



NOTICE OF BOARD RETREAT AND AGENDA

THURSDAY, NOVEMBER 17, 2011 – 12:00 P.M.

**Airport Plaza Hotel and Conference Center
1981 Terminal Way, Reno, Nevada**

Board Members

Ron Smith, Chair	David Humke
Robert Larkin, Vice Chair	Geno Martini
David Aiazzi	Jessica Sferrazza

Pursuant to NRS 241.020, this notice has been posted at the following locations:

Washoe County Administration, 1001 East Ninth Street, Reno, Nevada
Sparks City Hall, City Clerk, 431 Prater Way, Sparks, Nevada
Reno City Hall, City Clerk, One East First Street, Reno, Nevada
Truckee River Flood Management Authority Office, 9390 Gateway Drive, Reno, Nevada
Truckee River Flood Project Website: <http://truckeeflood.us/140/meeting.agendas.html>

Items for Possible Action: All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (*). Those items marked with an asterisk (*) may be discussed but action will not be taken on them.

Possible Changes to Agenda Order and Timing: Discussion may be delayed on any item on this agenda and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting, moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

Special Accommodations: The meeting facility is accessible to the disabled; if special accommodations are required for the meeting, call the Authority staff at (775) 850-7429, at least 48 hours before the meeting.

Public Comment; Disruption of Meeting: During the “Public Comment” periods listed below, anyone may speak pertaining to any matter either on or off the agenda. Additionally, during action items, those not marked with an asterisk (*), public comment will be heard on that particular item before action is taken. In either event, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the recording secretary. Public comment is limited to three minutes per person unless extended by questions or action of the Commission. Comments are to be directed to the Commission as a whole and not to one individual. The presiding officer may (with or without advance warning) order the removal of a person whose conduct willfully disrupts the meeting to the extent that its orderly conduct is made impractical.

FMA BOARD RETREAT

This Flood Management Authority (FMA) Retreat is designed to be an open and broad discussion of the overall goals, priorities, policies, and practices of the Truckee River Flood Project. The discussion may lead to possible action in the form of policy statements or direction to staff relating to any or all of the agendized topics. The back-up documents for the Retreat may be found at http://truckeeflood.us/140/meeting_agendas.html. Additional information may be presented at the Retreat in the form of presentations, handouts, maps, charts, and graphs. In order to maximize the pursuit of ideas and policy development, discussion and related action at the Retreat may touch upon any of the following topics **at any time during the meeting and in any order the members of the Board desire.**

1. CALL TO ORDER

A. ROLL CALL, ESTABLISHMENT OF QUORUM, AND PLEDGE OF ALLEGIANCE

B. WELCOME, RETREAT ORGANIZATION, AND GROUNDRULES

Jay Aldean, Executive Director, TRFMA

C. APPROVAL OF AGENDA

D. *PUBLIC COMMENT

Any person is invited to speak on any topic that is not listed as an action item on this agenda. Each speaker must fill out a speaker identification card, may discuss any matter not listed on the agenda as an action item, and must limit comments to three minutes. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on a future agenda as an action item.

E. *ANNOUNCEMENTS

2. CONSENT ITEMS

A. AMENDMENT TO THE CARMEN GROUP 2011-2012 CONTRACT FOR FEDERAL LOBBYING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$183,000

Mimi Fujii-Strickler, Administrative Services Manager, TRFMA

Possible action to approve a contract amendment with The Carmen Group for federal lobbying services in the amount \$30,000 for a total contract amount not-to-exceed \$183,000 plus related expenses, and if approved, to forward the agreement to the Washoe County Board of County Commissioners for consent.

B. CONTRACT WITH KAFOURY, ARMSTRONG & CO. TO PROVIDE DUTIES OF ACTING CHIEF FINANCIAL OFFICER FOR AN AMOUNT NOT-TO-EXCEED \$52,000

Lori Williams, Sr. Financial Analyst, TRFMA

Discussion and possible action to enter into a contract with Kafoury, Armstrong & Co. to provide duties as an acting Chief Financial Officer (CFO) through June 30, 2012 for an amount-not-to-exceed \$52,000. This contract is based on an average of ten hours per week for nine month for duties as an acting CFO as outlined in the attached *Proposal for Professional Services*.

C. REVIEW AND POSSIBLE ADOPTION OF POLICIES FOR THE AUTHORITY

Lori Williams, Sr. Financial Analyst, TRFMA

Felicia O'Carroll, Shareholder, Kafoury, Armstrong & Co.

Susan Nuckles, CPA, Kafoury, Armstrong & Co.

Discussion and possible action to adopt the following policies for the Truckee River Flood Management Authority:

- P-5 Capital Asset Management Policy
- P-7 Relocation Assistance Policy
- P-8 Real Property Acquisition Policy

3. CORPS WORKSHOP UPDATE

Paul Urban, Flood Project Manager, TRFMA

Report on the workshop held at the Corps' Sacramento office on November 1, 2, and 3. Possible action to accept the report and/or provide direction to staff.

4. IDENTIFICATION AND PRIORITIZATION OF TASKS REQUIRED TO BE DONE BY NON-FEDERAL SPONSOR BASED ON CURRENT FMA BUDGET

Jay Aldean, Executive Director, TRFMA

Discussion and possible action to determine the priority of Flood Project programs, property acquisitions and TRAction projects based on the existing budget and the current need at this time.

5. DISCUSS THE PROCESS AND KEY DECISIONS REQUIRED FOR ESTABLISHING FLOOD FEES

Jay Aldean, Executive Director, TRFMA

Discussion regarding the process and key decisions to establish flood fees to finance the "Non-Federal" share of the Corps of Engineers, Truckee Meadows Flood Project, including, but not limited to, a description of the project and costs upon which fees will be based, and possible criteria, rate design and parameters for calculating fees. Discussion about what consulting services may be needed to formulate the fees. Possible action to approve project descriptions or methodology for establishing project descriptions, and criteria and parameters for calculating the rate amounts and/or provide direction to staff.

6. REVIEW OF FCS CONTRACT

Jay Aldean, Executive Director, TRFMA

Report on the scope of work and deliverable accomplishments to date by the FCS Group relative to their existing contract for professional services. Possible action to accept the report and/or provide direction to staff.

7. 180-DAY PLAN OF ACTION

Jay Aldean, Executive Director, TRFMA

Presentation and discussion regarding staff's *180-Day Plan of Action*. Possible action to accept the report and/or provide direction to staff.

8. **DISCUSSION REGARDING TRFMA STAFFING ORGANIZATION**

Jay Aldean, Executive Director, TRFMA

Discussion regarding organizational structure of TRFMA. Possible action to accept the report and/or provide direction to staff.

9. **SUMMARY AND REQUESTS FOR FUTURE AGENDA ITEMS**

Possible action to approve items for future agendas.

10. ***PUBLIC COMMENT**

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11. **ADJOURNMENT**