

MEETING MINUTES (TRANSCRIPT SUMMARY)

TRUCKEE RIVER FUND ADVISORY COMMITTEE MEETING OF DECEMBER 4, 2015

The following meeting minutes is a summary of the certified transcript for the Truckee River Fund Advisory Committee meeting held at 8:30 a.m., Friday, December 4, 2015.

Those Present: Committee Members: Janet Phillips, Chairman; Michael Cameron; Jerry Purdy; Bill Bradley; Mike Brisbin; Candice Elder***; Also: Tracy Turner, Community Foundation; John Enloe and Sonia Folsom, both from TMWA; and Sylvia Harrison, Esq., McDonald Carano Wilson LLP; Members of the Public: Milan Sperka, Mesh Creative; Glen B. Daily, P.E., City of Reno Public Works; and Juan C. Esparza, P.E., TMWA.

- * Committee member arrived after roll call
- ** Committee member left meeting before adjournment
- *** Committee member was on the phone and did not vote

Agenda Item #1: Roll Call: Roll call was taken. A quorum was noted.

Agenda Item #2: Public comment: Jerry Purdy commented regarding the milfoil jumping the banks of the river and getting into our sewer and water treatment plants. He passed around some pictures.

Agenda Item #3: Approval of the agenda (for possible action): The agenda was unanimously approved.

Agenda Item #4: Fund balance report: Tracy stated that the current amount available to spend is \$580,661.33.

Agenda Item #5: Approve the August summary meeting minutes (for possible action): The August 21, 2015, Meeting Minutes (Transcript Summary) was unanimously approved.

Agenda Item #6: Discussion of status of the TruckeeRiverFund.org website and possible acceptance of proposal for updating website (for possible action): Milan Sperka was present and described the website background and how its platform and technology can be updated. He answered questions from the group, with input from Sonia Folsom and Tracy Turner. Janet Phillips shared an e-mail from Susan Lynn. After discussion by the group, the proposal in the amount of \$4,900 was unanimously approved. Janet noted that a future agenda item would be to change the voting rule for telephonic persons.

Agenda Item #7: Presentation of developments on delayed funded project and consider possible extension of performance timelines: #134/#144 City of Reno (Glen Daily); (for possible action): Regarding these Highland Canal projects for storm drain river protection, Tracy described the funding of these projects, stating that quarterly reports have been filed as required and that no money has been expended to date on the projects. Glen Daily and Juan Esparza were present, provided input about how the project is progressing and the delays in getting the final permitting from the UP Railroad, and answered questions. After discussion by the group and because the project is closer and closer to being ready to go, continuation of this project was unanimously approved.

Agenda Item #8: Continuation of discussion of effectiveness of fire restoration coordination efforts and evaluation whether TRF should consider alternatives to enhance coordination (for possible action): Because Sue Donaldson, who is going to be on point with this, was not present today this agenda item was continued to the next meeting.

Agenda Item #9: Review priorities for funding including evaluation criteria, such as other funding sources, location, drought, and cost effectiveness (for possible action): John Enloe described that this item came to be on the agenda because of some questions from some new TMWA Board members. Sylvia suggested that before we dive into this today, putting together a chronology of how we have developed, what we have considered in the past, how we arrived where we are right now with respect to this criteria, and especially looking at some of the things that Ron Penrose has put together in the past for us, would be a good starting point without having to revisit everything; she added that the reason for that is that what the fund advisors have done over the years is completely defensible and has been done with an enormous amount of thought and care. After discussion by the group, it was decided that the RFP is not going out January 5th, that the group will have a special meeting on January 11, 2016 regarding today's agenda items 9 and 10, and that Tracy will send a follow-up note to our committee members who are absent today to catch them up.

Janet indicated that regarding the January meeting, it seems like we need some sort of starting point or outline or something, and she's not sure how we're going to get that to some kind of conclusion. It was noted that we have the master plan that Ron Penrose wrote, previous RFPs and definitions of A, B, C, D and E. Sylvia offered to meet in advance of that meeting, maybe with Tracy, and also see if Ron would be available to come back and participate as a citizen; John said he'd be fine with that.

Agenda Item #10: Discussion and action on Spring 2016 request for proposal (for possible action): As described in Agenda Item #9 above, this agenda item will be also carried over to the January 11, 2016 meeting..

Agenda Item #11: Hear reports on projects completed in the last year: #119 City of Reno Hazardous tree removal at Oxbow Park (Bill Bradley); #133 Tahoe Resource Conservation District Truckee Regional Aquatic Invasive Species prevention program

(Mike Brisbin); #135 Nevada Department of Wildlife New Zealand mud snail and aquatic invasive species outreach for the Truckee River (Bill Bradley); #136 Washoe County Sheriff's Office Community work program pollution and weed control (John Enloe); #137 Nevada Land Trust Alum Creek water quality improvement (Bill Bradley); #139 Town of Truckee watercraft inspection program (Michael Cameron); #145 Sierra Nevada Journeys watershed education initiative (Sue Donaldson); #146 Tahoe Pyramid Bikeway Graffiti and trash removal along the Truckee River (Bill Bradley):

Regarding project #119, Bill Bradley reported that the city unsuccessfully planted 400 trees that didn't make it, that now they have a new way of planting trees that has turned out to be much more successful.

Regarding project #133, Mike Brisbin reported that it looks like they did what they said they were going to do. He added that with projects like this one, where the proposer took less money, it's unclear whether they did what they were supposed to do with the lesser money, and did we ever get a revised scope of work. Tracy added that if they're getting less money but are going to do the work, a revised scope of work is not required, only a revised project proposal. Mike will be prepared at the February meeting to provide more detail on this project.

Regarding project #146, Bill Bradley reported that it was successfully completed.

All of the projects in this agenda item, except #119 and #146, will be moved to the February agenda.

Agenda Item #12: Review 2016 meeting calendar (for possible action): Janet noted that we have now added a January meeting that we don't need an Executive Committee meeting for. Sonia noted that the February 15th meeting falls on President's Day; it will be moved to the 16th. Janet asked everyone to be thinking about whether we want to have a field trip. The TMWA picnic date is at this point a placeholder. Tracy indicated she will send an e-mail to everyone who isn't here today. She requested everyone to go ahead and put the dates on their calendars. No action was taken.

Agenda Item #13: Next meeting: February --, 2016 (for possible action): The next meeting will be held on January 11, 2016. No action was taken.

Agenda Item #14: Public comment: Tracy apologized for the confusion for the e-mail handouts and everything for today.

Tracy commented that grant number 141, the Tahoe Resource Conservation District's Truckee River Eurasian Watermilfoil Survey and Removal, that is also being funded by the Tahoe Fund, and that she has asked the Community Foundation's communications director,

Margaret Stewart, to write an article about that for their website, because it does demonstrate two community foundations working together to protect our lovely community.

Sylvia commented that the website should have a link to the Community Foundation, that this fund could be augmented by specific contributions through the Community Foundation that end up augmenting this fund. Bill added that endowment opportunities would be nice to see.

Michael commented that we've just lost a great resources in our community, Jeff DeLong, who took a great interest in this river and is no longer at the Gazette-Journal.

Agenda Item #12: Adjournment (for possible action): The meeting adjourned at 10:15 a.m. No action was taken.

MEETING MINUTES (TRANSCRIPT SUMMARY)

TRUCKEE RIVER FUND ADVISORY COMMITTEE MEETING OF JANUARY 11, 2016

The following meeting minutes is a summary of the certified transcript for the Truckee River Fund Advisory Committee meeting held at 8:30 a.m., Monday, January 11, 2016.

Those Present: Committee Members: Janet Phillips, Chairman; Tom Swan, Vice Chairman*; Michael Cameron; Jerry Purdy; Mike Brisbin; Candice Elder**; Susan Lynn; Sue Donaldson***; Also: Tracy Turner, Community Foundation; John Enloe and Sonia Folsom, both from TMWA; and Sylvia Harrison, Esq., McDonald Carano Wilson LLP; Members of the Public: John L. Flansberg, P.E., City of Reno Public Works.

- * Committee member arrived after roll call
- ** Committee member left meeting before adjournment
- *** Committee member was on the phone and did not vote

Agenda Item #1: Roll Call: Roll call was taken. A quorum was noted.

Agenda Item #2: Public comment: John Flansberg stated they appreciate the funding they have received, that the Virginia Lake project has been completed and they have other work going on, and he just wanted to come and meet the group and understand what we do here.

Agenda Item #3: Approval of the agenda (for possible action): The agenda was unanimously approved.

Agenda Item #4: Review priorities for funding including evaluation criteria, such as other funding sources, location, drought, and cost effectiveness (for possible action): Janet kicked off the discussion by reviewing where the money has gone in accordance to categories. Then the group talked about questions from TMWA Board members mainly regarding effectiveness of the dollars spent and what are the fund's priorities, and discussed ways to better define that, so that when we make recommendations to the TMWA Board, we could be much more specific as far as how the recommended projects are satisfying the goals of the fund. Sylvia added that the Guidance Document that Ron Penrose was primarily responsible for, that was completed a couple of years ago, is still extremely valuable and accurately reflects the priorities and justifications of the priorities that this committee has developed over the course of its existence; she suggested that we update it and provide it to the TMWA Board, acknowledging the implementation of TROA and the acquisition of Donner Lake. After group comments, discussion and suggestions, and input from Sylvia and

Tracy, a motion was passed unanimously to incorporate the Guidelines For Evaluating Grant Requests, including the eight points included in Ron's document, into the narrative requirements of the RFP, and require applicants to respond to that. Tracy will handle the necessary wordsmithing in the RFP and run it by Sylvia and Janet for their approval.

Michael then presented his thought regarding raising match requirements. There was a group discussion, with input from Tracy and Sylvia. A motion was passed unanimously to add into the RFP, as an extension right after the sentence that begins "Guidelines for requests of matching funds are provided," the wording "For a larger grant request, priority will be given to projects that significantly leverage the grant with funding from other sources." Tracy will make the changes and then send it to Janet and Sylvia for their approval.

There was also some discussion about Michael's thought regarding finding a place to add language in the Guidance Document about drought and resilience regarding reducing the risk of fire.

Agenda Item #5: Discuss whether to release a Spring 2016 request for proposal, and if so, whether priority projects should be indicated and whether any modifications to project criteria are warranted (for possible action): This agenda item was incorporated into the discussions regarding Agenda Item #4 above, and a Spring 2016 RFP will be released. No action was taken.

Agenda Item #6: Next meeting: February 26, 2016 (for possible action): The next meeting is scheduled for Friday, February 26th; proposals will be reviewed. No action was taken.

Agenda Item #7: Committee and staff comments: John Enloe mentioned an interesting link that Susan Lynn sent him regarding watershed and building a watershed program. Sylvia suggested adding this topic as a future agenda item.

Michael commented that The Nature Conservancy's got a study where they're trying to develop some priorities for watershed management, that he thinks will be done late spring, early summer, and maybe they can report back with the findings, especially that catastrophic fire is what we ought to be worried about. Janet suggested they present their findings at our June 3rd meeting.

Janet confirmed that we'll have a quorum at our next meeting on February 26th, when we'll review proposals.

Sylvia commented that we could put on the agenda for the February 26th meeting to review our bylaws which prohibit a telephonic participant from actually voting, that if we were inclined to change that requirement, we could do it at the beginning of the meeting. Janet confirmed with her that the change would then be effective for the meeting on that date.

Agenda Item #8: Public comment: There was no public comment.

Agenda Item #9: Adjournment (for possible action): The meeting adjourned at 10:00 a.m. No action was taken.