



CARSON WATER SUBCONSERVANCY DISTRICT Regional Water System & Flood Committee

NOTICE OF PUBLIC MEETING

*A healthy watershed
that meets the water
needs of all users*

DATE: February 10, 2025
TIME: 10 am
LOCATION: CWSD Conference Room or via Zoom
777 E. William Street, Ste. 209
Carson City, NV 89701

Via Zoom: Use this [Zoom Link](#) or call (669) 900-9128. ID: 850 0317 2465 ; Passcode: 736892

AGENDA

***Please Note:** The Carson Water Subconservancy District (CWSD) Board may: 1) take agenda items out of order; 2) combine two or more items for consideration; and/or 3) remove an item from the agenda or delay discussion related to an item at any time. All votes will be conducted by CWSD Board of Directors. Reasonable efforts will be made to assist and accommodate individuals with limited ability to speak, write, or understand English and/or to those with disabilities who wish to join the meeting. Please contact Catrina Schambra at (775)887-7450 or email: catrina@cwsd.org at least 3 business days in advance so that arrangements can be made.*

1. Call to Order the CWSD Administrative Committee
2. Roll Call
3. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on the agenda for action at a later meeting.
4. For Possible Action: Approval of Agenda
5. For Possible Action: Approval of December 13, 2024, Regional Water System & Flood Committee Minutes
6. For Possible Action: Proposed Revision to Regional Water System Policy and Procedure
7. For Possible Action: 30-Year Regional Drought Plan Update
8. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on the agenda for action at a later meeting.
9. Adjournment

Supporting material for this meeting may be requested from Catrina Schambra at 775-887-7450 (catrina@cwsd.org) and is available on the CWSD website at <https://www.cwsd.org>

To promote cooperative actions with communities to protect the Carson River Watershed.

AFFIDAVIT OF POSTING

The undersigned affirms that on or before 9 am on February 4, 2025, a copy of the *Notice of Public Meeting and Agenda* for the February 10, 2025 meeting of the Carson Water Subconservancy District Regional Water System & Flood Committee, per NRS 241.020 was posted at the following locations: CWSD, 777 E. William St., Ste. 209, Carson City, NV 89701; the CWSD website: <https://www.cwsd.org> and the Nevada Public Notice Website: <https://notice.nv.gov/>



Catrina Schambra, Office Manager, CWSD

2/3/2025 4 pm

Date & Time of Posting

CARSON WATER SUBCONSERVANCY DISTRICT
Regional Water System & Flood Committee

December 13, 2024, 2 pm

Minutes

The CWSD Regional Water System & Flood Committee meeting was held in the CWSD Conference Room, 777 E. William Street, Suite 209, Carson City, NV 89701 and via Zoom.

Committee Members Present:

Charlie Dobson (Zoom)
Lisa Schuette (Zoom)
Fred Stodieck
Mike Workman
Ernie Schank/ Sub Scharmann (Zoom)

Absent Committee Member: Jim Hindle

CWSD Staff Present:

Ed James

Item #3 – Discussion Only: Public Comment - None

Item #4 - For Possible Action: Approval of Agenda

Director Stodieck made a motion to approve the Regional Water System and Flood Committee Agenda. The motion was seconded by Director Schuette and unanimously approved by the Regional Water System and Flood Committee.

Item #5 - For Possible Action: Approval of the Regional Water System and Flood Committee Minutes of February 6, 2023

Director Stodieck made a motion to approve the Regional Water System and Flood Committee Minutes from February 6, 2023. The motion was seconded by Committee Member Dobson and unanimously approved by the Regional Water System and Flood Committee.

Item #6 For Possible Action: Discuss the Goals and Purpose of the Floodplain Management Fund

Mr. James reviewed the spreadsheet that showed the income and expenses from 2009 to 2024. Mr. James mentioned that the Floodplain Management Fund was set up to help fund flood projects. Initially, \$500,000 was placed into the fund with the goal of putting more funds into the account each year. Unfortunately, the 2009 financial collapse which decreased the property taxes given to CWSD. It was not until 2019 that CWSD was able to transfer funds from the General Fund to the Flood Fund, in the amount of \$50,000. Mr. James asked if the committee would support a policy to move funds each year from the General Fund to the Flood fund, similar to the Acquisition/Construction Fund. Director Workman asked if there was a policy set up for the

Floodplain Management account. Director Stodieck asked if the funds are for flood emergency or any flood project. Mr. James mentioned that the funds have been used for flood-related projects. He was not aware that there was a policy, but he would review the history and minutes. The committee suggested that a policy be developed for the Floodplain Management account.

No action taken.

Item # 7 For Possible Action: Revised Funding Assistance for the Regional Water System Policy and Procedure.

Mr. James reviewed the existing policy. He mentioned that several water purveyors had concerns with the Ownership language in the policy. Mr. James reviewed the history related to the Ownership language but mentioned that there is not a need for this language. Director Workman suggested just keeping the first sentence and get rid of the rest of the language. Director Workman had other suggestions and recommended that he and Mr. James get together to go over his suggestions and bring the policy back to the committee.

Director Schank made a motion to have Director Workman and Mr. James meet and make various changes to the Regional Water System Policy and then bring it back to the committee. The motion was seconded by Director Schuette and unanimously approved by the Regional Water System and Flood Committee.

Item # 8 – Discussion Only: Public Comment - None

There being no further business to come before the Regional Water System and Flood Committee, Director Workman adjourned the meeting at 2:30 pm.

Respectfully submitted,

Edwin James

General Manager

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Regional Water System & Flood Committee Members

FROM: Edwin James

DATE: February 10, 2025

SUBJECT: Agenda Item #6 –For Possible Action: Proposed Revision to Regional Water System Policy and Procedure

DISCUSSION: Mike Workman and Steve King reviewed and have proposed the attached changes to the Regional Water System Policy and Procedure. Staff will review and discuss the proposed changes with the committee to ascertain agreement to recommend including wastewater systems in the policy to the full Board at the February 19 meeting.

STAFF RECOMMENDATION: Provide direction to staff regarding proposed changes to the Regional Water System Policy.

**CARSON WATER SUBCONSERVANCY DISTRICT
FUNDING ASSISTANCE FOR REGIONAL WATER SYSTEM
POLICY AND PROCEDURE**

Revised 3-18-2020

Revised 2-19-2025

POLICY:

This policy of Carson Water Subconservancy District (CWSD) is adopted to determine water projects for which CWSD will provide financial assistance to promote the Regional Water System.

PURPOSE AND OBJECTIVE:

To establish uniform guidelines for providing financial assistance to ~~water purveyors~~ Public Water Systems, - that are developing or up-sizing water distribution systems, both potable and non-potable, which can be used to support a in the rRegional wWater sSystem- throughout within the Carson River Watershed. This funding assistance is not to be used for local water facilities enhancement or for future growth by a single Public wWater System purveyor. This policy only refers to the money deposited in CWSD's Acquisition/Construction Fund.

DEFINITIONS:

"Regional Water System" means a water project, whether for potable or non-potable water systems systems, which can be used to accommodate all, or a portion of the water needs of two or more water distribution systems. water purveyors Public Water Systems. Any water system capacity developed and funded through this program this policy and these guidelines will be maintained by the jurisdiction entity where the water system is located, unless specified differently by CWSD Board action. The A Regional Water System can consist of interconnecting two or more pPublic wWater sSystems together, enhancing the water supply for the region, up-sizing distribution systems, or providing other facilities necessary to provide emergency back-up supply that ultimately benefits the rRegional Water sySystem.

"Public Water Purveyor's Water System" means a water system as defined in NRS 445A.235 water project which a water purveyor Public Water Systemm proposing to develop a project needs to provide water for use within to its service area but -which may be enlarged to transport water to or through its system for the benefit of a Regional Water System.

GENERAL PROCEDURES, GUIDELINES, AND RESPONSIBILITIES:

Preapproval:

For any project to be funded, a ~~water purveyor~~ Public Water System (Applicant) must first submit a written request to CWSD asking if their project is eligible for funding. CWSD will evaluate the request to see if the project is eligible for funding. If the project is eligible, CWSD will send a letter to the Public wWater System purveyor informing them that their project is eligible for possible funding assistance.

General Procedures:

If CWSD accepts the project for funding assistance, it will meet and confer with the Public Water System both entities will meet to discuss what specific elements of the project are eligible for funding. An estimation of the costs will also be submitted to CWSD. Once the specific elements have been agreed upon, an agreement will be initially developed by CWSD and thereafter submitted to the ~~water purveyor~~ Public Water System and CWSD to be ratified by both governing bodies.

Funding Procedures:

The following are the procedures for establishing the amount of funds available for ~~the r~~ a Regional wWater

CWSD REGIONAL WATER SYSTEM POLICY & PROCEDURES
Effective 12-15-04, Revised 3-18-2020, Revised 2-19-2025

sSystem project:

A). Alternative Bids:

1. ~~The water purveyor~~Applicant ~~will develop the bids~~ Public Water System shall be is responsible for the design and public bidding process of for the project. If the project is to up-size the ~~Water Purveyor's Public Water System's extensions or interconnections,~~ the water purveyor~~Applicant~~ Public Water System will develop one bid documents, including bid tabulation forms that for the Water Purveyor's Water System and an alternate bid for the Regional Water System upgrade. ~~show the additional costs of materials required for the proposed upsizing.~~
2. ~~The water purveyor~~Applicant Public Water System will conduct the public bidding process and select the successful bidder.
3. After a successful bidder is selected and the Public Water System provides notice thereof to CWSD, then will have up to within 30 days thereafter CWSD to decide shall decide if it will participate in funding the Regional Water System portion of the project.
4. If CWSD elects to participate financially in the project, CWSD ~~will pay~~shall reimburse the ~~water purveyor~~ Public Water System the approved costs ~~associated with the Regional Water System within 180 days after construction has begun once the project has reached 90% completion or as otherwise approved by the CWSD Board.~~ The Public Water System Applicant must supply CWSD with documentation showing the final costs associated with up-sizing of the infrastructure.
5. The Public Water System ~~water purveyor~~Applicant is administratively and financially responsible for all change orders.

B) Maximum Project Costs:

1. The ~~Water Purveyor~~Public Water System and CWSD will enter a not-to exceed agreement.

C) Ownership:

The Public Water System (Systems) that receives funding from CWSD pursuant to this policy constructs for a the Regional Water System project will own, operate and maintain the facilities.

Ownership:

~~The water purveyor that constructs the Regional Water System will own and maintain the facilities. CWSD will own the capacity rights for the portion that represents the Regional Water System, unless specified differently by Board action. The capacity owned by CWSD, is available to any public entity at no cost for the capacity. The public entity that uses the capacity from CWSD shall be responsible for all costs associated with operation, depreciation, and other fees that may be established by the public entity that operates and maintenance the Regional Water System. In the event a private entity wants to utilize the capacity owned by CWSD, CWSD reserves the right to charge for such capacity in an amount that will recoup some or all the financial commitment made by CWSD. The private entity will also be responsible for all costs associated with the operation, maintenance, depreciation, and other costs that may be established by the public entity that operates and maintenance the Regional Water System.~~

Modifications to the Policy:

Any modification to this policy must be approved by the CWSD Board.

**CARSON WATER SUBCONSERVANCY DISTRICT
FUNDING ASSISTANCE FOR REGIONAL WATER SYSTEM
POLICY AND PROCEDURE**

Revised 3-18-2020

Revised 2-19-2025

POLICY:

This policy of Carson Water Subconservancy District (CWSD) is adopted to determine water projects for which CWSD will provide financial assistance to promote the Regional Water System.

PURPOSE AND OBJECTIVE:

To establish uniform guidelines for providing financial assistance to Public Water Systems, which are developing or up-sizing water distribution systems, both potable and non-potable, which can be used to support a Regional Water System within the Carson River Watershed. This funding assistance is not to be used for local water facilities enhancement or for future growth by a single Public Water System. This policy only refers to the money deposited in CWSD's Acquisition/ Construction Fund.

DEFINITIONS:

“Regional Water System” means a water project, whether for potable or non-potable water systems, which can be used to accommodate all, or a portion of the water needs of two or more water distribution systems. Any water system capacity developed and funded through this policy and these guidelines will be maintained by the entity where the water system is located, unless specified differently by CWSD Board action. A Regional Water System can consist of interconnecting two or more Public Water Systems, enhancing the water supply for the region, up-sizing distribution systems, or providing other facilities necessary to provide emergency back-up supplies that ultimately benefits the Regional Water System.

“Public Water System” means a water system as defined in NRS 445A.235 proposing to develop a project to provide water for use within its service area which may be enlarged to transport water to or through its system for the benefit of a Regional Water System.

GENERAL PROCEDURES, GUIDELINES, AND RESPONSIBILITIES:

Preapproval:

For any project to be funded, a Public Water System must first submit a written request to CWSD asking if their project is eligible for funding. CWSD will evaluate the request to see if the project is eligible for funding. If the project is eligible, CWSD will send a letter to the Public Water System informing them that their project is eligible for possible funding assistance.

General Procedures:

If CWSD accepts the project for funding assistance, it will meet and confer with the Public Water System to discuss what specific elements of the project are eligible for funding. An estimation of the costs will also be submitted to CWSD. Once the specific elements have been

agreed upon, an agreement will be initially developed by CWSD and thereafter submitted to the Public Water System and CWSD to be ratified by both governing bodies.

Funding Procedures:

The following are the procedures for establishing the amount of funds available for a Regional Water System project:

A). Alternative Bids:

1. The Public Water System shall be responsible for the design and public bidding process of the project. If the project is to upsize the Public Water System's extensions or interconnections, the Public Water System will develop bid documents, including bid tabulation forms that show the additional costs of materials required for the proposed upsizing.
2. The Public Water System will conduct the public bidding process and select the successful bidder.
3. After a successful bidder is selected and the Public Water System provides notice thereof to CWSD, then within 30 days thereafter CWSD shall decide if it will participate in funding the Regional Water System portion of the project.
4. If CWSD elects to participate financially in the project, CWSD shall reimburse the Public Water System the approved costs once the project has reached 90% completion or as otherwise approved by the CWSD Board. The Public Water System must supply CWSD with documentation showing the final costs associated with up-sizing of the infrastructure.
5. The Public Water System is administratively and financially responsible for all change orders.

B) Maximum Project Costs:

1. The Public Water System and CWSD will enter a not-to exceed agreement.

C) Ownership:

The Public Water System that receives funding from CWSD pursuant to this policy for a Regional Water System project will own, operate and maintain the facilities.

Modifications to the Policy:

Any modification to this policy must be approved by the CWSD Board.

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Regional Water System & Flood Committee Members

FROM: Edwin James

DATE: February 10, 2025

SUBJECT: Agenda Item #7 –For Possible Action: 30-Year Regional Drought Plan Update

DISCUSSION: CWSD staff has been working with the USGS regarding the modeling efforts for the Carson Valley Basin and the Middle Carson. The modeling efforts are almost done and the USGS will be providing preliminary findings on March 27. During this period staff has been meeting with the Nevada Department of Water Resources to discuss their future ideas of how to manage the issue of groundwater and surface water interaction. Staff will give an update on the 30-Year Regional Drought Water Plan and what the next steps may be to the project.

STAFF RECOMMENDATION: Provide direction to staff.

