



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

Attachments available 09/22/25 at www.honeylakevalleyrcd.us

Date: Thursday, September 25th, 2025
Location: 1516 Main Street, Susanville CA 96130

Time: 5:30 PM

AGENDA

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

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

I. CALL TO ORDER, ROLL CALL

II. APPROVAL OF AGENDA -

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

III. PUBLIC COMMENT

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

IV. CONSENT ITEMS –

- A. Correspondence
- B. Meeting Minutes - 8/28/2025, 9/11/2025
- C. 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 of amended Policy 2058. Compensation for Meetings & Travel (attachment)

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

- B. Consideration and approval to rescind Policy 2555. Time Off for Children-School Activities (attachment)

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

- C. Consideration and discussion on the creation of a catastrophic time bank and whether to update or rescind Policy 2553. Catastrophic Time Bank (attachment)

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

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

- A. First Reading of 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

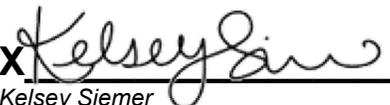
VII. REPORTS

- A. District Manager Report – Siemer (attachment)
B. NRCS Report - Stephens
C. CARCD - Hanson
D. Unagendized reports by board members

VIII. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be **October 23rd at 3:30 PM.** The location is 1516 Main Street, Susanville, CA.

I certify that on Monday, September 22nd, 2025 agendas were posted as required by Government Code Section 54956 and any other applicable law.

X 
Kelsey Siemer
District Manager



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

Attachments available 08/25/2025 at www.honeylakevalleyrcd.us

Date: Thursday, August 28th, 2025
Location: 1516 Main Street, Susanville CA 96130

MEETING MINUTES
votes taken via role call

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

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

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

Board member Jesse Claypool called the meeting to order at 5:37PM, and a quorum was noted.

II. APPROVAL OF AGENDA

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

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

III. PUBLIC COMMENT - NONE

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

Caleb Griffin from LARP Co-Op came to discuss the Harvest Hootenanny being held October 4th at Wemples Pumpkin Patch. The event will include a resource fair and the RCD and partners were asked to participate.

IV. CONSENT ITEMS –

- A. Correspondence - received
- B. Meeting Minutes - 5/15/2025, 07/27/2025
- C. Financial Reports - attached

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

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

- A. Consideration and approval of ballot submission for SDRMA Board of Directors election (attachment)

Board Member Laurie Tippin made a motion to approve 4 candidates (Tom Wright (Incumbent), Mike Scheafer (Incumbent), Robert Housley, CSDM (Incumbent), and Virginia Chang Kiraly), Board member Robin Hanson seconded and the motion passed. All.

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

- B. Consideration and approval of Honey Lake Valley Resource Conservation District Resolution 2025-02 to allow the RCD to maintain bank account at California Class (attachment)

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

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

- C. Consideration and approval for the District Manager and board Treasurer to deposit into the RCD California CLASS account from the U.S. Bank Grants Checking Account.

Board member Robin Hanson made a motion to approve the deposit. Board member Wayne Langston seconded and the motion passed. All.

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

- D. Consideration and approval of amended Policy 2420. Salaried Personnel (attachment)

Board member Robin Hanson made a motion to approve the amended policy. Board member Laurie Tippin seconded and the motion passed. All.

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

- E. Consideration and approval of Policy 2058. Compensation for Meetings & Travel (attachment)

Board member Laurie Tippin made a motion to table this item. Board member Robin Hanson seconded and the motion passed. All.

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

- F. Consideration and comment on Articles III, IV and V of the 3rd draft CARCD bylaws, including review of the disposition of the RCDs Sept. 2024 comments on 1st bylaws draft. (attachment)

Comment was given to support as drafted.

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

- G. Consideration and approval of FY 24/25 Engagement Letter with Larry Bain, CPA for audit services (attachment)

Board member Laurie Tippin made a motion to approve the letter, but change the RCD to HLVRCD, Board member Robin Hanson seconded and the motion passed. All.

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

- H. Consideration and approval for District Manager to offer and enter into MOU with Modoc RCD for Wildlife Connectivity Regional Wildlife Working Group Coordinator (attachment)

Board member Laurie Tippin made a motion to approve the DM to offer and enter MOU. Board member Robin Hanson seconded and the motion passed. All.

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

- I. Consideration and approval of 24/25 Annual Work Plan (attachment)

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

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

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

- A. Discussion of Fiscal Year End apportionment collections

Discussion was held.

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

- B. Discussion of Old Channel Infrastructure

Discussion was held.

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

V. REPORTS

- A. District Manager Report – Siemer (attachment)

Kelsey gave updates on current grant projects, pending grant applications, and administrative duties.

- B. Watermaster / WAC Report – Burvant

No WAC meeting in August. Next meeting September 11th.

- C. CARCD Report -Hanson

Robin gave updates regarding the CARCD in-person August meeting..

- D. Unagendized reports by board members

None.

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

VI. ADJOURNMENT - 8:30PM

The next Honey Lake Valley RCD meeting will be **September 25th at 5:30 PM.** The

location is 1516 Main Street, Susanville, CA.

Respectfully Submitted,

APPROVED: _____
Jesse Claypool, RCD Board
Chairperson

Kelsey Siemer
District Manager

DATE: 09/25/2025



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

Attachments available 09/10/2025 at www.honeylakevalleyrccd.us

Date: Thursday, September 11th, 2025
Location: 1516 Main Street, Susanville CA 96130

MEETING MINUTES
votes taken via role call

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

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

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

Board member Jesse Claypool called the meeting to order at 2:07PM, and a quorum was noted.

II. APPROVAL OF AGENDA

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

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

III. PUBLIC COMMENT - NONE

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

IV. ADJOURNMENT TO CLOSED SESSION – 2:09PM

- a. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: one case (Public Contract Code section 9204 claims of M. A. Steiner Construction, Inc., which are on file and available for public inspection upon request)

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

V. RETURN TO OPEN SESSION - 2:18PM

Board member Laurie Tippin made a motion that “The HLVRCDD Board of Directors Board of Directors (“Board”) of the Honey Lake Valley Resource Conservation District (“District”), has allowed the claim in the amount of \$25,410.77 inclusive of any claim for costs and attorney’s fees and rejected as to the balance.” Board member Will Johnson seconded the motion. A vote count was called. Laurie Tippin – Aye, Will Johnson – Aye, Robin Hanson – Aye, Wayne Langston – No, Jesse Claypool – Aye. The motion passed 4 ayes, 1 no.

VI. ADJOURNMENT – 2:19PM

The next Honey Lake Valley RCD meeting will be **September 25th, 2025, at 5:30 PM.** The location is 1516 Main Street, Susanville, CA.

Respectfully Submitted,

APPROVED: _____
Jesse Claypool, RCD Board
Chairperson

DATE: 09/25/2025

Kelsey Siemer
District Manager

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

	BLM GNA	General Fund	IRWMP Round 1	IRWMP Round 2	TU Pine Creek	USFS 2	USFS Post Fire	Watermaster Fund	WCN Restoration	WCN Wildlife	WMA	TOTAL
Revenue												
Total Revenue												\$ 0.00
Gross Profit	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Expenditures												
Bank Charges & Fees		357.04										357.04
Car & Truck		539.78										539.78
Contractors	15,365.28											15,365.28
Facilities												0.00
Rent & Lease		1,200.00					1,154.76					2,354.76
Utilities		50.65					50.66					101.31
Total Facilities	\$ 0.00	\$ 1,250.65	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,205.42	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,456.07
Grant Expenditures							229.05					229.05
Insurance		942.86					942.86					1,885.72
Job Supplies					120.11	67.41						187.52
Office Supplies & Software		850.62				45.00	287.88	522.11	287.88	981.38		2,974.87
Payroll												0.00
Payroll Taxes	116.92	142.21	47.35	28.11	139.66	392.81	223.11	491.62	87.90	177.71	22.78	1,870.18
Payroll Wages	1,528.36	2,060.26	618.88	367.46	1,825.58	5,134.76	2,916.52	6,426.33	1,148.88	1,708.16	297.77	24,032.96
Total Payroll	\$ 1,645.28	\$ 2,202.47	\$ 666.23	\$ 395.57	\$ 1,965.24	\$ 5,527.57	\$ 3,139.63	\$ 6,917.95	\$ 1,236.78	\$ 1,885.87	\$ 320.55	\$ 25,903.14
Payroll Platform Expenses		255.54										255.54
Telecommunications		102.49					58.95	46.73				208.17
Trainings + Conferences		579.44										579.44
WM Gas								338.80				338.80
WM Side by Side Repair/Maintenance								645.87				645.87
WM Vehicle Service/Repair								371.98				371.98
Total Expenditures	\$ 17,010.56	\$ 7,080.89	\$ 666.23	\$ 395.57	\$ 2,085.35	\$ 5,639.98	\$ 5,863.79	\$ 8,843.44	\$ 1,524.66	\$ 2,867.25	\$ 320.55	\$ 52,298.27
Net Operating Revenue	-\$ 17,010.56	-\$ 7,080.89	-\$ 666.23	-\$ 395.57	-\$ 2,085.35	-\$ 5,639.98	-\$ 5,863.79	-\$ 8,843.44	-\$ 1,524.66	-\$ 2,867.25	-\$ 320.55	-\$ 52,298.27
Other Revenue												
Interest Income		3.08										3.08
Total Other Revenue		\$ 3.08										\$ 3.08
Net Other Revenue	\$ 0.00	\$ 3.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3.08
Net Revenue	-\$ 17,010.56	-\$ 7,077.81	-\$ 666.23	-\$ 395.57	-\$ 2,085.35	-\$ 5,639.98	-\$ 5,863.79	-\$ 8,843.44	-\$ 1,524.66	-\$ 2,867.25	-\$ 320.55	-\$ 52,295.19

Honey Lake Valley Resource Conservation District Statement of Financial Position

As of August 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
US - Grants Checking (7921)	197,720.19
US - RCD Checking (7897)	4,095.04
US - RCD Savings (7905)	2,458.40
US - Restricted RCD Savings (7913)	511,684.10
US - WaterMaster Checking (7947)	613,196.39
US - WaterMaster Savings (7954)	37,991.61
Total Bank Accounts	\$ 1,367,145.73
Accounts Receivable	
Accounts Receivable - Other	-21,138.58
Accounts Receivable - Watermaster Fund	-991.24
Grants Receivable	466,190.98
Total Accounts Receivable	\$ 444,061.16
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	\$ 1,832,175.97
Fixed Assets	
Vehicles	0.00
Total Fixed Assets	\$ 0.00
TOTAL ASSETS	\$ 1,832,175.97
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	120,320.04
Total Accounts Payable	\$ 120,320.04
Credit Cards	
Ramp Card	3,009.57
Total Credit Cards	\$ 3,009.57
Other Current Liabilities	
Deferred Revenue - 120 Days	0.00
Deferred Revenue - Advance	0.00
Deferred Revenue DWR - IRWMP Round 2	494,217.40
Deferred Revenue TA2024	18,124.94
Deferred Revenue WCN Restoration	160,492.35
Deferred Revenue WCN Wildlife	132,328.80
Total Deferred Revenue - Advance	\$ 805,163.49
Deferred Revenue - Retention	-341,511.45
GF - (Due to WM)/Due From WM	20,969.08
Payroll Clearing	6,919.80
Unpaid Payroll - Both	0.00
Total Other Current Liabilities	\$ 491,540.92
Total Current Liabilities	\$ 614,870.53
Total Liabilities	\$ 614,870.53
Equity	
Opening Balance Equity	324,921.03
Restricted Opening Equity	0.00
Retained Earnings	807,476.13
Net Revenue	84,908.28
Total Equity	\$ 1,217,305.44
TOTAL LIABILITIES AND EQUITY	\$ 1,832,175.97
TOTAL COMPENSATED ABSENCES	27,463.02

POLICY TITLE: Compensation for Meetings and Travel
POLICY NUMBER: 2058

2058.1 The RCD recognizes that for the benefit and in the interests of the District, it is necessary for District staff and Directors to attend meetings and to travel in order to conduct District business. The RCD is committed to wise and prudent use of its entrusted public funds, to conserve District resources and to keep expenses within community standards while affording staff and Directors a reasonable level of safety and convenience. This policy sets forth guidelines for travel and meeting attendance on District business, and for the reimbursement of expenses, whether within or outside District boundaries.

2058.2 All actual and necessary travel and incidental expenses incurred fifty (50) miles or more from home or the District office and lasting longer than 12 hours shall be reimbursed upon submission of the District's expense reimbursement form (E2058) and accompanying receipts for any expense over twenty five dollars (\$25.00) for preapproved training and educational courses and events. The expense reimbursement form must be submitted within 30 days of the qualifying travel or expense.

2058.3 Except as otherwise provided, reimbursement of travel expenses shall be based on actual expenses as documented by receipts. Reimbursable travel expenses may include, but are not limited to, costs of transportation, parking fees, bridge or road tolls, lodging when district business reasonably requires an overnight stay, registration fees for seminars, conferences and webinars, telephone and other communication expenses incurred on District business, and other necessary incidental expenses. Lodging and/or meals included in hotel expenses or conference and registration fees shall not be claimed for reimbursement.

2058.4 The District shall not reimburse personal travel expenses including, but not limited to, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the employee on District-related business, personal use of an automobile other than as identified herein, and personal losses or traffic violation fees incurred while on District business.

2058.5 **Meals and Incidental Expenses (M&IE):** Actual meal and incidental expenses incurred while on travel status will be reimbursed in accordance with the maximum rates and time frame requirements as outlined for the State of California and found at <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Receipts are not required to claim meal and incidental expenses up to the maximum allowable reimbursement rates specified above. Separate amounts for meals are listed at <https://www.gsa.gov/travel/plan-book/per-diem-rates> for reference as meal amounts must be deducted when such meals are provided to the traveler or included in a conference registration, etc. For meals provided, the traveler must deduct the meal cost from the applicable M&IE rate. Employees who are unable to consume meal(s) included in hotel expenses, or conferences/registration fees because of time constraints or other considerations, such as reasonable accommodation, may be reimbursed in accordance with the rates established in

policy, provided an alternate meal was purchased. Snacks and continental breakfasts such as rolls, juice, and coffee are not considered to be meals.

The term “incidentals” includes fees and tips given to wait staff, porters, baggage carriers, transportation, and hotel staff. No other items may be claimed as incidentals.

Meals shall be reimbursed at the actual cost, when accompanied by a receipt and are within the maximum per diem amounts established by Board policy and based on the time of day that travel for District business begins and ends. For travel exceeding a single day, the per diem rate is fifty-five dollars (\$50) per day. The per diem rate for individual meals is as follows:

Breakfast:	\$10.00
Lunch:	\$15.00
Dinner:	\$25.00

2058.6 Any expense that exceeds the maximum rate of reimbursement established by the District shall be reimbursed only with the **pre-approval** or approval of the District Manager. The District Manager shall approve expense claims only upon verifying that all necessary documentation is provided and that all expenses are appropriate and related to District business. If an expense claim is disallowed due to lack of documentation or is an inappropriate expense, the employee or Director may be personally responsible for any improper costs incurred.

2058.7 Lodging: When employees or Directors are required to obtain lodging due to District business or training, reimbursement will be for actual receipted lodging plus applicable mandatory taxes and fees, in accordance with policy and the published lodging maximums found at <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Lodging will not be reimbursed without a valid receipt.

2028.7.1 Lodging: If Lodging is in connection with a conference or educational activity, lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available at the time of booking. If the group rate is not available, comparable lodging will be used, not to exceed the maximum daily rate allowable by the District. Government and Group rates for lodging will be used whenever possible. The per diem rate is one hundred forty-five dollars (\$145.00) per day.

2058.8 Transportation: The mode of travel to be reimbursed must be the most cost efficient to the District. Government and group rates for transportation will be used when available.

2058.9 Mileage: Use of the District’s vehicles for travel purposes is authorized and must be used, if available. Otherwise, mileage will be reimbursed at the IRS published mileage rate when a personal vehicle is authorized and utilized for travel while on District business. The District encourages carpooling whenever practical. In the event of personal vehicle carpooling, the owner of the vehicle will be the only person in the vehicle that will be reimbursed mileage.

~~**2058.10** — Cash advance: Subject to approval of the District Manager, a cash advance to cover the anticipated expenses for authorized travel may be offered by the District. An expense reimbursement form (E2058) must be submitted within thirty (30) days of the travel, and any unused cash advanced must be returned to the District once the activity is completed.~~

2058.10 Employees shall not receive reimbursement for using airline or hotel reward credits/points while conducting approved District business. However, any credits earned by the employee shall remain the property of the employee.

2058.10.1 Employees shall not receive reimbursement for purchasing alcoholic beverages while conducting approved District business.

2058.11 In the event of an employee or Directors need to cancel any preregistered conference, workshop, training, webinar or any other District related event or reservations for travel or lodging, they shall notify the District Manager in writing the reason for cancelation prior to any deposit or expenditures made by the District become non-refundable. If the District Manager is not notified prior to any deposit or expenditures becoming non-refundable, or the cancelation is inappropriate, the employee or Director may be personally responsible for any costs incurred with the cancelation.

2058.12 All documents related to reimbursable District expenditures are public records subject to disclosure under the California Public Records Act. Regardless of how it may occur, misuse of public resources or falsifying expense reports in violation of this policy may result in any or all of the following: loss of reimbursement privileges, restitution to the District, civil penalties for misuse of public resources, disciplinary action up to and including termination, and prosecution for misuse of public resources. This policy shall be consistent with state law (AB 1234) and comply with state law if it changes from time to time.

POLICY TITLE: Time Off for Children – School Activities
POLICY NUMBER: 2555

2555.1 California law allows a parent or guardian to take up to a total of 40 hours of time off each calendar year (but no more than 8 hours in one month) without pay to participate in their children’s activities at school (grades K through 12) or licensed day care. The absence is subject to all of the following conditions.

2555.2 Suspension: If an employee who is the parent or guardian of a child facing suspension from school is summoned to the school to discuss the matter, the employee should alert their supervisor as soon as possible before leaving work. In compliance with California Labor Code Section 230.7, no discriminatory action will be taken against an employee who takes time off for this purpose.

2555.2.1 Employees must use accrued vacation or compensatory time off in order to receive compensation for this time off.

2555.2.2 Employees who do not have accrued vacation time or compensatory time off available will take time off without pay.

2024 California Code
Labor Code - LAB
DIVISION 2 - EMPLOYMENT REGULATION AND SUPERVISION
PART 1 - COMPENSATION
CHAPTER 1 - Payment of Wages
ARTICLE 1 - General Occupations
Section 230.8.
Universal Citation:
CA Labor Code § 230.8 (2024)

230.8. (a) (1) An employer who employs 25 or more employees working at the same location shall not discharge or in any way discriminate against an employee who is a parent of one or more children of the age to attend kindergarten or grades 1 to 12, inclusive, or a licensed child care provider, for taking off up to 40 hours each year, for the purpose of either of the following child-related activities:

(A) To find, enroll, or reenroll his or her child in a school or with a licensed child care provider, or to participate in activities of the school or licensed child care provider of his or her child, if the employee, prior to taking the time off, gives reasonable notice to the employer of the planned absence of the employee. Time off pursuant to this subparagraph shall not exceed eight hours in any calendar month of the year.

(B) To address a child care provider or school emergency, if the employee gives notice to the employer.

(2) If more than one parent of a child is employed by the same employer at the same worksite, the entitlement under paragraph (1) of a planned absence as to that child applies, at any one time, only to the parent who first gives notice to the employer, such that another parent may take a planned absence simultaneously as to that same child under the conditions described in paragraph (1) only if he or she obtains the employer's approval for the requested time off.

(b) (1) The employee shall utilize existing vacation, personal leave, or compensatory time off for purposes of the planned absence authorized by this section, unless otherwise provided by a collective bargaining agreement entered into before January 1, 1995, and in effect on that date. An employee also may utilize time off without pay for this purpose, to the extent made available by his or her employer. The entitlement of any employee under this section shall not be diminished by any collective bargaining agreement term or condition that is agreed to on or after January 1, 1995.

(2) Notwithstanding paragraph (1), in the event that all permanent, full-time employees of an employer are accorded vacation during the same period of time in the calendar year, an employee

of that employer may not utilize that accrued vacation benefit at any other time for purposes of the planned absence authorized by this section.

(c) The employee, if requested by the employer, shall provide documentation from the school or licensed child care provider as proof that he or she engaged in child-related activities permitted in subdivision (a) on a specific date and at a particular time. For purposes of this subdivision, “documentation” means whatever written verification of parental participation the school or licensed child care provider deems appropriate and reasonable.

(d) Any employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in terms and conditions of employment by his or her employer because the employee has taken time off to engage in child-related activities permitted in subdivision (a) shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer. Any employer who willfully refuses to rehire, promote, or otherwise restore an employee or former employee who has been determined to be eligible for rehiring or promotion by a grievance procedure, arbitration, or hearing authorized by law shall be subject to a civil penalty in an amount equal to three times the amount of the employee’s lost wages and work benefits.

(e) For purposes of this section, the following terms have the following meanings:

(1) “Parent” means a parent, guardian, stepparent, foster parent, or grandparent of, or a person who stands in loco parentis to, a child.

(2) “Child care provider or school emergency” means that an employee’s child cannot remain in a school or with a child care provider due to one of the following:

(A) The school or child care provider has requested that the child be picked up, or has an attendance policy, excluding planned holidays, that prohibits the child from attending or requires the child to be picked up from the school or child care provider.

(B) Behavioral or discipline problems.

(C) Closure or unexpected unavailability of the school or child care provider, excluding planned holidays.

(D) A natural disaster, including, but not limited to, fire, earthquake, or flood.

(Amended by Stats. 2015, Ch. 802, Sec. 1. (SB 579) Effective January 1, 2016.)

POLICY TITLE: Catastrophic Time Bank
POLICY NUMBER: 2553

This policy is applicable only to non-exempt employees, both as to use of and donation to a catastrophic time bank.

2553.1 At the discretion of the General 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.

2553.1.1 Definitions used in the application of this rule include:

1. Catastrophic illness or injury is defined as a non-work-related illness of injury which is 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.
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.
3. Eligible leave credits include vacation and/or compensatory time off (CTO). They do not include sick leave.

2553.1.2 A time bank for catastrophic illness or injury may be established:

1. Upon the request of an employee;
2. Upon determination by the General Manager that the employee in the District is unable to work due to the employee's catastrophic illness or injury; and,
3. That the employee has exhausted all paid leave credit.

2553.1.3 If a time bank is established, any employee may, upon written notice to the Administrative Services 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 donating the hours shall be responsible for any applicable taxes or other expenses for the used hours.

2553.1.4 In order to receive time from the time bank, an employee must provide appropriate verification of illness or injury as determined by the District. 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

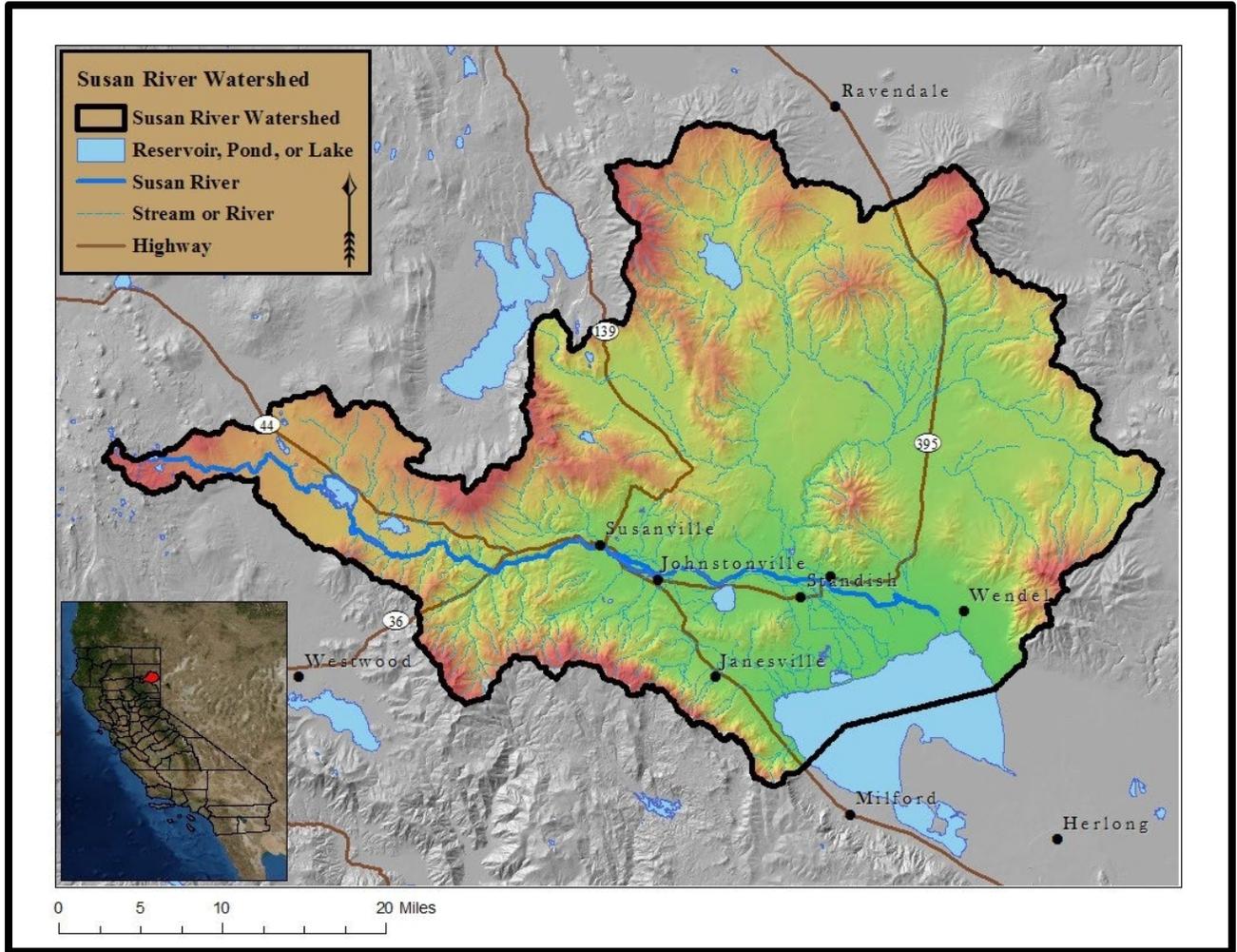
sufficient to insure the continuance of regular compensation. An employee who receives time through this program shall use any leave credits they continue to accrue on a monthly basis prior to receiving time from the time bank.

2553.1.5 Use of time from the time bank may not be used to augment benefits received due to a work-related injury or illness.



HONEY LAKE VALLEY
RESOURCE
CONSERVATION
DISTRICT

2024-2025 SUSAN RIVER WATERMASTER SERVICE AREA



ANNUAL USE REPORT - 2024/2025

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

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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.

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:

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

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.

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.

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 A-C

Numerical values are in cubic feet per second (cfs)
A blank space or "0" indicates no reading.

Appendix A: Department of Water Resources, Digital Gauge Data

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

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. Throughout the beginning of the season, the River commonly had dramatic increases and decreases in flow, in the span of 8-48 hours. Because of this, some of the above daily averages may be skewed. Values measured in CFS for the irrigation season from March 1st, 2024 to October 31st, 2024.

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

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. The '0' represents known extremely high 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, 2024 to October 31st, 2024.

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

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. The '0' represents known extremely high flows, overtopping the gauge sensor and reading as zeros. Data unavailable before May 1st, 2024. Values measured in CFS for the irrigation season from March 1st, 2024 to October 31st, 2024.

Appendix B: Susan River Flow Graphs

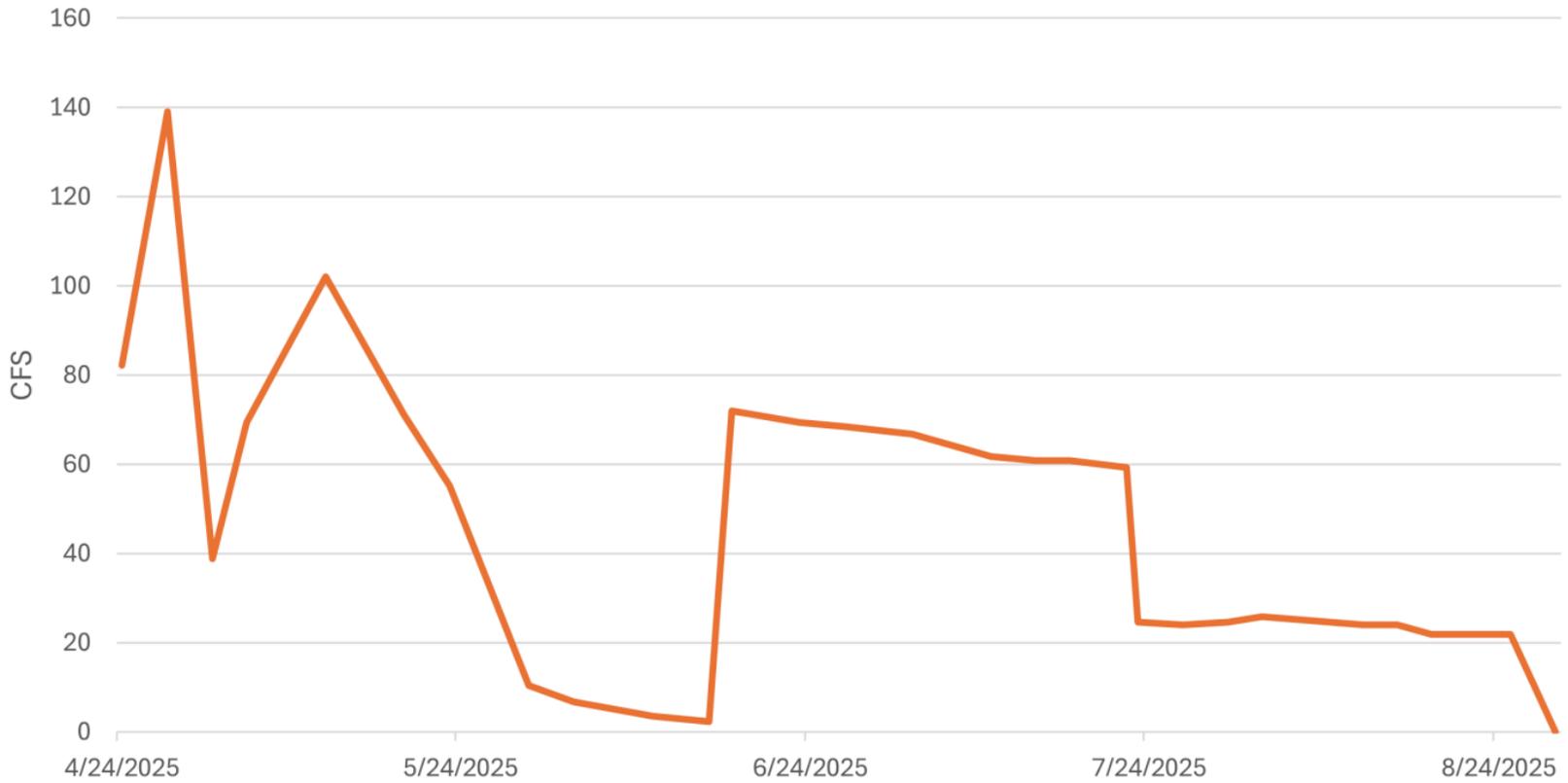
Appendix C: Various Points of Diversion Measurements and Graphs

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

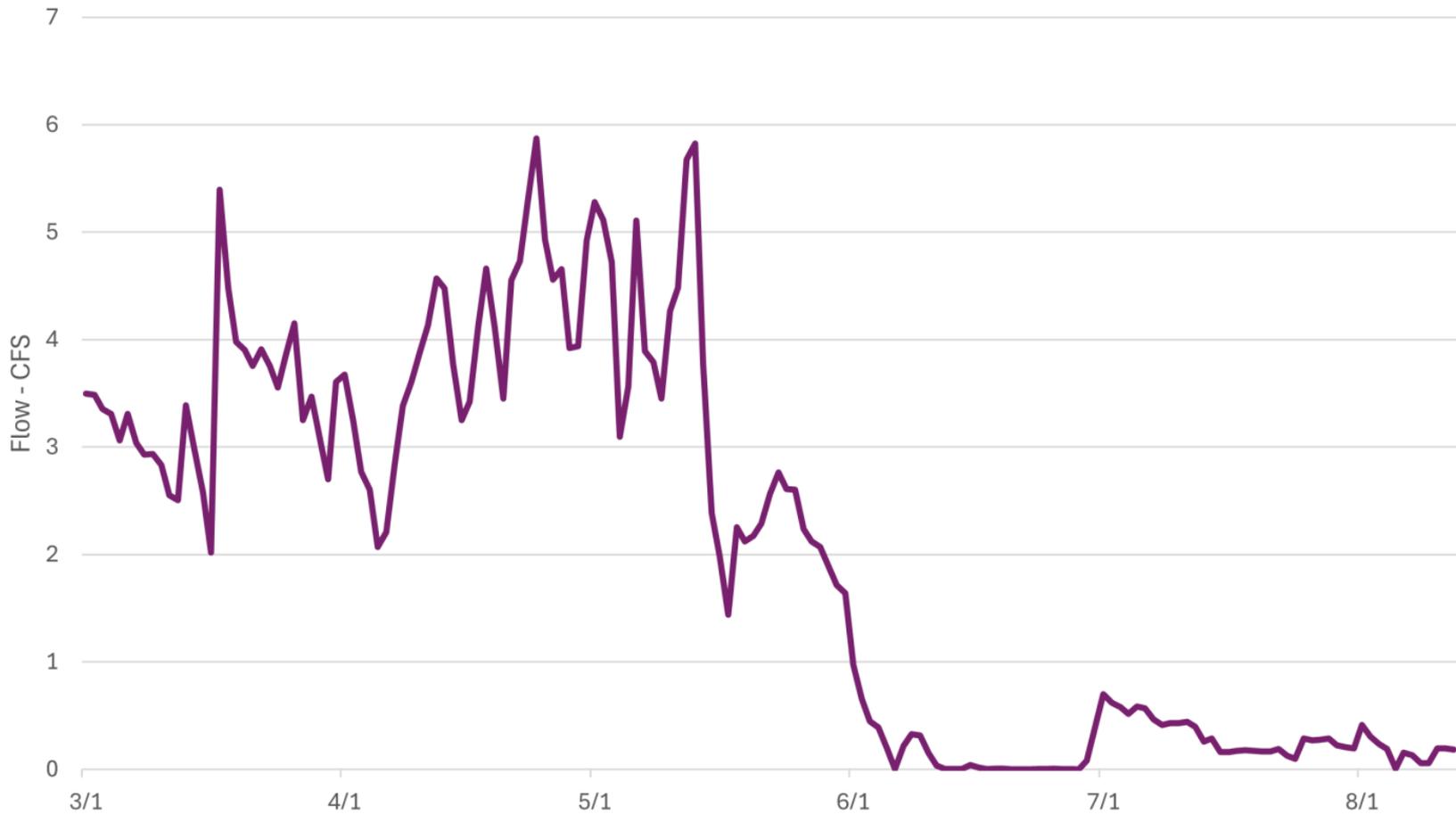


LIC started diverting water on June 15th, water release was adjusted on July 22nd, and ended on August 29th.

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



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	

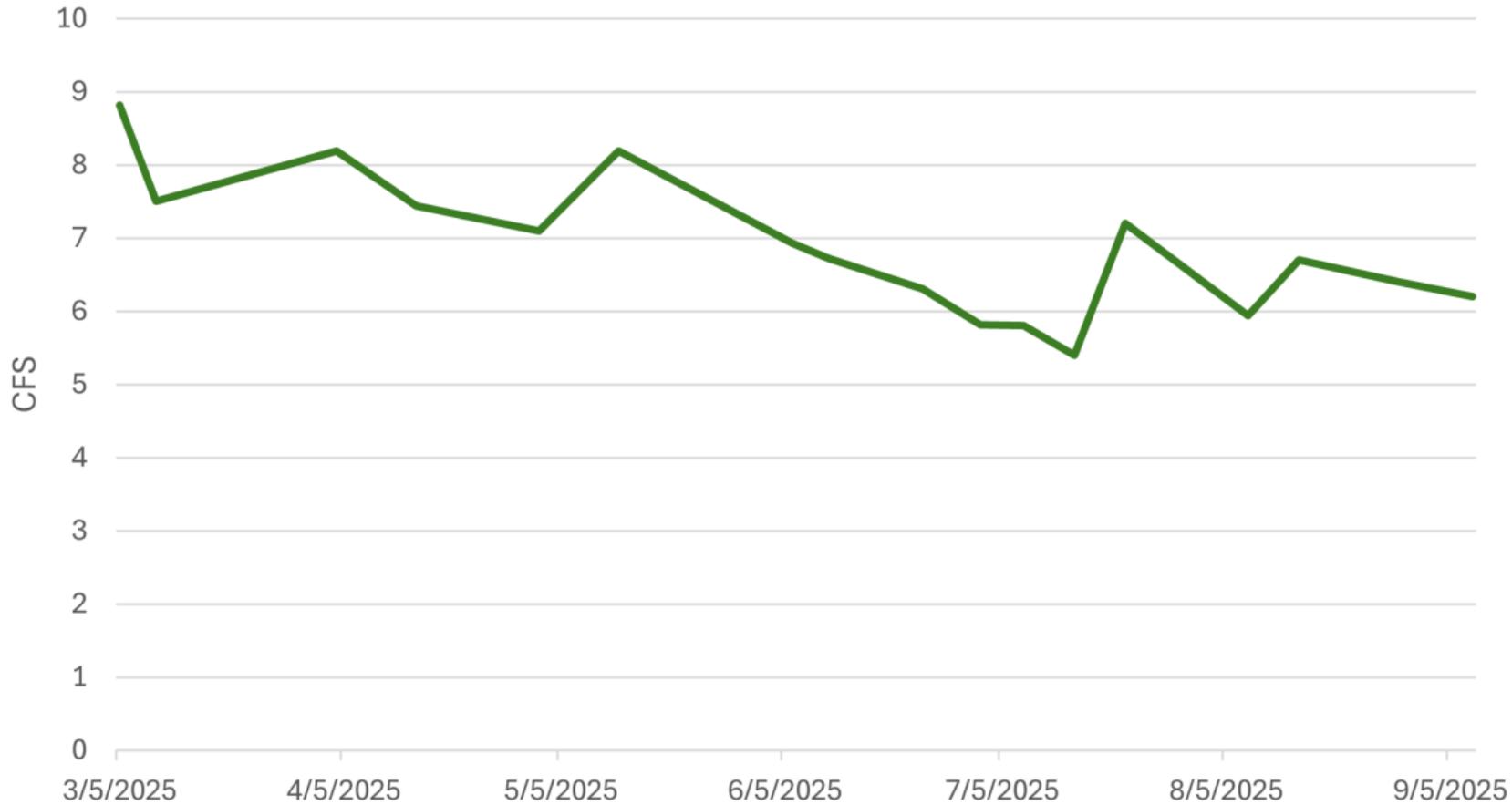
Meadow Channel: Diversion #136



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



Honey Lake Valley RCD District Manager Report

Kelsey Siemer - District Manager

September 25th, 2025

RCD Administration:

- Bookkeeping
 - Monthly reports attached
 - FYE items are going well
 - **Audit field days are scheduled for January 15th and 16th**
 - Working on an accounting manual with bookkeeper!!
 - Seems to be a needed resource across RCDs, so planning to share with other DMs when it is complete
 - Will be a compilation of SOPs for our accounting procedures including AP/AR, Payroll, Accounting Process and Controls, and Planning and Oversight
 - Both WM and RCD Class accounts are open and money was deposited Monday! I plan to include balances on Monthly Financial Reports
- Admin:
 - Staff to participate in the Harvey Hootenanny Resource Fair!
 - Kelsey and staff working on Annual Report - planned to get these printed next week!

Watermaster:

- Brian and Kelsey working on AUR – first reading tonight!
- WAC
 - Cancelled September meeting due to conflicting schedules amongst members

Grant Updates:

- **DWR: Lahontan Basin IRWM Implementation - Rounds 1 and 2**
 - Round 1: Lead Admin Agency for City of Susanville / Round 2:
 - Have been working with DWR, LIC, and the City to try and amend the agreements, but it is not looking promising.
- **USFS: Post Fire Recovery - Sheep, Hog and Dixie Fire Scar**
 - White: Working with RFP and landowner to problem solve crossing issues
 - Wingfield: Tree Cutting and Chipping completed. Final acreage was 27.83 acres treated. 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 40-80 acres, site visit completed.
 - Janesville: 3-year survival count complete, project was a success

- **USFS 2: Post Fire Recovery - Dixie Fire Scar**
 - Clarks Creek: Joint Project with LFSC. Work has begun 08/25/2025 should be wrapping up shortly. The project is 274 acres total, with 163 for HLVRCD. This includes 27 landowners, 19 of which are signed up with HLVRCD. Total acres treated will be determined after implementation.
 - Cone Collection: Working on agreement with Calforest
 - Cedar collection from Collins Pine
 - Talked to Phil about more USM work

- **NACD: TA2024**
 - Tiffany is working on deliverables, all is going well!

- **NRCS: CARCD Underserved Farmers and Ranchers**
 - Closed, some further discussion held

- **CAL FIRE Workforce Development Grant:**
 - Amendment for increase in budget for additional training, study time, management / admin time, and an indirect cost recovery is almost executed
 - Upcoming trainings on pause until that funding is granted
 - CARCD having a tough time getting reimbursed from CalFire, have experienced significant delays in payment.

- **BLM GNA: Restoration Projects**
 - Spring Developments:
 - Working on the implementation phase for 3 spring development projects. Two of three springs have been completed. The last spring is slated to start work on Wednesday, September 24, 2025, and is slated to be completed end of September.
 - Laura 2 fire recovery
 - Plugs are being grown by Washoe Nursery and Walker Basin. Site has been approved, and field visits are underway. CX NEPA completed (no further compliance needed). Working on a planting contract with Tovar's reforestation. Planting will occur sometime between October and November, depending on site and weather conditions.
 - LTPBR
 - NEPA DNA signed. Bid RFP closed 09/19/2025. Bid analysis and selection will happen in the next few weeks.
 - Drive By Fence
 - Odessa is talking to contractors and obtaining quotes. We will either do in-house or contract out, depending on prices.
 - ARTR Growouts
 - We are growing ~3,000 sagebrush plugs at Washoe Nursery.
 - Additional projects:

- New projects have been identified: sagebrush growouts, Shinn Ranch barbed wire fence replacement, 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.
 - Sagebrush seed collection planned for this fall (October-November).
 - Submitted a proposal for the CDFW State Wildlife Grant for an additional \$300,000 to plant PUTR/ARTR shrubs and cut JUOC.
 - JUOC removal bid RFP is being drafted. Expected to fly in winter. Pending feedback and approval from CDFW (bird and plant surveys).
- **Wildlife Connectivity Working Group Coordinator Position**
 - Beginning to meet with various potential partners to understand current connectivity projects and status. Will compile current and future projects from federal, state, and NGO groups to assess gaps and next steps.
 - Also looking into community feedback via talking with key stakeholders in Lassen Co and local chapters to see what gaps the community may identify.
- **Lassen Resource Advisory Committee (RAC) - USFS**
 - Funded for \$82,000 to install 4 new interpretative panels at the Eagle Lake Fish Trap kiosk and increase capacity for hydrological monitoring
 - Agreement is still being drafted. In June, RCD submitted comments and required forms to USFS. Awaiting USFS before next steps.
- **Trout Unlimited Pine Creek Monitoring**
 - Wet-dry mapping is completed for the season.
 - 10 new groundwater wells have been installed in Champ's Flat.
 - 2 new surface flow gages installed with Game Cameras. One at Champ's, one at McCoy flat. One more will be installed at the Pine Creek Fish Trap in mid-September.
 - Springs streamflow measurements are completed.
 - New temperature loggers have been deployed (replacing damaged and missing loggers).
 - Equipment winterization trip completed.
 - The 2025 monitoring season has been completed.
 - HLVRCD will meet with Trout Unlimited for post-season feedback and take another look at the scope of work.
- **CDFA WMA Grant (\$120,000)**
 - Kelsey has been working on updating the MOU with previous partners, final due to CDFA by November 20th.
 - 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:

- **CDFW SWG Grant (\$298,788.30)**
 - Partnership with CDFW to fund some of the South Lassen County Restoration Work in DWA and HJWA that was not funded by NFWF
 - Expected to hear back by end of September
- **SNC Wildfire Resiliency Statement of Interest**
 - Putting together a rough scope and budget for prescribed fire work on private and public lands in Lassen
 - Unlikely to get funded right away, but working with SNC to gauge their interest in project proposal
- **Department of Pesticide Regulation - Sustainable Pest Management**
 - In talks with Lassen Co Ag Commissioner's Office about possible grant application
 - Floating ideas about myrtle spurge, targeted grazing, outreach, and possible pesticide disposal event.