

**CARSON WATER SUBCONSERVANCY DISTRICT
FINANCE COMMITTEE MEETING
February 24, 2016, 8:30 A.M.**

Meeting Minutes

Directors Present:

Brad Bonkowski, Carson City
Ray Fierro, Lyon County
Doug Johnson, Douglas County
Mary Rawson, Alpine County
Ernie Schank, Churchill County

Directors Not Present: none

Staff Present:

Edwin James, General Manager
Toni Leffler, Secretary

Others Present:

Dave Berger, USGS
Craig Burnside, Carson Valley Conservation District (CVCD)
Jackie Bogdanovicz, Lahontan Conservation District (LCD)
Linda Conlin, River Wranglers
Shane Fryer, Alpine Watershed Group
Mike Hayes, CVCD
Sean Hill, Sierra Nevada Journeys
Rob Holley, Dayton Valley Conservation District (DVCD)
Eleanor Lockwood, Churchill County
Chris Mahannah, Mahannah & Assoc. for Churchill County
Carl Ruschmeyer, Douglas County Public Works
David Smith, USGS
Jason VanHavel, Storey County
Rich Wilkinson, Carson City Parks & Recreation/Open Space
Mike Workman, Lyon County Utilities/Public Works

The meeting was called to order at 8:35 a.m. by Director Johnson. The meeting was held in the Conference Room of the Carson Water Subconservancy District, 777 E. William St., #110, Carson City, Nevada. A quorum of the Finance Committee was present.

Item #2 - Public comment. None

Item #3 - Discussion for possible action regarding approval of the minutes from the Finance Committee meeting on March 4, 2015. Director Schank made the motion to approve the minutes of the Finance Committee meeting on March 4, 2015. The motion was seconded by Director Bonkowski which was unanimously approved.

Item #3 - Discussion regarding the tentative General Fund FY 2016-17 budget and presentations for proposed projects. Ed James explained that the proposed tentative FY 2016-17

budget is shown in the left column, the FY 2015-16 final budget is the middle column, and the right column reflects the projected actual FY 2015-16 income and expenses.

GENERAL FUND Income: Mr. James explained that income from Alpine County is based on an estimate of what would be like the \$0.03/\$100 that is collected in Nevada. Due to the small tax assessment in *Alpine County*, the contribution is calculated to be \$9,500 for this coming year (*account #5008-00*). For the Ad Valorem tax income staff increased the amount by one percent (1%). Staff will get the exact numbers from the Tax Department at the end of March, which will be reflected in the final budget. CWSD gets interest from investment in various CDs. Most of the money is invested in the Local Government Investment Pool which is not paying very much interest, so staff tries to diversify by investing in bank CDs. Carson City expects to lease all the available water from both *Mud Lake (#5022-00)* and *Lost Lakes (#5023-00)* this year. Mr. James went over the grant income which is comprised of pass-through income accounts with expense accounts to offset them. FEMA MAS #3 should be completed in FY 2015-16. We will probably be applying for MAS #7 funding in FY 2016-17, but Mr. James didn't put anything in the budget for it until we receive the grant. Overall, Mr. James' tentative budget has an estimated \$1.75 million in income.

Carson Valley Conservation District (CVCD) - Carson Valley Streambank Protection Project (#7337-11) - Project proposal #1 - Mike Hayes explained that there are areas which have been identified where bank stabilization needs to be done in Carson Valley. They use bioengineering practices. He explained the process using hand crews to install willow cuttings. It was noted that the Clearing and Snagging request is another project using heavy equipment. Brad asked if Mike's project can be scaled down. Mike said that he can work to whatever funding he receives. He tries to keep the same crew for this work and noxious weed maintenance. The only flexibility he has is in man hours, and possibly the cost of tool rental. Mike noted that his lowest he can do the work for is \$37,500. Mike would also like to carry any unused funds from FY 2015-16.

Administrative budget: Mr. James explained that the increases in *Salaries (#7015-00)* and *Benefits (#7020-00)* are based on the merit or longevity and COLA increases for employees who qualify. We do get reimbursed for staff time from each grant in an amount of about 25% of the salaries account budget. Brenda Hunt, Watershed Program Manager, and the Watershed Program Specialist (recently vacated by Courtney Walker) are budgeted for 35 hours/week; Debbie Neddenriep, Environmental Specialist, for 30 hours/week; and Toni Leffler, Administrative Assistant, for 40 hours/week. Ms. Neddenriep is getting her Bachelor's degree and will most likely have a title change to match the Watershed Program Specialist when she receives her degree. The budget for benefits is typically high because Mr. James budgets for employer or employee-paid insurance. This year Mr. James expects that his daughter will graduate, get a job, and drop off his benefits. The budget for *Workers Comp (#7021-00)* is going up a little bit to reflect salary increases. *Director fees (#7101-00)* are budgeted a little less than last year. *Insurance (#7102-00)* shows an increase from last year. The budgeted amounts for *office supplies (#7103-00)* and *postage (#7104-00)* are decreased from last year. The *rent (#7105-00)* is slightly less this year based on our new three-year contract beginning June 1, 2016. The budget for *telephone (#7106-00)* is decreased. The budget for *travel (#7107-00)* is decreased, partly because the price of gas is down and the NWRA Conference will be in Reno next year. *Dues and publications (#7108-00)* stayed the same. The budget for *miscellaneous expenses (#7109-00)* was reduced. *Seminars and education (#7110-00)* is the same to cover ongoing training. The budget for *office equipment (#7111-00)* is the \$14,000 carried over from FY 2015-16 in anticipation of

needing a new copier. The budget for *accounting* (#7115-00) assumes we will not need a single audit unless we get over \$750,000 in federal grants. *Legal fees* (#7116-00) are staying the same.

There is not enough income to fund all the project requests this year. Mr. James explained the list of new projects and that the amount budgeted for *Preliminary Planning* (#8008-00) is reduced to \$416,000 to help balance the shortfall, with no transfers anticipated to the *Floodplain Fund* (#8009-00) or the *Acquisition/ Construction (A/C) Fund* (#8002-00). He explained that the A/C Fund is for regional water systems. It can only be increased by transfers from General Fund and investment income. At one point, it was up to almost \$2 million, but it currently down to about \$660,000 because we have funded several construction projects. The list of potential regional projects would cost about \$1,500,000. Mr. James explained to the group which had gathered to give presentations about their project requests that there is a shortfall in the CWSD budget this year and urged the group to consider what the minimum amount would be with which they could still conduct their projects.

Multi-Year and Ongoing Projects:

Professional Outside Services (#7114-00) – This account covers CWSD web and internet services and other unknown projects that may come up over the next fiscal year. It could be back to \$5,000 if necessary.

Lost Lakes and Mud Lake Expenses (#7117-00 & #7118-00) – Mr. James explained that CWSD is trying to use the water from Lost Lakes and Mud Lake to enhance river flows and for municipal uses. Lost Lakes expenses are budgeted a little higher this year to accommodate increases in dam safety fees. Costs associated with Lost Lakes have increased significantly and much more than anticipated since we first purchased the water rights. The disposition of Lost Lakes will come before the Regional Water System Committee soon. One option might be to transfer the water rights to Indian Creek Reservoir and breach the Lost Lakes dams to eliminate the fees. Director Fierro asked whether there are any California programs for conservation/preservation under which we might qualify to receive funding. The consensus was that there was not, but staff will look into it.

Integrated Watershed Projects (#7120-00, -07, -08, -10, -25) - Mr. James went over each program. Most of these projects are pass-through grants. The budget for *Regional Invasive Species Programs* (#7120-08) was used for outreach in FY 2015-16 and has been eliminated to balance the budget, and *Watershed Coordinator Expenses account* (#7120-25) has been increased.

Water Conservation Program/BMP (#7122-00) – This has been used for outreach but we do not have staff time to manage it, so we are not pursuing additional grant funding.

Environmental Education Coordinator Program (#7125-00) - Mr. James explained that this is a very valuable program, and Linda Conlin will give a presentation on it later in the meeting. This program is budgeted for a little less than last year.

Noxious Weeds Control (#7404-00) - Mr. James pointed out that budgeting \$75,000 would give each county \$15,000 for noxious weed control. This money is now being matched by federal money.

FEMA Floodplain Mapping Program MAS #3 (#7419-00) - FEMA MAS #3 is completed, so it has no FY 2016-17 budget.

FEMA MAS #4 (#7420-00) - This phase of the FEMA project is for mapping the floodplain in the Carson Valley and is anticipated to conclude by September 2016.

FEMA MAS #5 (#7426-00) - This phase of the FEMA project has several study project areas and is almost complete. Therefore, only \$10,000 is budgeted for it in FY 2016-17.

FEMA MAS #6 (#7427-00) - This phase also has several study project areas which are just beginning and has \$107,000 budgeted for FY 2016-17.

Virginia/Rocky Project (#7428-00) – This is a year and a half project for design only. The Washoe Tribe will then take the design and do the construction. The portion of this project which is being reimbursed by NDEP is \$43,800. CWSD will match funding in the amount of \$34,100 in FY 2016-17. All the other partners are contributing to another phase of the project. There is the possibility to do less design. We will send out a request for proposals after the March Board meeting, so we will know the cost better after we receive proposals.

Watershed Literacy Implementation (#7429-00) - This is a continuation of the Watershed Literacy Program which will refine the survey results, create a Spanish version of the printed Watershed Map, and reconfigure the online interactive Watershed Map. This is a pass-through grant.

National Fish & Wildlife Foundation (NFWF) Weed Grant (#7430-00) - This two-year grant for noxious weed treatment is budgeted as a pass-through grant for \$24,000 in FY 2016-17.

USGS Stream Gage Contracts (#7500-00) – This is the second year of a two-year contract for data collection on the various stream gages from Alpine County, CA to Lahontan Reservoir is an ongoing program for which the budget has not changed from FY 2015-16.

USGS - Water Quality and Level Data Collection in Churchill County (#7524-01) - This is a continuation of USGS's water quality and water level monitoring in Churchill Valley. The budget is \$8,800 in FY 2016-17. The USGS has decreased some of the sampling from eight to four or five samples and to look at water levels in target areas where agriculture has stopped. It is important to keep evaluating the water quality.

USGS Arsenic Study - Carson Valley (#7525-01) – This study is to determine whether we will draw arsenic into the Minden wells as they are pumped. This USGS study will have a carryover from FY 2015-16 of \$20,000 for use in FY 2016-17.

County and Carson River Projects:

Alpine County CASGEM (#7600-09) - The California Statewide Groundwater Elevation Monitoring (CASGEM) is a program that California has initiated to monitor groundwater levels. Only \$20 is budgeted for this project in FY 2016-17.

Regional Pipeline Payment to Douglas County (#7610-10) - Mr. James explained that CWSD committed \$125,000/yr. for 20 years to both Douglas County and Carson City toward the debt service on the Douglas County/Carson City Regional Pipeline Intertie. CWSD paid for upsizing the system.

Public entities may use the additional capacity without cost, but if a private entity wants to use it, CWSD would recuperate its investment.

Regional Pipeline Payment to Carson City (#7620-11) – This is the on-going debt service payment to Carson City for the Douglas County/Carson City pipeline intertie.

The committee took a break at 9:57 a.m. and resumed the meeting at 10:05 a.m.

Carson City - Golden Eagle Lane Erosion Control Project - Project proposal #5 - Richard Wilkinson explained that the erosion is occurring behind Prison Hill on Golden Eagle Lane where the sediment plume is large. Carson City was made aware of it by residents near Mexican Dam who use Golden Eagle Lane access. The depth of the channel is 11' but the erosion occurred at the same time as the Johnson Lane event. The concern that this will be impacted by small rain events. Carson City came up with issues to address: limit off highway vehicle (OHV) activity in this area, some trails are non-sustainable because of being too steep, the drought caused a lot of dead and decadent material with little re-growth, and significant flooding event. Carson City is requesting \$125,000, but the project can be done in phases. They may have another funding source as an option up to \$200,000. This is important project to the entire watershed. The priority is drainage at the top to where it accesses the river, with additional stuff later. The big cost of the project is in the retention basin. Considering CWSD's budget limitations, Mr. Wilkinson reduced the first phase request to \$90,000. He noted that the biggest benefit is keeping sediment out of Carson River and stabilizing erosion.

Carson River Work Days & Vegetation Management (#7332-00) - Project proposal #2 – This funding is used to match other grants. Linda Conlin of the River Wranglers requested \$26,000 to do education and outreach, as well as work with the conservation districts for projects. Last year the program conducted 11 work days with 1090 student participants. All funds from CWSD are used as match for other funding.

Alpine County - Watershed Coordinator (#7600-05) – Project proposal #3 –Shane Fryer requested \$25,000 and explained that funding from CWSD is at the core of the Alpine Watershed Group (AWG) program and used as leverage for bigger grants. Last year CWSD's \$23,000 grant brought \$500,000 worth of funding into Alpine County. AWG has many partnerships which depend on CWSD funding participation. AWG could go back to the \$23,000 request but they are expanding programs. Cutting funding to \$21,000 would cut the budget for the Aspen Festival.

Dayton Valley Conservation District (#7337-03) – Project proposal #6 – Rob Holley explained that Dayton Valley Conservation District (DVCD) is asking to carry over funds for bank stabilization projects from FY 2015-16. The project has been identified since the 2006 high water event when the river continued to encroach on the Buckland Ditch and Ft. Churchill Road. Additional contributions to the project include \$50,000 from Lyon County, \$52,000 from the Nevada Department of Water Resources (NDWR), \$17,000 from State Parks, and hopefully funding from CTWCD. DVCD is also putting forth a new request for \$90,000 to do the project when the river goes down. They are 95% through permitting with the Army Corps of Engineers, Nevada Division of Environmental Protection (NDEP), and State Lands. They are holding bids for 60 days to award the contract. If necessary, DVCD could go back to last year's request for \$75,000.

Director Rawson joined meeting at 10:45 a.m.

Dayton Valley Conservation District/Storey County Weed Abatement (#7337-32) - Project proposal #7 - Jason VanHavel explained that Storey County doesn't want to lose progress made on the weed treatment they've accomplished over the past several years. They will do as much as they can with whatever funds given.

Lahontan Conservation District (#7337-04) - Project proposal #8 - Jackie Bogdanovicz asked for \$20,000 for Clearing and Snagging projects in the lower Carson River. This year they were able to navigate the river and GPS points of 38 beaver dams. Lahontan Conservation District (LCD) works with the Churchill County Mosquito, Vector, and Noxious Weed Abatement District. They use in-kind match from TCID. The more they receive, the more they can get done. Less than \$15,000 would make it hard to take care of areas.

Sierra Nevada Journeys (SNJ) Family Night (#7404-00) - Project proposal #9 – Sean Hill explained that the program development done so that less money is needed to continue program. They have developed a watershed night as part of their curriculum. In FY 2015-16, CWSD funded three SNJ Family Nights as part of our public outreach effort. They were very well attended and considered to be successful. SNJ has requested \$3,900 for five events for this fiscal year to continue the program. Less money would provide for fewer nights which cost approximately \$780 per night.

New Projects

Carson Valley Conservation District (CVCD) Clearing and Snagging - Project proposal #4 - Craig Burnside explained that a group spent time identifying areas of concern in the river that would be problems in the event of high water. There were 49 areas of concern creating 20 projects. The highest priority project identified along the river is between Carson Valley Golf Course and the Tribal lands. The contractor is applying best management practices (BMPs) in the river. The State put funds into the Clearing and Snagging account and have given CVCD \$98,000, matched \$35,000 by Douglas County, \$15,000 by Gardnerville Ranchos GID, \$5,000 by Gardnerville, and \$10,000 by the Allerman Ditch Company. This area is the highest priority because of concern that it would flood the Carson Valley Hospital, an assisted living facility, Walmart, and other buildings across the highway. CVCD is starting upstream and working down from Riverview Bridge down. Work is also being done upstream from Lutheran Bridge to clear vegetation at choke points and repair eroding banks. At the wooden bridge at River Tree Ranch upstream there is a choke point, as well as a choke point downstream. Mr. Burnside pointed out how the river channel changes on a map from Google Earth. At Lutheran Bridge vegetation is in the channel. Mr. Burnside emphasized that there is a community commitment to do this work and that every dollar represents more or less work. Mr. James noted that the additional vegetation growth is a result of the State not funding clearing and snagging for the past several years. He also pointed out that \$5,000 of this request is for beaver control.

Churchill County - Dixie Valley Water Level Measurement and Precipitation Gage Monitoring Program - Project proposal #10 – Eleanor Lockwood, Churchill County Manager., and Chris Mahannah, consultant for Churchill County, explained that Dixie Valley has been part of the water resource planning efforts since 1980s. It is the only water supply independent from the Carson and Truckee Rivers. It was recognized by legislation in 2008 for a cooperative study with BOR, USGS, and others to update and define the perennial yield for the basin. Current water rights have been

updated. Three high altitude storage gauges were installed in late 2008 which are monitored twice a year in October and May to develop a long-term precipitation record. A well inventory has been done and quarterly measurements on about 25 wells. Churchill County installed about 20 temporary stream gages and will continue to download data from two of those gauges. Regional benefits include the Prism Precipitation Model for which continued data collection would help to define model which will help refine recharge model. Churchill County would work with UNR to host data to make it publicly available. The request for three years. Director Schank noted that there were some moneys from the Desert Terminus Lakes Fund authorized by Public Law (PL) 101-171. As legal proceedings have ensued since late 1960s there has been a huge decline in underground storage because of less water from the Carson and Truckee Rivers. Since the US Fish and Wildlife changed from surface agriculture to municipal use, the duty has been cut down from 3.5 to 2.9 with the excess going to Pyramid Lake. This makes potable water in Churchill Valley harder to find. Mr. Mahannah was asked what the plans are for building a pipeline to physically getting water from Dixie Valley to Lahontan Valley. Mr. Mahannah responded that this is not going to happen in the near future but since it is the only independent water supply, it is important for Churchill County to continue their interest. Ms. Lockwood noted that prior to 2000 a lot of work had been done by Mr. Mahannah and his dad on cost estimates. In 2004-05, Churchill County determined there was a long-range plan but addressed an immediate plan for residential growth. Director Schank noted that the basalt aquifer is going down which provides the most water for the valley. Director Fierro asked if this three-year project could be cut back to \$25,000 this year instead of \$31,000. It was noted that Churchill County's contribution is \$21,000 or \$7,000 per year. Ms. Lockwood agreed to \$24,000 from CWSD.

Lyon County - USGS Maintenance Costs for New Second River Gauge in Dayton - Project proposal #11 – Mike Workman explained that Lyon County has been working with many agencies on surface water/groundwater measurements. The accuracy of the old gauge has been in question for several years. The new gauge which was recently installed is closer to the Lyon County induction well #20 on the south side of river off Sutro Road in the Rolling A development. There is another induction well in Segment 7C which will be put in the future depending on growth. Getting ongoing accurate measurements of the river is very important. The annual maintenance cost for the USGS to take care of the gauge is \$21,500, with half coming from CWSD and half from Lyon County, or possibly split with Vidler Water Company. Director Schank asked what CWSD paid for maintenance of the old gauge. Dave Berger responded that USGS gauge maintenance costs have not gone up, so it would be about the same, but USGS provided match then and funds not available now. Director Schank asked whether the Water Master would contribute since the information is also important to his office. Mr. Berger responded that this gauge should receive a good rating so the Water Master may be able to contribute. It is important to find all partners involved. Installation has been a cooperative effort between Lyon County, the USGS, and Vidler Water Company.

USGS Middle Carson River Groundwater Monitoring Program - Project proposal #12 – David Smith explained that the original proposal was for a 55/45 match, but with more federal matching funds the request is reduced to \$21,000. The monitoring is to patch holes in the data. In small subdivisions, it is important to collect as much data as possible. USGS will measure 208 wells annually. Mr. Smith emphasized the importance of collecting high precipitation data, so USGS added a pressure transducer in the area and will increase the frequency of measurements. This aligns with measurements in other areas. They will also collect a wastewater sample in the Mark Twain area to understand the increase in nitrates. USGS may be able to take the current monitoring network

scheduled to the end of the fiscal year and turn over to quarterly monitoring and extend the time of monitoring which could lower the request to \$16,000.

Douglas County Regional Water System for Sierra Country Estates (#7610-18) - Project proposal #13 – Carl Ruschmeyer, Director of Public Works in Douglas County, explained that in 2015 CWSD awarded \$24,500 for over-sizing a pipeline as part of the project for Sierra Country Estates. Douglas County is requesting that these funds be carried over to FY 2016-17. The original plan was for redeveloping an existing well with a treatment plant and a pipeline connection to the Jobs Peak community as secondary water source. There have been some developments since the project's origin; the county is in a lawsuit over ownership of Jobs Peak Water System. The Administrative Order was to complete the improvements to the system this year but the county will not be able to meet that deadline. They found increase sanding in the well above community and must determine whether this can be legally connected. Sierra Country Estate has two wells in the system today. Douglas County evaluated the second well. Trenching revealed that well is in an old dump site and has contaminants. It has a six-inch PVC liner in the casing which reduces the ability to pump the well. They obtained a new well site in Sierra Country Estates and pump test shows it as very transmissive. Public Works is going back to the Douglas County Board of Commissioners requesting to move forward with new well site. It comes at a \$1.65 million cost to provide water for 17 residents. Mr. James explained that there are small developments with their own water systems which failed and the county had to take them over. Three small areas are failing and Douglas County is now looking at regionalizing the system to tie them together. Mr. Ruschmeyer wants to modify the county's request to not do pipeline but to put in the new well which can serve all three communities. This just involves a change in contract.

The committee took a break for lunch at 12:00 p.m. and resumed the meeting at 12:30 p.m.

Item #4 - Discussion regarding the tentative Acquisition/Construction and tentative Floodplain Management Funds FY 2016-17 budgets. Mr. James explained that the Acquisition/Construction Fund is for regional projects. There is not a lot of activity in this fund; it is more identifying and holding funds for projects. There is a change in the projected actual FY 2015-16 budget. The \$25,000 earmarked for the Silver Springs/Stagecoach pipeline connection was approved by the Board a couple of meetings ago, contingent upon Lyon County getting the CBG grant. There is a little income anticipated, \$630,000 is held for proposed construction projects, and at this time there are no transfers being proposed from the General Fund.

In the Floodplain Management Fund, \$30,000 is earmarked for the Douglas County clearing and snagging project identified by Craig Burnside at the Carson Valley Golf Course to prevent flooding as match for State funding. We are supposed to get an official letter request from CVCD but haven't yet. Staff will take the request to the Board for approval. The \$40,000 earmarked for culverts under Hwy. 88 south of the high school in Minden to allow for more water through the system and take several homes out of the floodplain is a carry over. The remaining \$330,000 is earmarked for any other flood projects that might come about.

Item #5 - Discussion for possible action regarding recommendations for the tentative General Fund, Acquisition/Construction Fund, and Floodplain Management Fund FY 2016-17 budgets.
The Finance Committee agreed to the following changes to the proposed budget:

- Outside Professional Services – 12,000
- Sierra Nevada Journeys' Family Nights - \$3,000
- CVCD Streambank Projects- \$37,500
- Carson City's Golden Eagle Project- \$75,000
- DVCD - \$75,000
- Storey County Weed Management - \$2,500
- Lahontan Conservation District - \$15,000
- Alpine Watershed Group - \$22,000
- Churchill County's Dixie Valley Study - \$24,000
- Lyon County's new Dayton gauge - \$5,375
- CVCD Clearing & Snagging - \$50,000
- USGS Study - \$16,000

These adjustments provide for \$131,452 cut from the proposed budget

Director Schank made the motion that the Finance Committee recommend that the tentative budgets General Fund, Acquisition/Construction Fund, and the Floodplain Management Fund be approved as adjusted above. Director Bonkowski seconded the motion which was unanimously approved by the Finance Committee.

No public comment. There being no further business to come before the Finance Committee, Director Schank made a motion to adjourn which was seconded by Director Rawson, and the meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Toni Leffler
Secretary