

Minutes of the Board Meeting of the
TRUCKEE-CARSON IRRIGATION DISTRICT
 Regular Session Board Meeting Minutes
June 4, 2024

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, June 4, 2024** at 9:00 a.m.

The following Directors were present constituting a quorum:

Present:	Eric Olsen David Stix Jr. Robert Oakden Lester deBraga Abrahm Schank Wade Workman	President Vice-President Secretary Treasurer Director Director
Absent:	Joseph Gomes	Director
Others Present:	Benjamin Shawcroft Helen-Marie Morrow Kelly Herwick Ariel Tomb	General Manager Finance Manager District Water Master Assistant Secretary to the Board

Teleconference/Zoom Guests	Representing
DOI phone	

In-Person Guests	Representing
Carl Lunderstadt	United States Fish & Wildlife
Jacob Ward	Nevada Department of Wildlife
Jack Worsley	Bureau of Reclamation
Robert Martinez	Bureau of Reclamation

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 Robert Martinez.
3. **Approval of the Agenda**
A motion was made by Treasurer deBraga to adopt the agenda as presented, seconded by Secretary Oakden, request for comment and the motion was unanimously approved.

4. **General Public Comment**

No public comment.

5. **Miscellaneous Correspondence**

There was no miscellaneous correspondence to review.

6. **General Manager and Staff Reports**

• **Ben Shawcroft, General Manager**

Shawcroft reported the office has been having a lot of issues with the phones the past few weeks. They have worked with CC Comm to resolve many of the problems, so hopefully the improvements will be noticeable. The District is in precautionary drawdowns currently, the power stations are running well and generating power. There is a new seep location on the Truckee Canal; new homes were built while the Canal was dry last season and now that the Canal is running again water is seeping into backyards. A repair is being workshopped to be implemented once the Canal is shut off at the end of the year.

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

Biggs reported that he is treating the T-Line for moss beginning at Trento Lane, there is a crew cleaning the drain along Allen Road. Once they are finished, they will move to Union Lane. He is working on trouble calls as they come in.

• **Kelly Herwick, District Water Master**

Herwick reported on current conditions. See attached report.

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

Adams was not present to report.

• **Mark Solinski, Hydroelectric Facilities Manager**

Solinski was not present to report.

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

There was no representative present to report.

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

Carl Lunderstadt, Refuge Manager – Stillwater National Wildlife Refuge, was present but had no report.

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

Robert Martinez, Newlands Project Coordinator, confirmed Shawcroft's report of being in precautionary releases; we are expected to come out of flood operations by the end of the week. There is a Tech Committee meeting to be scheduled this month, a MOA meeting with the Tribe as well. The Reservoir is currently over 300,000 AF.

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

There was no representative present to report.

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

There was no representative present to report.

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

There was no representative present to report.

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

Jacob Ward, Wildlife Technician, reported that evaporation rates should increase soon as the temperature rises. They are moving to a new office on the Reno Highway.

14. **General Manager/Counsel Annual Evaluation**

The General Manager, Ben Shawcroft, provided the Board with an annual report of accomplishments and activities at the May Board meeting. The Board will give its performance evaluation at this meeting and authorize a merit increase commensurate with any merit increases approved for staff and management.

Helen-Marie Morrow, Finance & HR Manager, opened the floor to the Board for comments:

- President Olsen – Very Positive, he had one request: that Shawcroft send more emails to the Board.
- Secretary Oakden – Very Positive.
- Vice-President Stix – Positive, he has no complaints. He appreciates Shawcroft's good decision making; he doesn't rush into decisions.
- Director Schank – Very Positive.
- Treasurer deBraga – Very Positive.
- Director Workman – Very Positive.

A motion was made by Vice-President Stix to give Shawcroft a rating of above average, seconded by Director Schank, request for comment and the motion was unanimously approved.

15. **FY 2024-2025 Budget**

Review and approval of the FY 2024-2025 District budget.

Shawcroft informed the Board that the Budget presented to them included the first payment for the Truckee Canal Public Safety Project, some needed equipment purchases and a 3% merit increase as well as a 1% COL increase for the employees. The managers are working very hard to keep operating costs low so that the majority of funds from the rate increases can be put towards repayments. The Finance Committee met on May 30th and whittled the numbers down to \$339,000 over budget. The extra money will be pulled from the District's savings account.

A motion was made by Secretary Oakden to approve a 3% merit increase as well as a 1% COL increase, the motion was withdrawn.

Vice-President Stix commented that with a \$300,000 deficit in the budget, how can we

justify any raises? Also, many categories are budgeted much higher than the actual usage justifies. Shawcroft responded that the budget categories are a best guess as to needed funds, especially when it comes to the legal budget. It is always hoped that we will come in far under those projected numbers.

Biggs, Maintenance Manager, commented that he requested the new drot because the current one is 14 years old and they are starting to have issues with it. He also requested a new mower to assist in easement maintenance as the tractor is also very old and has trouble reaching down into the ditch bank. Both these units will be financed, so although the entire purchase amount is shown as an asset in this years budget, that entire amount is not actually being spent this year. The purchase amount is offset by the debt. Vice-President Stix asked why specialized equipment like this can't be leased for a lower amount rather than purchased? President Olsen responded that with the amount of hours that we will be putting on the equipment it will be cheaper in the long run to purchase.

President Olsen added that not every budget year has to balance; there is an ebb and flow. Some budgets balance perfectly, some years are under budget and some go over budget. He doesn't like negative budgets but he is comfortable going over budget this year to provide an increase for the employees and to replace equipment. Shawcroft added that there were several budget requests made that were denied during this process.

A motion was made by Vice-President Stix to balance the budget, the motion died for lack of a second.

A motion was made by Treasurer deBraga to send the Budget back to the Finance Committee for revision until it is under \$100,000 over budget – subject to later modification should conditions improve, seconded by Secretary Oakden, request for comment and the motion was unanimously approved.

Jack Worsley, BOR, commented that it looks like the final number for XM project is coming in at \$31,000,000. A portion of that should be non-reimbursable. He will provide updates as he has them.

16. Consent Agenda

- Approval of Director's compensation for the month of May as provided for by NRS 539.080.
- Approval of Board Meeting minutes of May 7, 2024.

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

17. Committee Reports

- **Operations & Maintenance (O&M) Committee**

There was no meeting for the month of May 2024.

- **Carson Lake Pasture (CLP) Advisory Committee Recommendations**

Carson Lake Pasture Recommendations regarding a Policy to Hold Pasture Grazers Harmless for Non-Use during a Low Feed Year

Discussion and action regarding a new policy which holds the pasture users harmless for non-use during a year when feed is low.

Treasurer deBraga informed the Board of the changes to Section D of the Policy Manual; the Committee voted to recommend approval of these changes.

A motion was made by Treasurer deBraga to approve the changes to Policy Section D, seconded by Vice-President Stix, request for comment and the motion was unanimously approved.

- **Employee Relations Committee**

There was no meeting for the month of May 2024.

- **Finance Committee**

Treasurer deBraga (Finance Committee Chairman) reported that the Finance Committee met on May 30, 2024.

A motion was made by Treasurer deBraga to approve the Treasurer's report and Finance Committee recommendation to approve check numbers 44198 through 44280, the transfer of \$937,587.35 to pay bills as well as automatic, online and phone payments, seconded by Director Workman, request for comment and the motion was unanimously approved.

- **Policy Committee**

Updates to Policy Sections B and G

Deliberation and decision regarding updates and revisions to Policy Section B: Construction and Maintenance including the introduction of deadlines for the receipt of construction applications; and Policy Section G: Water including clarification regarding practices for entering into spread water.

Shawcroft read the updates to Sections B and G. Vice-President Stix confirmed that the Policy Committee voted to approve these changes.


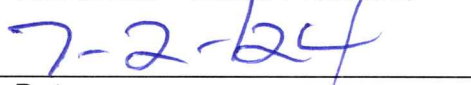
A motion was made by Director Schank to approve the changes to Policy Sections B and G, seconded by Treasurer deBraga, request for comment and the motion was unanimously approved.

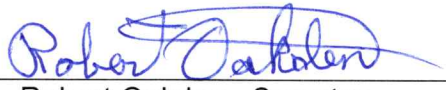
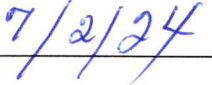
18. Additional Public Comment

No additional public comment.

19. Adjournment

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


Eric Olsen – Board President

Date


Robert Oakden - Secretary

Date

