

Staff Report

for the Board of Directors Meeting of November 14, 2018

TO: Honorable Board of Directors
FROM: Remleh Scherzinger, General Manager, P.E., MBA
DATE: November 7, 2018
SUBJECT: Establish Administrative Policy 3050 - Watershed Investment Fund

ADMINISTRATION

RECOMMENDATION:

Adopt Resolution No. 2018-34 (Watershed Investment Fund), as recommended by the Administrative Practices Committee on October 30, 2018.

BACKGROUND:

The Watershed Investment Fund Policy develops an endowment fund to create a community driven, transparent and publically accountable funding stream through tax-deductible donations to the District. The purpose of the Policy is to support environmental stewardship activities undertaken by the District to enhance freshwater ecosystems and their watersheds which directly benefit NID's customers.

This policy applies to all donation moneys collected by the District. The District shall create and maintain a separate fund to collect, track and expend these funds as necessary. These moneys shall be accounted for in the quarterly financial reports provided to the Board and public as well as the Comprehensive Annual Financial Report of District financial activities.

BUDGETARY IMPACT:

Unknown at this time

Attachments (1):

- Resolution No. 2018-34 (Establishing Administrative Policy 3050 - Watershed Investment Fund)
- Draft Policy 3050 – Watershed Investment Fund



RESOLUTION No. 2018-34

OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT

**ESTABLISHING ADMINISTRATIVE POLICY -
Watershed Investment Fund**

WHEREAS, the Nevada Irrigation District (the "District") intends to establish, and revise from time to time, administrative policies to guide the operations and management of the District; and

WHEREAS, the District's insurance carrier provided sample guidelines for personnel and administrative policies for consideration by the District; and

WHEREAS, over the past few years, the District has adopted several administrative policies using the sample guidelines, in an effort to assemble a comprehensive policy manual; and

WHEREAS, certain District policies are outdated, and should be revised and formatted in the same manner as the sample guidelines; and

WHEREAS, such draft policies have been reviewed by the District's Legal Counsel and found to be in accordance with law.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Nevada Irrigation District hereby adopts the following policies as attached, and shall be incorporated herein:

#3050 – Watershed Investment Fund

BE IT FURTHER RESOLVED, that the attached policies shall be incorporated into the District Policy Manual, and the Board Secretary is hereby authorized to assign and revise policy numbers, and format and reformat the attached, as needed for an organized, comprehensive, policy manual.

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PASSED AND ADOPTED by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 14th day of November 2018, by the following vote:

| | |
|------------------|------------|
| AYES: | Directors: |
| NOES: | Directors: |
| ABSENT: | Directors: |
| ABSTAINS: | Directors: |

President of the Board of Directors

Attest:

Secretary to the Board of Directors

Nevada Irrigation District

POLICY MANUAL

POLICY TITLE: Watershed Investment Fund
POLICY NUMBER: 3050

3050.1 Purpose

The purpose of this policy is to develop and maintain an NID endowment fund to provide District customers and members of our community the opportunity to make direct tax deductible donations to the fund. The sole purpose of this fund is to support environmental stewardship activities undertaken by the District to enhance freshwater ecosystems and their watersheds which directly benefit NID’s customers in a fully transparent and publically accountable way.

3050.2 Scope

This policy applies to all donation moneys collected by the District. The District shall create and maintain a separate fund to collect, track and expend these funds as necessary. These moneys shall be accounted for in the quarterly financial reports provided to the Board and public as well as the Comprehensive Annual Financial Report of District financial activities.

3050.2.1 Considered Restricted

Funds are considered Restricted in nature and shall be maintained and reported as such. Such funds may only be spent on projects and programs within the District and its operational watersheds (Yuba, Deer Creek and Bear River and their respective tributary streams).

3050.2.2 Interest on Accounts

All interest generated on collected funds shall remain within the fund.

3050.3 Tax status

Funds collected as part of this effort are tax deductible and those that donate will be issued the appropriate documentation to support their donations for the fiscal year. Letters will be sent annually no later than the 15th of February.

3050.4 Objectives

The overall goal of this fund is to protect the health of these watersheds as the ultimate source of our water supply and as the foundation of healthy local communities. Key strategies below will advance the District's capacity to become more resilient and responsive to both current conditions and future challenges associated with climate change in NID's operational boundaries. By developing this funding mechanism, the District will support key strategies and activities to achieve:

4.1 **Habitat improvement:** promote freshwater aquatic and terrestrial habitat improvements through restoring, enhancing or establishing conditions necessary for thriving aquatic, plant and animal communities.

4.2 **Best forest management practices:** create and maintain resilient forests by establishing healthy forest stands, employing best forest management practices, and creating the capacity within a forested ecosystem to recover from disturbance, stress or damage.

4.3 **Support watershed services:** promote functional watersheds, hydrologic processes and source water protection efforts to achieve optimal water yield, a secure water supply, and high quality water for the benefit of all District customers and local communities.

4.4 **Restoration and enhancement of watersheds:** support projects on watershed lands, riparian corridors, wetlands and meadows as key components of healthy watersheds based on best available science and principles of adaptive management.

4.5 **Watershed education:** promote watershed educational activities to build an informed and involved community that is connected to its local water resources and source watersheds.

Adopted: November 14, 2018 via Resolution No. 2018-34