



PUBLIC NOTICE
SPECIAL Board Meeting of the:
Honey Lake Valley Resource Conservation District
1516 Main Street
Susanville, CA 96130
(530)260-0067

Attachments available 12/4/25 at www.honeylakevalleyrcd.us

Date: Monday, December 8th, 2025

Location: 1516 Main Street, 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. Financial Reports - attached

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 approval to enter into Lassen WMA MOU (attachment)

Tie to the Strategic Plan: Strategic Issue 2 –Prioritize the Conservation Needs of the Community

- B. Consideration and approval on amended Policy 2553. Catastrophic Time Bank. (attachment)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.

- C. Discussion and direction to staff on updating policies associated with position recruitment & employee selection. (attachment)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.

- D. Consideration & approval of CARCD officer nominees to be voted on via mail-in ballot election

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.

- E. Second Reading of the 2026 RCD / WM Calendar (attachment)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.

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

- A. Final Reading and approval of the 2024/2025 Susan River Annual Usage Report (attachment)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity & Tie to the Strategic Plan: Strategic Issue 2 –Prioritize the Conservation Needs of the Community

VII. REPORTS

- A. District Manager Report – Siemer (attachment)
- B. WAC - Burvant / Langston
- C. CARCD - Hanson
- D. Unagendized reports by board members

VIII. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **January 22nd at 3:30 PM.** The location is 1516 Main Street, Susanville, CA.

I certify that on Thursday, December 4th, 2025 agendas were posted as required by Government Code Section 54956 and any other applicable law.

X 

Kelsey Siemer
District Manager

Honey Lake Valley Resource Conservation District
Statement of Activity by Class
October 2025

	BLM GNA	General Fund	IRWMP Round 1	IRWMP Round 2	NACD TA2024	TU Pine Creek	USFS 2	USFS Post Fire	Watermaster Fund	WCN Restoration	WCN Wildlife	WMA	Work Force	TOTAL
Revenue														
Grant Proceeds							170,439.59	5,747.53						176,187.12
Watermasters														0.00
Truck Lease Income									1,533.30					1,533.30
Total Watermasters	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,533.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,533.30
Total Revenue	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 170,439.59	\$ 5,747.53	\$ 1,533.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 177,720.42
Gross Profit	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 170,439.59	\$ 5,747.53	\$ 1,533.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 177,720.42
Expenditures														
Bank Charges & Fees		384.79												384.79
Car & Truck		568.51												568.51
Contractors							175,991.55	405.90						176,397.45
Employee Reimbursement		-653.75												-653.75
Facilities														0.00
Rent & Lease		1,200.00					947.63							2,147.63
Utilities		94.99												94.99
Total Facilities	\$ 0.00	\$ 1,294.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 947.63	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,242.62
Insurance		2,828.58												2,828.58
Job Supplies									63.85	3.23				67.08
Legal & Professional Services		1,714.38						140.00	1,714.37					3,568.75
Meals & Entertainment		53.25												53.25
Office Supplies & Software		848.88					1,257.56		491.59					2,598.03
Payroll														0.00
Payroll Taxes	133.38	199.63	2.96	32.56	16.28	74.46	282.90	222.12	524.84	158.78	549.29	11.84	94.55	2,303.59
Payroll Wages	1,743.39	2,815.74	38.68	425.48	212.74	973.35	3,697.96	2,903.62	6,860.62	2,075.57	6,951.97	154.72	1,236.00	30,089.84
Total Payroll	\$ 1,876.77	\$ 3,015.37	\$ 41.64	\$ 458.04	\$ 229.02	\$ 1,047.81	\$ 3,980.86	\$ 3,125.74	\$ 7,385.46	\$ 2,234.35	\$ 7,501.26	\$ 166.56	\$ 1,330.55	\$ 32,393.43
Payroll Platform Expenses		407.58												407.58
Telecommunications		41.80						33.33	67.22		69.00			211.35
Trainings + Conferences		301.19									632.48			933.67
WM Gas									273.50					273.50
WM Vehicle Service/Repair									482.85					482.85
Total Expenditures	\$ 1,876.77	\$ 10,805.57	\$ 41.64	\$ 458.04	\$ 229.02	\$ 1,047.81	\$ 182,177.60	\$ 3,704.97	\$ 10,478.84	\$ 2,237.58	\$ 8,202.74	\$ 166.56	\$ 1,330.55	\$ 222,757.69
Net Operating Revenue	-\$ 1,876.77	-\$ 10,805.57	-\$ 41.64	-\$ 458.04	-\$ 229.02	-\$ 1,047.81	-\$ 11,738.01	\$ 2,042.56	-\$ 8,945.54	-\$ 2,237.58	-\$ 8,202.74	-\$ 166.56	-\$ 1,330.55	-\$ 45,037.27
Other Revenue														
Interest Income		996.08							2,135.86					3,131.94
Total Other Revenue	\$ 0.00	\$ 996.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,135.86	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,131.94
Net Other Revenue	\$ 0.00	\$ 996.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,135.86	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,131.94
Net Revenue	-\$ 1,876.77	-\$ 9,809.49	-\$ 41.64	-\$ 458.04	-\$ 229.02	-\$ 1,047.81	-\$ 11,738.01	\$ 2,042.56	-\$ 6,809.68	-\$ 2,237.58	-\$ 8,202.74	-\$ 166.56	-\$ 1,330.55	-\$ 41,905.33

Mooney Lake Valley Resource Conservation District
Statement of Financial Position
As of October 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
CC Comp Abs Savings 0257-0002	2,467.43
CC Grants Savings 0257-0001	272,536.11
CC Watermaster Savings 0255-0001	602,480.13
US - Grants Checking (7921)	52,710.16
US - RCD Checking (7897)	8,728.15
US - RCD Savings (7905)	100.14
US - Restricted RCD Savings (7913)	106,201.20
US - WaterMaster Checking (7947)	4,682.20
US - WaterMaster Savings (7954)	35,347.40
Total Bank Accounts	\$ 1,085,252.92
Accounts Receivable	
Accounts Receivable - Other	-21,138.58
Accounts Receivable - Watermaster Fund	-991.24
Grants Receivable	420,939.95
Total Accounts Receivable	\$ 398,810.13
Other Current Assets	
Other Current Assets	0.00
Prepaid Expense	0.00
Restricted Cash - GAAP Reporting re Grants	0.00
Undeposited Funds	0.00
WM - Due from GF/(Due To GF)	20,969.08
Total Other Current Assets	\$ 20,969.08
Total Current Assets	\$ 1,505,032.13
Fixed Assets	
Vehicles	0.00
Total Fixed Assets	\$ 0.00
TOTAL ASSETS	\$ 1,505,032.13
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	150,115.23
Total Accounts Payable	\$ 150,115.23
Credit Cards	
Ramp Card	1,952.98
Total Credit Cards	\$ 1,952.98
Other Current Liabilities	
Deferred Revenue - 120 Days	2,725.00
Deferred Revenue - Advance	0.00
Deferred Revenue DWR - IRWMP Round 2	106,201.20
Deferred Revenue TA2024	9,358.45
Deferred Revenue USFS 2	0.00
Deferred Revenue WCN Restoration	160,492.35
Deferred Revenue WCN Wildlife	132,328.80
Total Deferred Revenue - Advance	\$ 408,380.80
Deferred Revenue - Retention	-341,511.45
GF - (Due to WM)/Due From WM	20,969.08
Payroll Clearing	14,102.86
Unpaid Payroll - Both	0.00
Total Other Current Liabilities	\$ 104,666.29
Total Current Liabilities	\$ 256,734.50
Total Liabilities	\$ 256,734.50
Equity	
Opening Balance Equity	324,921.03
Restricted Opening Equity	0.00
Retained Earnings	806,504.43
Net Revenue	116,872.17
Total Equity	\$ 1,248,297.63
TOTAL LIABILITIES AND EQUITY	\$ 1,505,032.13
Total Compensated Absences	27,347.14

**2025 MEMORANDUM OF UNDERSTANDING (MOU)
LASSEN COUNTY WEED MANAGEMENT AREA
NOXIOUS WEED / INVASIVE SPECIES MANAGEMENT TEAM**

THIS MEMORANDUM OF UNDERSTANDING IS FOR COUNTY-WIDE USE, AND IS MADE AND ENTERED INTO BY:

Big Valley Pest Abatement District
Bureau of Land Management Applegate Field Office
Bureau of Land Management Eagle Lake Field Office
California Department of Forestry and Fire Protection (Cal Fire)
California Rangeland Trust
Fall River Resource Conservation District
Honey Lake Valley Resource Conservation District
Lassen Community College
Lassen County Agricultural Commissioner's Office
Lassen County Cattlemen
Lassen County Farm Bureau
Lassen County Office of Education
Lassen Land and Trails Trust
Lassen National Forest
Lassen Volcanic National Park
Modoc Resource Conservation District
Natural Resources Conservation Service (NRCS)-Susanville Field Office
The Regents of the University of California, on behalf of its Lassen County
Cooperative Extension Office
Susanville Indian Rancheria
W. M. Beaty & Associates, Inc.

I. PURPOSE

The purpose of this memorandum of understanding is to establish terms and conditions under which the Lassen Noxious Weed and Invasive Species Management Team will cooperate and coordinate activities necessary for the prevention, control, and eradication of invasive and noxious weeds in Lassen County.

II. INTRODUCTION

WHEREAS, noxious weed and invasive species infestations are within Lassen County, and,

WHEREAS a coordinated approach between the parties identified in this MOU to identify sites, develop a response, and implement strategies could minimize further infestations in Lassen County by using an integrated approach to pest management, which includes, but is not limited to, the following methods:

- | | |
|-----------------------|---------------------------|
| 1) Mechanical Control | 5) Prevention |
| 2) Bio-control | 6) Education |
| 3) Chemical Control | 7) Detection |
| 4) Cultural Control | 8) Monitoring and Mapping |

III. CONDITIONS

NOW, THEREFORE, in consideration of the above premises, and within their staffing and budgetary limitations, and insofar as it is compatible with their mission and statutory responsibilities, the partners agree to implement the following:

Big Valley Pest Abatement District

- Educate the public about noxious weeds.
- Control noxious weeds within the Big Valley Pest Abatement District.

Bureau of Land Management Applegate Field Office

- Locate, identify, control and monitor populations of noxious/invasive weeds and other invasive plant species of concern in the BLM Applegate Field Office in cooperation with the Lassen Weed Management Area on public and private lands as requested by the property owner.
- Collaborate and share noxious weed information collected annually with LWMA and other partners.
- Coordinate control of weed infestations on BLM managed lands, and private lands as requested, with the LWMA and other partners as a part of LWMA partners annual work plan.
- Cooperate with LWMA and other partners for noxious weed control and eradication as requested.
- Provide information to the public to increase awareness of the effects of noxious weeds within the Applegate Field Office of the Lassen Weed Management Area and region, and what measures individuals can undertake to stop the spread of

weeds in the area.

Bureau of Land Management Eagle Lake Field Office

- Locate, identify, control and monitor populations of noxious/invasive weeds and other invasive plant species of concern in the BLM Eagle Lake Field Office and locations that are adjacent and beneficial for control of target species in cooperation with the Lassen Weed Management Area (LWMA).
- Collaborate and share information for treatment, survey, and mapping of noxious/invasive weeds and other invasive plant species of concern on BLM land and adjacent areas beneficial to effective control of target species with LWMA and other partners.
- Coordinate control of noxious/invasive weeds and other invasive plant species of concern on BLM and adjacent and beneficial lands with the LWMA partners annual work plan.
- Cooperate with LWMA partners to survey, control, and eradicate existing and newly discovered populations of noxious/invasive weeds and other invasive plant species of concern.
- Provide information/education to the public on local noxious/invasive weeds and invasive plant species of concern within the Eagle Lake Field Office and region, and what measures individuals can undertake to stop the spread of weeds in the area.

California Department of Forestry and Fire Protection (Cal Fire)

- Provide crews to remove noxious or invasive weeds from public lands.
- Provide personnel and fire suppression equipment to assist with prescribed burn treatments

California Rangeland Trust

- Provide information to landowner audience about noxious weeds.
- Raise awareness about funding opportunities for private landowners interested in eradicating noxious weeds.
- Coordinate with area NRCS staff to promote invasive species control on private lands or with private landowners.

Fall River Resource Conservation District (FRRCD)

- Assist the Lassen County Agricultural Commissioner's office and the United States Department of Agriculture, Natural Resource Conservation Service in identifying funding opportunities and in applying for grants and cost-share programs for noxious weed control and education.
- Cooperate with the Lassen County Agricultural Commissioner's office and agency partners to provide technical assistance on noxious weed evaluation and

- control on FRRCD projects whenever possible.
- Educate the public, private landowners, and FRRCD employees about noxious weeds, their identification, methods of control and prevention, and contacts for technical assistance.
- Assist in the development of a noxious weed(s) for Lassen County.

Honey Lake Valley Resource Conservation District

- Assist partners in identifying funding opportunities and in applying for grants and cost-share programs for noxious weed and invasive species control and education. Seek funding for partner activities.
- Cooperate with the Lassen County Agricultural Commissioner's office and agency partners to provide technical assistance on noxious weed evaluation and control on HLVRCD projects whenever possible.
- Cooperate with MOU partners to implement control efforts throughout the District's jurisdiction.
- Educate the public, private landowners, and HLVRCD employees about noxious weeds, their identification, methods of control and prevention, and contacts for technical assistance.
- Develop and host a noxious weed / invasive species interactive online map(s) for Lassen County on the District's website.
- Host MOU partners storage for herbicide, control equipment, and safety resources.
- Coordinate and facilitate meetings of the MOU partners.
- Develop Lassen NWMT Annual Work Plan with input from partners.
- Administer funds for NWMT projects.

Lassen Community College

- Educate the public about noxious weeds.
- Coordinate with MOU partners to control noxious weed infestations on Lassen Community College property.

Lassen County Agricultural Commissioner's Office:

- Release bio-control pests and manage their distribution throughout the county on lands under the jurisdiction and authority of their office when feasible.
- Work with private landowners to address noxious weed infestations on their property.
- Facilitate a Pesticide Continuing Education course annually.
- Identify noxious weed infestations on County property.
- Educate the public about noxious weeds.
- Cooperate with other entities in their efforts to develop effective weed control methods and strategies.

Lassen County Cattlemen

- Educate the public about noxious weeds. Coordinate with producers on weed control methods and successes.
- Promote the control of noxious weeds on private land.
- Share information from the California Cattlemen's Association Noxious Weed Subcommittee on noxious weed control, legislation, and funding.

Lassen County Farm Bureau

- Educate the public about noxious weeds.
- Promote the control of noxious weeds on private land.

Lassen County Office of Education

- Educate students about noxious weeds.
- In partnership with local agencies, involve students, when possible, in the removal of noxious weeds.

Lassen Land and Trails Trust

- Educate the public about noxious weeds.
- Treat noxious weed infestations on LLTT property.

Lassen National Forest - U.S. Forest Service

- Identify, map and treat invasive plant species infestations on Lassen National Forest land.
- Coordinate control of these infestations on National Forest System Lands with the Lassen County Agricultural Commissioner's Office and MOU partners.
- Educate the public and Forest Service employees about invasive plant species, their identification and methods of prevention.
- Raise awareness of invasive plant species issues in all program areas of National Forest management.

Lassen Volcanic National Park - National Park Service

- Identify, map, and maintain a database of noxious weed infestations on National Park Service land.
- Implement noxious weed control projects as needed within the National Park.
- Educate the public and National Park Service employees about noxious weeds.

Modoc Resource Conservation District

- Coordinate with NRCS, BLM, Modoc, and Lassen Counties on noxious weed abatement projects.
- Seek funding for noxious weed projects on private lands and adjacent public

lands.

- Conduct education and outreach programs for landowners concerning noxious weed problems and integrated solutions.

Natural Resources Conservation Service (NRCS) - Susanville Field Office

- Provide a means of grant applications to provide funding opportunities to perform noxious weed control.
- Work with Lassen County Farm Advisor and Lassen County Agricultural Commissioner's Office to provide weed control assistance to private landowners and adjacent properties.
- Promote weed control on private land.
- Participate in outreach and training for weed management

The Regents of the University of California, on behalf of its Lassen County Cooperative Extension Office

- Educate the public about noxious weeds
- Promote the management of noxious weeds on public and private lands
- Work with Natural Resources Conservation Service, Lassen County Agricultural Commissioner's office, and HLVRCD to provide weed control assistance to private landowners and adjacent properties
- Conduct and/or report upon UC research related to noxious weed management

Susanville Indian Rancheria

- Identify noxious weed infestations on Susanville Indian Rancheria property.
- Educate members of the Susanville Indian Rancheria on the importance of noxious weed control.
- Seek funding to treat noxious weed infestations on Susanville Indian Rancheria property.

W. M. Beaty & Associates, Inc.

- Cooperate with agencies to control noxious weeds on lands managed by W. M. Beaty & Associates.
- Promote the control of noxious weeds on private land.

IV. AGREEMENT

IT IS MUTUALLY AGREED UPON AND UNDERSTOOD by and between the said parties as follows:

A. All parties will meet as needed, and as availability allows, for the purpose of developing, documenting, and implementing short and long-term plans to control noxious weed and invasive species infestations in Lassen County. During these meetings, annually identify and document a coordinated work plan using the integrated weed prevention method for controlling noxious weeds.

- a. Each partner commits to sharing and providing invasive species / noxious weed data, as available to the partner, to the HLVRCD for the purpose of creating an online interactive map of weed sites throughout the county. HLVRCD will host the map on their website (www.honeylakevalleyrcd.us) and update it annually or as needed.

B. Amendments:

This MOU may be amended by written mutual agreement of all signatory parties. Any party(s) may terminate, in writing, their participation in the instrument in whole, or in part, at any time before the date of expiration. Additionally, any party may become a partner by executing the signature page at any time.

C. Termination:

Any party(s), in writing, may terminate their participation in the instrument in whole, or in part, at any time before the date of expiration.

D. Participation in Similar Activities:

This instrument in no way restricts the cooperators from participating in similar activities with other public or private agencies, organizations, and individuals.

E. Completion Date:

This instrument is executed as of November 20, 2025 and expires five (5) years from that date, at which time it will be subject to review, renewal, or expiration.

F. Freedom of Information Act (FOIA):

Any information furnished to the federal agencies under this instrument is subject to the Freedom of Information Act (5 U.S.C 552).

G. Non-Fund Obligating Document:

Nothing in this MOU shall obligate either the cooperators or signatories to obligate or transfer any funds. Specific work projects or activities that involve the transfer of funds, services, or property among the various agencies and cooperators will require the execution of separate agreements and be contingent upon the availability of appropriated funds. Such activities must be independently authorized by the appropriate statutory authority. This MOU does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with

all applicable statutes and regulations.

H. Establishment of Responsibility:

This MOU is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against the United States, its agencies, its officers, or any person.

I. Principal Contacts and Partners. The principal contacts for this instrument are:

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Lassen Weed Management Area (WMA) Memorandum of Understanding (MOU)

Partner Approval Signature

Organization

Name, Position (Print)

Name, (Signature)

Date

POLICY TITLE: Catastrophic Time Bank
POLICY NUMBER: 2553

2553.1 This policy is applicable only to non-exempt employees, both as to the use of and donation to a catastrophic time bank. The catastrophic time bank allows employees who have exhausted their leave credits and must miss work due to a prolonged illness or injury to request catastrophic leave.

2553.2 At the discretion of the District Manager, employees will be permitted to transfer eligible leave credits to a time bank to be used by an employee when a non-work-related catastrophic illness or injury occurs.

2553.2.1 Definitions used in the application of this rule include:

2553.2.1.1 Catastrophic illness or injury is defined as a non-work-related illness of injury that is serious and expected to incapacitate an employee, and which creates a financial hardship because the employee has exhausted all of their sick leave and other paid time off.

2553.2.1.2 A time bank is one or more hours of leave credit donated by one or more employees to another employee who has been incapacitated by a catastrophic illness or injury.

2553.2.1.3 Eligible leave credits include vacation and/or compensatory time off (CTO). Sick leave is ineligible to be transferred to another employee.

2553.2.2 A time bank for catastrophic illness or injury may be established:

2553.2.2.1 Upon the request of an employee;

2553.2.2.2 Upon determination by the District Manager that the employee ~~in the District~~ is unable to work due to the employee's catastrophic illness or injury; and,

2553.2.2.3 That the employee has exhausted all paid leave credit.

2553.2.3 If a time bank is established, any non-exempt employee may, upon written notice to the District Manager, donate eligible leave credits in one-hour increments, up to a maximum of 40 hours in a one-year period, to the time bank. Donations will be reflected as an hour-for-hour deduction from the leave balance of the donating employee. When transferring leave credits into a time bank, the District will assure that only credits

that may be needed are transferred. The employee receiving the hours shall be responsible for any applicable taxes or other expenses for the used hours.

2553.2.4 In order to receive time from the time bank, an employee must provide appropriate verification of illness or injury as determined by the District Manager. The employee for whom the time bank is established will have any time which is donated to the time bank transferred to their account in one-hour increments for use as sick leave only. Donated credits will be reflected as an hour-for-hour addition to the leave balance of the receiving employee. The total amount of leave credits donated may not exceed an amount sufficient to insure the continuance of regular compensation. An employee who receives time through this program shall use any leave credits they continue to accrue on a pay period basis prior to receiving time from the time bank.

2553.2.5 Use of time from the time bank may not be used to augment benefits received due to a work-related injury or illness.

DRAFT

Position Recruitment & Employee Selection Discussion Paper

The purpose of this discussion paper is to provide staff direction on proceeding with the update of these important policies for future Board approval.

The following policies on position recruitment & hiring need to be updated (summary of policy included):

- **2110. Job Posting – Application Period**
 - Identifies content of a vacancy notice & the requirement to post it within each Department for a “minimum” period.
- **2120. Entry Level Positions**
 - IDs department posting requirements for an entry level position;
 - Allows the DM to openly post the position to the public & the advertisement method;
 - Refers to policy 2130, which doesn’t exist, on how to select the candidate;
 - Provides for rejecting all candidates & re-advertising;
 - Identifies the creation & use of an eligibility list.
- **2130. Selection Process**
 - No policy exists.
- **2140. Selection Process – Non-Entry Level Job Openings – Outside Applicants**
 - Identifies when the DM may seek applications from outside applicants;
 - Identifies content of the public notice;
 - Refers to policy 2130, which doesn’t exist, on how to select the candidate;
 - Provides for rejecting all candidates & re-advertising.

Discussion Topics – Whether To:

1. Consolidate the intent of these 4 policies into fewer policies.
2. Identify the content of a vacancy notice & the posting requirements.
3. Allow for open competition with all position vacancies.
4. Use of an application & standard format.
5. Define the selection process, from determining applicant eligibility to evaluating the applications to making the candidate selection.



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

January 2026						
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

January		
01/01/26 (Thu)	New Year's Day	Holiday
01/08/26 (Thu)	Organizational Meeting, Direct Billing 2 of 2	WAC Meeting
01/19/26 (Mon)	Martin Luther King Day	Holiday
01/22/26 (Thu)	Organizational Meeting, Adopt Calendar, FY25/26 Mid-Year Budget Review, WAC Appointments	RCD Meeting

February 2026						
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		
02/16/26 (Mon)	President's Day	Holiday
02/26/26 (Thu)	FY26/27 RCD/WM Draft Budget Review, FY25/26 Annual Work Plan Review	RCD Meeting

March 2026						
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		
03/01/26 (Sun)	Irrigation Season Begins	Deadline
03/12/26 (Thu)	FY26/27 Draft Budget Review	WAC Meeting
03/26/26 (Thu)	1st Reading - FY26/27 RCD/WM Budget, FY26/27 Annual Work Plan	RCD Meeting

April 2026						
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		
04/23/26 (Thu)	2nd Reading - FY26/27 RCD/WM Budget, FY 26/27 AWP Begin 5:30 Schedule	RCD Meeting

May 2026						
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

May		
05/01/26 (Fri)	Update WM Control Cards	Deadline
05/07/26 (Thu)	FY 26/27 Budget Approval	WAC Meeting
05/21/26 (Thu)	FY26/27 Budget Hearing, Adopt FY26/27 AWP, Initiate WM Assessment Apportionment	RCD Meeting
05/25/26 (Mon)	Memorial Day	Holiday

June 2026						
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		
06/10/26 (Wed)	Apportionment and Assessment Letters Due to Water Users	Deadline
06/25/26 (Thu)	Review RCD Board Appointments, Annual DM Review	RCD Meeting



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

July 2026						
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	

August 2026						
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

September 2026						
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 2026						
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

November 2026						
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 2026						
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		
07/04/26 (Sat)	Independence day (Observed 7/3/2026)	Holiday
07/09/26 (Thu)		WAC Meeting
07/23/26 (Thu)	Certify Apportionments to Auditor, Initiate FY25/26 Audit	RCD Meeting

August		
08/10/26 (Mon)	Certified Apportionments Due to Auditor	Deadline
08/27/26 (Thu)	Board Meeting	RCD Meeting

September		
09/07/26 (Mon)	Labor Day	Holiday
09/10/26 (Thu)	1st Reading - 2025/2026 SRWMS Annual Use Report	WAC Meeting
09/24/26 (Thu)	1st Reading - 2025/2026 SRWMS Annual Use Report	RCD Meeting

October		
10/12/26 (Mon)	Indigenous Peoples Day	Holiday
10/22/26 (Thu)	2nd Reading - 2025/2026 SRWS Annual Use Report, 1st Reading - 2027 RCD Calendar	RCD Meeting
10/31/26 (Sat)	Irrigation Season Ends	Deadline

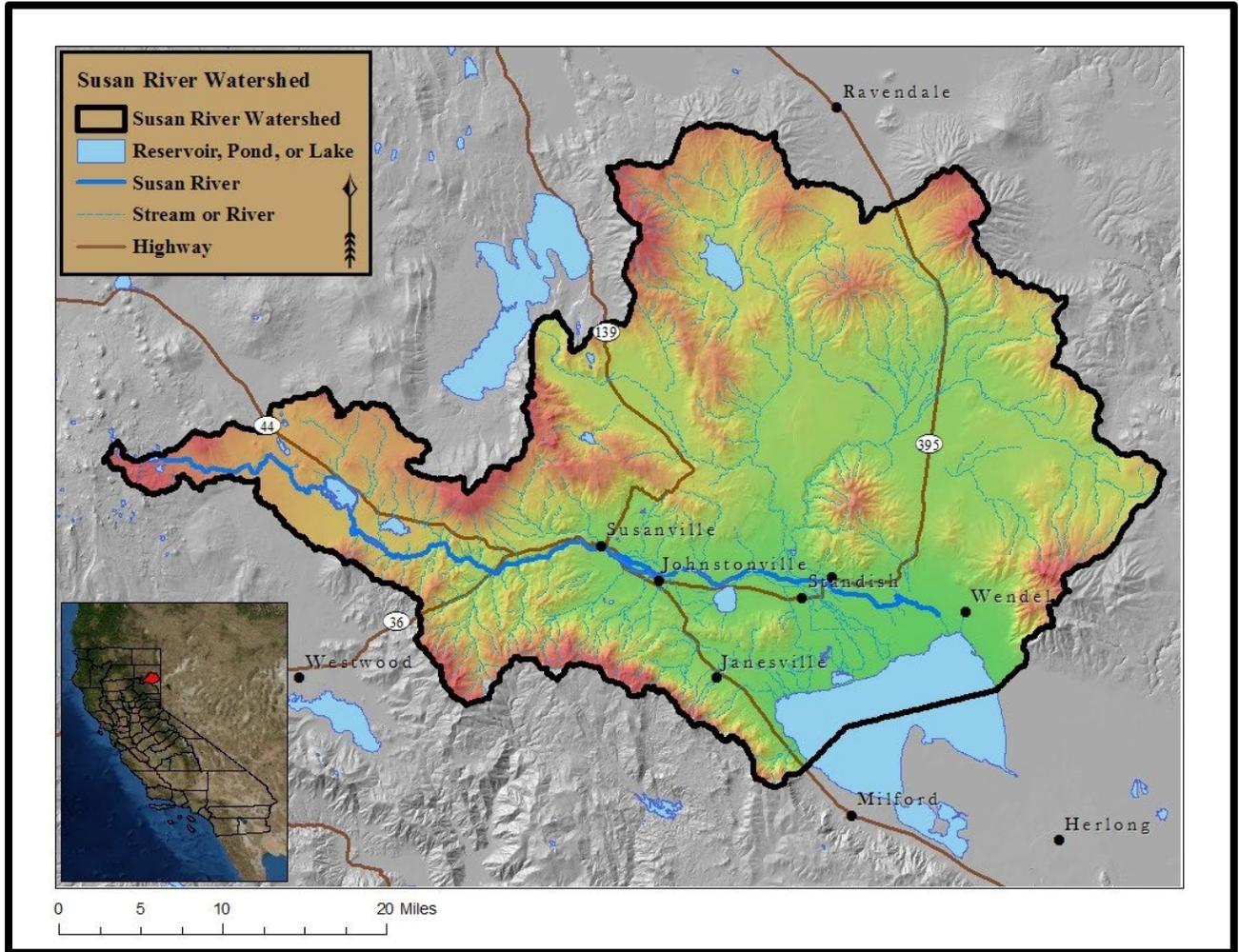
November		
11/01/26 (Sun)	Daylight Savings (move clocks back 1 hour)	Holiday
11/11/26 (Wed)	Veterans Day	Holiday
11/12/26 (Thu)	Approve 2025/2026 SRWSA Annual Use Report	WAC Meeting
11/19/26 (Thu)	Approve 2025/2026 SRWSA Annual Use Report, 2nd Reading - 2027 RCD Calendar	RCD Meeting
11/26/26 (Thu)	Thanksgiving	Holiday

December		
12/24/26 (Thu)	Christmas Eve	Holiday
12/25/26 (Fri)	Christmas Day	Holiday
12/31/26 (Thu)	SRWSA Annual Use Report submitted to Court	Deadline



HONEY LAKE VALLEY
RESOURCE
CONSERVATION
DISTRICT

2024-2025 SUSAN RIVER WATERMASTER SERVICE AREA



Susan River

Watermaster Service Area

Annual Use Report- 2024/2025

Fiscal Year: July 1, 2024 - June 30, 2025
Irrigation Season: March 1, 2025 - October 31, 2025
Storage Season: November 1, 2025 - February 28, 2026

Lassen County, California
Decree No.'s 4573, 8174 and 8175
Submitted by December 31, 2025 to
The Presiding Judge, Lassen County Superior Court



Prepared By:

Honey Lake Valley Resource Conservation District
1516 Main Street
Susanville, CA 96130

Susan River Watermaster Service Area - Annual Use Report
2024/2025

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Precipitation Outlook for 2025-2026	5
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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 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.

Susan River Watermaster Service Area - Annual Use Report 2024/2025

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.

Precipitation Outlook for 2025-2026

The National Ocean and Atmospheric Administration (NOAA) has predicted, as of August 2025, average precipitation in the Susan River basin this fall. No large increase or decrease in amounts of rain or snow are forecast. As no long-term forecast can be 100 percent accurate, this outlook could be only used as a guide. However, weather predictions from different sources agree that this winter will be average for rain and snow.

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 Fiscal Year 2024/2025 Watermaster Service Budget was adopted on May 23rd, 2024 in the amount of \$290,350.51. The Fiscal Year 2025/2026 Watermaster Service budget was adopted on May 22nd, 2025 in the amount of \$174,210.60. Fiscal Year 25/26 budget saw a 40% decrease from FY 24/25. This is in part due to the Watermaster Service successfully building and maintaining a contingency fund, to allow the operational budget to operate at lower than net zero for the upcoming fiscal year. 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, 2025. 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, 2025.

2024/2025 Water Allocation and Distribution:

The Susan River Watermaster Service Area experienced average precipitation compared to the previous year's rainfall. With average snowfall, the water available to users was only above average for part of the season. After which, the water available to users dropped off significantly by mid-. The general availability of water for the various stream systems is described below.

Susan River Watermaster Service Area - Annual Use Report
2024/2025

Lassen Creek: Lassen Creek provided water through mid-June of 2025 at less than 50 percent water availability, dropping off to almost no flow by September.

Hills Creek: Hills Creek has prorated water availability. Diversions that were in good maintenance were able to access above average water right, when taken in turn. Some diversions are in the process of being repaired after last year's washouts. A small amount of flow was still able to return to Gold Run Creek.

Gold Run Creek: Water was available in prorated amounts for irrigation until late June. Flows then receded to an average of 2 cubic feet per second still flowing into the month of September 2025, providing a percentage of water rights to users on Gold Run Creek.

Upper Susan River: Flows for the Upper Susan met the full requirements of the Schedule 5, 2nd priority water right allotments up until early August. Stock water was available to most users through September. Flows decreased in September, providing percentages of water right at the time of this report.

Lower Susan River Below the Confluence of Willow Creek: The Lower Susan had irrigation water available for Schedule 3, 3rd priority users until mid-June 2025 and was nearly sufficient for Schedule 3, 2nd priority users until mid-late June. Stock water was available to most users until mid-August. Past this point, users were able to exercise stock watering rights at a percentage of water rights depending on the flow at Colony Dam.

Willow Creek: Willow creek flows remain consistent throughout the season. The Flows were sufficient for regular stock watering of the second priority until September. Conveyance of stock water to downstream users continues at the time of this report.

Bankhead/Sloss Creek At the time of this report, these creeks are dry. Prorated water was available till the end of May 2025. No water flow is expected to return till after the season ends.

Lassen Irrigation Company Storage Reservoirs: LIC began diverting water from McCoy Flat on June 15, 2025. Water release from McCoy flat reservoir decreased on July 22nd and ended on August 29, 2025.

Susan River Watermaster Service Area - Annual Use Report
2024/2025

Baxter Creek: Upper Baxter Creek has had consistent flow during the summer months, with water available at a percentage of right. The lower end of Baxter Creek flows fell off during the month of June and will not supply water again till after the season ends.

Miscellaneous Notable Events:

1. The Watermaster Service installed several remote sensors to monitor water levels and streamflow in real time at key locations throughout the service area.
2. The Watermaster Service also began using new technology to document measurements throughout the season, ultimately ensuring more accurate data collection and contributing to the ease of reporting at the end of the season.

Appendices

Numerical values are in cubic feet per second (cfs)

A blank space or "0" indicates no reading.

Appendix A: Department of Water Resources, Digital Guage Data

FLOW OF SUSAN RIVER at the CONFLUENCE of WILLOW CREEK (SSD) (ft^3s^{-1}/CFS)

Day	March	April	May	June	July	August	September	October
1	21	43	14	57	9	4	4	
2	39	34	15	48	6	4	3	
3	45	30	76	45	5	4	5	
4	33	36	48	42	4	3	5	
5	46	23	29	46	4	3	4	
6	54	25	40	30	7	4	1	
7	35	0	71	24	7	4	0	
8	31	18	95	22	7	5	0	
9	36	27	94	20	7	5	0	
10	44	20	80	17	8	4	0	
11	32	0	60	17	9	3	0	
12	24	19	80	14	10	3	3	
13	41	26	28	13	13	3	3	
14	43	24	54	12	14	2	1	
15	35	20	91	12	19	0	0	
16	44	0	92	11	15	0		
17	52	4	90	10	12	0		
18	35	33	86	12	10	0		
19	32	25	82	13	8	1		
20	33	22	83	11	11	4		
21	44	12	80	12	11	4		
22	26	20	81	11	8	4		
23	29	24	77	11	6	4		
24	27	27	76	10	6	4		
25	25	8	76	13	6	3		
26	25	30	75	13	6	6		
27	0	45	74	12	6	7		
28	32	25	72	9	5	9		
29	34	17	68	9	5	7		
30	34	0	65	11	5	5		
31	54		62		4	5		

Note: These daily values were averaged from the gauge's 'Real Time' Daily interval data. The '0' represents known extremely high or low flows, overtopping the gauge sensor and reading as zeros or an error in the system. Values measured in CFS for the irrigation season from March 1st, 2025 to October 31st, 2025.

FLOW OF SUSAN RIVER at the CONFLUENCE of WILLOW CREEK (SSD) (ft^3s^{-1}/CFS)

SUSAN R NR STANDISH (SSD)

Date from 03/01/2025 00:00 through 10/17/2025 00:00 Duration: 230 days
Max of period: (05/08/2025 00:00,95) Min of period: (03/27/2025 00:00, 0)

SENSOR ID: 30281
— M FLOW CFS



Susan River Watermaster Service Area - Annual Use Report
 2024/2025

FLOW OF WILLOW CREEK at the CONFLUENCE of the SUSAN RIVER (WCD) (ft^3s^{-1}/CFS)

Day	March	April	May	June	July	August	September	October
1	0	0	76	15	66	4	4	
2	0	0	77	13	6	5	5	
3	0	0	57	13	6	5	5	
4	0	35	60	13	7	4	5	
5	0	92	63	13	4	4	5	
6	0	89	59	11	5	3	5	
7	36	23	54	10	5	4	4	
8	87	0	50	10	5	5	4	
9	82	0	52	9	5	5	4	
10	78	0	55	9	5	4	4	
11	75	0	57	10	6	4	5	
12	77	0	57	9	6	4	5	
13	20	0	72	9	6	4	5	
14	2	0	62	8	6	4	5	
15	83	0	50	7	7	4	4	
16	81	0	41	7	6	4		
17	8	0	35	8	6	4		
18	0	0	33	8	6	4		
19	0	0	27	8	5	4		
20	0	0	25	8	5	4		
21	0	0	24	7	5	4		
22	0	4	22	6	5	4		
23	0	0	21	7	5	4		
24	0	0	20	7	5	4		
25	0	0	19	8	6	4		
26	0	0	19	8	6	5		
27	0	0	19	6	5	6		
28	0	0	18	5	5	6		
29	0	0	16	6	5	5		
30	0	35	16	6	4	5		
31	0		15		5	5		

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. The '0' represents known extremely high or low flows, overtopping the gauge sensor and reading as zeros. Values measured in CFS for the irrigation season from March 1st, 2025 to October 31st, 2025.

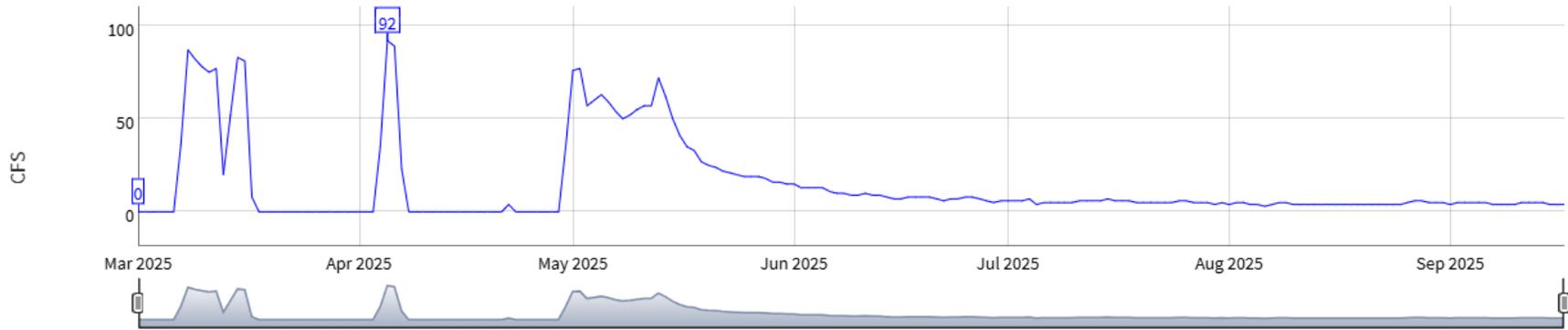
FLOW OF WILLOW CREEK at the CONFLUENCE of the SUSAN RIVER (WCD) (ft^3s^{-1}/CFS)

WILLOW CREEK NEAR STANDISH (WCD)

Date from 03/01/2025 00:00 through 09/17/2025 00:00 Duration: 200 days
Max of period: (04/05/2025 00:00,92) Min of period: (03/01/2025 00:00, 0)

SENSOR ID: 30280

— M FLOW CFS



FLOW OF SUSAN RIVER at SUSANVILLE (SSU) ($\frac{ft^3s^{-1}}{CFS}$)

SUSAN RIVER AT SUSANVILLE (SSU)

Date from 03/01/2025 00:00 through 10/17/2025 00:00 Duration: 230 days
Max of period: (04/29/2025 00:00,277) Min of period: (09/19/2025 02:00, 9)

SENSOR ID: 8561

— FLOW CFS

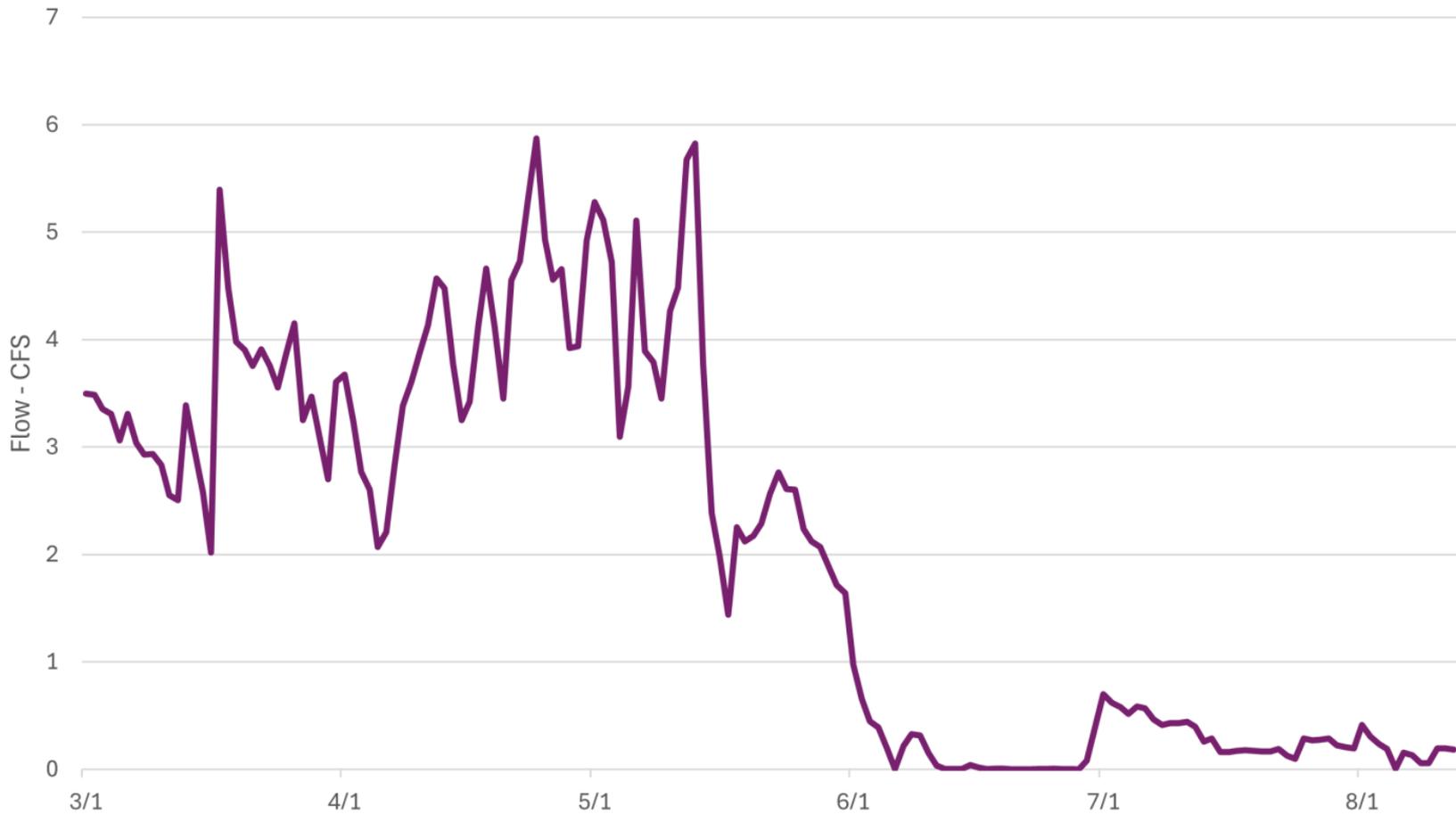


Appendix B: Various Points of Diversion Measurements and Graphs

Baxter Creek

Day	March	April	May	June	July	August
1	3.50	3.68	5.28	0.98	0.70	0.41
2	3.48	3.25	5.12	0.65	0.62	0.31
3	3.35	2.77	4.72	0.45	0.58	0.24
4	3.31	2.60	3.10	0.39	0.51	0.19
5	3.06	2.07	3.57	0.19	0.59	0.01
6	3.31	2.21	5.11	0.00	0.57	0.16
7	3.04	2.85	3.90	0.22	0.46	0.13
8	2.93	3.38	3.79	0.33	0.41	0.06
9	2.93	3.60	3.45	0.31	0.43	0.05
10	2.83	3.89	4.27	0.15	0.43	0.19
11	2.55	4.13	4.49	0.03	0.44	0.20
12	2.51	4.57	5.68	0.00	0.39	0.18
13	3.39	4.48	5.82	0.00	0.26	
14	2.98	3.77	3.78	0.00	0.29	
15	2.58	3.25	2.39	0.04	0.16	
16	2.02	3.42	1.98	0.02	0.16	
17	5.40	4.12	1.44	0.00	0.17	
18	4.48	4.66	2.25	0.01	0.18	
19	3.98	4.11	2.12	0.01	0.17	
20	3.91	3.45	2.17	0.00	0.17	
21	3.75	4.55	2.29	0.00	0.17	
22	3.91	4.73	2.56	0.00	0.19	
23	3.75	5.29	2.76	0.00	0.13	
24	3.55	5.87	2.61	0.00	0.10	
25	3.87	4.93	2.60	0.01	0.29	
26	4.15	4.56	2.24	0.00	0.27	
27	3.25	4.66	2.12	0.00	0.27	
28	3.47	3.92	2.07	0.00	0.29	
29	3.10	3.94	1.90	0.08	0.23	
30	2.70	4.92	1.71	0.40	0.20	
31	3.60		1.64		0.19	

Baxter Creek: Diversion #6



Gold Run Creek - Diversion # 187

Day	March	April	May	June	July	August	September
1			31.1				
2		27.9					
3	8			15.12			
4							
5						1.68	
6							
7		13.3					
8			18.2		9.6		1.95
9							
10							
11	9.4						
12				13.67		2.1	
13							
14	8				2.6		
15							
16				7.85			
17							
18							
19							
20							
21			17		2.58	1.95	
22		13.32					
23							
24	19.8						
25				4.98			
26							
27							
28							
29							
30					6		
31							

Gold Run: Diversion #187

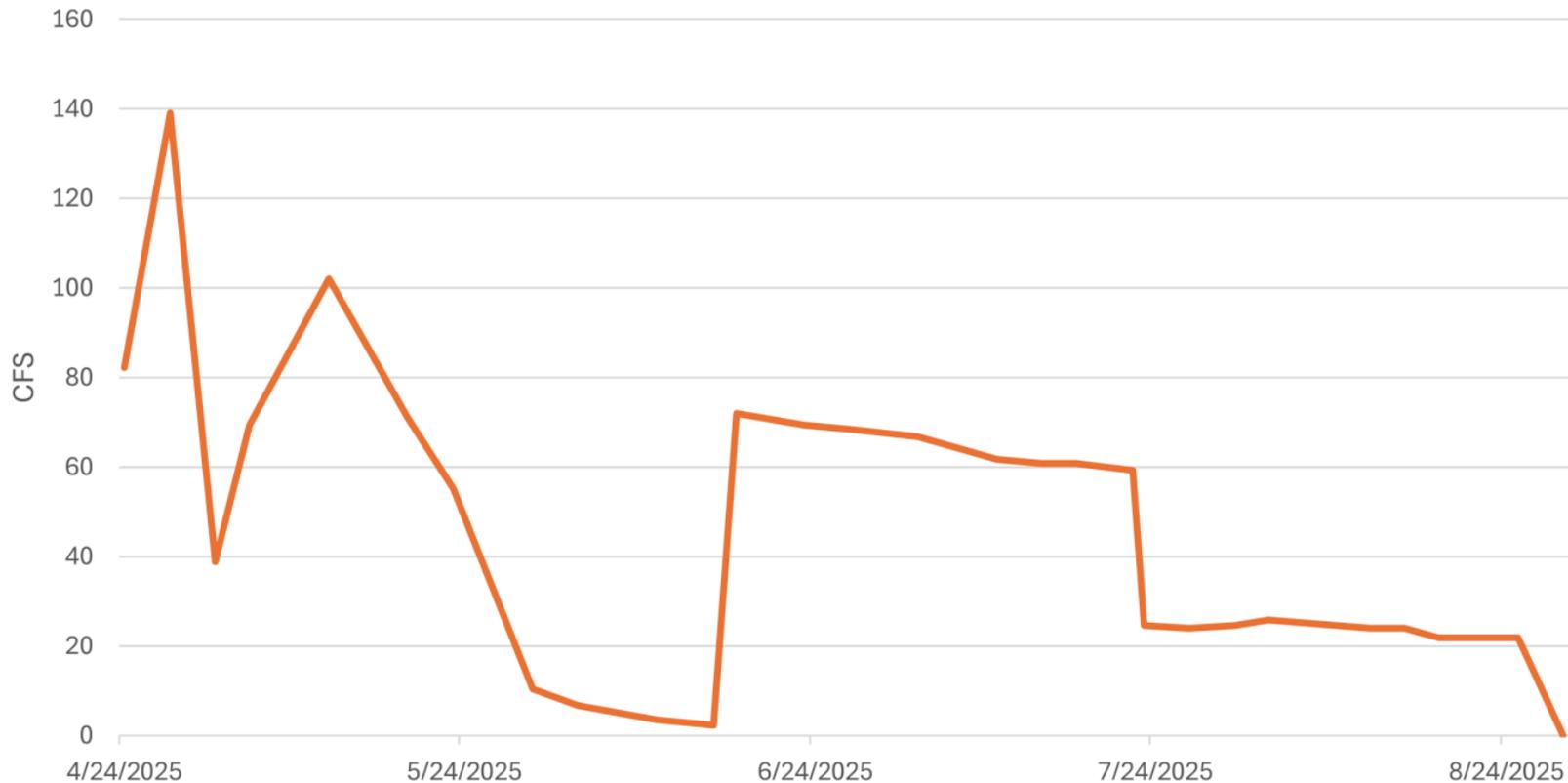


McCoy Flat Reservoir Outflow - Diversion # 6

Day	March	April	May	June	July	August
1						
2			38.8			
3				6.81	66.8	25.8
4						
5			69.4			
6						
7						
8						
9						
10				3.56	61.8	
11						
12			102			24
13						
14					60.9	
15				2.25		24
16						
17				72	60.9	
18						21.8
19			71			
20						
21						
22					59.3	
23			55.2	69.4	24.6	
24		82.2				
25						21.8
26						
27				68.5	24	
28		139				
29						0.01
30			10.4			
31					24.6	

Note: LIC began diverting water from McCoy Flat on June 15, 2025 after the above measurement was taken. Water release from McCoy flat reservoir flow was reduced on July 22nd, and ended on August 29, 2025.

McCoy Outflow: Diversion #6



LIC started diverting water on June 15th, water release was adjusted on July 22nd, and ended on August 29th.

Meadow Channel

Day	March	April	May	June	July	August	September
1	2.82	2.59	2.13	1.88	1.97	1.79	1.91
2	2.74	2.65	2.11	1.82	1.94	1.74	1.92
3	2.70	2.64	2.10	1.86	1.94	1.73	2.01
4	2.66	2.52	2.06	2.01	1.92	1.70	1.99
5	2.63	2.43	1.97	1.88	1.88	1.70	2.03
6	2.63	2.37	1.68	1.87	1.86	1.97	1.98
7	2.65	2.29	1.57	1.99	1.86	1.83	2.00
8	2.63	2.21	1.49	2.06	1.81	1.82	2.00
9	2.60	2.18	1.46	2.11	1.85	1.79	
10	2.55	2.18	1.53	2.11	1.88	1.76	
11	2.51	2.13	1.40	2.14	1.98	1.73	
12	2.47	2.10	1.42	2.15	2.05	1.70	
13	2.50	2.10	1.54	2.13	2.12	1.68	
14	2.57	2.12	1.81	2.08	2.16	1.71	
15	2.61	1.93	1.92	2.09	2.17	1.74	
16	2.60	1.99	1.88	2.11	2.17	1.82	
17	2.74	2.05	1.78	2.14	2.20	1.68	
18	3.22	2.10	1.82	2.15	2.17	1.70	
19	3.16	2.14	1.86	2.16	2.15	1.85	
20	3.00	2.08	1.86	2.14	2.10	1.85	
21	2.88	2.17	1.84	2.16	2.06	1.84	
22	2.87	1.69	1.66	2.16	2.02	1.81	
23	2.84	1.67	1.68	2.20	2.00	1.78	
24	2.78	1.80	1.71	2.20	1.99	1.77	
25	2.72	1.77	1.79	2.20	2.02	1.87	
26	2.64	1.81	1.76	2.19	1.97	1.98	
27	2.57	1.84	2.01	2.18	2.00	1.88	
28	2.53	2.05	2.00	2.15	1.99	1.87	
29	2.42	1.91	2.03	2.09	1.91	1.90	
30	2.34	2.11	2.02	2.03	1.85	1.92	
31	2.39		2.02		1.95	1.94	

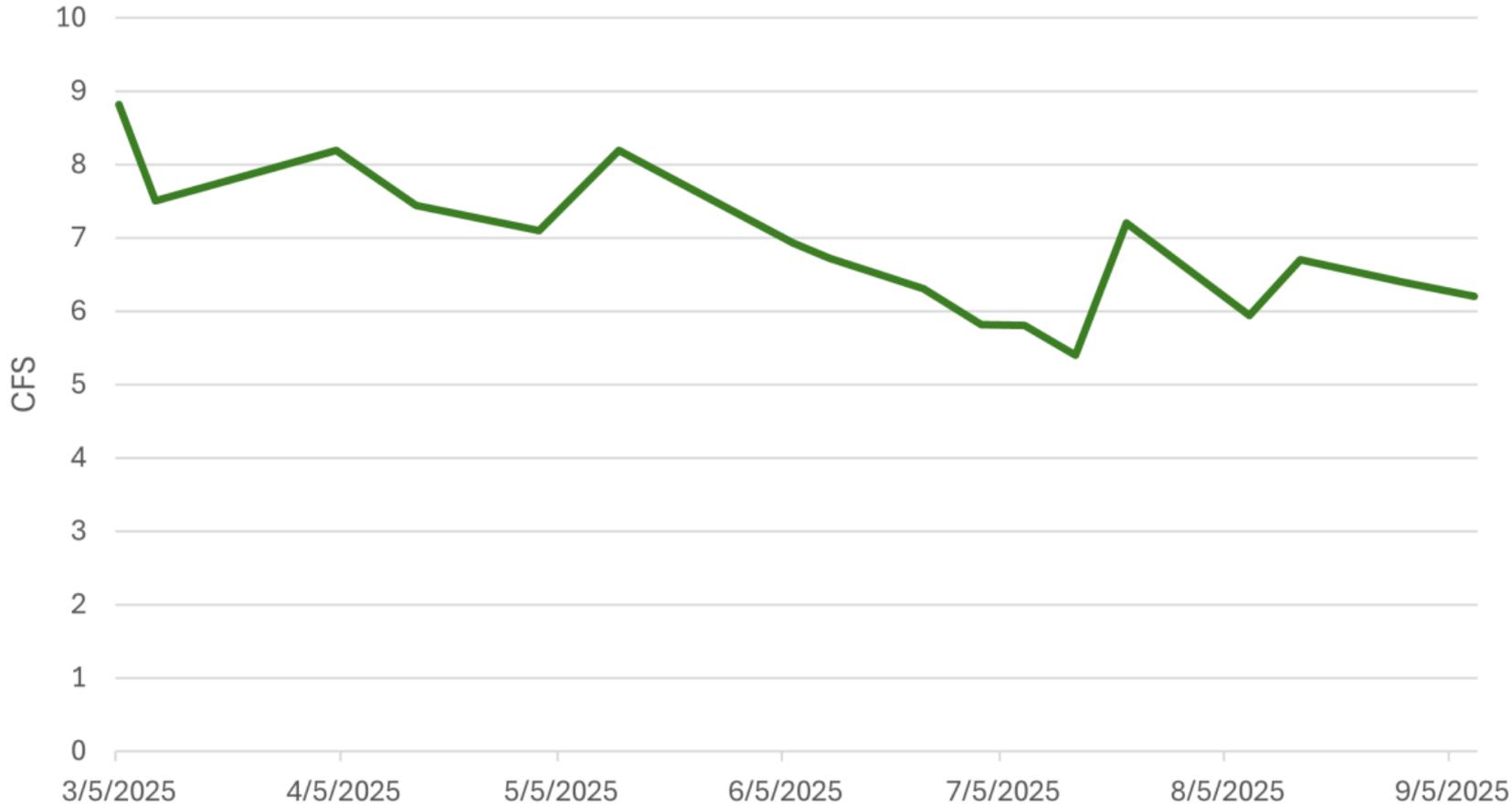
Meadow Channel: Diversion #136



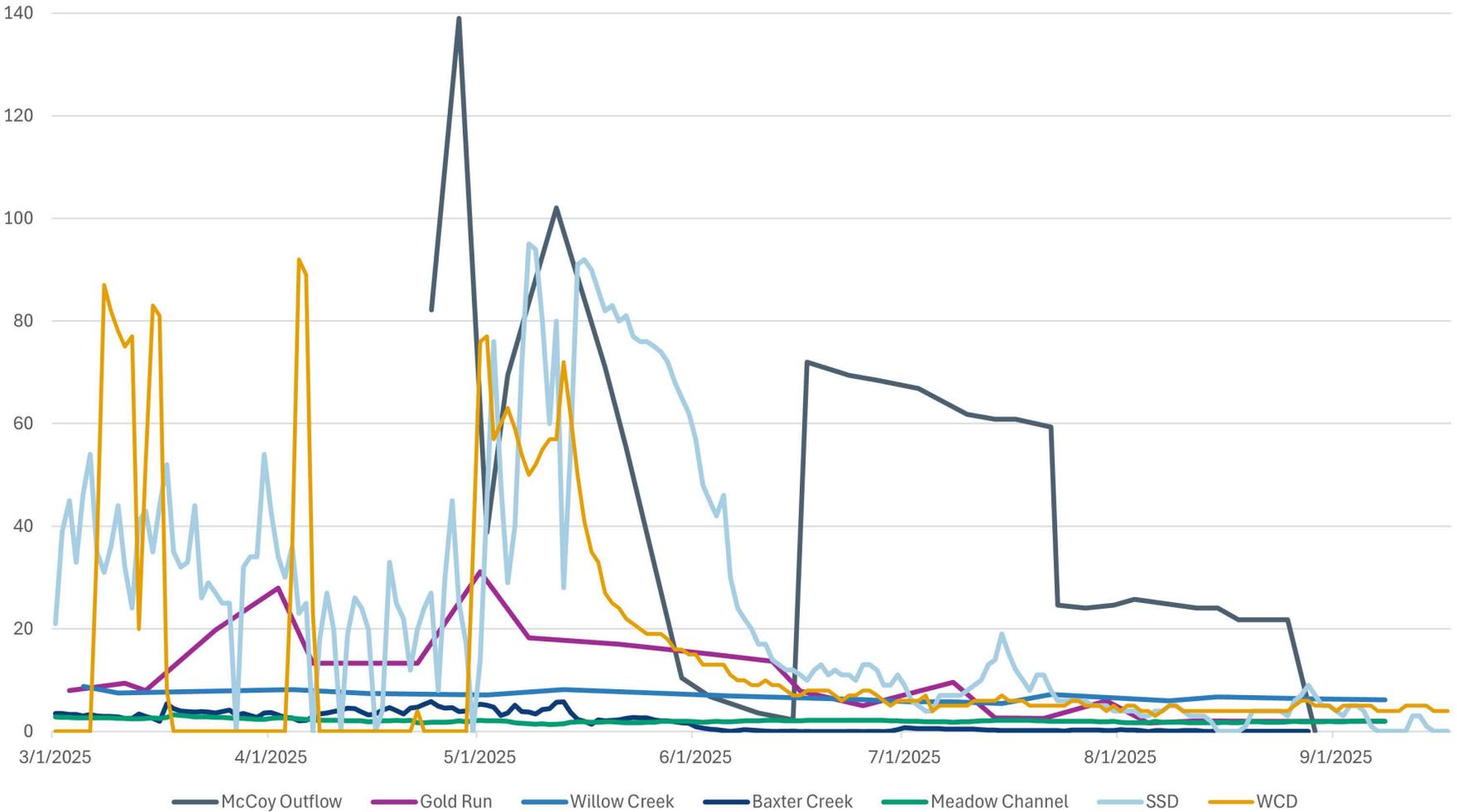
Willow Creek - Diversion # 118

Day	March	April	May	June	July	August	September
1							
2			7.1		5.82		
3							
4		8.19					
5	8.82						
6				6.93			
7							
8					5.8	5.94	6.2
9							
10	7.5						
11				6.72			
12							
13			8.19				
14							
15		7.44			5.4	6.7	
16							
17							
18							
19							
20							
21							
22					7.2		
23							
24				6.3			
25							
26							
27							
28							
29						6.4	
30							
31							

Willow Creek: Diversion #118



Various Points of Diversion



Honey Lake Valley RCD District Manager Report

Kelsey Siemer - District Manager

December 8, 2025

RCD Administration:

- Bookkeeping
 - Monthly reports attached – Both WM and RCD Class accounts are doing well!
 - **Audit field days are scheduled for January 15th and 16th**
 - CPA and Auditor to begin looking at general ledger this month, staff meeting scheduled to prep all other grant documents and samples.
 - Working on an accounting manual with bookkeeper!

- Admin:
 - Annual Reports are here!
 - Hiring a new Wildlife Connectivity Coordinator - please circulate job description!

Watermaster:

- Brian and Kelsey finalized AUR – approval vote tonight
- WAC
 - Approved AUR and first quarter indirect recovery at last meeting, next meeting will be January 8, 2026

Grant Updates:

- **DWR: Lahontan Basin IRWM Implementation - Rounds 1 and 2**
 - Round 1: Lead Admin Agency for City of Susanville / Round 2:
 - Moving forward with closing Round 1 and Project 2 Round 2 (JV Dam) but amending agreement to allow Ravendale / Madeline project to move forward.
 - Waiting on DWR team to approve amendment for Round 2 - as soon as that is approved, the contract can be amended and work can begin.

- **USFS: Post Fire Recovery - Sheep, Hog and Dixie Fire Scar**
 - White: Working with RFP and landowner to problem solve crossing issues. Once we get direction/approval from Fish and Wildlife 1600, the project will go to bid.
 - Wingfield: Release Spray delayed until next summer 2026 due to conditions.
 - The next phase will be snowbrush control/release with several adjacent landowners (Hulsman Ranch, Nagel). This project will not include a reforestation phase, as there are already sufficient green trees on site on the smaller properties, and the larger properties (Hulsman Ranch, Nagel) have already been planted by LFSC. Although it appears most of the planted trees on the Hulsman Ranch areas with snowbrush did not survive.
 - New Project: Doyle 63 acres, 5 landowners. Layout complete geared up to start, hopefully this week or next.

- **USFS 2: Post Fire Recovery - Dixie Fire Scar**
 - Clarks Creek: Joint Project with LFSC. Chipping and removal complete.
 - Cone Collection: Working on an agreement with Calforest and an independent climber.
 - Cedar collection from Collins Pine
 - Tree farm on 395. One landowner just came out of the woodwork. Another landowner signed up. The total project is 380 acres. It is very sparse, with pockets of density and blowdown. We are going with the bone dry ton rate under the LFSC contract for this reason

- **NACD: TA2024**
 - Tiffany is working on deliverables
 - NACD has been slow to respond, possibly due to government shutdown

- **CAL FIRE Workforce Development Grant:**
 - Amendment for increase in budget for additional training, study time, management / admin time, and an indirect cost recovery sent to CARCD
 - Odessa completed Fire Effects Monitoring (FEMO) training and attended her first prescribed fire at Independence Lake in Truckee, CA.
 - Both Catherine and Odessa completed Wetland Delineation Training

- **BLM GNA: Restoration Projects**
 - Spring Developments:
 - The fence around the headbox has been completed.
 - This project has been completed in its entirety.
 - Laura 2 fire recovery
 - 1,700 PUTR plugs were planted on 11/14/2025 by Tovar's Reforestation. An additional 3,000 will be grown by Walker Basin for next fall.
 - A monitoring plan is in development.
 - CX NEPA completed.
 - LTPBR
 - NEPA DNA signed.
 - Awarded contract to Symbiotic Restoration.
 - Work will begin in early spring between April and June (depends on site accessibility)
 - Drive By Fence
 - NEPA has not yet been signed (awaiting Wildlife section). This will now be a 2026 project.
 - ARTR Growouts
 - We are growing ~3,000 sagebrush plugs at Washoe Nursery.
 - Additional projects:
 - New projects have been identified: Shinn Ranch barbed wire fence replacement, Amos Spring, and bison pipe fencing at Drive by Spring.

- **Wildlife Conservation Network: Southern Lassen County Habitat Restoration**
 - Planting contract signed by Walker Basin and HLVRCD. Walker Basin is currently growing bitterbrush plugs. Approximately 15,228 plugs have already been grown.
 - Sagebrush seed collection is completed.
 - JUOC removal bid RFP is being drafted. Expected to fly in Spring 2026. Pending feedback and approval from CDFW (bird and plant surveys).

- **Wildlife Connectivity Working Group Coordinator**
 - Kelsey attended the CARCD conference to present on a panel about wildlife crossings and the roles of RCDs in these projects.
 - Hiring a new Wildlife Connectivity Coordinator.

- **USFS: Lassen Resource Advisory Committee (RAC)**
 - Funded for \$82,000 to install 4 new interpretative panels at the Eagle Lake Fish Trap kiosk and increase capacity for hydrological monitoring
 - The agreement is still being drafted and is delayed due to the government shutdown. In June, RCD submitted comments and required forms to USFS. Awaiting USFS before next steps.

- **Trout Unlimited: Pine Creek Monitoring**
 - Refugia pool mapping task is completed.
 - Wet-dry mapping is completed for the season.
 - Springs streamflow measurements are completed.
 - Equipment winterization trip completed.
 - A post-season close-out meeting was held with Trout Unlimited.

- **CDFA: WMA Grant**
 - Kelsey has been working on updating the MOU with previous partners, final due to CDFA by December 31st.
 - Will plan an Annual Work Plan meeting after MOU is signed on by partners
 - Re-instate the SWAT in Lassen, cooperative storage and equipment, will focus on major infestations of certain A-rated pests in Lassen County and education and outreach efforts

NEW AND UPCOMING:

- **WCB Riparian Habitat Statement of Interest**
 - Odessa is working on a statement of interest to include enclosure fencing, JUOC treatments, and LTPBR projects at several BLM sites in the Smoke Creek Watershed.

- **Northeast RCD Hub**
 - Kelsey had a few conversations at the SRM regional meeting and the CARCD conference around starting a Hub in NE CA for RCDs in our region. Opportunities

to work collaboratively, build capacity, and engage in regional-scale implementation.

- There is funding to help start a hub, looking to gauge other RCD interest after the first of the year.