

Minutes of the Board Meeting of the  
**TRUCKEE-CARSON IRRIGATION DISTRICT**  
 Regular Session Board Meeting Minutes  
**February 7, 2023**

The Board of Directors of the Truckee-Carson Irrigation District, in the counties of Churchill and Lyon, State of Nevada, met in regular session at the office of the District, 2666 Harrigan Road, Fallon, Nevada, on **Tuesday, February 7, 2023** at 9:00 a.m.

The following Directors were present constituting a quorum:

<b>Present:</b>	Eric Olsen	President
	David Stix Jr.	Vice-President
	Robert Oakden	Secretary
	Lester deBraga	Treasurer
	Joseph Gomes	Director
	Abrahm Schank	Director
	Wade Workman	Director

<b>Others Present:</b>	Benjamin Shawcroft	General Manager
	Helen-Marie Morrow	Finance Manager
	Cody Biggs	Construction/Maintenance Manager
	Kelly Herwick	District Water Master
	Mark Solinski	Hydroelectric Facilities Manager
	Ariel Tomb	Assistant Secretary to the Board

<b>Teleconference/Zoom Guests</b>	<b>Representing</b>
Chris Garner	Bureau of Reclamation
Austin Balsler	Bureau of Reclamation
Dan Lahde	Bureau of Reclamation
Robert Owen	Bureau of Reclamation
Lydia Altick	City of Fernley
Isaac Metcalf	Nevada Department of Wildlife
Dave Whalen	City of Fernley
Neal MacIntyre	City of Fernley
Leanna Hale	Fallon Paiute Shoshone Tribe
Rachel Dahl	The Fallon Post

<b>In-Person Guests</b>	<b>Representing</b>
Jack Worsley	Bureau of Reclamation
Robert Martinez	Bureau of Reclamation
Laurie Nicholas	Bureau of Reclamation
Jake Ward	Nevada Department of Wildlife
Robin Schofield	Naval Air Station Fallon
Kris Urquhart	Nevada Department of Wildlife
David Rigdon	Attorney, City of Fernley

The following agenda items are not necessarily in the order they were heard or decided but in the order as appearing on the agenda.

1. **Call to Order**

President Olsen called the meeting to order in accordance with NRS 241 at 9:00 a.m.

2. **Pledge of Allegiance**

The Pledge of Allegiance was led by Vice-President Stix.

3. **Approval of the Agenda**

**A motion was made by Secretary Oakden to adopt the agenda as presented, seconded by Director Gomes, request for comment and the motion was unanimously approved.**

4. **General Public Comment**

There was no public comment.

5. **Miscellaneous Correspondence**

General Manager Shawcroft provided an overview of correspondence sent during the month of January 2023.

6. **General Manager and Staff Reports**

• **Ben Shawcroft, General Manager**

Ben Shawcroft, General Manager, reported that January was a very busy month with several conferences attended by staff. He participated in the Nevada Water Network meetings. Shawcroft reported that District efforts to secure an emergency extraordinary maintenance designation for the Truckee Canal Safety Project were unsuccessful. Staff will be pursuing other grants and funds when they become available. Shawcroft also reported that the two (2) vacant positions in the office have been filled; the Accounting Clerk by MaryAnn Kieskowski and the Receptionist by Juanita George. He is confident these two ladies will be a great asset to the District.

• **Cody Biggs, Construction & Maintenance Manager**

Cody Biggs, Construction & Maintenance Manager, reported the concrete crew has two (2) meter sites left; the L1 and L1-1 meters. Once those are complete the crew will move on to pouring takeouts. Dirt crews are back filling the completed meter sites. The tree crew is working on the L1 lateral, then they will move to working on RO&M recommendations. Two employees will be attending CDL school next week. Deborah Sherman, Easement Maintenance Lead, retired after 29 years. Interviews are being held tomorrow for her position. Pre-emergent spray starts next week if the weather holds. Two (2) dump trucks are in the shop waiting for parts to arrive.

• **Kelly Herwick, District Water Master**

Kelly Herwick, District Water Master, reported on current conditions in the Carson Division. See the attached report.

• **Mike Adams, Systems & Technologies Manager**

Not present to report.

- **Mark Solinski, Hydroelectric Facilities Manager**

Mark Solinski, Hydroelectric Facilities Manager, reported transformer yard project at New Lahontan is complete. Ed Wade is expected to do breaker and relay testing next week. The Upper Slide Gates can be transported to Oakland for machining and recoating now that the pass is open. There is a flashboard inspection next week. He has not received any update on the grant status for 26' Drop's runners.

7. **City of Fernley – General Updates**

Dave Whalen, City of Fernley Public Works Director, reported that work is continuing to move forward on the surface water treatment plant takeout. Construction has moved along nicely with the Canal dewatered. Whalen confirmed that the expected end date of the Truckee Canal Public Safety Project is still expected to be September 2023; General Manager Shawcroft confirmed the Project is still on schedule to be completed by October 1, 2023.

8. **United States Fish & Wildlife Service (USFWS) – General Updates**

There was no representative present to report.

9. **Bureau of Reclamation – Lahontan Basin Area Office (LBAO) Representative(s) – General Updates**

Jack Worsley, Lahontan Basin Area Office Manager, Bureau of Reclamation, reported some damage at Pour Point 8 due to winter storms. As that area had construction planned as part of the Truckee Canal Safety Project, they are planning on leaving it as is until the construction crew is ready to make repairs. There was a land transfer done as part of the Naval Air Station Fallon range expansion. Churchill County received S-Line Reservoir in that land transfer, and NASF expanded their boundary into the Sheckler area. Worsley speculated that the land transfer might have some impact to grazing in the Sheckler area, but until that is confirmed the Bureau does not see any reason to publicize it. Truckee Canal work is on schedule despite the weather, the crew is expecting to start prepping to pour concrete in March, weather dependent.

Robert Martinez reported that they will be inspecting the boards at Lahontan Dam and they are scheduling a pre-season training for the ditchriders.

Dan Lahde, Lahontan Basin Area Office Special Studies, presented the Water Supply Outlook for February 2023.

10. **Fallon-Paiute Shoshone Tribe (FPST) – General Updates**

Leanna Hale, Land & Water Resource Director, reported the Tribe's irrigation spreadsheet is on hold temporarily due to the Tribe's 6 year land lease renewal. Monthly check-in meetings are resuming, she will send email invites. Tribal Chairwoman Tuni has asked about a cleaning schedule for laterals on the Reservation, Cody replied they are setting up a 10 year rotation plus any Trouble Calls.

11. **Naval Air Station Fallon (NASF) – General Updates**

Robin Schofield introduced herself to the Board but had no report.

**12. Natural Resources Conservation Service (NRCS) – General Updates**

There was no representative present to report.

**13. Nevada Department of Wildlife (NDOW) – General Updates**

Jake Ward, Wildlife Technician, reported significant road damage at the Carson Lake Pasture due to winter weather. Kris Urquhart commented that with the lake levels doing so well this year, there should be a really good spawning of fish in the lake.

**14. Farmer's Conservation Alliance (FCA) – General Updates**

There was no representative present to report.

**15. Approval of Resolution 2023-01, Relating to an Increase in User Assessments**

*Deliberation and decision relating to the approval of Resolution 2023-01. This Resolution provides for the fixing of a rate of assessment and levy upon the lands of the District with which to meet the contractual obligations to the United States and other rising expenses of the District, and also provides for related matters.*

*Staff is presenting two alternatives for lands equal to or greater than 6.68 acres:*

- 1) A one-time increase to the assessment from \$47.90 per acre to \$50.90 per acre to go into effect July 1, 2023, or*
- 2) Following the \$3 increase, an additional \$3 increase to go into effect automatically in July 2024 and again in July 2025.*

*Staff is similarly presenting two alternatives for lands less than 6.68 acres:*

- 1) A one-time increase to the assessment from \$320 to \$340 (no change to the \$120 administrative fee) to go into effect July 1, 2023, or*
- 2) Following the \$20 increase, an additional \$20 increase to go into effect automatically in July 2024 and again in July 2025 (no change to \$120 administrative fee).*

General Manager Shawcroft provided an overview of the Resolution presented to the Board. Vice-President Stix raised a concern over whether raising the assessment rate is premature given that the repayment contract has not yet been certified by the court. Shawcroft was hesitant to enter a full discussion on the court certification as the issue is still in litigation, but assured the Board that the fact that the certification has not yet been completed does not mean that the legality of the election is in question. The issue being discussed is the assessment increase; according to statute certain timelines have to be followed to approve an increase. There is nothing preventing the Board from lowering the assessment at a later time if they see fit.

David Rigdon, Attorney for City of Fernley, requested it put on the record that the City of Fernley is adamantly opposed to either option presented by Resolution 2023-01. He also commented that he considers it presumptuous to take action before the certification is signed off by the judge.

He noted that the Board has authority to impose assessments, which differ from taxes. He then explained those differences.

Rigdon also commented that there has been no analysis of benefits provided to show that an assessment increase is necessary; he requested the supporting documents prior to the meeting and received a copy of the Resolution document itself. He reiterated that the City of Fernley is opposed to this action and that he believes it to be premature given the court status of the election certification.

Vice-President Stix added that should the Board go ahead with approval of the Resolution, he is hopeful that they would choose the one year option.

Secretary Oakden thanked Mr. Rigdon for his comments, and stated that in his capacity as Secretary of the Board he is aware of how the District has proceeded in the past for bonding, and he believes the Board would be in the right to move forward with either option of this Resolution.

General Manager Shawcroft, in response to Mr. Rigdon's comments, stated that he was asked to provide the supporting documents that the Board would be viewing during this meeting and those documents were provided. The major supporting documents and discussion regarding financial needs took place at the January 2023 Board meeting. If Mr. Rigdon would like to request those documents the District would be happy to provide them. Shawcroft also stated that the assessment increase is not strictly to provide for the repayment contract, the District has many additional projects and budgetary requirements that would make an assessment increase necessary. He further addressed Mr. Rigdon's comment that City of Fernley receives no benefit from the Public Safety Project; the City has made this assertion at many different times and has yet to provide any real evidence to support their claim.

Shawcroft commented that as General Manager he recommends moving forward with accepting one of the options presented in Resolution 2023-01.

**A motion was made by Treasurer deBraga to approve Resolution 2023-01 Option One (a one-time increase of \$3.00 effective July 1, 2023), seconded by Director Gomes, request for comment and the motion was approved 6-1 with Vice-President Stix opposing.**

**16. Determination of the Rate and Levy of Annual Assessment on All Lands in the District (District General Assessment)**

*Deliberation and decision relating to the determination of the rate and levy of an annual assessment on all lands in the District for deposit in a capital improvement fund for purposes including the construction, reconstruction or maintenance of the District and any appurtenances necessary thereto, and for ordinary and current expenses of the District as provided for by NRS 539.480(3-8). The rate for the assessment is adjusted on July 1 of each year by an amount equal to the product of the maximum amount applicable during the immediately preceding 12-month period, multiplied by the lesser of 4.5 percent or the average percentage of increase in the Consumer Price Index (CPI) for West Urban Consumers for the immediately preceding 5 years (NRS 539.480(8)). The rate of assessment for fiscal year 2022/23 is \$6.29. The new rate as adjusted by the CPI is \$6.56 for fiscal year 2023/24.*

Helen-Marie Morrow, Finance Manager, reported that each year the District calculates the District General increase based on the Consumer Price Index average of the previous five (5) years. This year the 5 year average is 4.3%, so the District General is increasing from \$6.29 to \$6.56.

**A motion was made by Secretary Oakden to approve the District General rate increase to \$6.56, seconded by Director Gomes, request for comment and the motion was unanimously approved.**

**17. Annual Report to State Engineer**

*Deliberation and decision on contents of an annual report to be made to the State Engineer as provided for by NRS 539.205. Report contents include progress of the work of the District.*

The District is required to make an annual report to the State Engineer; General Manager Shawcroft is seeking input from the Board as to topics to be included in such report. He is planning on including issues arising from the mapping project and conflicts between State and District maps, the length of time it is taking to process transfers, and a general update regarding the Canal project, Tower project and meter stations.

The Board had no additional input.

**18. Setting of Dates and Format for Annual Water User Meetings**

*Deliberation and decision relating to setting of annual water user meetings (dates and times) and determination of format (virtual or via teleconference) for participation by water right holders in the Newlands Federal Reclamation Project.*

General Manager Shawcroft suggested 6:00 p.m. March 21 and 23, 2023 for Fallon and Fernley respectively.

**A motion was made by Secretary Oakden to set the dates for the Annual Water User Meetings as Fallon 6:00 p.m. March 21<sup>st</sup> and Fernley 6:00 p.m. March 23<sup>rd</sup>, seconded by Treasurer deBraga, request for comment and the motion was unanimously approved.**

**19. Consent Agenda**

- Approval of Director's compensation for the month of January as provided for by NRS 539.080.
- Approval of Board Meeting minutes of December 6, 2022 and January 3, 2023.

**A motion was made by Director Gomes to approve the Consent Agenda, seconded by Vice-President Stix, request for comment and the motion was unanimously approved.**

**20. Committee Reports**

- **Operations & Maintenance (O&M) Committee**  
There was no meeting held for the month of January 2023.
- **Carson Lake Pasture (CLP) Advisory Committee**  
Treasurer deBraga (CLP Committee Chairman) reported the Committee held a meeting on January 19<sup>th</sup>.

**Establishment of Animal Unit Monthly Rate for Fees and Insect Control**  
*Deliberation and decision by the Board of Directors relating to approval of the recommendation to establish the animal unit monthly rate for fees; currently set at \$7.20.*

The Committee has not reached a consensus on the establishment of rates for the 2023 season; this item will be moved to the March 2023 agenda.

**Carson Lake Pasture Grazing Management Contract**  
*Deliberation and decision by the Board of Directors relating to approval of recommendations associated with the contract for management of grazing (also known as the "Cowboy Contract") for the 2023 season at the Carson Lake Pasture, in Churchill County, Nevada, by and between the Truckee-Carson Irrigation District and Bryant Behimer - as an independent contractor. Terms and conditions of the contract include, without limitation, the rate of compensation (\$39,226.00), term, reciprocal duties and expectations relating to pasture management.*

Treasurer deBraga informed the Board that the Committee recommended approving the Cowboy Contract for the 2023 season.

**A motion was made by Treasurer deBraga to approve the Carson Lake Pasture Grazing Management Contract for the 2023 season, seconded by Director Workman, request for comment and the motion was unanimously approved.**

- **Employee Relations Committee**  
There was no meeting held for the month of January 2023.
- **Finance Committee**  
Treasurer deBraga (Finance Committee Chairman) reported that the Finance Committee met on February 6, 2023.

**A motion was made by Treasurer deBraga to approve the Treasurer's report and Finance Committee recommendation to approve check numbers 43070 through 43131, online, phone and automatic payments, seconded by Director Workman, request for comment and the motion was unanimously approved.**

- **Negotiations Committee**  
There was no meeting held for the month of January 2023.


- **Policy Committee**  
There was no meeting held for the month of January 2023.
- **Public Relations Committee**  
There was no meeting held for the month of January 2023.
- **Revenue/IT Committee**  
There was no meeting held for the month of January 2023.
- **Truckee Canal Safety Commission**  
There was no meeting held for the month of January 2023.


**21. Additional Public Comment**

Secretary Oakden informed the Board that over 300 people attended the Mid-Pacific Water User's Conference held January 25<sup>th</sup> through 27<sup>th</sup>.

**22. Adjournment**

The meeting was adjourned subject to the call of the Board President at 10:45 a.m.

  
Eric Olsen - President  
3-14-23  
Date

  
Robert Oakden - Secretary  
3-14-23  
Date





# Truckee-Carson Irrigation District

## Newlands Project

02/07/2023

### BOARD OF DIRECTORS

Eric Olsen, President  
David Stix, Jr., Vice-President  
Bob Oakden, Secretary  
Lester deBraga, Director/Treasurer  
Abraham Schank, Director  
Joseph Gomes, Director  
Wade Workman, Director  
Benjamin D. Shawcroft, District Manager

### BOARD MEETING

#### CURRENT CONDITIONS:

- **Truckee Div.**
  - TC Canal is off
- **Carson Div.**
  - Carson River @ Ft. Churchill gauge: **657** cfs
  - Lahontan Storage: **110,542** a.f. (Jan 6, 2023 @ 51,823)
  - Release below Lahontan: **1** cfs
  - Total Inflows: 657cfs/ approx. 1,301 a.f. at 24hrs

#### FORECASTING:

#### Snow Water Equivalent percent NRCS as of February 6th, 2023: Carson @ 230% of median

- SNOTEL sites in the Carson Region
  - Horse Meadows @ **251**%; previous Jan. 3<sup>rd</sup> @ 262% of median
  - Burnside Lake @ **202**%; previous Jan. 3<sup>rd</sup> @ 261% of median
  - Forestdale Creek @ **206**%; previous Jan. 3<sup>rd</sup> @ 234% of median
  - Spratt Creek @ **458**%; previous Jan. 3<sup>rd</sup> @
  - Ebbetts Pass @ **199**%; previous Jan. 3<sup>rd</sup> @ 238% of median
  - Poison Flat @ **318**%; previous Jan. 3<sup>rd</sup> @ 352% of median
  - Monitor Pass @ **325**%; previous Jan. 3<sup>rd</sup> @ 367% of median
- Truckee @ **178**%; previous Jan. 3<sup>rd</sup> @ 208% of median
- Lake Tahoe @ **187**%; previous Jan. 3<sup>rd</sup> @ 235% of median
- Walker @ **244**%; previous Jan. 3<sup>rd</sup> @ 263% of median

#### USDA NRCS National Water & Climate Center

- Carson R @ Ft. Churchill
  - APR-JUL: min-290kaf  
70%-340kaf  
50%-385kaf  
30%-455kaf
- All scenarios indicate 100% Allocation season
- Most likely "Precautionary drawdowns" and the potential of "Spread water" still pending.

#### DISTRICT STATUS:

- Water Department office employees current working on existing scheduling program
  - Improving Scheduling/ schedules to increase efficiency with Employee time work
  - Improving Ditchrider files for functionality/use & measurement
- Water Department Ditchriders for February will begin clearing & prepping/ burning of canals & laterals prior to 2023 Water Season Startup.