



**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 10/21/2024 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us) ■

**Date: Thursday, October 24th, 2024**

**Location: 170 Russell Ave., Suite C, 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 5:35PM, and a quorum was noted.

#### **II. APPROVAL OF AGENDA**

Board member Laurie Tippin made a motion to approve the 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.

#### **IV. CONSENT ITEMS –**

- A. Correspondence
- B. Meeting Minutes – 09/26/2024
- C. Financial Reports
- D. Agreements/Contracts - Trout Unlimited

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

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

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

- A. Discussion and consideration of draft policy 3155 Grant and Agreement Authority (attachment)

Discussion was held.

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

- B. Consideration and approval of a strategy to update 25% of Section II. Personnel of the HLVRCD Policy Handbook (attachment)

Board Member Will Johnson made a motion to approve the strategy discussed, Board Member Laurie Tippin seconded and the motion passed unanimously.

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

- C. First Reading of the 2025 RCD / Watermaster Calendar (attachment)

Held.

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

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

- A. Second reading of the Susan River Watermaster Service Area 2024 Annual Use Report (attachment)

Held.

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

#### **VII. REPORTS**

- A. District Manager Report – Siemer (attachment)  
Kelsey gave updates on all grant projects and all administrative tasks.
- B. Watermaster / WAC Report – Burvant  
Kelsey gave updates relayed from Brian on the service area.
- C. NRCS Report  
None

D. Unagendized reports by board members

Will gave a weeds update. Laurie gave CARCD Bylaws committee updates on schedule, Jesse gave updates related to a fidelity bond

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

**VIII. ADJOURNMENT TO CLOSED SESSION - 7:57PM**

A. Discussion regarding Pending Litigation (Government Code Section: 54956.9 (d) (2))

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

**IX. RETURN TO OPEN SESSION - 8:30PM**

Nothing to report.

**X. ADJOURNMENT - 8:31PM**

The next Honey Lake Valley RCD meeting will be **November 21st, 2024 at 3:30PM**. The location is **1516 Main Street, Susanville, CA 96114**.

Respectfully Submitted,



Kelsey Siemer  
District Manager

APPROVED:   
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Jesse Claypool, RCD Board  
Chairperson

DATE: 11/21/2024