



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

CARSON WATER SUBCONSERVANCY DISTRICT Administrative Committee

NOTICE OF PUBLIC MEETING

DATE: September 2, 2026
TIME: 11 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: 836 3940 5144; Passcode: 823477

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: CWSD Participation in the Alpine Watershed Group East Fork Carson River Watershed Plan Project
6. 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.
7. 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 8 am on August 26, 2026, a copy of the *Notice of Public Meeting and Agenda* for the September 2, 2026 meeting of the Carson Water Subconservancy District Administrative 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

8/25/2026 2 pm

Date & Time of Posting

CARSON WATER SUBCONSERVANCY DISTRICT

Administrative Committee

TO: Administrative Committee Members

FROM: Reed Cozens

DATE: September 2, 2026

SUBJECT: Agenda Item #1 – For Possible Action: CWSD Participation in the Alpine Watershed Group East Fork Carson River Watershed Plan Project

SUMMARY

The Alpine Watershed Group (AWG) has requested technical assistance from CWSD with development of the East Fork Carson River Watershed Plan. CWSD initially agreed to provide this assistance on a reimbursable basis; however, legal counsel advised that CWSD should not proceed under the proposed professional services agreement.

CWSD and AWG have a longstanding working relationship, and the East Fork project is closely aligned with CWSD's interests in water quality, watershed planning, and coordination within Alpine County. The purpose of this item is not to reconsider the merits of the project or CWSD's partnership with AWG. Rather, staff is seeking Committee direction to continue pursuing an appropriate alternative to the previously proposed professional services arrangement while establishing reasonable boundaries for significant partner-specific requests for CWSD staff time and resources.

BACKGROUND

AWG is developing a nine-element watershed plan for the East Fork Carson River watershed through funding associated with the California State Water Resources Control Board's Nonpoint Source Grant Program. The project is intended to evaluate watershed conditions, identify information gaps, and prioritize actions addressing nonpoint-source pollution.

In April 2026, AWG requested CWSD assistance similar to support previously provided for the West Fork Carson Prioritization Project. The requested work included development of a consultant RFQ, participation in consultant selection, review of the draft watershed plan, and participation in a public meeting.

CWSD prepared a scope of services and planning-level cost estimate and completed limited initial work on the RFQ. The estimate presented to AWG was \$10,000–\$16,800 for the full scope, based on approximately 65–105 hours of CWSD staff time. The intent was not to commercialize CWSD's relationship with AWG. Rather, it was to establish a reasonable distinction between routine collaboration and larger, project-specific requests

that require a substantial commitment of CWSD staff resources and may warrant an appropriate funding mechanism.

At AWG's request, CWSD began limited work on the project while the parties worked to finalize the reimbursement agreement. CWSD staff subsequently performed work on the project, including assistance with development of the consultant solicitation. AWG provided CWSD \$1,500 for this initial effort.

During CWSD's standard legal review of the proposed agreement, counsel advised that CWSD should not proceed under the professional-services structure. The issue was not the merits of the project or CWSD's relationship with AWG, but the appropriate legal structure for a Nevada political subdivision to provide reimbursable staff services to a California nonprofit organization. Legal counsel's concerns regarding the proposed agreement were identified after this initial work had begun and the payment had been received.

The professional services model is therefore no longer being considered. Potential alternatives may include use of CWSD's existing intergovernmental relationship with Alpine County or treatment of CWSD staff participation as an in-kind or matching contribution, where appropriate. The underlying management objective remains to preserve CWSD's strong watershed partnerships while establishing reasonable boundaries around significant commitments of District staff and resources.

The \$1,500 already received by CWSD also needs to be addressed as part of determining the appropriate path forward. If an alternative cooperative or intergovernmental structure can be established, the work and payment may potentially be incorporated into that arrangement. Otherwise, staff will work with legal counsel and AWG to appropriately reconcile the payment and work already performed.

STAFF RECOMMENDATION: Recommend to the Board continued support of CWSD participation in the East Fork Carson River Watershed Plan and direct the General Manager to work with legal counsel and other relevant parties to identify an appropriate alternative to the previously proposed professional services arrangement.

The Committee is not being asked to select a specific legal mechanism at this time. Any agreement or financial arrangement requiring approval would be returned to the CWSD Board of Directors before additional reimbursable work is performed.