and any other applicable law.



Ian Sims
District Manager



MEETING MINUTES
Special Meeting of the:
Honey Lake Valley Resource Conservation District
www.honeylakevalleyrcd.org

Date: Tuesday, November 13, 2018

Location: USDA Service Center
170 Russell Avenue, Suite C
Susanville, Ca. 96130
(530) 257-7271 x100

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. PLEDGE OF ALLEGIANCE. ROLL CALL

Board Chair Jesse Claypool called the meeting to order at 3:47 pm, the pledge of allegiance was recited, and a quorum was noted. Board Member Laurie Tippin and Wayne Langston was absent.

II. APPROVAL OF AGENDA

Board Member Dave Schroeder made a motion to approve the agenda, Board Member William Johnson seconded, and the motion passed. All.

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 9/25/18 and 10/8/18 special meeting minutes (attachment)
- B. Treasurer's Report (attachment)
- C. Correspondence

Dave Schroeder made a motion to approve the consent items, William Johnson seconded, and the motion passed. All.

V. REPORTS

- A. District Manager Report (attachment) – Sims

(Please see November Agenda on HLVRCD website for full District Managers Report)
Board directed Sims to look into the roles and responsibilities of the full-time capacity of the Project Coordinator position.
- B. NRCS Agency Reports – Vacant
- C. Lassen SWAT – Sims/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

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

- A. **Consideration and approval to donate \$500 to the Conservation Strategy Group (attachment)**

Dave Schroeder made a motion to approve item VIA, William Johnson seconded, and motion passed. All.
- B. **Consideration and approval of CARCD resolutions for the 2018 Annual Business Meeting (attachment)**

Dave Schroeder made a motion to approve item VIB, William Johnson seconded, and motion passed. All.
- C. **Consideration and approval of 2019 RCD Calendar (attachment)**

Dave Schroeder made a motion to approve item VIB, William Johnson seconded, and motion passed. All.
- D. **Employee Benefits Update (attachment)**

Sims will follow up with detailed SEP coverages for all employees
- E. **Consideration and approval of Auditing Services (attachment)**

Dave Schroeder made a motion to approve item VIE, William Johnson seconded, and motion passed. All.
- F. **Consideration and approval of FYE17 Audit (attachment)**

Dave Schroeder made a motion to approve item VIF pending revisions suggested by Board and Clay Singleton, William Johnson seconded, and motion passed. All.
- G. **Discussion regarding appointing a representative for the BLM Resource Advisory Committee**

William Johnson will bring back to the Board the specific application and any requirements needed to apply for appointment to the BLM RAC
- H. **Consideration and approval to pay sponsorship dues of \$50 to the North Cal-Neva Resource Conservation and Development Council, Inc. (attachment)**

Dave Schroeder made a motion to approve item VIH, William Johnson seconded, and motion passed. All.
- I. **Consideration and Approval to become a CSDA Lassen Chapter Member**

This item was table to the next RCD Board meeting in order to have additional Directors input and to be readdressed as Consideration and Approval to continue to assist with the development of a CSDA local chapter.

J. Consideration and Approval of a CEQA categorical exemption for the Lassen County Fire Safe Council, Inc. South Eagle Lake WUI Fuel Treatments project, Phase 1 (attachment)

Tom Esgate and Tim Keesey of the Lassen Fire Safe Council presented the CEQA CE for the South Eagle Lake WUI Fuel Treatments project, Phase 1. Dave Schroeder made a motion to approve item VIJ, William Johnson seconded, and motion passed. All.

VII. RECESS OF RCD PORTION OF MEETING

VIII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION- WATERMASTER

A. Consideration and approval of Lozano Smith, LLP invoice 2064422 and 2064423 for \$3,480.00 (attachment)

Dave Schroeder made a motion to approve item VIIIA, William Johnson seconded, and motion passed. All.

B. Consideration and approval of 2017/18 SRWSA Annual use Report (attachment)

Dave Schroeder made a motion to approve item VIIIB contingent on adding units of measurement to the flow charts, William Johnson seconded, and motion passed. All.

IX. RECESS OF WATERMASTER PORTION OF MEETING

X. RECONVENE RCD PORTION OF MEETING

XI. ADJOURNMENT

Dave Schroeder made a motion to adjourn the meeting, William Johnson seconded, and the meeting was adjourned at 6:00 PM. All.

The next Honey Lake Valley RCD meeting will be **January 23, 2018, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully submitted,



Ian Sims
District Manager

APPROVED: _____
Jesse Claypool, RCD Board Chairperson

DATE: **December 6, 2018**

HONEY LAKE VALLEY RCD
SNC-LCWRP
170 RUSSELL AVE STE C
SUSANVILLE CA 96130

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Pay online the fast and secure way with Visa Checkout and your Tri Counties Bank Visa card.



Enroll today at TriCountiesBank.com/visa-checkout

Business MMI

Account: XXXXXXXX6331

Account #	XXXXXXXX6331	Statement Dates	10-01-18 thru 10-31-18
Beginning Balance	26,401.48		
0 Deposits/Credits	0.00		
0 Checks/Debits	0.00		
Service Charge	0.00		
Interest Paid	2.24		
Ending Balance	26,403.72		

Transactions

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10-31	Int Pmt Sys-Gen	2.24

Interest Summary

Interest Earned	10/01/18 thru 10/31/18
Days in Statement Period	31
Interest Earned	2.24
Annual Percentage Yield Earned	.10%
Interest Paid this Year	21.97
Interest Withheld this Year	0.00

End of Statement

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

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Not for Profit Business Chkg

Account: XXXXXXXX2639

Account #	XXXXXXXX2639	Statement Dates	10-01-18 thru 10-30-18
Beginning Balance	26,705.96		
1 Deposits/Credits	8,916.03		
18 Checks/Debits	11,107.07		
Service Charge	0.00		
Interest Paid	0.00		
Ending Balance	24,514.92		

Transactions

Date	Description	Amount
10-01	POS Pur 2581 Google *Gs Google *Gsuite_hone Cc@google.com CA	45.00 -
10-03	Rec POS 2581 Intuit *Qb Intuit *Qb Online 800-286-6800 CA	35.00 -
10-04	POS Pur 7410 Staples Staples 00114 Reno Nv	15.69 -
10-09	Rec POS 7410 Cts*Fronti Cts*Frontier Online 800-921-8101 Ct	73.98 -
10-12	POS Pur 7410 El Agave A El Agave Azul 800-8888888 CA	27.47 -
10-17	POS Pur 7410 Amazon.com Amazon.com Seattle WA	74.98 -
10-22	Rec POS 7410 Squarespac Squarespace Inc. Httpssquresp NY	144.00 -
10-22	POS Pur 7410 The Ups St 550 W. Plumb Lane Reno Nv	9.63 -
10-23	Deposit	8,916.03
10-23	POS Pur 7410 Amazon.com Amazon.com Seattle WA	46.00 -
10-25	Rec POS 7410 Squarespac Squarespace Inc. Httpssquresp NY	20.00 -
10-29	Rec POS 2581 Adobe *Acr Adobe *Acropro Subs 800-833-6687 CA	14.99 -

Checks

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
2950	10-23	4,989.70	2952	10-26	85.00	2954	10-30	88.50
2951	10-23	5,116.04	2953	10-29	47.50	2955	10-24	87.20

* Indicates a Gap in Check Number Sequence

Continued on Next Page

Checks (Continued)

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
2957*	10-26	186.39						

* Indicates a Gap in Check Number Sequence

End of Statement

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

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Not for Profit Business Chkg

Account: XXXXXXXX4218

Account #	XXXXXXXX4218	Statement Dates	10-01-18 thru 10-30-18
Beginning Balance	124,182.00		
1 Deposits/Credits	10,105.74		
11 Checks/Debits	21,472.96		
Service Charge	0.00		
Interest Paid	0.00		
Ending Balance	112,814.78		

Transactions

Date	Description	Amount
10-02	Intuit Payroll S Quickbooks Honey Lake Valley Reso	5,327.48 -
10-15	POS Pur 2732 Tesoro # 6 1905 Main Street Susanville CA	90.00 -
10-15	Employment Devel Edd Eftpmt Honey Lake Valley Reso	37.80 -
10-15	Employment Devel Edd Eftpmt Honey Lake Valley Reso	712.03 -
10-15	Irs Usataxpymt Honey Lake Valley Reso	3,429.28 -
10-16	POS Pur 2732 Jacksons S Jacksons Service Ce Susanville CA	277.87 -
10-16	Intuit Payroll S Quickbooks Honey Lake Valley Reso	4,861.29 -
10-23	Deposit	10,105.74
10-30	Intuit Payroll S Quickbooks Honey Lake Valley Reso	5,488.51 -

Checks

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
1730	10-26	85.00	1731	10-30	88.50	1732	10-26	1,075.20

* Indicates a Gap in Check Number Sequence

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

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Business PMMI

Account: XXXXXXXX5247

Account #	XXXXXXXX5247	Statement Dates	10-01-18 thru 10-30-18
Beginning Balance	33,822.79		
0 Deposits/Credits	0.00		
0 Checks/Debits	0.00		
Service Charge	0.00		
Interest Paid	2.78		
Ending Balance	33,825.57		

Transactions

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10-30	Int Pmt Sys-Gen	2.78

Interest Summary

Interest Earned	10/01/18 thru 10/30/18	
Days in Statement Period		30
Interest Earned		2.78
Annual Percentage Yield Earned		.10%
Interest Paid this Year		29.95
Interest Withheld this Year		0.00

End of Statement



BETTY T. YEE
California State Controller

November 2, 2018

RE: Your Possible Unclaimed Property

Dear **Honey Lake Valley Resource Conservation District:**

Each year, millions of dollars' worth of property is turned over to the State Controller's Office (SCO) by businesses unable to locate the owners. I am pleased to inform you that some of these uncashed checks, bank accounts, insurance benefits, stocks, credit balances, or other items may belong to your government entity.

The state's unclaimed property law was created almost 60 years ago to protect consumers. Banks, insurance companies, and other businesses are required to hand over certain types of lost properties after a period of no activity (generally three years). There is no expiration date to submit a claim. Submitting a completed claim will ensure we can process your filing as quickly as possible and get your money to you without delay.

Enclosed is a property report listing our search results using known names, acronyms, or abbreviations of your government entity. If any properties do not belong to your entity, please identify them with an 'N' on the report. To claim confirmed properties identify them with an "X" on the report, complete the enclosed Claim Affirmation Form and submit your claim package to SCO along with the property report and any applicable documentation. For more details about how to claim property, please refer to the enclosed instructions.

If you have any questions, please call (916) 464-6105 or send an email to UnclmProp@sco.ca.gov.

Sincerely,

Ashley Donaldson, Analyst
Government Liaison Unit, Consumer Services Bureau

Enclosures:
Claim Affirmation Form
Property Report
Government Entity Claim Filing Instructions

Initiated Date: 11/2/2018
Source: LOC-GOV
Relationship: Govt - Other/Federal
Printed Date: 11/2/2018



OFFICE USE ONLY



Claim ID: 4433769

BETTY T. YEE
California State Controller
UNCLAIMED PROPERTY DIVISION

Unclaimed Property Claim Affirmation Form

**HONEY LAKE VALLEY RESOURCE
CONSERVATION DISTRICT
C/O IAN SIMS GM
170 RUSSELL AVE
SUSANVILLE CA 96130-**

This is to inform you that the property listed below may belong to you.

This property was turned over to the State Controller's Unclaimed Property Division, as required by law, for safekeeping until it can be claimed by the rightful owner or their heirs. California's unclaimed property law requires businesses to submit property, such as bank accounts, stocks, bonds, and the contents of safe deposit boxes, to the state if there has been no activity on the account, or the business has had no contact with the owner, generally for three years.

To claim this property, or the net proceeds of any sale of property as required by law, please complete Sections C and D of this form and return it with the required documentation to the address below. If you do not have all of the items required, please send as much information as possible to prove you are the owner of the property.

Once your signed Claim Affirmation Form and required documentation have been received, please allow up to 180 days for processing. For more information about this program including filing instructions, forms, or to inquire about your claim status, please visit the State Controller's website at www.claimit.ca.gov. Claimants may also contact the Unclaimed Property Division by phone at (800) 992-4647. International callers should call (916) 323-2827 for inquiries.

PLEASE NOTE: Properties recently transferred to the State Controller's Office may not appear on our website. If you have an outstanding debt with a California state agency, city or county, your unclaimed property payment may be intercepted to pay the debt.

Section A - Property Owner Information

Owner(s) Name HONEY LAKE VALLEY SOIL CONSERVA		Reported Owner Address	
Type of Property Other	Reported By 46220 - CAL-FARM INSURANCE	Property ID Number 1293123	
Cash Reported \$41.00	Shares Reported 0.0000	Name of Security Reported	

Initiated Date: 11/2/2018
 Source: LOC-GOV
 Relationship: Govt - Other/Federal
 Printed Date: 11/2/2018

OFFICE USE ONLY



Claim ID: 4433769

Claim Affirmation Form (continued)

Section B - Required Documentation

Please see the attached "Documentation Required for Property Owner Claims"

Section C - Claimant Information

Each of the undersigned claimants certifies, under penalty of perjury, that the claimant has read the claim and knows the contents thereof and that the claimant is the owner of said claim and the person entitled to receive the money and property set forth in said claim.

Each claimant agrees to indemnify and hold harmless the State, its officers, and employees from any loss resulting from the payment of said claim. **EACH CLAIMANT MUST SIGN THIS AFFIRMATION OR THE CLAIM WILL BE RETURNED.**

For claims filed for a business, the authorized owner's signature is required. For claims filed for an estate or trust, the signature of the executor, administrator or trustee is required.

Claimant Information				
CURRENT LEGAL LAST NAME OR BUSINESS NAME	CURRENT LEGAL FIRST NAME	MIDDLE	SSN OR FEDERAL TAX ID	
CURRENT MAILING ADDRESS	CITY	STATE/PROVINCE	ZIP CODE	COUNTRY
DRIVER LICENSE NUMBER	DATE OF BIRTH	EMAIL ADDRESS		
DAYTIME PHONE	SIGNATURE		DATE	

Additional Claimant Information (if applicable)				
CURRENT LEGAL LAST NAME OR BUSINESS NAME	CURRENT LEGAL FIRST NAME	MIDDLE	SSN OR FEDERAL TAX ID	
CURRENT MAILING ADDRESS	CITY	STATE/PROVINCE	ZIP CODE	COUNTRY
DRIVER LICENSE NUMBER	DATE OF BIRTH	EMAIL ADDRESS		
DAYTIME PHONE	SIGNATURE		DATE	

Section D - Affidavit Notarization

(YOUR SIGNATURE(S) MUST BE NOTARIZED IF THE CLAIM AMOUNT IS \$1,000 OR GREATER. ALL CLAIMS FOR SECURITIES OR SAFE DEPOSIT BOXES MUST BE NOTARIZED.)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____, County of _____

Subscribed and sworn to (or affirmed) before me on this ____ day of _____, 20__ by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature _____ (seal)

PRIVACY NOTIFICATION

The Information Practices Act of 1977 and the Federal Privacy Act require this Bureau to inform you that your Social Security number and other documents are requested for property identification and processing of your claim.

You have the right to view your records at this office by writing:
 Division Chief, Unclaimed Property Division, P.O. Box 942850, Sacramento, CA 94250-5873.

Honey Lake Valley RCD District Manager Report

Ian Sims – District Manager

December 6, 2018

RCD Administration:

- Auditing Services contracting
- Singleton-Auman currently reconciling QuickBooks to ensure correct reconciliation and proper balancing moving forward – once completed treasurer's report will include a profit/loss report.
- Working with Edward Jones Investments and Singleton-Auman ironing out SEP employee benefits
- CARCD Conference Nov. 14-16
- DACI Conference Nov. 8-9

Susan River Water Master Service

- November WAC meeting 11/8/18, next meeting January 10th
- SRWSA Annual Use Report submitted to Lassen County Superior Court

DWR: Lahontan Basin IRWM (DACI Grant)

- Received payment for first invoice
- MHI survey in Lassen Irrigation Company service area underway
- Lahontan Basin IRWM plan updated to Prop. 1 planning standards pending RWMG review and DWR submittal
- Draft Project Solicitation Package (PSP) for Prop. 1 Implementation funds out now
- Submitted 3rd invoice, pending payment for 2nd

DOC: RCD Accreditation Program

- 4th invoice submitted
- Pending payment for 3rd invoice

SWRCB: Storm Water Resource Planning Grant

- All project closeout documents submitted, waiting for final review from SWRCB and release of retention payment to close out contract with Dyer Engineering Consultants
- SWRCB had additional questions regarding plan requirements, DEC and staff are working through the state's comments and resubmitting SWRP

SNC: Lassen Creek Watershed

- Submitting annual summary expense report

CalRecycle: Farm and Ranch Solid Waste Cleanup and Abatement Grant

- Bertotti project submitted, awaiting notification

CDFA: Carbon Farming Technical Assistance Grant

- Received notice that we were awarded up to \$66K to perform outreach and associated technical assistance activities for the Climate Smart Agricultura (CSA) incentive program which includes the Healthy Soils Program (HSP), the State Water Efficiency and Enhancement Program (SWEEP) and the Alternative Manure Management Program (AMMP)

Special Weed Action Team

- Developing Strategic Plan

Plans for Next Month:

- Continue work on open grants/agreements: SNC, SWRP, DOC, CalRecycle, DACI, CDFA

Honey Lake Valley Resource Conservation District

170 Russell Ave., Suite C.
Susanville, CA 96130
(530)252-7271

www.honeylakevalleyrcd.org



12/06/2018

Scott Packwood
CAL FIRE Lassen-Modoc Unit
697-345 Highway 36
Susanville, CA 96130

Subject: Letter of Support for the Diamond Mountain WUI Fuel Treatments Project

Dear Chief Packwood:

The Honey Lake Valley Resource Conservation District (RCD) supports the Lassen County Fire Safe Council, Inc. (LCFSC) Diamond Mountain WUI Fuel Treatments Project application.

The purpose and benefits of the project are to implement forest restoration treatments to reduce hazardous fuel loads; improve public safety; restore native forest and improve forest health. Reducing stand density and removing dead and dying trees will make forests more resistant to drought and improve adaptability to climate change. This will not only reduce the risk of a catastrophic wildfire and the associated adverse effects on air and water quality but will also aid in suppression efforts. In addition, the Project will improve the ingress and egress within road corridors for both residents and suppression resources. The Project will utilize CAL FIRE Conservation Crews and/or employ local contractors that will help sustain our local economy.

This project is important to the community as well as to RCD. The RCD is committed to act as lead agency for any California Environmental Quality Act (CEQA) compliance associated with implementing this project, if acceptable to Cal Fire. Please accept this letter of support and commitment for the LCFSC/Cal Fire Diamond Mountain WUI Fuel Treatments Project.

Sincerely,

Jesse Claypool, HLV RCD Board Chair

Honey Lake Valley Resource Conservation District

170 Russell Ave., Suite C.
Susanville, CA 96130
(530)252-7271

www.honeylakevalleyrcd.org



12/06/2018

Scott Packwood
CAL FIRE Lassen-Modoc Unit
697-345 Highway 36
Susanville, CA 96130

Subject: Letter of Support for the Lassen County Firewise Education Program

Dear Chief Packwood:

The Honey Lake Valley Resource Conservation District supports the Lassen County Fire Safe Council, Inc. (LCFSC) Lassen County Firewise Education Program application. While located in the foothills and mountainous rural areas of California we are historically, currently and in the future in danger of wildfire. The damage and destruction caused by these fires can be devastating and it is important to understand the role fire has in our area and how it travels. Through this understanding, steps can be taken to prevent loss of human life, property, and wildlife. The issue is not IF but WHEN it will occur. Residents should know what to do BEFORE, DURING and AFTER a fire in order to keep themselves, their family and neighbors safe.

The application will cover Firewise in the Schools throughout the county, annual Living with Fire newspaper inserts, Evacuation Preparedness satchels/bags, educational material and support our Education Program in general.

Please accept this letter of support for the LCFSC/Cal Fire Lassen County Firesafe Education Program application. This project is extremely important to the communities of Lassen County.

Sincerely,

Jesse Claypool, HLV RCD Board Chair



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

November 09, 2018

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

Client: 001839

For Professional Services Rendered Through October 31, 2018

ACCOUNT SUMMARY

Matter	Invoice #	Previous Balance	Current Charges	Less Payments	Total Due
000001	2066511	\$2,465.00	\$7,977.78	\$783.00	\$9,659.78
000002	2066512	\$2,090.20	\$7,018.00	\$292.20	\$8,816.00

Total Current Charges \$14,995.78

Previous Balance \$4,555.20

Less Payments (\$1,075.20)

Total due \$18,475.78

November 09, 2018

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

Client: 001839
Matter: 000001
Invoice # 2066511

Page: 1

RE: General Legal Matters

For Legal Services Rendered Through October 31, 2018

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
10/01/2018	WPC	Hearing protocol preparations.	0.30	\$290.00	\$87.00
10/01/2018	WPC	Admin regarding hearing.	0.30	\$290.00	\$87.00
10/02/2018	WPC	Hearing packet prep issues - B. Herrema.	0.40	\$290.00	\$116.00
10/02/2018	WPC	File update prehearing by Board.	0.20	\$290.00	\$58.00
10/04/2018	WPC	Review Jay Dow hearing submittal.	1.00	\$290.00	\$290.00
10/04/2018	WPC	Review Jay Dow slides; review hearing venue information.	0.50	\$290.00	\$145.00
10/05/2018	WPC	Teleconference with J. Montoya regarding Jay Dow deck commentary; analysis.	0.20	\$290.00	\$58.00
10/05/2018	WPC	Cite check/J. Montoya review - on appeals case.	0.50	\$290.00	\$145.00
10/05/2018	WPC	Review Jay Dow evidence package.	0.30	\$290.00	\$87.00
10/07/2018	WPC	Travel from Orange County to San Jose; document review.	4.20	\$290.00	\$1,218.00
10/07/2018	WPC	Travel from San Jose to Reno.	2.00	\$290.00	\$580.00
10/07/2018	WPC	Travel from Reno to Susanville.	1.70	\$290.00	\$493.00
10/07/2018	WPC	Email correspondence with I. Sims regarding hearing.	0.20	\$290.00	\$58.00
10/08/2018	WPC	Hearing - prehearing; hearing; post hearing.	3.00	\$290.00	\$870.00
10/08/2018	WPC	Travel from Susanville to Reno.	1.60	\$290.00	\$464.00
10/08/2018	WPC	Travel from Reno to San Jose.	4.00	\$290.00	\$1,160.00
10/09/2018	WPC	Electronic documents from I. Sims; J. Montoya follow-up.	0.30	\$290.00	\$87.00
10/10/2018	WPC	Document review thereof - I. Sims regarding J. Dow public hearing.	0.40	\$290.00	\$116.00
10/15/2018	WPC	Documents to J. Dow's counsel and draft response.	0.30	\$290.00	\$87.00
10/15/2018	WPC	Board decisions prep: I. Sims and J. Montoya direction.	0.30	\$290.00	\$87.00
10/17/2018	WPC	Teleconference with J. Montoya regarding revisions/information on hearing.	0.50	\$290.00	\$145.00
10/18/2018	WPC	Board opinion status - initial review.	0.20	\$290.00	\$58.00
10/19/2018	WPC	Review and revise draft appeal decision; J. Dow appeal.	0.90	\$290.00	\$261.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
10/19/2018	WPC	Finalize opinion of Board/transmit.	0.40	\$290.00	\$116.00
10/22/2018	WPC	Administrative record assembly; appeal hearing - J. Dow - data identification.	0.50	\$290.00	\$145.00
10/22/2018	WPC	Administrative record/evidentiary preparation: J. Dow matter.	0.30	\$290.00	\$87.00
10/23/2018	WPC	Administrative record - template and teleconference with J. Montoya regarding preparation on appeal.	0.50	\$290.00	\$145.00
10/25/2018	WPC	Transcription of hearing tape/K. Hawkins.	0.20	\$290.00	\$58.00
10/25/2018	WPC	Assess quality/content/scope of administrative record.	0.30	\$290.00	\$87.00
Total Legal Services			25.50		\$7,395.00

Legal Services Recap

Person	Time	Rate	Amount
WPC William P. Curley III	25.50	\$290.00	\$7,395.00

Costs

Date	Description of Costs	Amount
10/07/2018	EAN Services, LLC- Travel/Transportation- 855047 - Auto Rental - W. Curley	\$83.40
10/07/2018	Airfare- M. Kitabayashi AMEX Southwest Airlines - W. Curley	\$499.38
Total Costs		\$582.78

Invoice Summary

	<u>Totals</u>
Total Legal Services	\$7,395.00
Total Costs	\$582.78
Total Current Charges	\$7,977.78
Previous Balance	\$2,465.00
<i>Less Payments</i>	<i>(\$783.00)</i>
Total Due	<u><u>\$9,659.78</u></u>

November 09, 2018

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

Client: 001839
Matter: 000002
Invoice # 2066512

Page: 1

RE: Water Master - Water Matters

For Legal Services Rendered Through October 31, 2018

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
10/01/2018	JM	Email and teleconference with I. Sims, District Manager regarding agenda inquiry; legal review and analysis of case file; email to J. Dow's counsel B. Herrema regarding evidence for hearing.	1.10	\$290.00	\$319.00
10/02/2018	JM	Email exchange with J. Dow's attorney B. Herrema regarding evidence and documents for hearing.	0.40	\$290.00	\$116.00
10/04/2018	JM	Email and teleconference with I. Sims, District Manager, regarding evidence for hearing; email exchange with J. Dow's counsel B. Herrema regarding same.	0.50	\$290.00	\$145.00
10/05/2018	JM	Legal review and analysis of documents sent by J. Dow's counsel B. Herrema in preparation of hearing.	2.80	\$290.00	\$812.00
10/05/2018	JM	Email exchange with I. Sims regarding agenda packet for J. Dow's public hearing; various emails with B. Herrema regarding agenda packet and hearing.	0.80	\$290.00	\$232.00
10/09/2018	JM	Email exchange with B. Herrema counsel for J. Dow, regarding request for audio recording; email I. Sims regarding same.	0.50	\$290.00	\$145.00
10/15/2018	JM	Email exchange with B. Herrema's office regarding audio for J. Dow regarding audio from public hearing; legal review and analysis of hearing case file.	0.60	\$290.00	\$174.00
10/15/2018	JM	Legal review and analysis of audio from J. Dow hearing.	1.00	\$290.00	\$290.00
10/16/2018	JM	Draft Board final decision for J. Dow complaint and public hearing.	1.80	\$290.00	\$522.00
10/17/2018	JM	Continue drafting Board final decision for J. Dow complaint and public hearing.	2.40	\$290.00	\$696.00
10/18/2018	JM	Continue drafting Board final decision for J. Dow complaint and public hearing.	1.80	\$290.00	\$522.00
10/19/2018	JM	Finalize draft of Board final decision for J. Dow complaint and public hearing.	2.80	\$290.00	\$812.00
10/19/2018	JM	Email exchange with I. Sims, District Manager, regarding the Board's final decision for J. Dow public hearing.	0.30	\$290.00	\$87.00

Legal Services

Date	Person	Description of Legal Services	Time	Rate	Amount
10/22/2018	JM	Legal review and analysis regarding administrative record for writ of mandate.	2.10	\$290.00	\$609.00
10/22/2018	JM	Draft and prepare administrative record for writ of mandate.	2.60	\$290.00	\$754.00
10/24/2018	JM	Continue drafting administrative record for writ of mandate.	2.70	\$290.00	\$783.00
Total Legal Services			24.20		\$7,018.00

Legal Services Recap

Person	Time	Rate	Amount
JM Jose Montoya	24.20	\$290.00	\$7,018.00

Invoice Summary

Totals

Total Legal Services	\$7,018.00
Total Current Charges	\$7,018.00
Previous Balance	\$2,090.20
Less Payments	(\$292.20)
Total Due	<u>\$8,816.00</u>

Honey Lake Valley Resource Conservation District

Water Rights Dispute/Complaint Form

It is the Policy of the Water Master Board that every dispute results in the appropriate response consistent with the relative significance of each complaint to ensure the most efficient and effective use of available resources.

1. Have you attempted, to the best of your ability, to resolve this dispute/complaint with the Deputy Water Master?

YES (please explain)

NO (please explain)

2. Have you contacted your Water Master Advisory Committee (WAC) representative for assistance with resolving this dispute/complaint?

YES (please explain)

NO (please explain)

3. Have you previously submitted this complaint? If so, please indicate the date, the organization(s) or local government entity you contacted, including the HLV RCD and the outcome.

After taking the preceding steps you were unable to resolve your dispute/complaint, complete the second half of this form and return to the HLV RCD. Provide as much specific information as you can. Forms that are not filled out completely will be returned to complainant.

Within three (3) business days following the date a complete Water Rights Dispute/Complaint Form is received and reviewed, will be: (1) Dismissed without further action and an explanation will be sent to the complainant via USPS return receipt, or (2) Forwarded to the WAC Board Chairperson to be considered by the WAC, at a public hearing, within ten (10) business days from the date the complete Water Rights Dispute/Complaint Form was received. Refer to the HLV RCD **Susan River Water Master Service Area Rules and Regulations** for more information about Water Right Disputes/Complaints.

Name: _____ Today's Date: _____

Address: _____

Phone Number: _____ E-mail: _____

Date dispute/complaint originated on: _____

Location dispute/complaint originated at: _____

4. Describe the action(s), omission, or decision that you are disputing/complaining about and by whom they were made (Deputy Water Master, staff, another water user, etc.). _____

5. Provide the grounds or basis for this dispute/complaint. _____

6. Describe your suggested solution. _____

(Attach any supporting documents as needed)

Date Received: _____ Received By: _____ Action Taken: _____