



March 24, 2008

To: Truckee River Fund Advisors

From: Ron Penrose, Fund Facilitator
Truckee Meadows Water Authority

Subject: **Transcript Summary of December 7, 2007 Meeting of the Truckee River Fund Advisory Committee**

The following is an unofficial summary of the official transcript for the Truckee River Fund Advisory Committee meeting of December 7, 2007.

Those Present: Committee Members: Janet Phillips, Chairperson, Tom Swan, Vice-Chair; Mike Brisbin; Susan Lynn; Jerry Purdy; Jason Dukes; Also: Debbie Leonard, McDonald-Carano-Wilson; Chris Askin, The Community Foundation; Tracy Turner, The Community Foundation

Roll Call: Roll Call was taken and a quorum was noted. Chris Askin introduced Tracy Turner, the new program officer at the Community Foundation. Chris spoke of Tracy's background, which includes a Ph.D. in English Literature and her past experience as a public facilitator and trainer. She will work part time until May at which time she will be full time.

Agenda Item #2: Approval of Agenda: Agenda for the 12/7 meeting was unanimously approved.

Agenda Item #3: Public Comment: There was no public comment.

Agenda Item #4: Presentations of progress and/or final reports on funded grants and possible action concerning funded projects. Susan Lynn reported on the low impact storm drain project which was part of the new Student Union Project at UNR. She reported that the project is finally complete and had been delayed due to soils problems. Susan indicated that the only items left are monitoring of the project's function and the installation of some form of interpretive signage for the project. The interpretive signage was a requirement of the project and needs to be provided. The Fund Advisors voted that if the signage was not provided, then the grant dollars assigned to that task need to be returned to the Fund. Tracy was going to follow up with a letter to UNR restating that condition.

Susan also reported on the Truckee River Clean-Up Day sponsored by Keep Truckee Meadows Beautiful. Susan (along with Debbie Leonard) reported that it was a great success, well organized, and well documented.

Agenda Item #5: Fund Balance Report: Chris reported a fund balance of \$641,606 which reflects credits from two previously approved projects that have been canceled by the project sponsors. Chris also indicated that an additional gift of \$1 million from TMWA (fiscal 2008) will be available at such time that it is needed.

Agenda Item #6: Review Requests for Proposals and consideration of funding for new projects: The Advisors briefly discussed a proposal for support of “Truckee River Clean-up Day” – 2008 (Keep Truckee Meadows Beautiful), and then unanimously approved it. This project will assigned project number 40. The Advisors then discussed the “Truckee River Invasive Plant Eradication” proposal from the Great Basin Institute. After much discussion the Advisors moved unanimously to postpone action on the proposal until questions of sponsor “match”, timing, data mapping coordination, and delays with a another approved project (Mogul and Steamboat Creek Whitetop) were resolved.

Agenda Item #7: Planning for 2008 Fund leadership & annual calendar: The Advisors discussed the 2008 calendar and settled on the following: (1) April 28 as a date for an upriver bus tour primarily to view low impact storm water improvements by Cal-Trans along I-80 and State Route 267, (2) May 13 as a downriver raft trip, and (3) Fridays as the preferred meeting day for official, noticed meetings of the Fund advisors. Also discussed were process guidelines and responsibility descriptions. Relative to process guidelines, new schedule requirements of grantees were discussed- a 120 day maximum turnaround period for signed agreements from grantees, and a 180 day maximum limit for starting a grantee project upon signing of the agreement. Also discussed was the requirement that final grantee reports should include a expenditure column itemizing expenses.

Agenda Item #8: Committee comments and requests for future agenda items, including ideas for projects: Jerry encouraged communication with RTC, NDOT and Cal-Trans for future projects with the hope that these agencies would submit projects for consideration in the next rounds of funding. Janet explained a program for “meadow restorations” by the Truckee Watershed Council, which could be supported in the future by the Fund. Janet also presented a map she put together delineating the location of Truckee River Fund Projects. There was discussion about getting a final map put together by a local consultant or possibly by TMWA’s public relations consultant.

Agenda Item #9 Public Comment: There was no public comment.

The meeting was adjourned at 10:25 am.

RP/rp

