



NTCD ANNUAL WORKPLAN FY 2010

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INTRODUCTION

The Nevada Tahoe Conservation District (NTCD) is part of the approximately 3,000 Conservation Districts functioning in all 50 States and U.S. Territories. Conservation Districts are sub-divisions of State government and are unique locally led conservation agencies. Districts provide resource management and technical assistance to land occupiers (owners, renters, and producers) as well as work cooperatively with Federal, State, and Local governments in the delivery of conservation programs.

The Nevada Tahoe Conservation District is one of 28 Conservation Districts functioning under the auspices of Nevada Revised Statute, Chapter 548. The District is a Governmental Subdivision of the State of Nevada and a public body corporate created in 1976. Prior to July 1st, 1976 the land area that now makes up the NTCD was part of a larger Conservation District known as the Tahoe Verdi Conservation District. Local leaders realized the unique natural resource issues of the Lake Tahoe Basin and realigned District boundaries to create the NTCD. They believed the realignment would allow for more effective conservation management of Lake Tahoe's natural resources. Now the District encompasses all of the land in the Lake Tahoe Basin residing in the State of Nevada including portions of Douglas and Washoe Counties and the Carson City Rural Area. In addition, the District has a formal partnering relationship with our California counterpart, the Tahoe Resource Conservation District.

The Nevada Tahoe Conservation District (NTCD) is Nevada Lake Tahoe's local conservation agency and source for technical assistance. The District is a non-regulatory and grant funded agency that works closely with its Federal, State, and Local partners to deliver conservation programs to the Nevada Lake Tahoe Community. The District is guided by a Board of Supervisors made up of elected and appointed community leaders. The Board of Supervisors provides direction to the District's full time staff in carrying out the District's mission statement, vision, and guiding principals. As described in our mission statement, the District seeks to provide its constituents with superior technical assistance, educational resources, and conservation leadership with the goal of protecting Lake Tahoe's natural resources.

The Nevada Tahoe Conservation District works collaboratively and cooperatively with our many partners in fulfilling our mission. Major sources of Funds for our programs come from the Lake Tahoe Restoration Act through our federal partners including the USDA Natural Resource Conservation Service and the US Forest Service and the Department of Interior Bureau of Reclamation, the Nevada Lake Tahoe Bond Act and Nevada License Plate Grant programs administered by the Nevada Division of State Lands, the Clean Water Act via the Nevada Division of Environmental Protection, the Nevada Division of Forestry and local and state local conservation district assistance grants.

NTCD OPERATIONS AND ADMINISTRATION

1. Continue community, state and government awareness of NTCD and its programs by continually updating the NTCD Website and giving public presentations within the community.
2. Continuing review and update of comprehensive District policies and procedures adopted by NTCD Board of Supervisors.
3. Continue a training program with funding to support technical, professional, human resource training for all District staff.
4. Continue to revise and adapt job descriptions for all current and future positions for the District.
5. Continue to review and implement new administrative procedures that:
 - a. Improve reporting formats
 - b. Payroll interface
 - c. Increase efficiency
 - d. Decrease costs while maintaining or enhancing benefits
 - e. Bring payroll in-house to streamline posting process
6. Development of a comprehensive finance/funding plan for FY 2010 for review and approval by the NTCD Board of Supervisors.
7. Maintain an operational budget of 12 months and operational reserve two months in advance.
8. Update the records retention and rotate out files and information no longer viable.
9. Coordinate budget responsibilities between the District Manager to the Administrator.
10. Coordinate the Annual Audit in compliance with State and Federal statutes.

PROGRAMS

NTCD is actively involved in several conservation programs and projects with our partners in the Lake Tahoe Basin. Several of our programs continue efforts that have been ongoing for many years while, others are just beginning. The following information outlines the program objectives for NTCD during the upcoming work year.

WATER QUALITY AND EROSION CONTROL PROGRAM

1. Provide technical oversight for the design and/or construction projects as part of the NDSL water quality improvement program.
2. Implement NTCD Water Quality and Erosion Control Matching Funds program. Provide grant administration, project management, and technical oversight for several water quality improvement projects.
3. Continue with the development of a stormwater infrastructure maintenance and planning program in Douglas County, Nevada.
4. Fund design and construction of Middle Rosewood Creek Area A restoration.
5. Research innovative technologies for water treatment and erosion control using the scientific and engineering literature, trade shows, and conferences.
6. Implement jointly with Desert Research Institute a monitoring program on dust particulates associated with road systems basin wide.
7. Contribute to the science that supports the Lake Tahoe TMDL by thoroughly researching the benefits of street sweeping on water quality and atmospheric deposition.
8. Work closely with the Regional Stormwater Monitoring Program to establish a robust data inventory and collection/analysis protocol for stormwater quality in the Tahoe basin.

MONITORING PROGRAM

1. Continue Placer County Lake Forest Monitoring to support the stormwater infrastructure upgrade and stream restoration at Lake Forest in Placer County. This project will provide information regarding the infiltration characteristics and pre-development phases of planned improvements.
2. Continue Glenbrook HOA stormwater monitoring to support the efforts of the HOA to implement combined road and residential BMPs.
3. Develop proposals to answer Nevada TMDL quality questions and inform future EIP water quality/erosion control projects for Nevada implementers and funders. Submit to appropriate funders including NDEP, NDSL, BOR, and USFS
4. Continue the sampling water quality for the Stateline Stormwater Project.
5. Develop water quality sampling relationship with NDOT and Douglas County.



BACKYARD CONSERVATION PROGRAM

1. Complete and Implement the NTCD-BCP Annual Work Plan.
2. Complete implementation needs at the North Lake Tahoe Demonstration Garden.
3. Plan and hold Green Thumb Thursday education classes at North Lake Tahoe Demonstration Garden. 5-9 classes at the Demonstration Garden
4. Ongoing training for all BCP staff in noxious weed identification and control methods.
5. Continue to train all BCP staff in defensible Space evaluation techniques in collaboration with the fire protection districts of Nevada Tahoe.
6. Training for all BCP staff in native and adapted plant identification.
7. Provide property owners with water quality technical assistance through Best Management Practices (BMPs) site evaluations and facilitation of BMP implementations.



8. Commence new watershed approach project jointly with NRCS to provide watershed conservation technical assistance including:
 - a. Stormwater Management
 - b. Water Conservation
 - c. Noxious Weed Abatement
 - d. Defensible Space
 - e. Nutrient Management, etc.

9. Participate in outreach and education opportunities to present BMP retrofit and the Backyard Conservation Program.
10. Coordinate with the TRPA to utilize the enforcement process to facilitate the implementation of BMPs.
11. Distribute defensible space educational materials and handouts.
12. Complete Phase II of the "Educational Outreach Video on TMDL Implementation, BMPs and Defensible Space." This includes the video completion, video release and marketing of the video. Funding is provided by Nevada Division of Environmental Protection.
13. Coordinate with the Carson River Subconservancy District and Carson City Public Works Department to provide education to property owners with water quality technical assistance through Best Management Practices (BMPs). Also, coordinate to conduct BMP trainings for the region and install several BMP demonstrations. Funding is provided by Nevada Division of Environmental Protection.
14. Seek out and secure funding for the future. NDEP funds and NRCS funds are not as high and the BCP will need to be ready to shift and take on other roles if needed.
15. Work to improve NTCD and TRPA relationship and update the current MOU with TRPA and other EIP #16 partners.
16. Develop a water conservation technical assistance component to provide technical assistance in relation to BMPs.
17. Complete implementation deliverables for Invasive Weed treatments under Nevada Division of State Lands Invasive Weed grant. Funding is provided by Nevada Division of State Lands.

BIOMASS, FOREST HEALTH AND VEGETATION MANAGEMENT PROGRAM

1. Complete Forest Health and Vegetation Management annual work plan.
2. Collaborate with Fire Safe Council Chapters such as the Skyland and Round Hill Chapters as well as other chapters on workshops emphasizing the integration of defensible space and best management practices.
3. Secure funding from the Nevada Division of Forestry for forest health projects.
4. Continue integration of our effort with the Fuel and Forest Management Group.
5. Earmark appropriate funding to support part time staff dedicated to the Forest Health and Vegetation Management Program.



PUBLIC OUTREACH

Public Outreach is extremely important to the District's ability to engage and inform our outreach stakeholder constituency in Nevada Lake Tahoe consisting of Regulators, Funders, Implementers, property owners, General Improvement Districts (GIDs) and Homeowner Associations (HOAs). All of our staff and programs are responsible for outreach, including the four main functions: Advocacy, Outreach, and Environmental Policy.

Advocacy is an umbrella term for organized activism related to a particular set of issues. Advocacy is expected to be unaffiliated and in good faith. It is almost always organized into or by an advocacy group or special interests. In other instances, an individual may act as a proponent, on their own account, or on behalf of a corporation or organization.

At NTCD we advocate for our partners with and among our Basin partners via technical working groups, coalitions and public meetings. The District expressly intends to advocate for residents of Douglas and Washoe counties in Nevada Lake Tahoe.

1. Encourage public participation during public comment periods and local policy activities
2. Provide public record of discussion and decision-making of local stakeholders, local policy makers and local elected officials
3. Act as liaison between NTCD, our partners and Local, State and Federal agencies



Outreach is an effort by an organization or group to connect its ideas or practices to the efforts of other organizations, groups, specific audiences or the general public.

At NTCD Outreach often takes on an educational component (i.e., the dissemination of ideas), but it is not uncommon for NTCD to conceive of our outreach strategy as a two-way street. In this case outreach is also framed as engagement, rather than simple dissemination/education.

1. Representing NTCD, participate in Lake Tahoe Basin coalitions, work groups and special events
2. As appropriate, act as coordinator for NTCD w/ media and other public outreach coordinators for Basin agencies and organizations
3. Maintain and upgrade District's website
4. Create and maintain NTCD media archive
5. Prepare and deliver multimedia presentations to a variety of audiences
6. Assist DM plan and coordinate annual staff and/or Board retreats

Environmental policy refers to the laws, regulations, and other policy mechanisms concerning environmental issues. These issues generally include air and water pollution, solid waste management, the protection of natural resources, wildlife and endangered species.

NTCD often acts a liaison between and among Nevada Lake Tahoe stakeholders and Basin policy makers. NTCD participates in a number of policy-making working groups (EIP 16 Outreach, Technical Working Groups of Pathway, and SWQIC).

1. Ensure for scientifically accurate information and a clear rationale is used for decision-making and publication of information both internally and externally
2. Provide support for existing and assist with development of new stakeholder groups
3. Provide facilitation, training and leadership development for stakeholder groups
4. Work collaboratively with NTCD staff to assist with identification of and to address needs of stakeholders (i.e. fuels reduction and forest health, urban lots, stormwater maintenance, etc...)