

# CARSON TRUCKEE WATER CONSERVANCY DISTRICT

Regular Meeting

March 12, 2024

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## **DIRECTORS:**

Todd Westergard

John Capurro

Mike Nevin

Karen Baggett (Zoom)

Ernie Schank

John Enloe (Zoom)

Ed James

Tyler Henderson

## **ABSENT:**

Ty Minor

Pete Olsen

## **OTHER:**

Kayla Dowty, Engineer

Leo Bergin, Attorney

## **GUESTS:**

## **Staff**

Mary Pat Eymann

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### **1. CALL THE REGULAR MEETING TO ORDER @ 10:05, DETERMINATION OF QUORUM**

President Westergard called the regular meeting to order, quorum present.

### **2. PUBLIC COMMENT – None**

### **3. APPROVE AGENDA –**

No changes to posted agenda.

### **4. APPROVE MINUTES FOR FEBRUARY 13, 2024, FINANCIAL STATEMENTS AND CHECKS WRITTEN AS SUBMITTED –**

- ❖ Director Capurro made a motion to approve the minutes and Financial Statements as submitted; seconded by Director Schank; motion carried.

### **5. WATER MASTERS REPORT AND DISCUSSION –**

*A complete copy of the Water Report is available at District Offices or on the internet at [troa.net](http://troa.net) and the SNOTEL report at [wcc.sc.egov.usda.gov/reports/SelectUpdateReport.html](http://wcc.sc.egov.usda.gov/reports/SelectUpdateReport.html)*

### **6. DISCUSSION, DIRECTION TO STAFF AND POSSIBLE ACTION ON NEW ACCOUNTING FIRM – Staff**

A letter was received from our current accountants (Barnard, Vogler) stating that due to staffing shortages and keeping up with governmental requirements they would no longer be able to complete our audit. They can however do the budget for FY24-25. Information requests were submitted to a couple of accounting firms with only one response that could accommodate the District from Silva & Associates. A copy of the proposal was presented to the Board and is available at District offices. The WCWCD in their meeting stated that if the CTWCD approved they were fine with using Silva.

- ❖ Director Capurro made a motion to accept the firm of Silva & Associates as the auditors for the District; seconded by Director James; motion carried.

**7. DISCUSSION, ACTION, AND POSSIBLE APPROVAL OF USGS STREAM GAUGING PROGRAM FOR 2024 – 2025 IN THE AMOUNT OF \$8,919 AND SIGNING OF THE JOINT FUNDING AGREEMENT – Staff**

- ❖ Director Schank made a motion to approve the USGS Stream Gauging contract and the signing of said agreement; seconded by Director Nevin; motion carried.

**8. REPORT FROM SUB-COMMITTEE (DISBURSEMENT OF DISTRICT FUNDS FOR GRANTS AND REVIEW OF DUTIES, PURPOSE OF THE DISTRICT) – Todd Westergard & Ernie Schank**

The sub-committee met following last month's meeting (February 13, 2024) consisting of Director's Westergard, Schank, Capurro, and Enloe. As a result of that meeting Mike Workman (CWSD) was contacted and a meeting occurred between Mr. Workman, and Stacy Giomi from CWSD and Director's Westergard, Schank and Capurro from CTWCD.

It was a very productive meeting. The funding revenue was discussed as far as what CTWCD receives from the Carson River Counties versus the revenue received from Truckee River Counties.

Director Schank presented the idea of presenting the CWSD dollar amount based on the percentage of revenue received from the Carson side annually. The CWSD would then allocate the funds pursuant to an interlocal agreement that would layout how that occurs annually. CTWCD does not want to tie ourselves to a specific amount every year but to have some latitude. If an interlocal agreement were entered into CTWCD would let CWSD know by a specific date how much money would be available.

Director Schank does sit on both the CTWCD and CWSD boards. Director Schank feels that it would be better to give whatever portion of money the District deems as available to CWSD as they have a better understanding of the Carson River. The money can then be used as CWSD sees fit.

Director Westergard stated that the other topic discussed with CWSD was the status of the Sub-District and whether there needs to be a member of CWSD on the CTWCD Board. The impression was that there was probably not a need going forward. This would take a trip to Court. This is something to take into consideration for the future.

Director Schank advised that the reason the issue of the CWSD having a member on this Board came up as the original intent was a repayment for upstream storage on the Carson River. The original intent has changed.

Chairman Westergard stated that the sub-committee would take the items discussed today and work on an interlocal agreement then re-convene after next month's meeting and report back to the full Board.

**9. DISCUSSION, DIRECTION AND POSSIBLE ACTION REGARDING THE 2024-2025 BUDGET – Staff**

A copy of the draft budget numbers was presented to the Board and is available at District offices.

A new expense account called "Capital Maintenance" was added for \$50,000.

Director James stated that the CWSD has an account that they use for balances in the General Fund so that it can be accessed for projects that may arise. General Fund monies cannot be touched but if an account is set up as an emergency contingency account separate from the budget it can be used.

Engineer Dowty stated that the idea this year for the Capital Maintenance account would be to use it for the Riverside Drive project. Ms. Dowty proceeded with agenda item #11 at this time as it pertains to the budget. (see agenda item 11)

The project is making great progress with all parties. At this point some of the roles and responsibilities have been identified to get the project done. For CTWCD this would be dealing with USACE and doing any permitting they will require as well as funding the final design documents.

TRFMA provided a preliminary conceptual design, City of Reno would take on the design of the path and landscape improvements they want to do in collaboration with the flood wall. The City of Reno would take on all of the bidding and bid support, which is huge. They would also take on managing construction, which is also a large role. TRFMA would then actually fund the construction of the flood wall portion and provide design review. The idea when the capital maintenance account was set up was to fund the final design portion. The account was set up with an amount of \$50,000 but it is suggested that it be increased to \$100,000.

Director Enloe asked why the engineering fees had been increased by so much (\$100,000), Engineer Dowty advised that the involvement on the Riverside Drive project would increase the time spent on engineering. We will not receive a reimbursement from the applicant as this falls under the jurisdiction of the District since it does not contain 14,000 cfs and we are the applicant.

- ❖ Director Schank made a motion to add the expense account of Capital Maintenance in the amount of \$100,000 and to also set up a contingency fund out of the general fund balance to the budget; seconded by Director Capurro; motion carried.

#### **10. DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE GRANT REQUIREMENTS AND 2024-2025 GRANT WINDOW – Kayla Dowty**

*Grant applications were distributed to the Board and are available at District offices.*

Three applications were received by the deadline, and one was received after the deadline.

Director James advised that Rob Holley has resigned from DVCD and he is not sure what that board is going to be doing and that the grant requested this year was mostly for administrative costs.

- Director Enloe left the meeting.

The Board decided that the DVCD application does not fit the requirements for the application and therefore will not be considered. Director James will be attending the next DVCD meeting and will discuss with DVCD the Board's decision.

The Board decided that it would like a representative from each of the agencies requesting funds to attend the meeting next month to give a brief presentation and to answer any questions by the Board.

This item will be carried to next month's meeting.

#### **11. DISCUSSION AND POSSIBLE ACTION OF THE RIVERSIDE DRIVE INUNDATION AND POSSIBLE INVOLVEMENT OF THE DISTRICT – Kayla Dowty**

*See Engineer's Report*

*TRFMA flood wall analysis plans*

The Board was shown the TRFMA plans (available at District offices). Ms. Dowty presented along with the City of Reno the plans at the TRFMA Board meeting. Ms. Dowty advised that Board the purpose of the CTWCD and the Martis Creek Agreement obligations, and the obligations the City has to the Martis Agreement. Background on the Riverside Dr. issue was also presented and how long this District has been pushing to get this project done. The City of Reno presented a 30% conceptual design.

What are the next steps for the District. Obviously, there is a breakout upstream of Booth St. that needs to be addressed. There are also areas between Booth St. and Arlington that should be addressed so we can say that the 14,000 cfs is fully contained.

The District is responsible for containing the 14,000 cfs which consists of two things. 1. A fairly substantial flood wall 300 to 500 feet long upstream of Booth St. 2. Maybe some re-grading in certain areas to build up the bank a little bit higher, possibly 6 inches to convey 14,000 along the whole stretch. However, if TRFMA wanted to take advantage of the good work we are doing right now they should probably build a two and a half foot wall, which is about the height of the wall at Arlington. They should extend that wall full length, downstream of Booth.

The TRFMA Board was very receptive to getting the project done. They cannot actually take a motion to fund the project until they have an estimate for the project. We cannot get an estimate for the project until we get a 30% design. Is this Board willing to fund an "alternative analysis" and a 30% design in order to get an estimate for the final project? The design is probably going to cost around \$25,000. We can approve the funding of a 30% design with a project cost, and present to TRFMA for the project approval prior to funding the full design of the project.

Ms. Dowty has spoken to USACE and the issue is that this project would actually modify the federal flood project. It would need to have some sort of alteration permission. USACE does not want to hold up the project, however it does need USACE involvement because of the alteration.

- ❖ Director Capurro made a motion to approve up to \$25,000 for a preliminary design for the flood wall; seconded by Director Schank; motion carried.

**12. DISCUSSION AND POSSIBLE BOARD DIRECTION REGARDING ENCROACHMENT PERMITS AND REQUESTS – Kayla Dowty**

*See Engineer's Report*

A new project from Trout Unlimited has come in to install a fish weir, a J-hook weir to support a fish habitat in Verdi. This will require a lot of permits in addition to the one from this District. They have asked for relief from the permit fee the District charges as they are a non-profit organization. For this type of application, the normal fee would be \$7,500. No application has been received to date.

Following discussion, the Board felt that the district could not afford to wave any fees at this time.

**13. DISCUSSION AND POSSIBLE BOARD DIRECTION REGARDING MAINTENANCE DEBRIS REMOVAL WORK, EMERGENCY DEBRIS/DEPOSIT REMOVAL WORK AND AUTHORIZATION FOR EXPENDITURES FOR SUCH WORK – Kayla Dowty**

*See Engineer's Report*

**14. ENGINEER/CONSULTANT REPORT –Kayla Dowty**

*See Engineer's Report*

From the USACE inspection report from June 2022 we are going through the list of unacceptable and moderately acceptable and trying to address those items with USACE.

**15. LEGAL COUNSEL REPORT – Leo Bergin**

Nothing to report.

**16. SECRETARY/TREASURER REPORT – Mary Pat Eymann**

Nothing to report.

**17. PUBLIC COMMENT - None**

**18. BOARD COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS:**

**New Future Agenda Item Requests - none**

**Board Comments -**

Director Westergard – spoke with the Governor's office regarding appointments and everything looks good and should be moving forward.

Director Westergard – sub-comm will meet next month.

**19. ADJOURNMENT -**

There being no further business the regular meeting was adjourned.

**Next meeting**  
**REGULAR MEETING**  
**April 9, 2024, at 10:00 a.m.**

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Todd Westergard,  
President

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Mary Pat Eymann,  
Secretary/Treasurer