



**PUBLIC NOTICE**  
**Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**5302574127 ext. 100**

Attachments available 10/21/24 at [www.honeylakevalleyrzd.us](http://www.honeylakevalleyrzd.us)

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

**Location: 170 Russell Ave., Suite C, Susanville CA 96130**

**Time: 5:30 PM**

**AGENDA**

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

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

**I. CALL TO ORDER, ROLL CALL**

**II. APPROVAL OF AGENDA -**

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

**III. PUBLIC COMMENT**

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

**IV. CONSENT ITEMS –**

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

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

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

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

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

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

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

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

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

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

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

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

**VII. REPORTS**

- A. District Manager Report – Siemer (attachment)  
B. Watermaster / WAC Report – Burvant  
C. NRCS Report - Stephens  
D. Unagendized reports by board members

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

**VIII. ADJOURNMENT TO CLOSED SESSION**

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

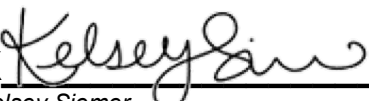
*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.*

**IX. RETURN TO OPEN SESSION**

**X. ADJOURNMENT**

The next Honey Lake Valley RCD meeting will be **November 24th, 2024, at 5:30 PM.** The location is 1516 Main Street, Susanville, CA.

*I certify that on Monday, October 21st, 2024 agendas were posted as required by Government Code Section 54956 and any other applicable law.*

**X**   
\_\_\_\_\_  
Kelsey Siemer  
District Manager



**PUBLIC NOTICE**  
**Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**5302574127 ext. 100**

Attachments available 09/23/2024 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us) ■

**Date: Thursday, September 26th, 2024**

**Location: 170 Russell Ave., Suite C, Susanville CA 96130**

## **MEETING MINUTES**

### **\*votes taken via role call\***

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

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

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

Board member Jesse Claypool called the meeting to order at 5:32PM, and a quorum was noted.

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

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

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

#### **III. PUBLIC COMMENT - NONE**

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

#### **IV. CONSENT ITEMS –**

- A. Correspondence
- B. Meeting Minutes – 08/26/2024
- C. Financial Reports
- D. Agreements/Contracts

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

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

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

- A. Discussion, Consideration, and Approval of the Board's Response to CARCD Bylaws Committee on the Proposed Updates and Alternatives to the November 2018 CARCD Bylaws (attachments)

Board member Laurie Tippin made a motion to approve the Board's Response, Board Member Robin Hanson seconded and the motion passed unanimously.

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

- B. Consideration and approval of EPA Community Change Grant Partnership Agreement (attachment)

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

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

- C. Consideration and approval of Honey Lake Valley RCD's Diversity, Equity, and Inclusion Statement (attachment)

Board Member Will Johnson made a motion to approve the statement, Board member Laurie Tippin amended to motion to remove the sentence "However, our work has only just begun", Robin Hanson seconded the motion with the amendment and the motion passed unanimously.

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

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

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

Held

#### **VII. REPORTS**

- A. District Manager Report – Siemer (attachment)  
Kelsey gave updates on all grant projects and all administrative tasks.
- B. Watermaster / WAC Report – Burvant  
Kelsey gave updates relayed from Brian on the service area..

C. CARCD Report - Hanson

The regional meeting will be held Friday, September 27th at 9am at the office. All are welcome.

D. NRCS Report

Anne gave updates on current contracts and new staff members.

E. Unagendized reports by board members

Will give a PBA update.

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

**VIII. ADJOURNMENT- 10:10PM**

The next Honey Lake Valley RCD meeting will be **October 24th, 2024, at 5:30 PM.**

The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*Respectfully Submitted,*



Kelsey Siemer  
District Manager

APPROVED: \_\_\_\_\_

Jesse Claypool, RCD Board  
Chairperson

DATE: 10/24/2024

**POLICY TITLE:** Grant and Agreement Authority  
**POLICY NUMBER:** 3155

**3155** The Honey Lake Valley RCD delivers many of its services through external grants and agreements. As such, a policy is needed for the efficient delivery of services to the community through these grants and agreements. The purpose of this policy is to establish the District’s authority to submit applications or proposals and execute grants and/or agreements. This policy applies to all grants and/or agreements to which the District is a party or that create an obligation on the District.

**3155.1** The Chair of the Board of Directors has the definitive authority to submit applications/proposals and execute all grants or agreements on behalf of the District. The Chair is authorized to delegate this signatory authority to others in the organization.

**3155.2** The Board of Directors, through the Chair of the Board, may delegate in writing to the District Manager the signatory authority to submit applications or proposals and/or be the signatory on grants and agreements on behalf of the Honey Lake Valley RCD, including their modifications, unless the sponsor requires a higher level signatory.

**3155.3** The following chart identifies the authority that may be delegated to the District Manager in writing.

Potential Total Value*	Submit Application/Proposal	Execute Grant/Agreement
< \$25,000	DM	DM
≥ \$25,000 to < \$100,000	DM	DM-Board notification
≥ \$100,000	DM-prior Board approval	DM-prior Board approval
*-Potential Total Value is the sum of all funds being requested + cost share amount		
DM = District Manager		

**3155.4** A person with delegated authority must not sign any document or obligate the District to a grant or agreement in which they may have a significant personal interest preventing objective analysis or may receive a personal advantage or benefit.

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k.	2025: Personal Possessions in the Workplace
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p.	2048: District Vehicle Use (02/22/2017)
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- ~~llll. 2950: Job Description – District Manager (rescinded 04/25/2024)~~



# HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

January 2025						
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	

January		
01/01/25 (Wed)	New Year's Day (observed 1/1/2025)	Holiday
01/09/25 (Thu)	Organizational Meeting	WAC Meeting
01/13/25 (Mon)	Martin Luther King Day	Holiday
01/23/25 (Thu)	Organizational Meeting, Adopt Calendar, FY24/25 Mid-Year Budget Review, WAC Appointments	RCD Meeting

February 2025						
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		
02/17/25 (Mon)	President's Day	Holiday
02/20/25 (Thu)	FY25/26 RCD/WM Draft Budget Review, FY24/25 Annual Work Plan Review	RCD Meeting

March 2025						
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

March		
03/01/25 (Sat)	Irrigation Season Begins	Deadline
03/13/25 (Thu)	FY25/26 Draft Budget Review, Direct Billing	WAC Meeting
03/27/25 (Thu)	1st Reading - FY25/26 RCD/WM Budget, 1st Reading - FY25/26 Annual Work Plan	RCD Meeting

April 2025						
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		
04/24/25 (Thu)	2nd Reading - FY25/26 AWP, FY25/26 RCD/WM Budget Begin 5:30 schedule	RCD Meeting

May 2025						
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

May		
05/01/25 (Thu)	Update WM Control Cards	Deadline
05/08/25 (Thu)		WAC Meeting
05/22/25 (Thu)	Adopt FY25/26 AWP, Budget Hearing - Approve FY25/26 RCD/WM Budget, Initiate WM Assessment Apportionment	RCD Meeting
05/26/25 (Mon)	Memorial Day	Holiday

June 2025						
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		
06/10/25 (Tue)	Apportionment and Assessment Letters Due to Water Users	Deadline
06/26/25 (Thu)	Review RCD Board Appointments	RCD Meeting
		-



# HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

July 2025						
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		
07/04/25 (Fri)	Independence day	Holiday
07/10/25 (Thu)		WAC Meeting
07/24/25 (Thu)	Certify Apportionments to Auditor, Initiate FY24/25 Audit, Annual DM Evaluation	RCD Meeting

August 2025						
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

August		
08/06/25 (Wed)	Certified Apportionments due to Auditor	Deadline
08/28/25 (Thu)	Board Meeting	RCD Meeting

September 2025						
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		
09/01/25 (Mon)	Labor Day	Holiday
09/11/25 (Thu)	Draft 2024/2025 SRWSA Annual Use Report	WAC Meeting
09/25/25 (Thu)	1st Reading - 2024/2025 SRWSA Annual Use Report	RCD Meeting

October 2025						
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		
10/13/25 (Mon)	Indigenous Peoples Day	Holiday
10/23/25 (Thu)	2nd Reading - 2024/2025 SRWSA Annual Use Report, 1st Reading - 2026 RCD Calendar	RCD Meeting
10/31/25 (Fri)	Irrigation Season Ends - Direct Billing	Deadline

November 2025						
Su	M	Tu	W	Th	F	Sa
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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

November		
11/11/25 (Tue)	Veterans Day (Observed Friday 11/10/23)	Holiday
11/13/25 (Thu)	Approve 23/24 SRWSA Annual Use Report	WAC Meeting
11/20/25 (Thu)	Approve SRWSA Annual Usage Report, 2nd Reading Calendar	RCD Meeting
11/27/25 (Thu)	Thanksgiving	Holiday
11/28/25 (Fri)	Thanksgiving Holiday	Holiday

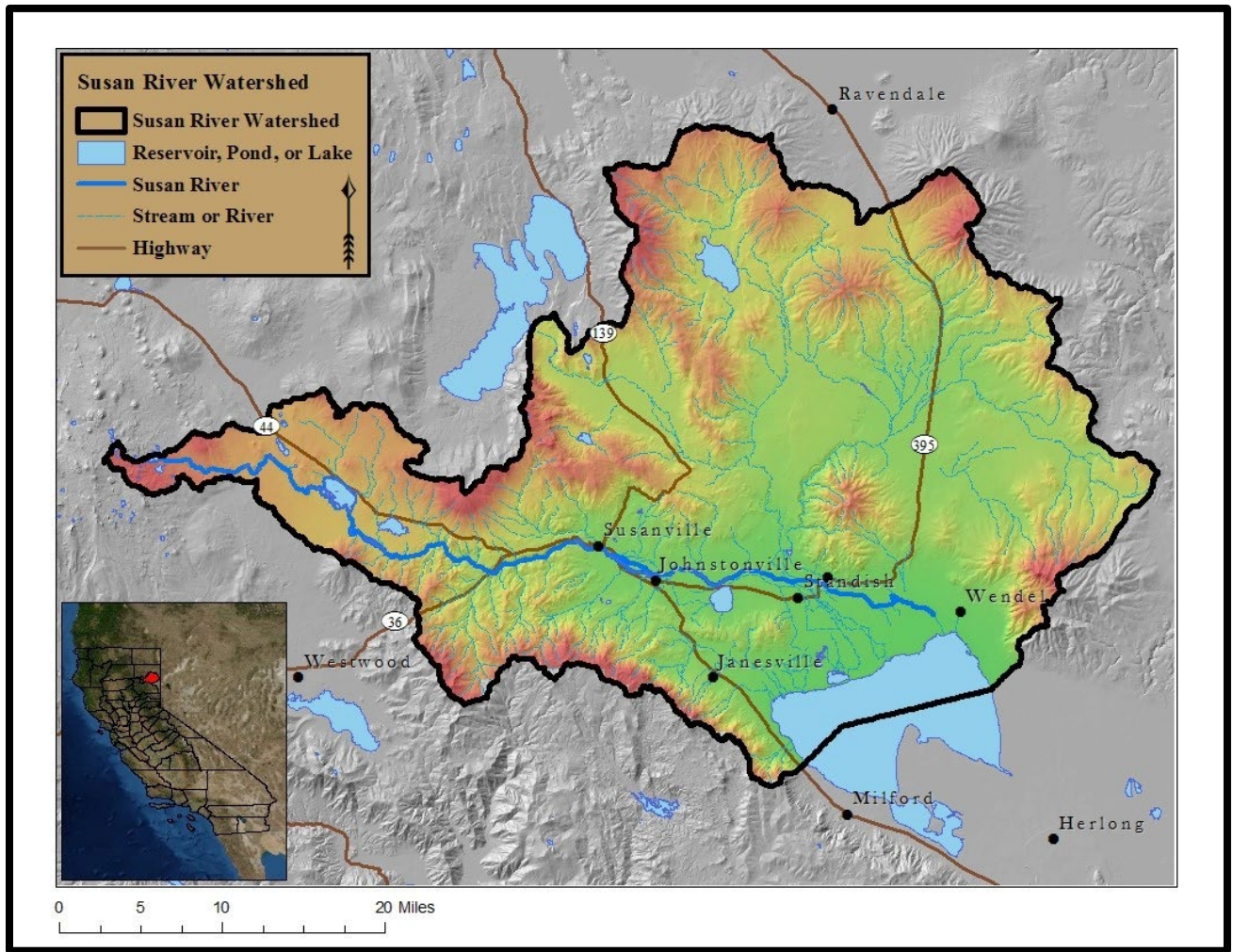
December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

December		
12/24/25 (Tue)	Christmas Eve	Holiday
12/25/25 (Thu)	Christmas Day Observed	Holiday
12/31/25 (Wed)	SRWSA Annual Use Report submitted to Court	Deadline



HONEY LAKE VALLEY  
RESOURCE  
CONSERVATION  
DISTRICT

# 2023-2024 SUSAN RIVER WATERMASTER SERVICE AREA



ANNUAL USE REPORT - 2023/2024

# Susan River

## Watermaster Service Area

### Annual Use Report- 2023/2024

Fiscal Year: July 1, 2023 - June 30, 2024  
Irrigation Season: March 1, 2024 - October 31, 2024  
Storage Season: November 1, 2024 - February 29, 2025

Lassen County, California  
Decree No.'s 4573, 8174 and 8175  
Submitted by December 31, 2024 to  
The Presiding Judge, Lassen County Superior Court



Prepared By:  
*Honey Lake Valley Resource Conservation District*  
170 Russell Ave.  
Susanville, CA 96130

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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 consists 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 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. Its source is 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.

## Precipitation Outlook for 2024-2025

The National Ocean and Atmospheric Administration (NOAA) has predicted as of September 9, 2024 average precipitation in the Susan River basin this fall, possibly slightly lower than last year. No large increase or decrease in amounts of rain or snow are forecast. As no long term forecast can be 100 percent accurate, this outlook could be only used as a guide.



## 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 Service Fiscal Information:

The Fiscal Year 2023/2024 Watermaster Service Budget was adopted on June 22<sup>nd</sup>, 2023 in the amount of \$290,350.51. The Fiscal Year 2024/2025 Watermaster Service budget was adopted on May 23<sup>rd</sup>, 2024 in the amount of \$290,350.51. Fiscal Year 23/24 and 24/25 budgets saw no increase between them as there was a savings in the personnel cost from the prior budget year. The required notification regarding the budget, apportionment, and individual assessments were mailed to the users and filed with the Lassen County Superior Court before June 15, 2023. There were no filed objections to the budget or apportionment within 15 days or thereafter; and thus, deemed approved by the Court without further hearing. The approved budget, apportionment, and individual assessments were certified to the Lassen County Auditor and the Lassen County Board of Supervisors prior to August 10, 2023.

## 2023/2024 Water Allocation and Distribution:

The Susan River Watermaster Service Area experienced above average precipitation compared to the area's average. Based on California Cooperative Snow Surveys for the Northern California area, the year started out with above average snowfall. With above 100 percent average

snowfall, the water available to users lasted longer than normal. The general availability of water for the various stream systems is described below.

**Lassen Creek:** No diversion data available, but Lassen Creek provided water through August of 2024 before drying up.

**Hills Creek:** Hills Creek has a prorated supply throughout the year, adding a small amount of flow to Gold Run Creek. No diversion data available.

**Gold Run Creek:** Water was available in prorated amounts for irrigation until the time of this report. Two to three cubic feet per second still flowing into the month of September 2024, providing a percentage of water rights to users on Gold Run Creek.

**Upper Susan River:** Flows for the Upper Susan met the full requirements of the Schedule 5, 2nd priority water right allotments up until early August. Stock water was available to most users through September. Flows decreased in September, providing percentages of water right at the time of this report.

**Lower Susan River Below the Confluence of Willow Creek:** The Lower Susan had irrigation water for Schedule 3, 3<sup>rd</sup> priority users until late April and was nearly sufficient for Schedule 3, 2<sup>nd</sup> priority users until mid-late June. Stock water was available to most users until mid-August. Past this point, users were able to exercise stock watering rights at a percent of water rights depending on the flow at Colony Dam.

**Willow Creek:** Prorated allocations were available through late August. Flows were sufficient for regular stock watering of the second priority until September. Conveyance of stock water to downstream users continues at the time of this report.

**Bankhead/Sloss Creek:** No diversion data available. At the time of this report, these creeks are dry. No water flow is expected to return till after the season ends.

**Lassen Irrigation Company Storage Reservoirs:** LIC began diverting water from McCoy Flat on June 20, 2024. Water release from McCoy flat reservoir ended on August 27, 2024.

**Baxter Creek:** Upper Baxter Creek has had consistent flow during the summer months, with water available at a percentage of right. The lower end of Baxter Creek flows fell off during the month of June, and will not supply water again till after the season ends.

## **Miscellaneous Notable Events:**

1. Brian Burvant started as the new Watermaster May 28, 2024. Brian has previously been employed by the Lassen Irrigation Company, the Lassen County Agriculture Department, and has an extensive background in farming, irrigating, and construction.
2. The Old Channel Realignment and Piping Project was substantially completed on August 12th, 2024. This project will conserve over 400 acre-feet of water per year for the Old Channel and Jensen Slough users.

## **Appendices A-C**

Numerical values are in cubic feet per second (cfs)  
A blank space or "0" indicates no reading.

## Appendix A: Department of Water Resources, Digital Gauge Data

FLOW OF SUSAN RIVER at SUSANVILLE (SSU) ( $\frac{ft^3s^{-1}}{CFS}$ )

Day	March	April	May	June	July	August	September
1	270	292	240	66	79	60	8
2	220	258	219	64	78	60	6
3	209	292	217	61	76	59	6
4	189	440	211	62	75	62	6
5	170	340	276	56	74	60	6
6	189	292	225	52	72	58	6
7	253	251	225	47	72	56	6
8	258	222	195	42	71	56	6
9	234	234	175	42	71	55	5
10	253	249	170	40	70	55	5
11	279	326	176	38	70	55	5
12	256	416	175	35	69	55	6
13	286	448	181	33	67	54	6
14	246	380	190	31	69	55	7
15	224	328	184	30	71	54	6
16	225	318	176	29	70	39	6
17	237	338	173	29	67	38	8
18	260	418	165	29	66	37	9
19	311	382	155	28	66	38	
20	354	433	163	27	66	38	
21	388	468	156	26	66	37	
22	422	462	150	85	64	37	
23	471	457	141	85	64	37	
24	390	431	105	85	62	38	
25	320	401	96	83	65	46	
26	292	399	90	86	64	41	
27	268	322	85	82	66	39	
28	283	294	80	83	66	36	
29	260	279	78	79	67	16	
30	260	256	72	78	61	10	
31	305		69		62	9	

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. Throughout the beginning of the season, the River commonly had dramatic increases and decreases in flow, in the span of 8-48 hours. Because of this, some of the above daily averages may be skewed. Values measured in CFS for the irrigation season from March 1<sup>st</sup>, 2024 to October 31<sup>st</sup>, 2024.

Susan River Watermaster Service Area - Annual Use Report  
 2023/2024

**FLOW OF SUSAN RIVER at the CONFLUENCE of WILLOW CREEK (SSD) ( $ft^3s^{-1}/CFS$ )**

Day	March	April	May	June	July	August	September
1	34	67	52	56	14	6	6
2	22	79	56	53	19	6	4
3	25	0	69	43	18	4	4
4	22	0	69	35	15	3	5
5	20	66	41	36	14	4	4
6	31	48	51	35	14	3	3
7	28	49	54	33	9	4	0
8	15	64	49	28	5	0	0
9	23	71	44	28	4	0	0
10	21	0	32	32	3	0	0
11	23	0	27	24	3	3	0
12	34	0	28	24	5	5	0
13	26	0	28	29	4	5	0
14	20	82	29	26	4	6	0
15	58	90	34	21	4	4	0
16	80	97	36	22	4	4	0
17	79	0	31	21	5	5	0
18	82	0	32	19	5	5	0
19	85	0	29	19	4	5	
20	0	0	33	15	4	7	
21	0	0	27	14	4	6	
22	0	0	24	17	8	5	
23	0	0	21	20	8	4	
24	70	0	70	15	9	4	
25	61	0	67	14	8	7	
26	86	0	65	17	9	8	
27	0	42	64	15	9	5	
28	89	69	62	16	11	3	
29	80	57	56	14	17	4	
30	0	50	55	14	12	4	
31	79		57		8	5	

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. The '0' represents known extremely high flows, overtopping the gauge sensor and reading as zeros or an error in the system. Values measured in CFS for the irrigation season from March 1<sup>st</sup>, 2024 to October 31<sup>st</sup>, 2024.

Susan River Watermaster Service Area - Annual Use Report  
 2023/2024

**FLOW OF WILLOW CREEK at the CONFLUENCE of the SUSAN RIVER (WCD) ( $ft^3s^{-1}/CFS$ )**

Day	May	June	July	August	September
1	0	19	10	7	4
2	0	19	10	7	4
3	0	19	10	5	4
4	96	17	9	5	4
5	0	17	8	5	4
6	0	17	8	5	4
7	96	16	7	6	4
8	94	14	6	5	4
9	90	14	7	5	4
10	85	14	7	4	4
11	82	13	7	4	4
12	84	13	7	5	4
13	84	15	6	5	3
14	86	14	5	5	2
15	90	12	6	4	0
16	90	10	6	4	4
17	88	11	6	5	4
18	87	11	6	5	4
19	87	11	6	4	
20	88	10	6	5	
21	86	9	5	4	
22	84	10	6	4	
23	79	10	6	4	
24	21	9	6	4	
25	20	10	6	4	
26	19	11	8	5	
27	19	10	7	5	
28	19	10	7	4	
29	18	10	8	4	
30	19	10	7	4	
31	20		7	4	

Note: These daily values were averaged from the gauge's 'Real Time' 15-minute interval data. The '0' represents known extremely high flows, overtopping the gauge sensor and reading as zeros. Data unavailable before May 1st, 2024. Values measured in CFS for the irrigation season from March 1st, 2024 to October 31st, 2024.

## Appendix B: Susan River Flow Graphs



### SSD (SUSAN RIVER NEAR STANDISH)



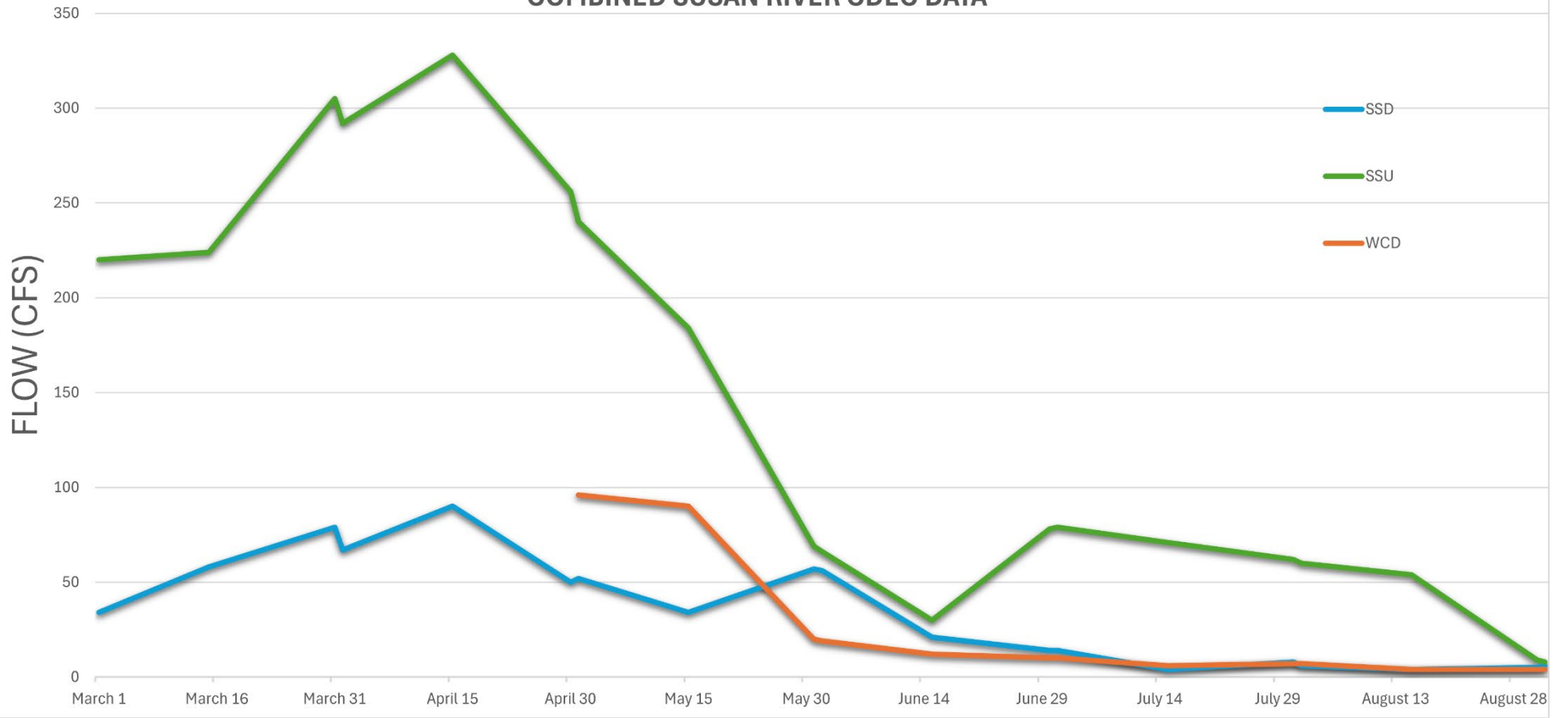
### SSU (SUSAN RIVER AT SUSANVILLE)



### WCD (WILLOW CREEK NEAR STANDISH)



### COMBINED SUSAN RIVER CDEC DATA



## Appendix C: Various Points of Diversion Measurements

### McCoy Flat Reservoir Outflow

Day	June	July	August	September	October
1					
2		59.3			
3	1.17				
4					
5					
6					
7					
8					
9			45.3		
10					
11					
12		56	45.3		
13					
14	1.17				
15					
16		54.5			
17					
18					
19			24.6		
20	61.8				
21	61.8				
22		53.7			
23			25.2		
24		52.1			
25	60.9				
26			24.9		
27			1.1		
28					
29		49			
30					
31					

### Gold Run Creek - Top

Day	July	August	September	October
1				
2				
3				
4				
5				
6		1.96		
7				
8				
9				
10				
11				
12				
13		2.01		
14				
15				
16				
17				
18				
19		2.9		
20				
21				
22				
23				
24				
25				
26				
27				
28		3		
29				
30				
31				

**Willow Creek - Top**

Day	May	June	July	August	September	October
1	7.1					
2						
3						
4						
5						
6				8.26		
7						
8						
9						
10			6.44			
11						
12						
13						
14						
15						
16						
17						
18		7.14	6.72			
19				7.05		
20						
21						
22						
23						
24						
25						
26				6.82		
27						
28						
29						
30			8.56			
31						



# **Honey Lake Valley RCD District Manager Report**

Kelsey Siemer - District Manager

October 24th, 2024

## **RCD Administration:**

- Bookkeeping
  - Monthly reports attached
  - Audit - November 18th & 19th - Single Audit Required
    - Working with CPA / Bookkeeping Team
- Admin:
  - Flew the “Restoration and Resiliency Coordinator” position to assist with restoration and watershed project workload
    - First round of interviews will be this week
  - **Every meeting past tonight will be at the new office - 1516 Main Street.**

## **Watermaster:**

- Annual Use Report
  - Completed - 2nd reading tonight, final WAC approval in November, final Board approval at November meeting
- Winter time plan is to develop an SOP for Apportionments, Billing, and Use Reports
- Direct Billings will go out this week
- Other updates in Watermaster Report
- WAC
  - Next meeting November 14, 2024 - final WAC approval of AUR

## **Grant Updates:**

- **DWR: Urban and Multi-benefit Drought Relief Grant Program - Old Channel Project**
  - Project is CLOSED with DWR!
  - Working on paying remaining invoices
- **DWR: Lahontan Basin IRWM Implementation - Rounds 1 and 2**
  - Round 1: Lead Admin Agency for City of Susanville / Round 2:
    - Updated timeline has ground breaking on August 1, 2025 (sooner if the levels drop in the Susan River)
    - J-U-B still working on permit for Madeline / Ravendale
- **DOC: Susanville Ranch Park - Riparian Corridor and Working Lands Restoration**
  - Signage is *still* in the works
  - **Ranch Park Willow Planting Volunteer Day: October 13th!**
    - Working with Trout Unlimited, Keep America Beautiful, Keep CA Beautiful, CA Volunteers
    - Had about 30-35 volunteers - social media post coming soon
    - Planted appx. 150 willows, maintained 5 BDAs

- **USFS: Post Fire Recovery - Sheep, Hog and Dixie Fire Scars**
  - Applied for the next round of Dixie Fire scar funding through USFS
  - Catherine is presenting at the CARCD conference in December!
- **NACD: TA2022**
  - Final report due October 30th
  - Returning appx. \$4,600 to NACD because of inaccurate calculations for the cost of RCD staff time.
- **SNC: Modoc RCD Capacity Building**
  - Catherine, Kelsey, and Robin to use the funding to attend / present at CARCD Annual Conference in December
- **Watershed Coalition: Lassen PBA**
  - Site Visit held October 19 with Terra Fuego in Janesville
  - Good turnout of people interested in PBA / generally worried about RX fire
  - Wanting to keep program going - no funding
- **NRCS: CARCD Underserved Farmers and Ranchers**
  - Using the remainder of our funds / extended grant agreement to host 1 NRCS workshop
- **CAL FIRE Workforce Development Grant:**
  - No upcoming trainings for Catherine - too busy with USFS Post Fire fall activities
- **CAL FIRE Forest Management Plan Grant:**
  - Catherine working with Tim to draft FMPs and complete plots
  - Grant expires in Dec. 2024
- **BLM GNA: Restoration Projects**
  - Site visit to first project site this Friday
  - R & R coordinator will be spearheading this grant

### **New and Upcoming:**

- Working on a possible Grant Proposal for Wildlife Fencing along 395 corridor
  - Funding possibilities include RCPP, Prop 4, or other State pools
- Looking at DPR Alliance Grant opportunity to fund an invasives program focused on:
  - Mulching for puncturevine treatment, Purge the Spurge: Myrtle Spurge, Goat or Sheep grazing program for forest health
- Kelsey was asked to speak at NACD National Conference in February in Salt Lake City
  - Working with NACD on a stipend to help with cost of attendance
- LCC EPA Community Change Grant:
  - Application due November 21
  - Kelsey to review budget this week

- Opportunity to partner with Modoc RCD and Susanville Indian Rancheria to create a Native Youth Internship Program
  - Really wanting it to be a regional / shared intern program
  - Possibility to tie with the LCC grant proposal, if funded
  - Looking for funding opportunities with SNC and Sierra Institute
- Short term monitoring project with Trout Unlimited in the Pine Creek area
  - Flow monitoring and data collection
  - Brain, Kelsey, and Catherine went for installation to learn about their data monitors / as a training opportunity this week
  - Will be the Restoration and Resiliency Coordinator's responsibility starting next Spring