

98 a

CITY OF SUSANVILLE
66 North Lassen Street ♦ Susanville CA
Kathie Garnier, Mayor
Joseph Franco, Mayor pro tem
Mendy Schuster * Kevin Stafford * Brian R. Wilson

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION SUSANVILLE
PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ♦ City Council Chambers
December 6, 2017 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5462

Next Ordinance No. 17-1013

- 1 APPROVAL OF AGENDA:** (Additions and/or Deletions)
- 2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.
- 3 CLOSED SESSION:**
 - A PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957
 - 1 Performance Evaluation: Fire Chief
 - 2 City Administrator
 - 3 Police Officer Trainee
 - B CONFERENCE WITH LEGAL COUNSEL - pursuant to Government Code Section §54956.9: Existing litigation (2)
 - C CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6
 - 1 Agency Negotiator: Dan Newton
Bargaining Unit: Firefighters
 - D CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Pursuant to Government Code Section §54956.9(b): Lewis v City of Susanville
- 4 RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Councilmember Wilson*
 - *Proclamations, awards or presentations by the City Council:*
- 5 BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit

6 CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- A Approve minutes from the City Council's October 18, 30, November 1 and 7, 2017 meetings
- B Approve vendor warrants numbered 101780 through 101964 for a total of \$758,853.48 including \$200,627.64 in payroll warrants
- C Receive and file monthly Finance Reports: October 2017

7 PUBLIC HEARINGS: No business.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS:

Commission/Committee Reports:

9 NEW BUSINESS:

- A Consider **Resolution No. 17-5457** terminating Airport Hangar Land Lease Agreement Lot 9A with John Appel and authorizing execution of Hangar Land Lease Agreement Lot 9A with Robert Tyndall
- B Consider approval of increase to Pool Manager/Director position from Range 930 to Range 938
- C Consider **Resolution Number 17-5459** authorizing the execution of a contract with Dig-It Construction Inc. for the 2017 Water Main Replacement Project No. 17-03 in the amount of \$651,960.00 for the base bid and \$558,836 for the additive portion and authorizing the Interim City Administrative to execute contract change orders up to \$121,079
- D Consider **Resolution No. 17-5460** authorizing the City Administrator to execute agreement with Benchcraft Company
- E Consider **Resolution No. 17-5461** authorizing the Acting Public Works Director to execute Notice of Completion for 2015 STIP Pavement Rehabilitation Projects SC and SC-1 (Project No. 15-03 and 15-04) and authorize the release of any remaining retention owed to the Contractor
- F Consider **Ordinance No. 17-1012** an Interim Urgency Ordinance of the City of Susanville regulating Medical and Adult Use Cannabis activities and appoint Cannabis Regulation Development subcommittee

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS: No business.

13 CITY ADMINISTRATOR'S REPORTS:

- A Citizen's Academy Financial Impact
- B Department of Justice (DOJ) Audit

14 **COUNCIL ITEMS:**

A AB1234 travel reports:

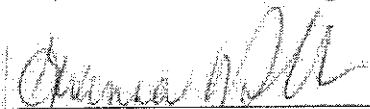
15 **ADJOURNMENT:**

- *The next regular City Council meeting will be held on December 20, 2017 at 6:00 p.m.*

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.org, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for December 6, 2017 in the areas designated on December 1, 2017.


Gwenna MacDonald, City Clerk

986

REVISED

CITY OF SUSANVILLE

66 North Lassen Street + Susanville CA

Kathie Garnier, Mayor

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SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION SUSANVILLE
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I, Gwenna MacDonald, certify that I caused to be posted the REVISED notice of the regular meeting scheduled for December 6, 2017 in the areas designated on December 5, 2017.


Gwenna MacDonald, City Clerk

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RECEIVED

DEC 25 2017

JULIE BUSTAMANTE
LASSEN COUNTY CLERK
By [Signature] Deputy

LASSEN COUNTY
ARCHITECTURAL REVIEW COMMITTEE AGENDA
707 NEVADA STREET CONFERENCE ROOM
SUSANVILLE, CA 96130
December 4, 2017

1:30 p.m. Convene in Special Session
Matters Initiated by the General Public

Project Description

DESIGN REVIEW #2017-028, Greg & Joanne Narramore. The applicants are proposing a 1,064 square foot attached garage addition that deviates from the roof height and setback requirements found in Lassen County Code § 18.22.050 (B)(4). Deviations from these requirements are allowed upon approval by the Architectural Review Committee through the Design Review process. The project site is zoned R-1-D (Single Family Residential Design Review Combining District) and has a land use designation of "Existing Residential" pursuant to the *Eagle Lake Area Plan, 1982* and the *Lassen County General Plan, 2000*. The subject parcel is located 300 feet south of Spalding Road on Hollywood Way and approximately 1.7 miles west of Eagle Lake Road in Spalding, CA, 96130. APN: 077-363-027. Staff Contact: Kelly Mumper, Assistant Planner.

Committee Members: Planning Director
Building Official
Planning Commissioner

Agenda Only: County Counsel
County Clerk
County Administrative Officer
Board of Supervisors
County Times
Applicant

Lassen County Planning and Building Services (530) 251-8269

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**Lassen-Plumas-Sierra Community Action Agency
Regular Board of Directors Meeting**

**Business Career Network, Lassen Room
1616 Chestnut Street
Susanville, CA 96130**

Thursday, December 7, 2017 – 10:00 AM

- I. Roll Call**
- II. Approval of Agenda – Motion**
- III. Approval of Minutes – August 17, 2017 meeting (Attachment I) – Motion**
- IV. Letter – September 25, 2017, CSD 2017 Organizational Standards Compliance Issues (Attachment II), October 12, 2017, Response letter to Alleged Compliance Issues (Attachment III), Response Letter to October 12, 2017, Response Letter (Attachment IV) – Report**
- V. Annual Board Training (Attachment V)**
- VI. Welcome Barbara Longo, Lassen County Public Seat (Attachment VI) - Motion**
 - a. Update on Plumas County, Community Seat - Report**
- VII. Subgrantee Presentation – Cheri Farrell, Director, Crossroad Ministries – Food Shelf Program and Homeless Emergency Services Project**
- VIII. Sierra County Site Visits – Report**
 - a. Western Sierra Residential Center – Senior Services Program (Attachment VII and Attachment VIII)**
 - b. Sierra County Child Abuse Council – Family Resource Center (Attachment IX)**
 - c. Plumas Crisis Intervention & Resource Center – Community Assistance Network and Mac Homeless Prevention Program (Attachment X)**
- IX. Update on Community Action Plan (Attachment XI) – Report**
- X. LPSCAA Philosophy - Discussion**
 - a. Grant Writing and Research**
 - b. Appropriation of Money**
 - c. Partnering with other organizations**
- XI. Update on Lassen County Council on Aging – Lassen Modoc Food Bank – Director Teeter - Report**

- XII. Finance Report (Attachment XII) – Report**
- XIII. Grant Writing Report (Attachment XIII) – Report**
- XIV. Staff Report**
- XV. Board of Directors Announcements and Reports.**
- XVI. Public Comment**
- XVII. Determination of next meeting, location, date and time.**
- XVIII. Adjournment**

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**LASSEN COUNTY BEHAVIORAL HEALTH
ADVISORY BOARD MEETING**

December 11, 2017

1400A Chestnut Street, Susanville, CA 96130

Telephone: 251-8108

AGENDA

1. Call to Order
2. Approval of the Agenda – Action
3. Approval of the minutes –November 2017
4. Public Comment* - Information
5. Directors Report
6. 5150 Meeting
7. Homeless Committee
8. Consideration of Future Agenda Items
9. Next Meeting Date and Time
10. Adjournment

- * Any person desiring to address the Board shall first secure permission of the presiding officer.
- * Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item. Cards are available on the table by the door and shall be completed and presented to the Secretary in advance of speaking.
- * Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

NOTICE OF OPPORTUNITY TO COMMENT

PROPOSED APPROVAL OF AMENDMENTS TO REFORMAT THE WATER QUALITY CONTROL PLAN FOR THE SACRAMENTO RIVER AND SAN JOAQUIN RIVER BASINS AND THE WATER QUALITY CONTROL PLAN FOR THE TULARE LAKE BASIN

NOTICE IS HEREBY GIVEN THAT the State Water Resources Control Board (State Water Board) will accept comments on the proposed approval of the Central Valley Regional Water Quality Control Board's (Central Valley Water Board) amendment to reformat the Water Quality Control Plans for the Sacramento River and San Joaquin River Basins and for the Tulare Lake Basin (Basin Plans). The amendments reformatted both Basin Plans to facilitate online access and to simplify the incorporation of future amendments. The amendments do not include any substantive regulatory changes. The Basin Plan amendments were adopted by the Central Valley Water Board on October 20, 2017 (Resolution R5-2017-0106), and are available for review at:

https://www.waterboards.ca.gov/centralvalley/water_issues/basin_plans/changes.shtml

and at:

https://www.waterboards.ca.gov/centralvalley/water_issues/basin_plans/tularelakebasin_changes.shtml

A copy of the Basin Plan amendment can also be received by mail by contacting Betty Yee at (916) 464-4643 or at betty.yee@waterboards.ca.gov.

REQUEST NOTICE OF STATE WATER BOARD MEETINGS. The State Water Board will separately publish an agenda for the meeting at which it will consider adopting a resolution approving the Basin Plan amendments. Oral comments at the State Water Board meeting generally will be limited to a summary of the written comments submitted during the written comment period. Persons interested in receiving notice of the meeting at which the State Water Board will consider approving this Basin Plan amendment **must subscribe** to the State Water Board's email subscription service located at:

http://www.waterboards.ca.gov/resources/email_subscriptions/swrcb_subscribe.shtml. On this webpage under the "General Interests" category check the box for the "Board Meetings", provide your email address and name, then click on the "subscribe" button. The State Water Board encourages use of its electronic mailing list. Persons who require notice by postal mail must submit such request to the Central Valley Water Board staff contact identified below.

SUBMISSION OF WRITTEN COMMENTS. Persons interested in the Basin Plan amendments are encouraged to submit comments electronically. Comment letters **must be received by 12:00 noon on December 20, 2017**. Comment letters received after that deadline will not be accepted unless the State Water Board determines otherwise. Send comments to Jeanine Townsend, Clerk to the State Water Board, by email to commentletters@waterboards.ca.gov (**must be no more than 15 megabytes**); fax at (916) 341-5620; or postal mail or hand delivery to:

FELICIA MARCUS, CHAIR | EILEEN SOBECK, EXECUTIVE DIRECTOR

Jeanine Townsend, Clerk to the Board
State Water Resources Control Board
P.O. Box 100, Sacramento, CA 95812-2000 (mail)
1001 I Street, 24th Floor, Sacramento, CA 95814 (hand delivery)


Please also indicate in the subject line, "**Comment Letter—Central Valley Reformat Amendments**"

REQUIREMENTS FOR SUBMITTING COMMENTS (23 Cal. Code Regs., § 3779, subd. (f)).
The State Water Board may refuse to accept any comments that do not satisfy all of the following requirements:

1. Comments must specifically address the final version of the Basin Plan amendment adopted by the Central Valley Water Board.
2. If the Central Valley Water Board previously responded to a similar or identical comment, the commenter must explain why and in what manner the commenter believes each of the responses provided by the Central Valley Water Board to each comment was inadequate or incorrect.
3. The commenter also must include either a statement that each of the comments was timely raised before the Central Valley Water Board, or an explanation of why the commenter was unable to raise the specific comment before the Central Valley Water Board.

Please direct any questions about this notice Betty Yee at (916) 464-4643 or betty.yee@waterboards.ca.gov; or Patrick Pulupa, Attorney for the Central Valley Water Board, at (916) 341-5189 or patrick.pulupa@waterboards.ca.gov.

November 17, 2017
Date


Jeanine Townsend
Clerk to the Board

**AGENDA
Public Meeting
Central Valley Regional
Water Quality Control Board**



Board Meeting

Thursday, December 7, 2017– 12:00 p.m.
Friday, December 8, 2017– 9:00 a.m.
Central Valley Water Board
11020 Sun Center Drive, Suite 200,
Rancho Cordova, CA 95670

THIS MEETING WILL BE WEBCAST

PLEASE NOTE: FIRST DAY OF BOARD MEETING WILL START AT 12:00 P.M.

The Central Valley Board strives to conduct accessible, orderly, and fair meetings. The Board abides by the following rules when conducting its meetings:

- No person is required to register their name or provide other information to the Board in order to attend a Board meeting. Completing an attendance card is voluntary, unless you wish to testify before the Board.
- Anyone speaking to the Board will be requested to complete an attendance card.
- Anyone testifying in permit and enforcement actions will be required to complete an attendance card and affirm that any testimony that they provide is the truth by taking an oath.
- Items on this Agenda are numbered for identification purposes only; the Board may consider these items out of their listed order.
- Any item scheduled for the first day of a multi-day Board meeting may be delayed or continued to the next day, and items may also be moved from the second day to the first day. The Board may remove items from this Agenda without prior notice.
- If the Board lacks a quorum, the Board may conduct a hearing as a Panel Hearing. However, the Board will not take final action on such an item until a quorum of the Board is present.

Copies of the items to be considered by the Central Valley Water Board are posted on the Board's website at:
http://www.waterboards.ca.gov/centralvalley/board_decisions/tentative_orders/

Board agendas and the minutes of prior meetings are posted on the Board's website at:
http://www.waterboards.ca.gov/centralvalley/board_info/meetings/

Questions regarding individual items should be directed to the Board staff person whose name and phone number are indicated with the agenda item. If no staff person is listed, or for general questions, please contact Ms. Kiran Lanfranchi-Rizzardi at (916) 464-4839 or klanfranchi@waterboards.ca.gov

The Board meeting will be conducted at a facility that is accessible to people with disabilities. Individuals requiring special accommodations are asked to contact Ms. Lanfranchi-Rizzardi at (916) 464-4839 at least 5 working days prior to the meeting. TTY users may contact the California Relay Service at 1-800-735-2929 or voice line at 1-800-735-2922.

A list of applications for Water Quality Certifications, which the Board issues pursuant to Section 401 of the Clean Water Act, can be found at: http://www.waterboards.ca.gov/centralvalley/public_notices/ or can be obtained by calling the Board at: (916) 464-3291.

ELECTRONIC PRESENTATIONS

PowerPoint and other electronic presentations are frequently presented at the Board Meetings. Please e-mail presentations to the Board's Webmaster at webmaster5@waterboards.ca.gov at least 24 hours in advance, or bring your files either on a USB Flash Drive or CD-ROM and give them to Board Staff prior to the start of the meeting.

THURSDAY, DECEMBER 7, 2017 –12:00 P.M.

1. Introductions, Pledge of Allegiance
2. Meeting Rules and Procedures
3. Board Member Communications – Board Members and the State Board Liaison Member may discuss meetings, communications, correspondence, or other items of general interest relating to matters within the Board's jurisdiction. There will be no voting or formal action taken
4. Public Forum – Any member of the public may address the Board on any matter within the Board's jurisdiction and not scheduled for consideration at this meeting, or pending before the Board
5. State Board Liaison Update
6. Executive Officer's Report (http://www.waterboards.ca.gov/centralvalley/board_info/exec_officer_reports/)

OTHER BUSINESS

7. Constituents of Emerging Concern (CECs) – *Informational Item Only* [Michelle Snapp (916) 464-4824]

ENFORCEMENT

8. Valley Water Management Company, Race Track Hill Facility and Fee 34 Facility, Edison Oil Field – *Consideration of an Order Amending Water Code Section 13301 Order (Cease and Desist Order R5-2015-0093)* [Joshua Mahoney (559) 444-2449]

OTHER BUSINESS

9. Oil Field Program Update-*Informational Item Only* [Dale Harvey (559) 445-6190]

FRIDAY, DECEMBER 8, 2017 –9:00 A.M.

10. Introductions, Pledge of Allegiance
11. Meeting Rules and Procedures
12. Board Member Communications – Board Members and the State Board Liaison Member may discuss meetings, communications, correspondence, or other items of general interest relating to matters within the Board's jurisdiction. There will be no voting or formal action taken
13. Public Forum – Any member of the public may address the Board on any matter within the Board's jurisdiction and not scheduled for consideration at this meeting, or pending before the Board
14. Executive Officer's Report (http://www.waterboards.ca.gov/centralvalley/board_info/exec_officer_reports/)
15. The Board will be asked to approve items 22 through 25 with no discussion if no one is here to testify about them.

NPDES PERMITS AND ENFORCEMENT

16. City of Tracy, Tracy Wastewater Treatment Plant, San Joaquin County – *Consideration of NPDES Permit Renewal (NPDES Permit No. CA0079154)* [Danielle Siebal (916) 464-4843]
17. Donner Summit Public Utility District, Wastewater Treatment Plant, Nevada County – *Consideration of NPDES Permit Amendment and Cease and Desist Order Rescission (NPDES Permit CA0081621)* [David Kirn (916) 464-4761]

OTHER BUSINESS

18. Risk Assessment of California's Key Source Watershed Infrastructure by Laurie Wayburn, Co-Founder, Co-CEO and President, Pacific Forest Trust (415) 561-0700 ex 14 (lwayburn@pacificforest.org)

NPDES ENFORCEMENT

19. Original Sixteen to One Mine, Inc., Sixteen to One Mine, Sierra County. *Consideration of Administrative Civil Liability Complaint for Assessment of Mandatory Minimum Penalties* [Ayda Soltani (916) 464-4634]

CLIMATE CHANGE WORKPLAN

20. Strategy for Addressing Climate Change and Water Quality in the Central Valley – *Consideration of a Resolution to approve the Central Valley Region Climate Change Work Plan* [Geoff Rader (916) 464-4707]

21 CLOSED SESSION

The Central Valley Water Board will be meeting in closed session over lunch to discuss the appointment, employment, or evaluation of a public employee. The closed session is authorized by Government Code section 11126, subdivision (a)(1).

UNCONTESTED CALENDAR

(Cal. Code Regs., tit. 23, § 647.2, subd. (f).)

Uncontested items are those items that are not being contested at the Board Meeting and will be acted on without discussion. If any person or Board Member requests discussion, the item may be removed from the Uncontested Calendar and taken up in the regular agenda in an order determined by the Board Chair.

22. NPDES PERMITS AND ENFORCEMENT

- a. City of Mt. Shasta, Mt. Shasta Wastewater Treatment Plant, Siskiyou County, (NPDES CA0078051) (*Renewal*)
- b. Collins Pine Company, Chester Sawmill, Plumas County, Order R5-2015-0128-01 (*Amendment*)
- c. Mountain House Community Services District, Mountain House Wastewater Treatment Plant, San Joaquin County –*NPDES Permit Renewal and Time Schedule Order Extension (NPDES Permit CA0084271)*
- d. Paradise Irrigation District, Paradise Water Treatment Plant, Butte County, Time Schedule Order R5-2010-0058-01 (*Amendment*)
- e. Sterling Caviar LLC, Elverta Facility, Sacramento County –WDR Order R5-2016-0026 (NPDES CA0085197) (*Amendment*) and Cease and Desist Order R5-2015-0042 (*Rescission*)

23. WASTE DISCHARGE REQUIREMENTS AND CEASE AND DESIST ORDERS

- a. County of Tulare, Woodlake Landfill, Post-Closure Maintenance, Tulare County, Order 5-01-199 (*Revision*)
- b. Intermountain Landfill, Inc., Intermountain Landfill, Shasta County, Order 96-222 (*Revision*)
- c. Kearney-National Inc. and Empire Real Estate, Groundwater Treatment and Disposal System, Former Kearney KPF Facility, San Joaquin County, Order R5-2003-0838 (*Revision*)
- d. Sun Pacific Shippers, LP and General Partners of the Seventh Standard Ranch Company, Sun Pacific Packinghouse, Kern County, Order 96-169 (*Revision*)

24. WASTE DISCHARGE REQUIREMENTS/NPDES PERMITS/TIME SCHEDULE ORDER RESCISSIONS

- a. State of California, Department of Corrections and Rehabilitation, Sierra Conservation Center Water Treatment Plant, Tuolumne County –(NPDES CA0082546) WDR Order R5-2013-0027
- b. G & C Meyer Farms, Inc., Evaporation Basin, Kings County, Order 98-182
- c. Clear Creek Community Services District, Clear Creek Water Treatment Plant, Shasta County, Order R5-2012-0016 (NPDES CA0083823)
- d. Grizzly Creek Ranch, Plumas County, Order 99-140

25. CHANGE OF NAME AND OR/OWNERSHIP

- a. Capell Valley MHP, Capell Valley Mobile Home Park, Napa County, 94-099

CLOSED SESSION

The Board may meet in closed session to consider personnel matters (Gov. Code, § 11126 subd. (a)), to deliberate on a decision to be reached based upon evidence introduced in a hearing (Gov. Code § 11126, subd. (c)(3)), or to discuss matters in litigation, including discussion of initiated litigation, significant exposure to litigation, or decisions to initiate litigation (Gov. Code, § 11126, subd. (e)). Current litigation involving the Board:

Litigation filed against the Central Valley Water Board and/or the State Water Board:

- a. Cleanup and Abatement Order Issued for the Cleanup of Dixon Park in 2005 – *ConAgra Foods and Monfort, Inc. v. Central Valley Water Board* (Solano County Sup. Ct., Case No. FCS027420)
- b. Administrative Civil Liability Orders R5-2011-0068, R5-2012-0070, R5-2013-0091, R5-2014-0119, R5-2015-0065, R5-2016-0063, and R5-2017-0038, Cease and Desist Order R5-2017-0039, General Order R5-2013-0122, and 13267 Order Requiring Monitoring of the Sweeney Dairy – *James G. Sweeney, et al. v. State Water Board, et al.* (Fresno County Sup. Ct. Case Nos. 15CECG02063, 17CECG00146, 16CECG03035, 17CECG03030, and 17CECG02994)
- c. Administrative Civil Liability Order Issued to Henry Tosta Dairy in 2013 – *Henry J. Tosta, et al. v. Central Valley Water Board, et al.* (San Joaquin County Sup. Ct., Case No. 39-2014-00318863-CU-WM-STK)
- d. Administrative Civil Liability Order Issued for Mandatory Minimum Penalties to Malaga County Water District in 2013 – *Malaga County Water District v. Central Valley Water Board et al.* (5th Dist. Ct. of App., Case No. F075868; Fresno County Sup. Ct., Case No. 14-CECG-03576, removed to Madera County Sup. Ct., Case No. MCV071280)
- e. Dairy General Waste Discharge Requirements, Reissued in 2013 – *Asociación de Gente Unida por el Agua et al. v. Central Valley Water Board* (Ca. Ct. of Appeal, 3rd DCA, Case No. C066410; Sacramento County Sup. Ct., Case No. 34-2008-00003604)
- f. Cleanup and Abatement Order Issued for Cleanup of Walker Mine in 2014 – *Atlantic Richfield Company v. Central Valley Water Board* (Sacramento County Sup. Ct., Case No. 34-2014-80001875)
- g. NPDES Permit and Cease and Desist Order Issued to Malaga County Water District in 2014 – *Malaga County Water District v. State Water Resources Control Board, et al.* (5th Dist. Ct. of App., Case No. F075851; Fresno County Sup. Ct., Case No. 14-CECG-03919, removed to Madera County Sup. Ct., Case No. MCV071279)
- h. Administrative Civil Liability Order Issued to Morning Star Packing Company, L.P., in 2016 – *Morning Star Packing Company, L.P. v. California Regional Water Quality Control Board, Central Valley Region, et al.* (Colusa County Superior Court, Case No. 24162)
- i. Administrative Civil Liability Order Issued to Malaga County Water District in 2016 – *Malaga County Water District v. Central Valley Regional Water Quality Board, et al.* (Fresno County Sup. Ct., Case No. 16-CECG-03036)

Litigation filed by the Central Valley Water Board against other parties:

- j. Aerojet Cleanup – Central Valley Water Board et al. v. Aerojet-General Corp. et al. (Sacramento County Sup. Ct., Case No. 286073, consolidated with Case Nos. 288302 and 291981); Central Valley Water Board et al. v. Aerojet-General Corp. et al. (EDCal, Case No. CIV-S-86-0064-EJG) consolidated with U.S. v. Aerojet-General Corp. et al., (EDCal, Case No. CIV-S-86-0063-EJG)
- k. Bonzi Landfill – Central Valley Water Board v. Ma-Ru Holding Company et al. (Stanislaus County Sup. Ct., Case No. 643740)
- l. Injunctive Relief for Tosta Dairy – Central Valley Water Board v. Henry J. Tosta et al. (San Joaquin County Sup. Ct., Case No. 39-2014-00318144-CU-MC-STK)
- m. Orland Sand and Gravel Facility – People ex rel. Central Valley Water Board, Dept. of Fish and Wildlife v. Orland Sand and Gravel Corp. et al. (Glenn County Sup. Ct., Case No. 15CV01436)
- n. Greener Globe Landfill – People ex rel. Central Valley Water Board v. A Greener Globe Corporation (Placer County Sup. Ct., Case No. SCV13231)

Petitions for Review of Central Valley Water Board Actions filed with State Water Board:

- o. Eastern San Joaquin Irrigated Lands General Waste Discharge Requirements, Order R5-2012-0116 – Petitions filed by California Sportfishing Alliance et al.; San Joaquin County Resource Conservation District et al.; and Asociación de Gente Unida por el Agua (AGUA) et al. (State Water Board File Nos. A-2239(a) through (c))
- p. Irrigated Lands General Waste Discharge Requirements for Individual Growers, Order R5-2013-0100 – Petition filed by Kern River Watershed Coalition Authority and Paramount Farming Company, LLC (State Water Board File No. A-2269)
- q. Tulare Lake Basin Area Irrigated Lands General Waste Discharge Requirements, Order R5-2013-0120 – Petitions filed by Southern San Joaquin Valley Water Quality Coalition et al., Michael and Yvonne LaSalle, and Asociación de Gente Unida por el Agua (AGUA) et al. (State Water Board File Nos. A-2278(a) through (c))
- r. City of Stockton, WDRs Order R5-2014-0070 [NPDES No. CA0079138] and Time Schedule Order R5-2014-0071 (State Water Board File No. A-2315)
- s. Sacramento River Watershed Irrigated Lands General Waste Discharge Requirements, Order R5-2014-0030 – Petition filed by California Sportfishing Alliance et al. (State Water Board File No. A-2302)
- t. San Joaquin County and Delta Area Irrigated Lands General Waste Discharge Requirements, Order R5-2014-0029 – Petition filed by California Sportfishing Alliance et al. (State Water Board File No. A-2301)
- u. West San Joaquin River Watershed Irrigated Lands General Waste Discharge Requirements, Order R5-2014-0002 – Petition filed by California Sportfishing Alliance et al. (State Water Board File No. A-2292)
- v. Valley Water Management Company, Cease and Desist Order R5-2015-0093 – Petitions filed by Valley Water Management Company, Clean Water Action, and the Central California Environmental Justice Network (State Water Board File Nos. A-2148(a), A-2148(b), and A-2148(c))
- w. CMC Land Holdings, LLC, ACL Order R5-2016-0084 – Petition filed by CMC Land Holdings, LLC (State Water Board File No. A-2517)
- x. 13267 Order Directing Participation in the Delta Regional Monitoring Program – Petitions filed by the Cities of Ceres, Patterson, Turlock, Ripon, and Riverbank and by the Counties of Stanislaus and Colusa (State Water Board File Nos. A-2540(a) through (g))
- y. Waste Discharge Requirements for Municipal Wastewater Dischargers, Order No. R5-2017-0085 – Petition filed by Friends of the North Fork (State Water Board File No. A-2573)

MEETING PROCEDURES

The Central Valley Water Board circulates item-specific Notices and/or Hearing Procedures along with drafts of its Orders and Amendments. If there is a conflict between an item-specific Notice or Hearing Procedure and the Meeting Procedures in this Agenda, the item-specific Notice or Hearing Procedure will control. Please contact Board staff if you do not know whether there is a Notice or Hearing Procedure for a specific item.

The statutes and regulations that govern the Central Valley Water Board's meetings can be found at http://www.waterboards.ca.gov/laws_regulations/

All persons may speak at a Central Valley Water Board meeting, and are expected to orally summarize their written submittals. Oral presentations will be limited in time by the Board Chair, and a timer may be used. Where speakers can be grouped by affiliation or interest, such groups are expected to select a spokesperson and to not be repetitive. The Board will accommodate spokespersons by granting additional time if other group members will not also be speaking.

Written materials that are received after deadlines set by item-specific Notices and/or Hearing Procedures will not generally be admitted. Any person requesting to submit late materials must demonstrate good cause, and the Chair must find that the admission of the late materials would not prejudice the Central Valley Water Board or any designated party. The Chair may modify this rule to avoid severe hardship.

PROCEDURE FOR HEARINGS IN ADJUDICATIVE MATTERS

(Including the issuance of Waste Discharge Requirements, NPDES Permits, Conditional Waivers, and certain Enforcement Orders, including Cleanup and Abatement and Administrative Civil Liability Orders)

The regulations for adjudicative proceedings are found in California Code of Regulations, title 23, sections 648 et seq. An adjudicative proceeding is a hearing to receive evidence for the determination of facts pursuant to which the Board formulates and issues a decision.

Evidence: Adjudicative hearings are not conducted according to the technical rules of evidence; the Board will accept any evidence that is reasonably relevant. It is the policy of the Board to discourage the introduction of surprise testimony and exhibits. Hearsay evidence may be used to supplement or explain other evidence.

Designated Parties: Designated Parties are persons named in a proposed order, anyone who requests designated party status and is so designated by the Board, and, for prosecutorial matters, the Board's Prosecution Team. Designated Parties have the right to call and examine witnesses, receive witness lists from other Designated Parties, introduce exhibits, cross-examine opposing witnesses, rebut evidence, make or oppose evidentiary objections, and make opening and/or closing statements.

Interested Persons: All persons who wish to participate in the hearing but who are not Designated Parties are Interested Persons. Interested Persons may present non-evidentiary policy statements or comments, either orally or in writing, but will not be subject to cross-examination. Interested Parties may be asked to respond to clarifying questions from the Board, staff, or others.

Order of Proceeding: for adjudicative hearings, the proceeding will be generally be conducted in the following order, unless modified by the Board Chair or specified differently in an item-specific Notice or Hearing Procedure:

- Testimony by Board staff, followed by testimony by Designated Parties named in the Order or Permit, followed by testimony of other Designated Parties
- Cross-examination of Board staff, followed by cross-examination of Designated Parties named in the Order or Permit, followed by cross-examination of other Designated Parties
- Statements of Interested Persons
- Closing statement by Designated Parties other than those named in the Order or Permit, then closing statement by Designated Parties named in the Order or Permit, followed by closing statement by Board staff
- Recommendation by the Board's Executive Officer (as appropriate)
- Close of the Hearing, followed by deliberation and voting by the Board

Closing statements are not to be used to introduce new evidence or testimony. Persons wishing to introduce exhibits (i.e., maps, charts, photographs) must leave them with the Board.

PROCEDURE FOR RULEMAKING AND INFORMATIONAL PROCEEDINGS

(Including Basin Planning, Rulemaking, Setting of Policy, and Workshops)

The regulations for rulemaking and informational proceedings are found in California Code of Regulations, title 23, sections 649 et seq. Rulemaking proceedings include hearings designed for the adoption, amendment, or repeal of any rule, regulation, or standard of general application. Informational proceedings include any hearings designed to gather and assess facts, opinions, and other information relevant to any matters within the jurisdiction of the Boards and whose primary purposes are to assist the Boards in the formulation of policy or guidelines for future Board action, to inform the public of Board policies, reports, orders, plans, or findings, and to obtain public comment and opinion with respect to such policies, reports, orders, plans, or findings, or to adopt such policies, reports, orders plans, or findings.

For rulemaking and informational proceedings, the Board does not distinguish between Designated Parties and Interested Persons; the Board will accept any evidence that is reasonably relevant, provided that it is submitted in accordance with any item-specific Notice or Hearing Procedure.

Order of Proceeding: for rulemaking and informational proceedings, the proceeding will be generally be conducted in the following order, unless modified by the Board Chair or specified differently in an item-specific Notice or Hearing Procedure:

- Opening statement by the Board summarizing the subject matter and purpose of the proceeding
- Presentation by Board staff
- Presentations by all other persons
- Recommendation by the Board's Executive Officer (as appropriate)
- Close of the Hearing, followed by deliberation and voting by the Board (as appropriate)

PETITION PROCEDURE

Any person aggrieved by an action of the Central Valley Water Board may petition the State Water Board to review the action in accordance with Water Code section 13320 and California Code of Regulations, title 23, sections 2050 and following. The State Water Board must receive the petition by 5:00 p.m., 30 days after the date of the issuance of the Order, except that if the thirtieth day following the issuance of the Order falls on a Saturday, Sunday, or state holiday, the petition must be received by the State Water Board by 5:00 p.m. on the next business day. Copies of the law and regulations applicable to filing petitions may be found at:

http://www.waterboards.ca.gov/public_notices/petitions/water_quality

or will be provided upon request.

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD CENTRAL VALLEY REGION

The primary duty of the Central Valley Water Board is to protect the quality of the waters within the Central Valley Region for all beneficial uses. This duty is implemented by formulating and adopting water quality plans for specific ground or surface water basins and by prescribing and enforcing requirements on all agricultural, domestic, and industrial waste discharges. Specific responsibilities and procedures of the Boards and the State Water Resources Control Board are contained in the Porter-Cologne Water Quality Control Act.

BOARD MEMBERS	CITY OF RESIDENCE	TERM EXPIRES
Jon Costantino	Grass Valley	9/30/2019
Carmen L. Ramirez*	Atwater	9/30/2017
Karl E. Longley	Fresno	9/30/2017
Robert Schneider	Davis	9/30/2018
Denise Kadara	Allensworth	9/30/2018
Raji Brar	Bakersfield	9/30/2020
Daniel B. Marcum	Fall River Mills	9/30/2019

*Public member in accordance with Water Code section 13201(c)

Pamela C. Creedon, **Executive Officer**
Kiran Lanfranchi-Rizzardi, **Administrative Assistant II/Clerk to the Board**
Patrick Pulupa, **Attorney III**
Stephanie Yu, **Attorney III**
David Lancaster **Attorney I**

SACRAMENTO OFFICE

11020 Sun Center Drive, Suite 200
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Assistant Executive Officers:

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Andrew Altevogt
Linda Bracamonte

Supervisors:

Bob Chow
Brian Newman
David King
Jeanne Chilcott
Nichole Morgan
Robert Busby
Stewart Black
Sue McConnell

Seniors:

Scott Armstrong
Susan Fregien
Howard Hold
Elizabeth Lee
Jim Marshall
Marie McCrink
Joe Mello
Josh Palmer
Brett Stevens

Gerald Djuth
Charlene Herbst
Karl Holmes
Anne Littlejohn
Daniel McClure
Steven Meeks
Patrick Morris
Steve Rosenbaum

FRESNO OFFICE

1685 E Street
Fresno, CA 93706
Telephone: (559) 445-5116

Assistant Executive Officer:

Clay Rodgers

Supervisors:

Dale Harvey
Doug Patteson

Seniors:

Daniel Carlson	Alan Cregan
Dale Essary	Shelton Gray
Warren Gross	Scott Hatton
Ron Holcomb	Mike Pfister
David Sholes	Matt Scroggins
Russell Walls	

REDDING OFFICE

364 Knollcrest Drive, Suite 205
Redding, CA 96002
Telephone: (530) 224-4845

Assistant Executive Officer:

Clint Snyder

Supervisors:

Bryan Smith
Angela Wilson

Seniors:

Kate Burger	Lynn Coster
Ben Letton	George Low
Jeremy Pagan	Griffin Perea

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AGENDA
LASSEN COUNTY PLANNING COMMISSION
BOARD CHAMBERS, 707 NEVADA STREET
SUSANVILLE, CA 96130
December 6, 2017

1:10 p.m. Convene in Regular Session
Flag Salute
Roll Call
General Update of Planning Activities
Matters Initiated by Commissioners
Correspondence
Presentation by Staff
Approval of Minutes
Matters Initiated by the General Public
Next Resolution in line for adoption: 12-01-17

1:20 p.m. **Continued from the November 1, 2017, Planning Commission meeting.**
EXTENSION REQUEST FOR USE PERMIT #2016-003, Steve Alloway. The Permittee is requesting an extension of time to meet the conditions of approval of Use Permit #2016-003 as allowed by Section 18.112.070 of the Lassen County Code. The Use Permit allows the construction of a 16-foot-tall, 1,200-square-foot garage, and was approved by the Planning Commission on October 5, 2016, through Resolution No.10-01-16. The Planning Commission may approve two extensions of up to one year each. The subject parcel is zoned R-S (Resort District) and is located approximately 14 miles northwest of Susanville at 493-430 Eagle Lake Road, Susanville, CA 96130 (approximately 3,000 feet northwest of Christie Beach at Eagle Lake). APN: 089-020-04. Staff Contact: Stefano Richichi, Associate Planner

ADJOURN

Certain actions of the Commission are appealable to the Board of Supervisors. The appeal period is ten days from the date of the Commission's action. For specific information on appeals, please contact the Lassen County Planning and Building Services Department at 530-251-8269.

MLA:aje

WMA

BAM

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LASSEN COUNTY
TECHNICAL ADVISORY COMMITTEE AGENDA
"REVISED AGENDA"
SECOND FLOOR CONFERENCE ROOM
707 NEVADA STREET
SUSANVILLE, CA 96130
THURSDAY DECEMBER 7, 2017

9:00 a.m. Convene in Regular Session
Matters Initiated by the General Public

LOT LINE ADJUSTMENT #2017-008, Kurtz Family Trust. The applicants are proposing a lot line adjustment between two parcels. Currently, Parcel A is 40 Acres and Parcel B is 309 Acres. If the lot line adjustment were to be approved, Resultant Parcel A would be 100 Acres and Resultant Parcel B would be 249 Acres. Both Parcel A and Parcel B are zoned A-3 (Agricultural District). Both subject parcels have a land use designation of "Intensive Agriculture" pursuant to the *Janesville Planning Area Amendments, 1993* and *Lassen County General Plan, 2000*. The subject parcels are located on Lake Crest Road, approximately 1/4-mile north of Highway 395 South and approximately .5 miles east of the Janesville Grade in Janesville CA 96114. APN(S): 129-620-01, 02, 129-510-26, 29, 89, and 90. Staff Contact: Kelly Mumper, Assistant Planner.

LOT LINE ADJUSTMENT #2017-009, Tami Humphry/The Vestal Family 2006 Trust. The applicants are proposing a lot line adjustment between two parcels. Currently, Parcel A is 636 Acres and Parcel B is 305 Acres. If the lot line adjustment were to be approved, Resultant Parcel A would be 691 Acres and Resultant Parcel B would be 250 Acres. Parcel A is zoned A-3-B-160 (Agricultural 160 Acre Building Site Combining District) and Parcel B is zoned A-3-B-160 (Agricultural 160 Acre Building Site Combining District). Parcel A has a land use designation of "Cropland and Prime Grazing Land" and Parcel B has a land use designation of "Cropland and Prime Grazing Land" and "Grazing and Sagebrush Environment" pursuant to the *Pittville Area Plan, 1986* and *Lassen County General Plan, 2000*. The subject parcels are located on Pit River Canyon Road, approximately 3.5-miles south east of Old Bieber Highway in McArthur, CA. APN(S): 013-100-09, 013-100-14. Staff Contact: Kelly Mumper, Assistant Planner.

Interim Management Plan #2017-001, Interest Income Partners. Proposal for an Interim Management Plan (IMP) to allow for a temporary plan of mining operations to be in effect during idle production periods, when operations are reduced by more than 90 percent of maximum production. The proposed IMP is considered a minor amendment to approved Reclamation Plan #2003-168 and must address the requirements of Lassen County Code, Section 9.60.120 and Public Resources Code, Section 2770(h). An approved IMP may remain in effect for a period not to exceed five years, with two additional five-year extensions available at the request of the applicant. IMPs are not subject to the California Environmental Quality Act (CEQA), as they are not considered a "project" as defined by Section 15378 of the CEQA Guidelines and SMARA, Section 2770(h)(1). The surface mining operation currently occupies 16 acres on two parcels totaling 151 acres, owned by Shirley Davis and Eva Williams. The subject parcels are zoned U-C-2 (Upland Conservation/Resource Management District) and are designated Extensive Agriculture by the *Lassen County General Plan 2000*. The parcels are located adjacent to Hwy 44 in Lassen County, approximately 13 miles east of Old Station, CA and 40 miles northwest of Susanville, CA. A.P.N.: 073-030-09-11 & 073-070-02-11. Staff Contact: Nancy McAllister, Natural Resources Technician.

* **LOT LINE ADJUSTMENT #2017-007, Shirley Nagel Lee,** a different configuration of the lot lines for this project was approved by the technical advisory committee on November 2, 2017. The applicant is proposing a lot line adjustment between two parcels. Currently, Parcel A is approximately 180 acres in size, and Parcel B is approximately 130 acres in size. If the lot line adjustment were approved, Resultant Parcel A would be approximately 201 acres in size and Resultant Parcel B would be approximately 109 acres in size. Both parcels are zoned E-A (Exclusive Agricultural District) except for the portion of Parcel A south of the centerline of Wingfield Road (County Road 205), which is zoned U-C (Upland Conservation District). The lot line adjustment would not further aggravate this split-zoning. The subject parcels are located approximately two miles west of the intersection of Bass Hill Road and U.S. Highway 395 at 703-580 and 703-575 Wingfield Road, Susanville, CA 96130. APNs for Parcel A: 116-180-79, 116-410-84, 116-410-85. APNs for Parcel B: 116-180-80, 116-410-90. Staff Contact: Stefano Richichi, Associate Planner.

ADJOURN

Distribution: County Planning & Building Services County Environmental Health Dept. County Road Dept. CAO	County Fire Warden's Office County Assessor's Office County Surveyor	Agendas Only: Applicants/Agents County Clerk Treasurer/Tax Collector	BOS County Counsel Post
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Lassen County Planning and Building Services 530-251-8269

MMJ



HONEY LAKE VALLEY
RESOURCE
CONSERVATION
DISTRICT

98J

PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 12/6/17 at www.honeylakevalleyrccd.org

Date: Friday, December 8, 2017

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

Time: 9:00 AM

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 PRIOR TO THE MEETING.

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

II. APPROVAL OF AGENDA

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 11/9/17 closed session and regular meeting minutes (attachment).
- B. Approval of October/November 2017 Treasurer's Report (attachment).
- C. Correspondence:
None received.

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

V. REPORTS

- A. District Manager Report (attachment) – Sims.
- B. NRCS Agency Report (attachment) – Peitz.
- C. Lassen SWAT – Sims.
- D. Buffalo Skedaddle Sage Grouse Working Group – Sims.
- E. WAC Report – Langston.

- F. Modoc Regional RCD/CARCD Report (attachment) – Sims/Tippin
- G. Fire Safe Council Report – Johnson.
- 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 approval of Resolution 2017-09 authorizing submittal of application(s) for all Cal Recycle grants for which the Honey Lake Valley Resource Conservation District is eligible (attachment) – Sims. Tabled from November 9, 2017 special meeting for wording changes.

Tie to the Strategic Plan: Strategic Issue 2 – Stay Relevant to the Conservation Needs of the Community.

- B. Consideration and approval of Singleton-Auman audit proposal engagement letter to conduct the audit for HLVRCD for the period ending June 30, 2017 (attachment) – Sims/Singleton.

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

- C. Consideration and approval to cancel December 27, 2017 regular HLVRCD meeting – Sims.

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

- D. Third and final reading and approval of 2018 RCD/WM calendar (attachment) – Sims.

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

- E. Consideration and approval of Resolution 2017-10 for DWR Emergency Flood Protection Grant (attachment) – Sims.

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

- F. Consideration and approval of letter of response to Diana Wemple, Lassen County Auditor, regarding Special District audit requirements (attachment) – Sims.

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

- G. Consideration and approval to pay CSDA annual membership dues of \$167 (attachment) – Wheeler.

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

- H. Updates and information from board members that attended CARCD Annual Conference, November 15th through 18th, 2017 – Claypool, Tippin and Johnson.

Tie to the Strategic Plan: Strategic Issue 2 – Stay Relevant to the Conservation Needs of the Community.

VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATER MASTER

- A. Consideration and final approval of the 2016-2017 Susan River Watermaster Service Area Annual Usage Report. Per order of the court, the 2016-2017 Susan River Watermaster Service Area Annual Usage Report must be lodged with the Lassen County Superior Court by December 31, 2017 (attachment) - Sims/Otto.

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

VIII. ADJOURNMENT

The next Honey Lake Valley RCD regularly scheduled meeting will be January 24, 2018 at 3:30 pm. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

I certify that on Monday, December 4, 2017, agendas were posted as required by Government Code Section 54956 and any other applicable law.



Ian Sims, District Manager
Honey Lake Valley RCD
agendadecember2017 -- special meeting

HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT

SPECIAL MEETING MINUTES

Date: Thursday, November 9, 2017

Location: USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130

Present: Board: Jesse Claypool Wayne Langston
Will Johnson Laurie Tippin

Staff: Ian Sims Merry Wheeler

Attendees: Christy Smith, NRCS

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

Board Chair Jesse Claypool called the meeting to order at 9:02 am, pledge of allegiance was done and quorum was noted. All board except Dave Schroeder was in attendance.

II. APPROVAL OF AGENDA

BC Claypool made the following changes to the agenda:

Item VI A, "Consideration and approval of California Department of Forestry and Fire Protection agreement and Resolution 2017-08 to assist NRCS and Landowner with fuel reduction/conservation project" – agenda should have noted that item had been tabled from the October 2017 meeting.

Item VI C, "Per Policy 1010.1 (Adoption/Amendment of Policies), consideration and approval of attached two amended and new policies....." was removed from agenda because amending or adopting new policies can only be done during a regular meeting (Policy 1010.2).

Board Member Will Johnson made a motion to approve the agenda with changes, Board Member Wayne Langston seconded and the motion passed. All.

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.

None.

IV. CONSENT ITEMS

A. Approval of 10/25/17 regular and closed session meeting minutes.

B. Correspondence.

Letter from County Auditor's Office.

BM Langston made a motion to approve the Consent Items, BM Johnson seconded and the motion passed. All.

V. REPORTS

A. District Manager Report – Sims.

District Manager Ian Sims presented his report. He has been working on preparing the Cal Recycle Farm and Ranch Solid Waste Cleanup and Abatement Grant for submittal. He also mentioned that Deputy

Watermaster Mitch Otto will be receiving input on his job performance from the WAC at this evening's meeting. DM Sims stated that the SWRP project site visits on 11/1/17 were very productive, and also noted that he and Executive Secretary Merry Wheeler met with Liz McLeod of Singleton-Auman to discuss accounting and payroll on 11/3/17.

B. NRCS Agency Report – Smith.

District Conservationist Eric Peitz was not present so Farm Bill Assistant Christy Smith presented his report. She mentioned eligibility updates and funding in January, April and June.

C. Lassen SWAT – Tippin/Sims.

Nothing to report.

D. Buffalo Skedaddle-Sage Grouse Working Group – Sims.

No meeting – nothing to report.

E. WAC Report – Langston.

BM Langston mentioned AB 589 is an upcoming assembly bill that will help educate landowners on how to record and submit their water measurement data correctly.

F. Modoc Regional RCD/CARCD Report – Tippin.

BC Claypool asked that ES Wheeler register him for the upcoming CARCD Conference. BM Tippin stated the Sierra Nevada Conservancy is hosting a Strategic Plan Update Workshop in Susanville on 1/10/18.

G. Fire Safe Council Report – Johnson.

Will was unable to attend the meeting.

H. Unagendized Reports by Board Members.

BM Johnson submitted receipts for the food and various materials used in the LLTT Rails to Trails Chili Cook Off. He very generously donated a large amount of cash towards these items.

BC Claypool and BM Tippin both feel strongly that the letter the RCD received from the County Auditor needs a response and asked that said letter of response be agendized for the next meeting. DM Sims shared guidance from Singleton-Auman that the yellow book findings regarding segregation of duties will always be present with an organization of our size. BM Tippin suggested inviting Clay to the January meeting. DM Sims was directed to prepare a letter of response to the County Auditor.

BC Claypool indicated the RCD needs to have a special meeting in December to approve the letter to the Lassen County Court that will accompany the 2016/2017 Susan River Watermaster Service Area Annual Usage Report. He also mentioned that DWR has released an online library that is full of useful information.

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

A. Tabled from October 25, 2017 meeting. Consideration and approval of California Department of Forestry and Fire Protection agreement and Resolution 2017-08 to assist NRCS and Landowner with fuel reduction/conservation project – Sims.

This project would assist the NRCS with a fuel reduction and conservation project on 124 acres owned by John Fitzgerald. Calfire will do piling and burning. The Board wanted the administrative fee more clearly lined out and there was concern that there was not enough detail on funding. Therefore the item was tabled until the November meeting.

DM Sims explained to the Board that the HLVRCD receives grant funding from the landowner and pays CalFire for their services as private landowners cannot contract with CalFire directly. The RCD will retain 10% of total project cost for contracting and administrative service, not to exceed \$905.

BM Tippin made a motion to approve the California Department of Forestry and Fire Protection agreement and Resolution 2017-08 to assist NRCS and Landowner with the fuel reduction/conservation project, BM Johnson seconded, BC Claypool voted aye and BM Langston was opposed. The motion and Resolution 2017-08 were approved.

- B. **Consideration and approval of Resolution 2017-09 authorizing submittal of application(s) for all Cal Recycle grants for which the HLVRC is eligible – Sims.**

BC Claypool would like Resolution 2017-09 to identify an authorized board member to submit application(s) in addition to the District Manager. DM Sims will amend the resolution.

This item was tabled for wording revisions.

- C. **Second reading and approval of 2018 RCD/WM calendar – Sims.**

DM Sims presented the 2018 RCD/WM calendar, which is in a new format in order to capture all dates of importance. Revisions had been made since October meeting.

BM Langston questioned the ability to change the calendar if necessary. BC Claypool asked that a date indicating the Board of Supervisors (BOS) appoint HLVRC directors for vacant seats be added to the calendar. He noted that a resolution is required when requesting the BOS to perform this function.

DM Sims was directed to revise the calendar and present it for final approval at the next meeting.

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

None.

VIII. **ADJOURN TO CLOSED SESSION**

Personnel – Certain personnel matters pursuant to Government Code Section 54957: District Manager Ian Sims' Annual Performance Review – Claypool.

The Board adjourned to closed session at 10:40 AM.

IX. **RECONVENE IN OPEN SESSION**

The Board reconvened in open session at 11:06 AM.

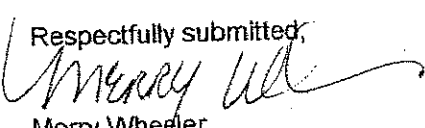
Reportable Action: District Manager Sims received a positive evaluation and review. His evaluation date has been changed to within 60 days of each fiscal year's end.

X. **ADJOURNMENT**

BM Tippin made a motion to adjourn the meeting, BM Langston seconded and the meeting was adjourned at 11:09 AM. All.

The next scheduled special Honey Lake Valley RCD meeting is **Friday, December 8, 2017 at 9:00 AM** at the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130.

Respectfully submitted,


Merry Wheeler
Executive Secretary

APPROVED:

Jesse Claypool, RCD Board Chairperson

DATE:

December 8, 2017

Honey Lake Valley Resource

Conservation District

Treasurer's Report October/November 2017

RCD

RCD bank balance –	10/20/17	\$ 86,919.80	11/30/17	\$ 23,514.70
Quickbooks balance –	10/20/17	\$ 29,517.48	11/30/17	\$ 12,609.05

WATERMASTER

WM bank balance –	10/20/17	\$ 97,437.17	11/30/17	\$ 84,733.41
Quickbooks balance –	10/20/17	\$109,951.95	11/30/17	\$ 83,414.51

WATERMASTER SAVINGS

WM savings bank balance –	10/20/17	\$ 33,789.88	11/30/17	\$ 33,792.75
Quickbooks balance –	10/20/17	\$ 33,789.88	11/30/17	\$ 33,792.75

SNC MONEY MARKET ACCOUNT

SNC MM bank balance -	10/20/17	\$ 67,516.41	11/30/17	\$67,523.07
Quickbooks balance -	10/20/17	\$ 67,516.41	11/30/17	\$67,523.07

Honey Lake Valley RCD District Manager Report
Ian Sims – District Manager
December 08, 2017

RCD Administration:

- Website launched
- QuickBooks online launched
- Drafting 2 grant applications (CalRecycle & DWR)

Susan River Water Master Service

- Working on winter projects, (Mapping/Operations Manual/Water Measurement Devices)

Lahontan Basins IRWM

DOC/RCD Accreditation Program

- Website
- Board Member training/conference

Storm Water Resource Planning Grant

- 4th SWRP Invoice submitted (submitting 2 invoices a quarter to expedite State's review and to ensure positive cash flow)
- Drafting chapters 4: Organization, Coordination and Collaboration and 7: Education, Outreach and Public Participation
- Draft SWRP will be available end of 2017, public review beginning 2018

Special Weed Action Team

Lassen Creek Watershed

- Hand thinning mostly complete, mechanical treatments to occur next year

Plans for Next Month:

- Continue work on open grants/agreements: SNC, SWRP and DOC
- Finalize SWAT MOU
- Submit CalRecycle and DWR Flood Plan grants
- Build out archived projects section of website
- FYE18 Mid-Year Budget Review
- Research new grant initiative: CA Water Board 2018 Nonpoint Source Grant Program

United States Department of Agriculture



Natural Resources Conservation Service
Susanville Service Center
170 Russell Ave. Ste. C
Susanville, CA 96130

December 8, 2017

Honey Lake Valley RCD
NRCS Activity Report

Administration/Programs:

• FY 2018 Program Information

- The first batching period in FY18' will end January 19, 2018. It's anticipated the Susanville Service Center will have 8-10 applications ready for the first batch.
- It's anticipated the 2018 Sign-up for CSP will end in February 3, 2018.

Staffing:

- Jim Rienstra Modoc Team Engineer in Susanville will serve as acting Area 1 Engineer until further notice. Scott Phillips Ag Engineer Susanville FO will handle some of the team duties.
- NACD will utilize \$10 million nationally through NRCS Agreements to fill vacant field office needs 2 offices in Area One will get the positions focused on engineering (Eureka and Willows)
- An announcement to solicit potential agreements in FY18' will come out in January. It's anticipated that fewer funds will be available for agreement request in FY18'.

• Performance/Outreach/Other:

- The current Federal Budget Continuing Resolution is due to expire on 12/8/17. There is a potential government shutdown if a continuing resolution is not met. If there is a shutdown the office will be closed until further notice.

Questions, Comments, Discussion:

Submitted by: *Eric Peitz*

12/5/2017

Helping People Help the Land

An Equal Opportunity Provider and Employer



CARCD Annual Business Meeting Summary
November 18, 2017

1. Officers: Elections resulted in maintaining the same leadership: Paul Williams (Inland Empire RCD) – President; Don Butz (RCD of Greater San Diego) – Vice President; Phil Schoefer (Western Shasta RCD) – Treasurer; Tom Wehri (Placer Co RCD) – NACD Rep. All officers were sworn in at the end of the business meeting.
2. Resolutions
 - a. 17-01 Committee Bylaws – The amended version passed. Clarifications or changes from the original Resolution include that RCD members on committees aren't required to be from Member Districts; both the chair & vice chair shall be from a Member District and one of these positions should be filled with a CARCD board member.
 - b. 17-02 Regions to submit resolutions – The resolution did not pass due to a discussion about Member Districts on non-Member Districts. Expect the resolution to be re-written & submitted in 2018.
3. Treasurer's Report
 - a. CY 2016 Annual Audit: Findings were good, no material weaknesses found. Income has improved some in 2017 from increased membership dues received, match campaign for Conservation Strategy Group from Inland Empire RCD & 2017 conference sponsorship. However, sustainable funding sources are still needed.
 - b. Membership Dues: The Board has been discussing a Revenue Plan for the Association that includes the collection of annual membership dues. The dues structure & amounts haven't been reviewed or updated since 2004. A Membership Dues Special Committee is forming to look at an updated structure. Members assigned to the Committee include Harold Singer (Tahoe RCD), Paul Williams (Inland Empire RCD), Igor Skaredoff (Contra Costa RCD), Sheryl Landrum (Greater San Diego RCD) and others to be assigned. I am hoping that someone from the Modoc Plateau Region will volunteer.
4. Executive Director Highlights: Great attendance at the 2017 conference & Training Day. The participation at the session Connecting to State-level Officials & Day at the Capitol was excellent. Reports from Bill Craven, Chief Staff on the Senate Natural Resources Committee, identified his high support for the work of RCDs and thinks that available funding from recent & future approved bills &/or bonds are ideal for RCDs to capture.

Should the proposition approved for voter input (SB5) be passed by the public, RCDs are specifically identified as receiving up to \$10 million.

5. Volunteer CARCD Rep to the CA Board of Forestry's Range Management Advisory Committee: Russell Chamberlin from Cachuma RCD.
6. Future Conference locations:
 - a. 2018 Conference will be held in San Diego, CA and hosted by the Southern CA Baja Region. The Kona Kai Resort has been selected for the venue.
 - b. 2019 Conference will be held in Redding, CA and hosted by the North Coast Region.
 - c. 2020 Conference location not determined yet but interest exists to hold it in the Santa Cruz/Monterey area to be hosted by the Central Coast Region.

/s/ Laurie Tippin

Honey Lake Valley RCD

**BOARD OF DIRECTORS, HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT, COUNTY
OF LASSEN, STATE OF CALIFORNIA**

RESOLUTION 2017-09

**A RESOLUTION OF THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH
HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT IS ELIGIBLE**

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE BE IT RESOLVED that the Honey Lake Valley Resource Conservation District authorizes the submittal of application(s) to CalRecycle for all grants for which Honey Lake Valley Resource Conservation District is eligible; and

BE IT FURTHER RESOLVED that the District Manager or Board Chair is hereby authorized and empowered to execute in the name of the Honey Lake Valley Resource Conservation District all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

Adopted on following motion by Director _____, second by Director _____ and the following vote on this 8th day of December 2017.

Director vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Wayne Langston, Secretary/Treasurer
Board of Directors

Jesse Claypool, Board Chair
Board of Directors

ATTEST:

Merry Wheeler, Executive Secretary

ENGAGEMENT LETTER

January 26, 2017

To the Board of Trustees
Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Dear Board Members,

We are pleased to confirm our understanding of the services we are to provide Honey Lake Valley Resource Conservation District for the year ended June 30, 2017.

As required by federal and state legal requirements, we are a Certified Public Accounting Firm, duly authorized to practice, and licensed by the California State Board of Accountancy. License Number COR5923.

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Honey Lake Valley Resource Conservation District as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Honey Lake Valley Resource Conservation District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Honey Lake Valley Resource Conservation District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Required Supplementary information under GASB 34.
- 3) Supplementary schedules required by the California State Comptroller
- 4) Other supplementary information

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial

Susanville:

1740 Main Street, Suite A, Susanville, CA 96130
530.257.1040 Fax: 530.257.8876

sa@sa-cpas.com
www.sa-cpas.com

Chester:

PO Box 795, Chester, CA 96020
530.258.2272 Fax: 530.258.2282

audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Honey Lake Valley Resource Conservation District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Honey Lake Valley Resource Conservation District's financial statements. Our report will be addressed to the Board of Trustees of Honey Lake Valley Resource Conservation District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that [Name of Governmental Unit] is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys

as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Honey Lake Valley Resource Conservation District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations,

contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide 15 copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of SingletonAuman PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the cognizant agency, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of SingletonAuman PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, or its designees. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately July 01, 2017 and to issue our reports no later than December 31, 2017. Clay Singleton, Principal is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our professional fees are based on the time spent on an engagement at our standard hourly rates. Our hourly rates are established in relation to the level of experience of the individual assigned to the audit. We believe that our services, approach and technique provide the capability to achieve cost savings while maintaining the highest quality standards. Our proposed fee includes all related expenses including travel costs and 15 copies of the audit report. We will not charge for out-of-pocket expenses such as mileage or per diem associated with this engagement.

The proposed fee for the audit of the Honey Lake Valley Conservation District for the year ending June 30, 2017 are as follows:

<u>Honey Lake Valley Conservation District</u>	
<u>For the Year Ended</u>	<u>Audit Fee</u>
June 30, 2017	\$6,400

Our audit proposal is based on the expectation that your books will be closed, balanced and in auditable condition for the audit period. If during the course of the project the nature or scope of our work should change, we would discuss such matters with you and any effects of our fee estimates. The estimated fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary for any reason, we will discuss it with you and arrive at a new estimate before we incur any additional cost.

However, should our fee exceed the contract amount, we will notify the District. Our standard hourly rates are as follows:

Principal	\$275.00
Professional Staff	\$110.00 to \$210.00
Clerical Staff	\$ 50.00

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Government Auditing Standards require that we provide you with a copy of our most recent quality control review report. Our 2014 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Honey Lake Valley Conservation District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,


Clay Singleton, Principal
SINGLETONAUMAN PC

RESPONSE:

This letter correctly sets forth the understanding of Honey Lake Valley Conservation District.

Management signature: _____

Title: _____

Date: _____

CHIANG, HAMMON & COMPANY

Certified Public Accountants

2007 W. Hedding Street, Suite 207 San Jose, CA 95128

(408) 244-2002 (408) 244-2333 Fax

System Review Report

August 22, 2014

To the shareholders of SingletonAuman PC
and the Peer Review Committee of the CalCPA

We have reviewed the system of quality control for the accounting and auditing practice of SingletonAuman PC in effect for the year ended December 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable; in determining the nature and extent of our procedures. The Firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*;

In our opinion, the system of quality control for the accounting and auditing practice of SingletonAuman PC in effect for the year ended December 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of conforming with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. SingletonAuman PC has received a peer review rating of *pass*.



Chiang, Hammon & Company



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

January 2018

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10		12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

01/01/18 (Mon)	New Year's Day	Holiday
01/03/18 (Wed)	Organizational Meeting	WAC Meeting
01/15/18 (Mon)	Martin Luther King Day	Holiday
01/24/18 (Wed)	Organizational Meeting, Adopt Calendar, FYE18 Mid-Year Budget Review, WAC Appointments	RCD Meeting

February 2018

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February

02/19/18 (Mon)	President's Day	Holiday
02/21/18 (Wed)	FYE17 Audit, 1st Reading - Strategic/Annual Operations Plan (AOP) Review, FYE19 RCD/WM Budget Review	RCD Meeting

March 2018

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March

03/01/18 (Thu)	Irrigation Season Begins	Deadline
03/03/18 (Sat)	FYE19 Budget Review	WAC Meeting
03/11/18 (Sun)	Daylight Savings (move clocks ahead 1 hour)	
03/28/18 (Wed)	1st Reading - FYE19 RCD/WM Budget, 2nd Reading - Strategic/AOP	RCD Meeting

April 2018

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April

04/25/18 (Wed)	FYE18 3rd Quarter Update, Adopt Strategic/AOP, 2nd Reading - FYE19 RCD/WM Budget	RCD Meeting
----------------	--	-------------

May 2018

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9		11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May

05/01/18 (Tue)	Update WM Control Cards	Deadline
05/03/18 (Thu)		WAC Meeting
05/23/18 (Wed)	Budget Hearing - Approve FYE19 RCD/WM Budget, Initiate WM Assessment Apportionment	RCD Meeting
05/28/18 (Mon)	Memorial Day	Holiday

June 2018

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June

06/15/18 (Fri)	Apportionment and Assessment Letters Due to Water Users	Deadline
06/27/18 (Wed)	Review RCD Board Appointments (Resolution to BOS to appoint)	RCD Meeting



HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

July 2018

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July

07/04/18 (Wed)	Independence day	Holiday
07/12/18 (Wed)	WAG Meeting	
07/25/18 (Wed)	Certify Apportionments to Auditor, Initiate FYE18 Audit,	RCD Meeting

August 2018

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

08/10/18 (Fri)	Certified Apportionments due to Auditor	Deadline
08/22/18 (Wed)	DM Evaluation	RCD Meeting

September 2018

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September

09/03/18 (Mon)	Labor Day	Holiday
09/13/18 (Mon)	Draft 2017/18 SRWSA Annual Use Report	WAG Meeting
09/26/18 (Wed)	1st Reading - 2017/18 SRWSA Annual Use Report	RCD Meeting

October 2018

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October

10/08/18 (Mon)	Columbus Day	Holiday
10/24/18 (Wed)	2nd Reading - 2017/18 SRWSA Annual Use Report, 1st Reading - 2019 RCD Calendar	RCD Meeting
10/31/18 (Wed)	Irrigation Season Ends	Deadline

November 2018

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November

11/04/18 (Sun)	Daylight Savings (move clocks back 1 hour)	Holiday
11/08/18 (Thu)	Approve 2017/18 SRWSA Annual Use Report, DM Evaluation	WAG Meeting
11/11/18 (Sun)	Veterans Day	Holiday
11/22/18 (Thu)	Thanksgiving	Holiday
11/28/18 (Wed)	Approve 2017/18 SRWSA Annual Use Report, 2nd Reading - 2019 RCD Calendar	RCD Meeting

December 2018

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December

12/26/18 (Wed)		RCD Meeting
12/25/18 (Tue)	Christmas Day	Holiday
12/31/18 (Mon)	SRWSA Annual Use Report	Deadline

**BOARD OF DIRECTORS, HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT,
COUNTY OF LASSEN, STATE OF CALIFORNIA**

RESOLUTION NO. 2017-10

**A RESOLUTION OF THE BOARD
OF THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT
AUTHORIZING THE
GRANT APPLICATION FOR THE
SUSAN RIVER FLOOD PLAN**

WHEREAS, Honey Lake Valley Resource Conservation District proposes to implement Susan River Flood Plan; and
WHEREAS, Honey Lake Valley Resource Conservation District intends to apply for grant funding from the California Department of Water Resources for the project costs;
NOW, THEREFORE, BE IT RESOLVED by the Board of the Honey Lake Valley Resource Conservation District as follows:

1. That pursuant and subject to all of the terms and provisions of California Proposition 84, The Safe Drinking Water, Water Quality & Supply, Flood Control, River & Coastal Bond Act of 2006 (Section 75032 of Chapter 3 of Division 43 of the Public Resources Code), application by this Agency be made to the California Department of Water Resources to obtain a grant for the Susan River Flood Plan.
2. The Honey Lake Valley Resource Conservation District agency Manager or Board Chair is hereby authorized and directed to prepare the necessary data, make investigations, sign, and file such application with the California Department of Water Resources, and take such other actions as necessary or appropriate to obtain the grant funding.

Adopted on following motion by Director _____, second by Director _____ and the following vote on the 8th day of December 2017 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Wayne Langston, Secretary/Treasurer

Jesse Claypool, Board Chair

ATTEST:

Merry Wheeler, Executive Secretary
Honey Lake Valley RCD



December 8, 2017

Ms. Diana Wemple, Lassen Co. Auditor
County Administration Center
221 South Roop Street, Suite 1
Susanville, CA 96130-4339

Re: Special District Audit

Dear Ms. Diana Wemple:

Thank you for your response on 10/31 to the District's request for consideration and recommendation for bi-annual audit approval from 3/22.

As you know, the HLV RCD meets Special District Audit Requirements established by the State and the Board has contracted with our auditing service provider, Singleton/Auman, to perform monthly interim audit procedures to assist District staff with quarterly financial processes and review the financial activity and financial statements throughout the year. Our District has updated various Board policies concerning financial oversight and transparency and we also have a Board appointed Financial Committee reviewing all monthly activities. In addition to these services we also contract with a payroll service provider. In short, the District is doing everything within its means to ensure financial transparency, accountability, and accuracy.

Currently, the HLV RCD maintains three employees and attained an annual revenue of \$245,264 for FY 2015-16. As a result, the limited number of employees and subsequent funding does not allow the District complete segregation of duties according to GAAS as identified in the District's audit finding 2016 - 1. However, this is consistent with the audit findings of organizations of comparable size, both in terms of employees and revenue. In fact, organizations much larger than the HLV RCD, having values in excess of \$5M, experience the same findings (Gramling, A.A., Hermanson, D.R., Hermanson, H.M., and Ye, Z.S., 2010). The HLV RCD suggest and welcomes random unannounced inspections of the District's financial transactions by you, the Lassen County Auditor, as the District's Auditing Authority, as a means to aid in the prevention of potential fraud or misrepresentations of District assets.

The HLV RCD is committed to ensuring an open and transparent process to assist with conservation efforts within Lassen County. The current cost of our annual audit is \$6,200. Conducting a bi-annual audit, as many other RCD's of like size do in California, would cost us approximately \$8,000 thus saving the District \$4,400. With this savings, the District can better assist Lassen County with project implementation, regional planning, technical assistance, education, and outreach.

The HLV RCD respectfully asks you to kindly reconsider a recommendation to the Board of Supervisors for bi-annual audit approval and specific recommendations or suggestions that you can provide, to assist us with our mutual desire of ever-increasing financial transparency.

Sincerely,

Jesse Claypool, HLV RCD Board Chair



**California Special
Districts Association**

Districts Stronger Together

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 877.924.2732 Fax: 916.520.2470
www.csda.net

2018 CSDA MEMBERSHIP RENEWAL

To:

Honey Lake Valley Resource Conservation District
170 Russell Avenue, Suite C
Susanville, CA 96130

Membership ID: 2748

Issue Date 11/6/2017

Due Date: December 31, 2017

RMS-Regular Member	\$167.00
Additional Opportunities	
\$25 - 2018 Required State & Federal Labor Law Poster	\$
Total	\$
PAYMENT (Credit card payments may be made online at www.csda.net , by fax or phone)	
Account Name:	Account Number:
Expiration Date	Auth Signature

Please return this form with payment to CSDA Member Services, 1112 I Street, Suite 200, Sacramento, CA 95814, fax: 916.520.2470, or email cassandras@csda.net.

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organizations. The nondeductible portion of your dues is estimated to be 8%. To view dues categories, please visit the CSDA transparency page at www.csda.net

Thank you for being a CSDA Member!

170 Russell Ave., Suite C.
Susanville, CA 96130
(530)252-7271

www.honeylakevalleyrcd.org



RESOURCE
CONSERVATION
DISTRICT

December 8, 2017

The Honorable Tony Mallery
Presiding Superior Court Judge
Lassen Superior Court
2610 Riverside Drive
Susanville, CA 96130

RE: Honey Lake Valley Resource Conservation District – Susan River Water Master Service Area
Annual Report for 2017 – Decree Nos. 4573, 8174 and 8175

Dear Judge Mallery:

Please find enclosed the Honey Lake Valley Resource Conservation District – Susan River Water Master Service Area Annual Report for 2017 – Decree Nos. 4573, 8174 and 8175, as well as the FY 2016/2017 and FY 2017/2018 HLVRCD budgets.

Sincerely,

Ian Sims
District Manager
Honey Lake Valley RCD
170 Russell Avenue, Suite C
Susanville, CA 96130
(530) 257-7271 x110 or (775) 313-1222

Enclosures

SRWMSA 2017 Annual Report
HLVRCD FY 2016/2017 Budget
HLVRCD FY 2017/2018 Budget

The Presiding Judge, Lassen County Superior Court

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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 is comprised 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 of 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. It has its source 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.

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 Activities and Fiscal Information:

The FYE 16/17 Watermaster budget in the amount of \$200,000 was adopted on 5/25/2016. Notification regarding the budget, apportionment and assessment were mailed to the users on 6/10/2016. There were no objections to the apportionment. The budget, apportionment, and assessments were approved and certified to the Lassen County Auditor and the Lassen County Supervisors prior to August 10, 2016.

An audit for FYE 2016 has been completed and is available on the Honey Lake Valley RCD website. The water master ending fund balance (reserve balance) at the end of the period (6-30-17) was \$101,547.40.

2016/17 Water Allocation and Distribution:

The Susan River Watermaster Service Area experienced an extreme amount of precipitation and snow-melt runoff through the winter and early spring of 2017. Near record flows were reached prior to and during the 2017 irrigation season. The general availability of water for the various stream systems is described below.

Parker Creek: First priority water rights were served through the summer.

Baxter/Elysian Creek: Priority users of both Baxter Creek and Elysian Creek could divert their full allotment until late June at which time the available water continued to drop off through the month of September.

Paiute Creek: The water supply in Paiute Creek continued through the season.

Lassen Creek: There was sufficient water in Lassen Creek to meet the allocated water use until early July, at which time it began to taper off.

Hills Creek: The water supply in Hills Creek has continued into September.

Gold Run Creek: The water supply in Gold Run Creek met or exceeded the allocated water use through the month of June at which time it began to diminish, stock was available throughout the course of the Season.

Susan River: Full allocations were available through early June and diminished throughout the course of the season.

Lower Susan River Below the Confluence of Willow Creek: Full allocations were available through the month of June and diminished during the course of the season. Stock water was available throughout the season.

Willow Creek: Full allocations were available through the month of June and diminished substantially during the season. There were some difficulties in providing stock water to some of the users on Willow Creek in the months of July and August due to an abundance of vegetation and silt deposits from winter storm runoff and snow melt.

Bankhead/Sloss Creek: Irrigation water was available until June.

LIC Storage Reservoirs: The storage reservoirs in the Lassen Irrigation Company (LIC) system provided approximately 19,191 acre-feet. Leavitt Lake reached full capacity early in the year,

with a capacity of approximately 12,100 acre-feet. McCoy Flat and Hog Flat Reservoirs reached full capacity by the start of irrigation season. LIC board members chose to keep most of the water in Hog Flat Reservoir this year to be prepared for next irrigation season and plan to shut off water from McCoy on September 15.

Miscellaneous notable events:

1. Of the 375 total diversions (259-Susan River, 93-Baxter, 23-Parker), several were damaged in the high-water events. Several dams and diversions will need repair during the 2017-18 fall and winter months.
2. There were 0 complaints filed with the Watermaster during the 2017 water season.

Appendices A-E

Appendix A: Susan River at Susanville

SUSAN RIVER at SUSANVILLE (SSU)

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	251	468	449	181	73	62	41
2	240	456	445	132	70	62	40
3	251	456	394	123	63	60	40
4	249	438	427	91	56	59	40
5	251	319	431	75	47	59	40
6	240	582	438	65	59	60	40
7	234	1170	438	56	62	62	43
8	227	971	367	53	60	63	
9	261	834	353	49	57	47	
10	304	704	334	44	54	46	
11	334	628	336	43	51	45	
12	365	597	336	56	49	43	
13	373	974	319	43	47	43	
14	394	775	304	34	46	43	
15	422	696	287	31	44	43	
16	500	615	272	90	42	42	
17	515	647	272	84	39	41	
18	544	701	251	79	67	41	
19	579	721	N/A	73	69	41	
20	602	682	N/A	70	68	41	
21	1388	607	N/A	65	68	41	
22	1163	566	N/A	59	67	41	
23	933	564	N/A	53	66	41	
24	831	615	N/A	50	65	40	
25	744	600	N/A	45	65	40	
26	660	569	N/A	42	64	40	
27	610	564	N/A	44	64	39	
28	524	529	N/A	70	64	39	
29	527	491	N/A	68	63	39	
30	577	463	201	77	62	39	
31	512		198		62	40	

Appendix B: Susan River at the Confluence of Willow Creek

SUSAN RIVER at the CONFLUENCE of WILLOW CREEK

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	N/A	N/A	N/A	95	30	5	3
2	N/A	N/A	N/A	91	17	5	4
3	N/A	N/A	N/A	88	17	5	4
4	N/A	N/A	N/A	87	12	4	4
5	N/A	N/A	N/A	85	10	5	4
6	N/A	N/A	N/A	82	11	5	4
7	N/A	N/A	N/A	80	11	7	4
8	N/A	N/A	N/A	80	15	8	
9	N/A	N/A	N/A	73	13	7	
10	N/A	N/A	N/A	71	12	6	
11	N/A	N/A	N/A	62	11	6	
12	N/A	N/A	N/A	73	12	7	
13	N/A	N/A	N/A	67	10	9	
14	N/A	N/A	N/A	62	8	9	
15	N/A	N/A	N/A	60	7	10	
16	N/A	N/A	N/A	53	6	6	
17	N/A	N/A	N/A	48	5	6	
18	N/A	N/A	N/A	43	5	6	
19	N/A	N/A	95	42	4	7	
20	N/A	N/A	90	38	4	9	
21	N/A	N/A	74	36	5	10	
22	N/A	N/A	76	32	7	9	
23	N/A	N/A	80	30	7	6	
24	N/A	N/A	84	19	8	6	
25	N/A	N/A	86	19	8	6	
26	N/A	N/A	88	19	8	4	
27	N/A	N/A	93	32	8	4	
28	N/A	N/A	92	31	7	4	
29	N/A	N/A	91	29	6	4	
30	N/A	N/A	94	25	5	3	
31	N/A		96		5	3	

Appendix C: Willow Creek at the Confluence of the Susan River

WILLOW CREEK at the CONFLUENCE of the SUSAN RIVER

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	N/A	N/A	N/A	62	13	8	6
2	N/A	N/A	N/A	51	12	8	6
3	N/A	N/A	N/A	42	11	8	6
4	N/A	N/A	N/A	37	11	8	6
5	N/A	N/A	N/A	32	10	8	6
6	N/A	N/A	N/A	29	11	9	6
7	N/A	N/A	N/A	25	10	10	7
8	N/A	N/A	N/A	23	11	10	
9	N/A	N/A	N/A	19	11	10	
10	N/A	N/A	N/A	18	11	10	
11	N/A	N/A	N/A	16	10	6	
12	N/A	N/A	N/A	18	10	6	
13	N/A	N/A	N/A	16	10	6	
14	N/A	N/A	N/A	16	9	6	
15	N/A	N/A	N/A	15	9	7	
16	N/A	N/A	N/A	14	9	6	
17	N/A	N/A	N/A	14	8	6	
18	N/A	N/A	89	14	8	6	
19	N/A	N/A	77	13	8	6	
20	N/A	N/A	58	14	8	6	
21	N/A	N/A	32	13	8	7	
22	N/A	N/A	29	12	8	7	
23	N/A	N/A	33	12	8	6	
24	N/A	N/A	37	12	8	6	
25	N/A	N/A	39	13	8	6	
26	N/A	N/A	43	12	9	6	
27	N/A	N/A	58	13	9	6	
28	N/A	N/A	52	13	9	6	
29	N/A	N/A	52	13	8	6	
30	N/A	N/A	62	12	8	6	
31	N/A		74		8	6	

Appendix D: McCoy Flat Reservoir Outflows

MCCOY FLAT RESERVOIR OUTFLOWS

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	N/A	N/A	N/A	N/A	N/A	28	25
2	N/A	N/A	N/A	N/A	N/A	28	25
3	N/A	N/A	N/A	N/A	N/A	28	25
4	N/A	N/A	N/A	N/A	N/A	28	25
5	N/A	N/A	N/A	N/A	N/A	28	24
6	N/A	N/A	N/A	N/A	N/A	28	24
7	N/A	N/A	N/A	N/A	N/A	28	24
8	N/A	N/A	N/A	N/A	N/A	28	24
9	N/A	N/A	N/A	N/A	N/A	28	24
10	N/A	N/A	N/A	N/A	N/A	28	24
11	N/A	N/A	N/A	N/A	N/A	28	24
12	N/A	N/A	N/A	N/A	N/A	28	21
13	N/A	N/A	N/A	N/A	N/A	28	21
14	N/A	N/A	N/A	N/A	34	28	21
15	N/A	N/A	N/A	N/A	34	27	21
16	N/A	N/A	N/A	N/A	34	27	N/A
17	N/A	N/A	N/A	N/A	34	27	N/A
18	N/A	N/A	N/A	N/A	34	27	N/A
19	N/A	N/A	N/A	N/A	34	27	N/A
20	N/A	N/A	N/A	N/A	34	27	N/A
21	N/A	N/A	N/A	N/A	34	27	N/A
22	N/A	N/A	N/A	N/A	34	27	N/A
23	N/A	N/A	N/A	N/A	34	27	N/A
24	N/A	N/A	N/A	N/A	30	27	N/A
25	N/A	N/A	N/A	N/A	30	27	N/A
26	N/A	N/A	N/A	N/A	30	27	N/A
27	N/A	N/A	N/A	N/A	30	27	N/A
28	N/A	N/A	N/A	N/A	30	27	N/A
29	N/A	N/A	N/A	N/A	30	27	N/A
30	N/A	N/A	N/A	N/A	30	27	N/A
31	N/A	N/A	N/A	N/A	30	27	

Appendix E: Hog Flat Reservoir Outflows

HOG FLAT RESERVOIR OUTFLOWS

DAY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	N/A	N/A	N/A	N/A	18	17	N/A
2	N/A	N/A	N/A	N/A	18	17	N/A
3	N/A	N/A	N/A	N/A	18	17	N/A
4	N/A	N/A	N/A	N/A	18	17	N/A
5	N/A	N/A	N/A	N/A	18	17	N/A
6	N/A	N/A	N/A	N/A	18	17	N/A
7	N/A	N/A	N/A	N/A	18	17	N/A
8	N/A	N/A	N/A	N/A	18	17	N/A
9	N/A	N/A	N/A	N/A	18	17	N/A
10	N/A	N/A	N/A	N/A	18	N/A	N/A
11	N/A	N/A	N/A	N/A	18	N/A	N/A
12	N/A	N/A	N/A	N/A	18	N/A	N/A
13	N/A	N/A	N/A	N/A	18	N/A	N/A
14	N/A	N/A	N/A	N/A	18	N/A	N/A
15	N/A	N/A	N/A	N/A	18	N/A	N/A
16	N/A	N/A	N/A	N/A	18	N/A	N/A
17	N/A	N/A	N/A	N/A	18	N/A	N/A
18	N/A	N/A	N/A	N/A	18	N/A	N/A
19	N/A	N/A	N/A	N/A	18	N/A	N/A
20	N/A	N/A	N/A	N/A	18	N/A	N/A
21	N/A	N/A	N/A	N/A	18	N/A	N/A
22	N/A	N/A	N/A	N/A	18	N/A	N/A
23	N/A	N/A	N/A	N/A	18	N/A	N/A
24	N/A	N/A	N/A	N/A	18	N/A	N/A
25	N/A	N/A	N/A	N/A	17	N/A	N/A
26	N/A	N/A	N/A	18	17	N/A	N/A
27	N/A	N/A	N/A	18	17	N/A	N/A
28	N/A	N/A	N/A	18	17	N/A	N/A
29	N/A	N/A	N/A	18	17	N/A	N/A
30	N/A	N/A	N/A	18	17	N/A	N/A
31	N/A	N/A	N/A	18	17	N/A	