



NTCD ANNUAL WORKPLAN FY 2012

Prepared: May 13, 2011

INTRODUCTION

The Nevada Tahoe Conservation District (NTCD) is part of 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 with our roots dating back to the dust bowl era. Districts provide natural resource and conservation practices 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. 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.

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, and 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
6. Development of a comprehensive finance/funding plan for FY 2012 for review and approval by the NTCD Board of Supervisors.
7. Maintain an operational budget of 12 months and operational reserve one month or more 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. Participate in the Lake Tahoe Forum
11. 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 RESOURCES PROGRAM

1. Lead technical advisory group to advise the NDSL Water Quality and Erosion Control program on funding appropriate stormwater and SEZ restoration projects. Forward final NTCD board recommendation regarding which projects NDSL should fund.
2. Provide technical oversight for the design and construction of water quality and stream restoration projects funded by the NDSL Water Quality and Erosion Control program.
3. Develop a stormwater infrastructure inventory and performance tracking architecture in Nevada-Tahoe.
4. Design and construct a restoration of Middle Rosewood Creek Area A.
5. Work closely with the Regional Stormwater Monitoring Programs to establish a robust data inventory and collection/analysis protocol for stormwater quality in the Tahoe basin.
6. Design, construct, and monitor a hybrid BMP system in Incline Village, NV. The hybrid system will augment the existing high-flow treatment system with distributed off-line infiltration swales.
7. Monitor the water quality before and after the restoration of Area A of Rosewood Creek.
8. Provide assistance to Washoe and Douglas Counties to implement various aspects of the TMDL tracking program.



9. Team with NRCS to meet the requirements of Community Watershed Planning in a community at Nevada-Tahoe.

WATER RESOURCES PROGRAM - MONITORING

1. 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.
2. Continue the sampling water quality for the Stateline Stormwater Project.
3. Monitor the water quality associated with the Rosewood Creek Area A restoration.

BACKYARD CONSERVATION PROGRAM (CONSERVATION PLANNING GROUP)



1. Complete and Implement the NTCD-BCP Annual Work Plan.
2. Continue to assist with development and maintenance needs at the North Lake Tahoe Demonstration Garden.
3. Plan and hold Green Thumb Thursday education classes at North Lake Tahoe Demonstration Garden. 2-4 classes at the Demonstration Garden
4. Continue to train all BCP staff in defensible space techniques in collaboration with the fire protection districts of Nevada Tahoe.
5. Provide ongoing training for all BCP staff in native and adapted plants.
6. Provide property owners with water quality technical assistance through Best Management Practices (BMPs) site evaluations and facilitation of BMP implementations.



7. 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.
8. Participate in outreach and education opportunities to present BMP retrofit and the Backyard Conservation Program.

9. Coordinate with the TRPA to utilize the enforcement process to facilitate the implementation of BMPs.
10. Distribute defensible space educational materials and handouts.



11. Construct native plant demonstration garden at the NTC D office location to highlight using native plants with in landscapes. NDF funding
12. Complete tasks associated with the “Educational Outreach Video on TMDL Implementation, BMPs and Defensible Space.” This includes setting up locations to show the video, outreach, viewings and marketing of the video. Funding is provided by Nevada Division of Environmental Protection.
13. Begin deliverables for Invasive Weed treatments under Nevada Division of State Lands Invasive Weed grant.



14. Seek out and secure funding to continue invasive weed abatement efforts and outreach for the 2013 field season and beyond.

15. Provide water conservation components while providing technical assistance in relation to BMPs.
16. Work with TRPA to maintain a positive working relationship with TRPA and other EIP #16 partners.
17. Ongoing training for all BCP staff in noxious weed identification and control methods.



18. Continue Coordination 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 training for the region. Funding is provided by Nevada Division of Environmental Protection.
19. Continue to seek out and secure funding for the future. NDEP funds and NRCS funds are decreasing and the BCP/CPG will need to be ready to shift and take on other roles as needed.
20. Complete deliverables for forest health outreach during the 2011 field season. NDF funding.



21. Begin work on Tahoe Yellow Cress (TYC) outreach and conservation planning to assist lakefront homeowners with the conservation of habitat and protection of TYC populations

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. Work on deliverables for Forest Health outreach and Biomass utilization projects under Nevada Division of Forestry grant.
4. Continue integration of our effort with the Tahoe Fuel and Forest Management Group.
5. Search for and secure appropriate funding to support forest health projects and part time staff dedicated to the Forest Health and Vegetation Management Program.
6. Provide continuing support to the Nevada Fire Safe Council Board



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 as 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...)

Funders and Partners

FEDERAL

USDA Natural Resources Conservation Service
USDA Forest Service
USDOI Bureau of Reclamation
US Army Corps of Engineers
US EPA

STATE

Nevada Division of Environmental Protection
Nevada Division of State Lands
Nevada Division of Conservation Districts
Nevada Division of Forestry
Nevada Association of Conservation Districts
Nevada Conservation Commission
University of Nevada, Cooperative Extension
Nevada Fire Safe Council

Local

Tahoe Regional Planning Agency
Tahoe Resource Conservation District, California
Washoe County
Douglas County
Carson City
Placer County, California
Cave Rock Estates GID
Zephyr GID
Skyland GID
Oliver Park GID
Logan Creek GID
Lakeridge GID
Incline Village GID
Kingsbury GID
Roundhill GID
Glenbrook Homeowners Association
Hidden Woods Homeowners Association

Private

National Fish and Wildlife Foundation
Nevada Tahoe Stateline Stormwater Association
National Forest Foundation