



PUBLIC NOTICE
Board Meeting of the:
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130
5302574127 ext. 100
Attachments available 2/22/21 at www.honeylakevalleyrcd.us

Date: Thursday, February 25th, 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:

Join Zoom Meeting

<https://us02web.zoom.us/j/89736381402?pwd=bxmIVE03RjJLVzRlZ1ZvNy92SEdvUT09>

Meeting ID: 897 3638 1402

Passcode: 522033

One tap mobile

+16699006833,,89736381402#,,,,*522033# US (San Jose)

Time: 3:30 PM

AGENDA

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

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

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

II. APPROVAL OF AGENDA

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

III. PUBLIC COMMENT

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

IV. CONSENT ITEMS

- A. Approval of Meeting Minutes: 1/28/2021
- 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.

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

- A. Consideration and agreement to submit a letter of support to CSDA, supporting AB 361 Brown Act/Declared Emergencies. (attachment)

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

- B. Consideration and approval of HLVRCD to partner with CalTrans in a cooperative agreement with CalTrans and LFSC regarding clearing around right-a-ways along highways in Lassen County. – Tom March

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

- C. Consideration and approval the new policy #2505 regarding paid holidays, in agreement with approved Employee Handbook changes section 6.6 - pg. 25. (attachment)

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

- D. Consideration and discussion about local biochar production (small scale open flame cap burns and kilns) with regard to future programming and demonstrations. – Will Johnson

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

- E. Consideration and approval about the formation of an official Property Owners Burn Association modeled after the Plumas and Butte County RCD's programs. – Will Johnson

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

- F. Consideration and discussion about developing items to submit to the upcoming CWPP meeting for fuel treatments, prescriptive burns, and drainage systems. (attachment) – Will Johnson

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 February 2021 Invoices #896771 (\$2,029.58) and #896772 (\$4,340.34) (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 **March 25th, 2021, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Monday, February 22nd, 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 1/25/2021 at www.honeylakevalleyrcd.org

Date: **Thursday January 28th, 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: **3:30 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 3:35pm, and a quorum was noted. Missing Laurie Tippin and Wayne Langston.

II. APPROVAL OF AGENDA

Board member Will Johnson made a motion to approve agenda, Board member Robin Hanson 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.

I. CONSENT ITEMS

- A. Approval of Meeting Minutes: 11/25/2020 and 12/9/2020
- B. Treasurer's Report
- C. Correspondence

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

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

II. REPORTS

- A. District Manager Report – Stuemky
 - Stuemky reported on bank account updates, NACD UAC grant application, CalRecycle grant updates, 700 Form due dates, and future grant opportunities.
- B. NRCS Agency Report – Stephens
 - Stephens reported on the NRCS workload for 2021 so far, NACD Soil Tech extension opportunity, and other CA RCD and NRSC work.
- C. WAC Report – Langston
 - Adams reported that the snowpack reports are not great, but there's a small chance for 100% if we continue to get storms. Busy start to irrigation season. Weather station was installed on Diamon Mountains, maintained by USFS.
- D. Modoc Regional RCD/CARCD Report – Tippin
 - NONE.
- E. Fire Safe Council Report – Johnson
 - Johnson reported that there was going to be an expansion of the TPI Project with LFSC.
- F. IRWMP Report – Claypool
 - Claypool reported that he contacted Joe Egan about the Johnstonville Dam project to get an update. A RWMG meeting is needed for a future date. The DACI grant is moving forward as JUB Engineering has finished their project

proposal.

- G. Unagendized reports by board members – Stuemky reminded the board that 700 forms are due soon, CSDA has online on-demand trainings available as well.

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

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

- A. Annual Organizational Meeting (RCD 5010.5; PRC 9306 & 9307)
1. Election of officers (chairman, vice-chairman and secretary/treasurer).
 - Hanson nominated Claypool as chairman, Johnson as Vice-chairman, and Langston as Secretary/treasurer. Board member Will Johnson seconded and the motion passed. All.
 2. Appointment of District Manager as board secretary.
 - Board member Will Johnson made a motion to appoint the DM as the board secretary, board member Robin Hanson seconded and the motion passed. All.
- B. File Statement of Facts with the Secretary of State
- C. Assignment of committees (SWAT, WAC, Modoc Regional RCD/CARCD, Fire Safe Council, IRWM)
- SWAT – Hanson, WAC – Langston, Modoc Regional RCD/CARCD – Tippin, FireSafe Council – Johnson, IRWM - Claypool
- D. Policy update/revisions (RCD 5010.1) Place and time of meetings
- Meeting times have been designated as the 4th Thursday of each month, following the previous years times of 3:30PM and 5:30PM, designated on the yearly calendar. Will continue to meet via Zoom in regards to Executive Order N-29-20.
- E. Approval and adoption of 2021 RCD calendar (attachment)
- Board member Will Johnson made a motion to approve the calendar with designated changes, board member Robin Hanson seconded and the motion passed. All.

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

- F. FYE 21 mid-year budget review (attachment)

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

- G. Consideration and approval of Urban Agriculture Conservation Resolution 01-2021. (attachments)
- Board member Will Johnson made a motion to approve the UAC Resolution, 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 of policy changes regarding sick leave policy # 2520. (attachment)
- Board member Will Johnson made a motion to approve policy #2520, board member Robin Hanson seconded and the motion passed. All.

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

- I. Consideration and approval of Employee Handbook changes regarding paid holidays, section 6.6 - pg. 25. (attachment)
- Board member Robin Hanson made a motion to approve the employee hand book changes, board member Will Johnson seconded and the motion passed. All.

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

- J. Consideration and approval of HLVRCD to manage contracts for CalTrans regarding the Honey Lake Rest Area system which needs effluent and groundwater monitoring and reporting, as well as monthly O&M that is divided into monthly, quarterly and annual tasks. (attachments)
- Died due to lack of a motion.

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

- K. Consideration and approval to apply to extend funding for NACD TA Soil Conservation Technician position.
- Board member Will Johnson made a motion to approve the application to extend funding for the NACD position, board member Robin Hanson seconded and the motion passed. All.

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 for purchasing AutoCAD software for \$1521/year.
- Board member Will Johnson made a motion to approve the purchase of the AutoCAD software, board member Robin Hanson seconded and the motion passed. All.

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

- B. Consideration and Approval to pay BBK January 2021 Invoices #895897 (\$348.08) and #895898 (\$2,888.75) (attachments).
- Board member Robin Hanson made a motion to approve the payment of the BBK 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.

VIII. ADJOURNMENT – 01/28/2021 at 5:33PM

The next Honey Lake Valley RCD meeting will be **March. 25th, 2021, at 3:30 PM.**
The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Andrea Stuemky
District Manager

APPROVED: _____
Jesse Claypool, RCD Board
Chairperson

DATE:

[Your Organization's
Letterhead/Logo]

Assembly Member Robert Rivas [Julio.MendezVargas@asm.ca.gov]
California State Assembly
State Capitol, Room 5158
Sacramento, CA 95814

RE: Assembly Bill 361 (Rivas) – Support [As Introduced]

Dear Assembly Member Rivas:

The [Your Organization Name] is pleased to support your Assembly Bill 361, related to the Ralph M. Brown Act (“the Brown Act”). [Write a brief description of your organization]

In light of a stay-at-home order and the need to keep individuals physically distanced from one another, Governor Newsom issued a number of subsequent executive orders (N-25-20, N-29-20, N-35-20) modifying the requirements of the Brown Act. AB 361 seeks to codify several provisions from within the executive orders.

AB 361 would allow local agencies to safely meet remotely during an emergency. The changes to law included in AB 361 are what have allowed local agencies to continue to operate while also complying with important public health directives issued by officials during the COVID-19 pandemic; by enshrining these provisions in statute, this bill ensures that local agencies would continue to be able to remain safe in future emergencies that threaten public health.

AB 361 will include important safeguards that ensure public agency transparency and public access. For a public agency to utilize these provisions to meet remotely, a local agency must meet subsequent or concurrent to a proclaimed state of emergency or declared local emergency, and declare that the nature of the emergency would prevent them from safely meeting in-person. This bill would specifically prohibit local agencies from requiring members of the public to submit their comments in advance, guaranteeing that the public has the opportunity to observe and offer comment during the meeting.

[In one paragraph, please explain how this impacts your district (optional)]

For these reasons, [Your Organization Name] is pleased to support Assembly Bill 361 (Rivas). Please feel free to contact us if you have any questions.

[Your Signature]

CC: The Honorable [Your State Assembly Member]
The Honorable [Your State Senator]
California Special Districts Association [advocacy@cdda.net]



Assemblymember Robert Rivas, 30th Assembly District

AB 361 – Brown Act: Remote Meetings During Emergencies

SUMMARY

As amended, Assembly Bill 361 will provide additional flexibility for local city councils, boards, commissions, and other agencies to meet remotely via video and teleconference during a local emergency that makes meeting in person unsafe, while still maintaining high levels of public access and transparency. This legislation will not allow local agencies to meet remotely during emergencies that would not prevent the local agency board from meeting in person, nor will this legislation create any new authorization for a local agency to declare a local emergency.

BACKGROUND

In 1953, the Ralph M. Brown Act, known simply as the “Brown Act” ever since, guaranteed the public’s right to attend and participate in meetings of local legislative bodies. To meet this objective, the Brown Act drew up requirements regarding public notices of meetings, the posting of agendas, and physical access to those meetings.

In 1988, AB 3191 (Frazee) updated the Brown Act by authorizing local legislative bodies to use video teleconferencing in connection with any meeting or proceeding authorized by law, for the benefit of the public. However, AB 3191 also required that the public had to have physical access to each remote meeting location. Subsequently, in 1998, SB 138 (Kopp) expanded the allowable uses of teleconferencing even further.

When the COVID-19 pandemic started, local agency boards struggled to conduct their meetings in compliance with the Brown Act’s public accessibility requirements while still abiding by stay-at-home orders. As a result, Governor Newsom signed Orders [N-25-20](#), [N-29-20](#), and [N-35-20](#) to grant local agencies the flexibility to meet remotely during the COVID-19 pandemic.

PROBLEM

The Governor’s executive orders allowed public agencies to meet remotely and did not require physical public access to those meeting locations. Unfortunately, those Executive Orders only apply to the current health pandemic and do not contemplate future health, fire, flood, or other unforeseen emergencies.

SOLUTION

AB 361 will provide additional flexibility for local agencies looking to meet remotely in order to continue providing the public with essential services during a proclaimed state of emergency or local emergency. In doing so, local agency boards will not have to rely on an Executive Order from the Governor.

While maintaining high standards of public transparency and access, AB 361 will allow public agencies to meet remotely to continue providing services to the public without jeopardizing the safety of the public, local agency personnel, or board members. Local agencies will accommodate both internet video conferencing platforms and phone lines to ensure that the public can access these meetings with or without an internet connection. This means that if a specified state or local emergency is declared, a local city council would be allowed to meet via a videoconferencing platform and/or phone. The public would be able to participate through such online and telephonic platforms, too.

Most importantly, if a meeting could still be held in-person without endangering local agency board members or personnel, then the local agency will not be entitled to meet remotely.

Local agencies looking to meet remotely pursuant to these provisions will have to do so in accordance with a locally declared emergency or an emergency declared by the Governor of California. A local emergency could include a toxic leak or wildfire evacuation that inhibits the local body from meeting in person. Together, these important provisions will provide local agencies with the flexibility necessary to meet remotely while preserving public access during a specified emergency.

SUPPORT

- California Special Districts Association (Sponsor)
- Rural County Representatives of California
- California Association of Joint Powers Authorities
- Association of California Healthcare Districts

FOR MORE INFORMATION

Julio Mendez Vargas, *Associate Consultant*
Email: Julio.MendezVargas@asm.ca.gov
Phone: (760) 848-8224

f. POLICY TITLE: Paid Holidays
POLICY NUMBER: 2505

2505.1 This policy shall apply to regular and probationary employees in all classifications.

2505.2 The District observes the following paid holidays per year:

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Indigenous Peoples Day
- Veterans Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Eve (1/2 day)
- Christmas Day
- New Year's Eve (1/2 day)

2505.3 When holidays fall on a Saturday, the previous Friday shall be observed as the recognized holiday. When holidays fall on a Sunday, the following Monday shall be observed.

2505.4 Employees may be required to work on holidays. If this occurs, the following workday will be observed as the holiday.

2505.5 If a holiday falls on a workday during an employee's vacation period, that day shall be considered as a paid holiday and not vacation time.

2016 Lassen County CWPP Work Plan

WUI Area: Little Valley

Funding: Partially Funded

2016 Implementation

Number of Acres: 2000

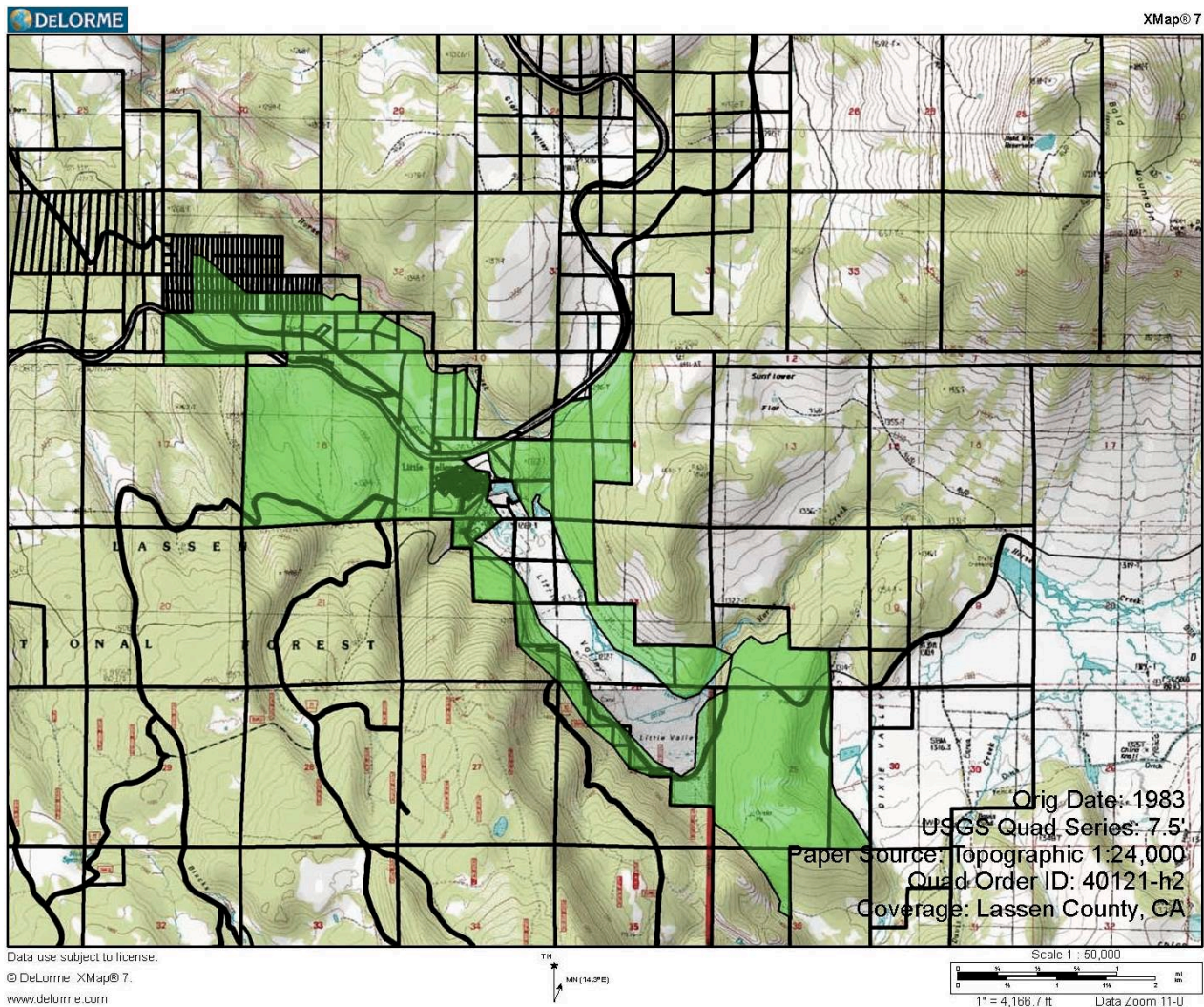
Agency or Agencies: LCFSC, Calfire, SNC, PG&E, CFSC, Little Valley CSD

Project Name: Little Valley Forest & Meadow Restoration Project

Project Coordinates: N40.8938 W121.1815

Summary of Project: LCFSC has received partial funding for this project. We are seeking funds to complete the project. Primary work will be the removal of invasive western juniper and forest thinning in overstocked pine stands. The project will also assist community homeowners with treatments within the Little Valley residential neighborhood and protect community infrastructure (PG&E electric lines). Risk in the Home Ignition Zone/structure ignitability assessments within and around the community will also be part of the project.

Project Map:



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

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

February 4, 2021
Invoice 896771
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INVOICE SUMMARY

For Professional Services Rendered Through January 31, 2021:

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

Current Fees:	\$	1,671.00
Current Reimbursable Costs:		<u>10.50</u>
Total Current Billings For This Matter:	\$	1,681.50
Balance from Previous Statement:		348.08
Payments and Other Credits Received:		<u>0.00</u>
Prior Outstanding Balance:		348.08
Total Amount Due:	\$	<u><u>2,029.58</u></u>

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

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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

February 4, 2021
Invoice 896772
AMS
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INVOICE SUMMARY

For Professional Services Rendered Through January 31, 2021:

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

Current Fees:	\$	1,436.50
Current Reimbursable Costs:		<u>15.09</u>
Total Current Billings For This Matter:	\$	1,451.59
Balance from Previous Statement:		2,888.75
Payments and Other Credits Received:		<u>0.00</u>
Prior Outstanding Balance:		2,888.75
Total Amount Due:	\$	<u><u>4,340.34</u></u>

INVOICE IS DUE AND PAYABLE UPON RECEIPT