



**PUBLIC NOTICE**  
**Special Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
Attachments available 2/24/20 at [www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** Thursday, February 27, 2020

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

**Time:** **3:30 PM**

**MEETING MINUTES**

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

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

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

Board member Jesse Claypool called the meeting to order at 3:30pm, the pledge of allegiance was recited, and a quorum was noted. Laurie Tippin was absent and a Board member vacancy was noted.

**II. APPROVAL OF AGENDA**

*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. CONSENT ITEMS**

Board member Wayne Langston made a motion to approve consent items, Board member Will Johnson seconded, and the motion passed. All.

- A. Approval of 1/23/20 meeting minutes (attachment)
- B. Treasurer's Report (attachment)
- C. Correspondence

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

## V. REPORTS

A. District Manager Report (attachment) – Meyer

B. NRCS Agency Report (attachment) – Stephens

Scott Phillips discussed NRCS report and provided a brief review of MOA between NRCS and RCD.

C. Lassen SWAT – Meyer/Tippin

April 7<sup>th</sup> Modoc regional meeting date discussed.

D. WAC Report – Langston

Carrie Adams discussed lower Baxter Creek deep cut dam.

E. Modoc Regional RCD/CARCD Report – Tippin

F. Fire Safe Council Report – Johnson

Johnson provided an update regarding Diamond Peak initiative.

G. IRWMP Report – Claypool

H. Unagendaized reports by board members

Johnson discussed Buffalo Skadaddle meeting, possibility for RCD to engage in future funding opportunities with CARCD and CALfire stewardship training. Claypool provided public pocket guide handouts from BBK and discussed National Governance conference in Orlando.

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

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

A. Consideration and approval of MOA between NRCS and Honey Lake Valley RCD (attachments)

Board member Wayne Langston made a motion to approve the MOA, Board member Will Johnson seconded, and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity & 2 – Stay Relevant to the Conservation Needs of the Community*

B. Strategic/Annual Operations Plan Review (attachment)

Board and staff discussed prioritizing and marking accomplishments in plan via color coding for future reviews.

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

C. FY 21 RCD/WM Budget Review (attachment)

Board and staff discussed budget categories.  
Staff directed to provide year-to-date amounts for next budget review.

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

D. Consideration and approval of letter of opposition to Assembly Bill 2093 (attachment)

Board member Wayne Langston made a motion to approve letter, Board member Will Johnson seconded,

and the motion passed. All.

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

- E. Consideration and approval to adopt Resolution No. 2020-01: Environmental Preferable Purchasing Policy (EPP) (attachment)

Board member Wayne Langston made a motion to approve EPP, Board member Will Johnson seconded, and the motion passed. All.

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

- F. Discussion of hiring part-time bookkeeper and watermaster technician staff

Board and staff discussed opportunities, district needs, job descriptions, and timeline.

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

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

- G. Consideration and approval of Lozano Smith invoices 2101972, 2101973 totalling \$21,881.92 (attachment)

Board member Wayne Langston made a motion to approve invoices, Board member Will Johnson seconded, and the motion passed. All.

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

- H. Consideration and approval of proposed revision to WM Dispute/Complaint process (attachment)

Board member Wayne Langston made a motion to approve revisions, Board member Will Johnson seconded, and the motion passed. All.

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

**VIII. ADJOURNMENT TO CLOSED SESSION – 5:31 PM - No reportable action**


- H. Conference with legal counsel pursuant to Government Code Section 54956.9(d)(1); Lassen County Superior Court Case Number 4573.

**IX. RECONVENE IN OPEN SESSION – 6:05 PM**

**X. ADJOURNMENT – 6:15 PM**

The next Honey Lake Valley RCD meeting will be **March 26, 2020, at 3:30 PM**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Kayla Meyer  
District Manager

APPROVED:   
Jesse Claypool, RCD Board Chairperson

DATE: **March 26, 2020**