



**PUBLIC NOTICE**  
**Special Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**5302574127 ext. 100**  
Attachments available 7/28/21 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us)

**Date: Thursday, July 29th, 2021**

**Location: HELD REMOTELY Via ZOOM**

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

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

**Join us on Zoom with information below:**

**Topic: HLVRCD July Special Meeting**

**Time: Jul 29, 2021 05:30 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/87568581938?pwd=bEswNUZsc20ySnRENk5tdld0OEVHdz09>**

**Meeting ID: 875 6858 1938**

**Passcode: 392974**

**One tap mobile**

**+13462487799,,87568581938#,,,,\*392974# US (Houston)**

**+16699006833,,87568581938#,,,,\*392974# US (San Jose)**

**Dial by your location**

**+1 253 215 8782 US (Tacoma)**

**Time: 5:30 PM**

**AGENDA**

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

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

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

**II. APPROVAL OF AGENDA**

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

**III. PUBLIC COMMENT**

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

**IV. CONSENT ITEMS**

- A. Approval of Meeting Minutes: 6/24/2021 (attachment)
- B. Treasurer's Report
- C. Correspondence

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

**V. REPORTS**

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

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

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

- A. Consideration and Approval to pay BBK June 2021 Invoices #908555 - 908557 (\$2,122.88). (attachments)

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

**VIII. ADJOURNMENT**

The next Honey Lake Valley RCD meeting will be **August 26th, 2021, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*I certify that on Wednesday, July 28th, 2021 agendas were posted as required by Government Code Section 54956 and any other applicable law.*

X 

---

Andrea Stuemky  
District Manager



**PUBLIC NOTICE**  
**Regular Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**530-257-7271 ext. 100**  
**Attachments available 6/21/21 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us)**

**Date: Thursday, June 24th, 2021**

**Location: HELD REMOTELY Via ZOOM**

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

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

**Time: 5:30 PM**

**MEETING MINUTES**  
**\*votes taken via role call\***

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

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

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

Board member Jesse Claypool called the meeting to order at 5:37 pm, and a quorum was noted. Laurie Tippin and Will Johnson were not present.

ii. **APPROVAL OF AGENDA**

Board member Robin Hanson made a motion to approve 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.

iv. **CONSENT ITEMS**

- A. Approval of Meeting Minutes: 5/27/2021 (attachment)
- B. Treasurer’s Report
- C. Correspondence

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

- Board member Robin Hanson made a motion to approve the consent items, Wayne Langston seconded, the motion passed. All.

v. **REPORTS**

- A. District Manager Report – Stuemky
  - Reported on current grants and any expected report due dates, upcoming vacation time, updates on potential partnership with LFSC and CalTrans.
- B. NRCS Agency Report – Stephens
  - Reported that 3 contracts have been pre-approved/designated, with the addition of 60+ applications for future CSP and EQIP contracts. Also mentioned a new biologist position and range technician position to be flown.
- C. SWAT – Hanson
  - NONE.
- D. WAC Report – Langston
  - Langston reported that there was no WAC meeting this month, apportionment letters went out on time, still working on parcelquest remapping of water users.
- E. Modoc Regional RCD/CARCD Report – Tippin
  - NONE
- F. Fire Safe Council Report – Johnson
  - NONE
- G. IRWMP Report – Claypool
  - Reported that the RCD needs a meeting for the Johnsonville Dam, reached out to Joe Egan, but has not heard back.

- H. Unagendized reports by board members
- Claypool mentioned that there are legislation issues coming up for Special Districts, and that new legislation within the state has \$100 million slated for Special Districts.

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

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

- A. FY 21/22 RCD/WM Final Budget Review and Approval (attachment).
- Board member Wayne Langston made a motion to approve the final FY 21/22 budget, Robin Hanson seconded, the motion passed. All.

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

- B. Consideration and approval of SDRMA Property/Liability Insurance Invoice (\$7509.88). (attachment)
- Board member Robin Hanson made a motion to approve the SDRMA invoice, Wayne Langston seconded, the motion passed. All.

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

- C. Consideration and approval of SDRMA Worker's Compensation Insurance Invoice (\$3634.87). (attachment)
- Board member Robin Hanson made a motion to approve the SDRMA invoice, Wayne Langston seconded, the motion passed. All.

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

- D. Consideration and approval of Management Representation Letter from Larry Bain.
- Board member Wayne Langston made a motion to approve the management Representation Letter, Robin Hanson seconded, the motion passed. All.

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

- E. Consideration and discussion of draft Audit findings and management report.

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

- F. Consideration and discussion about Board Treasurer position and duties. Previously tabled from 5/27/21.
- Board member Claypool and Langston discussed adding additional measures to add transparency to the position and for the district as a whole.

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

- G. Consideration and discussion on posting an advertisement for the local bookkeeping position. Previously tabled from 5/27/21.

- Board member Claypool directed staff to bring this topic back for September meeting. Claypool also suggested that staff check with Lassen Career Network and the costs/associated needs after hiring a CPA.

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

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

- A. Consideration and Approval to pay BBK June 2021 Invoices #906730 - 906732 (\$4,050.41). (attachments)
- Board member Wayne Langston made a motion to approve the BBK invoices #906730 - 906732, Robin Hanson seconded, the motion passed. All.

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

**VIII. ADJOURNMENT – 06/24/2021 at 6:27PM**

The next Honey Lake Valley RCD meeting will be **July 22nd, 2021, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*Respectfully Submitted,*



Andrea Stuenkel  
District Manager

APPROVED: \_\_\_\_\_  
Jesse Claypool, RCD Board  
Chairperson

DATE: 7/29/2021

Indian Wells  
(760) 568-2611  
Irvine  
(949) 263-2600  
Los Angeles  
(213) 617-8100  
Manhattan Beach  
(310) 643-8448



**BEST BEST & KRIEGER**  
ATTORNEYS AT LAW

3390 University Avenue, 5th Floor, P.O. Box 1028, Riverside, CA 92502  
Phone: (951) 686-1450 | Fax: (951) 686-3083 | www.bbklaw.com  
Tax ID # 95-2157337

Ontario  
(909) 989-8584  
Sacramento  
(916) 325-4000  
San Diego  
(619) 525-1300  
Walnut Creek  
(925) 977-3300  
Washington DC  
(202) 785-0600

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

July 2, 2021  
Invoice 908555  
AMS  
Page 1

---

**INVOICE SUMMARY**

*For Professional Services Rendered Through June 30, 2021:*

Our Matter # 83697.00001  
Re: GENERAL/WATER COUNSEL

Current Fees:	\$	145.00
Total Current Billings For This Matter:	\$	145.00
Balance from Previous Statement:		283.72
Payments and Other Credits Received:		<u>0.00</u>
Prior Outstanding Balance:		<del>-283.72-</del>
Total Amount Due:	\$	<u>428.72</u>

**DUE: \$145.00**

**PAID 7/24/2021**

**INVOICE IS DUE AND PAYABLE UPON RECEIPT**



Indian Wells  
(760) 568-2611  
Irvine  
(949) 263-2600  
Los Angeles  
(213) 617-8100  
Manhattan Beach  
(310) 643-8448



**BEST BEST & KRIEGER**  
ATTORNEYS AT LAW

3390 University Avenue, 5th Floor, P.O. Box 1028, Riverside, CA 92502  
Phone: (951) 686-1450 | Fax: (951) 686-3083 | www.bbklaw.com  
Tax ID # 95-2157337

Ontario  
(909) 989-8584  
Sacramento  
(916) 325-4000  
San Diego  
(619) 525-1300  
Walnut Creek  
(925) 977-3300  
Washington DC  
(202) 785-0600

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

July 2, 2021  
Invoice 908556  
AMS  
Page 1

---

**INVOICE SUMMARY**

*For Professional Services Rendered Through June 30, 2021:*

Our Matter # 83697.00002  
Re: DOW V. HONEY LAKE VALLEY RCD (CASE NO. C090304)

Current Fees:	\$	1,795.00	
Current Reimbursable Costs:		<u>25.84</u>	
Total Current Billings For This Matter:	\$	1,820.84	
Balance from Previous Statement:		7,148.00	
Payments and Other Credits Received:		<u>(6,805.50)</u>	
Prior Outstanding Balance:		<del>-342.50-</del>	<b>PAID 7/24/2021</b>
Total Amount Due:	\$	<u>2,163.34</u>	
			<b>DUE: \$1,820.84</b>

**INVOICE IS DUE AND PAYABLE UPON RECEIPT**

Indian Wells  
(760) 568-2611  
Irvine  
(949) 263-2600  
Los Angeles  
(213) 617-8100  
Manhattan Beach  
(310) 643-8448



**BEST BEST & KRIEGER**  
ATTORNEYS AT LAW

3390 University Avenue, 5th Floor, P.O. Box 1028, Riverside, CA 92502  
Phone: (951) 686-1450 | Fax: (951) 686-3083 | www.bbklaw.com  
Tax ID # 95-2157337

Ontario  
(909) 989-8584  
Sacramento  
(916) 325-4000  
San Diego  
(619) 525-1300  
Walnut Creek  
(925) 977-3300  
Washington DC  
(202) 785-0600

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

July 2, 2021  
Invoice 908557  
AMS  
Page 1

---

**INVOICE SUMMARY**

*For Professional Services Rendered Through June 30, 2021:*

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

Current Fees:	\$	51.00
Current Reimbursable Costs:		<u>106.04</u>

Total Current Billings For This Matter:	\$	157.04
-----------------------------------------	----	--------

Balance from Previous Statement:		3,424.19
Payments and Other Credits Received:		<u>0.00</u>

Prior Outstanding Balance:	<del>3,424.19</del>	<b>PAID 7/24/2021</b>
----------------------------	---------------------	-----------------------

Total Amount Due:	\$	<u><u>3,581.23</u></u>
-------------------	----	------------------------

**DUE: \$157.04**

**INVOICE IS DUE AND PAYABLE UPON RECEIPT**