

**CARSON WATER SUBCONSERVANCY DISTRICT  
BOARD OF DIRECTORS**

**NOTICE OF PUBLIC MEETING**

**DATE:** August 17, 2016  
**TIME:** 6:30 P.M.  
**LOCATION:** Alpine County School District Learning Center  
100 Foothill Rd.  
Markleeville, CA

**The meeting will be preceded by a tour of the Ace Hereford Ranch, 2355 Carson River Rd., near Paynesville, California at 3:30 p.m. and dinner at 4:45 p.m. at Sorensen's Resort, 14255 Hwy. 88, Hope Valley, California. A quorum of the CWSD Directors may be present at the events preceding the board meeting but no action will be taken.**

**AGENDA**

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**Please Note:** A quorum of the Douglas County Board of Commissioners may be present at this meeting. Those commissioners will be deliberating and taking action only in their role as Directors of the Carson Water Subconservancy District (CWSD). The CWSD Board may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please contact Toni Leffler at (775)887-7450 (<mailto:toni@cwsd.org>), at least a week in advance so that arrangements can be made.

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1. Call to Order
2. Convene CWSD/Alpine County Joint Powers Board
3. Roll Call
4. Pledge of Allegiance
5. Approval of Agenda (For Possible Action)
6. Approval of the Board Meeting Minutes from July 20, 2016 (For Possible Action)
7. Public Comment (Discussion Only) Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later meeting.

**CONSENT AGENDA**

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**Please Note:** All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Directors with one action and without an extensive hearing. Any member of the board or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting.

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8. Approval of Treasurer's Report for July 2016 (For Possible Action)
9. Payment of Bills for July 2016 (For Possible Action)
10. Discussion for possible action to create a Water Resource Specialist II position. (For Possible Action)
11. Discussion for possible action regarding a letter of support for Nevada Land Trust to receive grant funding from Sierra Nevada Conservancy for creating a land management plan for the Jobs Peak Ranch property. (For Possible Action)
12. Discussion for possible action regarding leasing Lost Lakes water to Carson City.

**\*\*END OF CONSENT AGENDA\*\***

13. Discussion for possible action regarding applying for NDEP 319 grants (For Possible Action)

## 8/17/16 CWSD Board Meeting Agenda

14. Discussion for possible action regarding hiring Robert Loveberg to help with developing the draft floodplain ordinances. (For Possible Action)
15. Discussion for possible action regarding reclassification of Debbie Neddenriep into the Water Resource Specialist II position at Step 4.
16. Staff Reports - General Manager
  - Legal
  - Correspondence
17. Directors Reports
18. Public Comment (Discussion Only) Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later meeting.
19. Adjournment

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Supporting material for this meeting may be requested from Toni Leffler at 775-887-7450 (<mailto:toni@cwsd.org>) and is available at the CWSD offices at 777 E. William St., #110A, Carson City, NV 89701 and on the CWSD website at [www.cwsd.org](http://www.cwsd.org).

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In accordance with NRS 241.020, this notice and agenda has been posted at the following locations :

-Dayton Utilities Complex  
34 Lakes Blvd  
Dayton, NV

-Minden Inn Office Complex  
1594 Esmeralda Avenue  
Minden, NV

-Lyon County Administrative Building  
27 S. Main St.  
Yerington, NV

-Churchill County Administrative Complex  
155 N Taylor St.  
Fallon, NV

-Carson City Hall  
201 N. Carson St.  
Carson City, NV

-Carson Water Subconservancy District Office  
777 E. William St., #110A  
Carson City, NV

-Alpine County Administrative Building  
99 Water St.  
Markleeville, CA

### AFFIDAVIT OF POSTING

The undersigned affirms that on or before 9:00 A.M. on August 10, 2016, he/she posted a copy of the Notice of Public Meeting and Agenda for the August 17, 2016, regular meeting of the Carson Water Subconservancy District in accordance with NRS 241.020; said agenda was posted at the following location: \_\_\_\_\_.

\_\_\_\_\_  
SIGNATURE

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date & Time of Posting: \_\_\_\_\_

**AGENDA ITEM #6  
MINUTES OF LAST  
BOARD MEETING**

CARSON WATER SUBCONSERVANCY DISTRICT  
BOARD OF DIRECTORS MEETING  
July 20, 2016, 6:30 P.M.  
*DRAFT* Minutes

Directors present:

Karen Abowd, Vice Chairman  
Brad Bonkowski  
Carl Erquiaga  
Barry Penzel  
Mary Rawson  
Chuck Roberts  
Ernie Schank  
Fred Stodieck

Directors not present:

Ray Fierro, Treasurer  
Don Jardine  
Doug Johnson  
Don Frensdorff  
Greg Lynn, Chairman  
Austin Osborne, Storey County representative

Staff present:

George Benesch, Legal Counsel  
Edwin James, General Manager  
Toni Leffler, Administrative Assistant/Secretary to the Board

Also present:

Angela Paul, USGS

In Chairman Lynn's absence, Vice Chairman Abowd called the meeting to order at 6:34 p.m. at the Churchill County Commission Chambers, 155 N. Taylor St., Fallon, NV. The CWSD/Alpine County Joint Powers Board was convened. Roll call was taken and a quorum was determined to be present. The Pledge of Allegiance was led by Director Schank.

Item #5 - Approval of Agenda. *Director Schank made the motion to approve the agenda as amended. The motion was seconded by Director Bonkowski and unanimously approved by the Board.*

Item #6 - Approval of the Board Meeting Minutes from June 15, 2016. *Director Rawson made the motion to approve the Minutes of the Board Meeting on June 15, 2016. The motion was seconded by Director Stodieck and unanimously approved by the Board.*

Item #7 - Public Comment - None.

CONSENT AGENDA

Item #8 - Approval of Treasurer's Report for June 2016. -

Item #9 - Payment of Bills for June 2016.

Item #10 - Discussion for possible action regarding surplus of the Konica Minolta bizhub C451 copy machine.

Item #11 - Discussion for possible action regarding the Budget Expenditures Policy for expenditures exceeding five percent (5%) of the budgeted amount.

Item #12 - Discussion for possible action regarding the General Manager attending the 2016 Floodplain Management Association Conference on September 6-9, 2016.

*Director Schank made the motion to approve the consent agenda, including items #8-12. The motion was seconded by Director Stodieck and unanimously approved by the Board.*

**\*\*END OF CONSENT AGENDA\*\***

Item #13 - Discussion for possible action regarding a presentation by the USGS on the arsenic study in Carson Valley. Angela Paul from the U.S. Geological Survey (USGS) gave a PowerPoint presentation entitled "Vulnerability of Production Wells to Arsenic in Southeastern Carson Valley-Evaluation of Existing Data." She explained that due to elevated arsenic concentrations Douglas County decommissioned production wells in northern Carson Valley and users in Carson City, Indian Hills GID, and Douglas County are now supplied with water by Minden. This study is to help determine whether increasing pumping rates from wells in Minden will mobilize arsenic toward production wells, thereby degrading water quality. She noted that she is referring to untreated source water, not drinking water.

What do we currently know about distribution of arsenic in Carson Valley? Existing surface and groundwater geochemical data were compiled from the USGS National Water Information System (NWIS) database and from the Nevada Division of Environmental Protection (NDEP). Physical information, such as depth to water and well depth, is available for some wells in the NWIS database. Chemical data for production wells were requested from local water suppliers. This data was compiled into a geospatial dataset and spatially evaluated for arsenic occurrence.

Arsenic is naturally occurring. Enrichment of arsenic can occur due to favorable hydrogeology (volcanic rocks, irrigation, long flow paths) and geochemical condition (redox oxidation reduction potential, pH, phosphate). Deep wells can tap groundwater that can contain the reduced form of inorganic Arsenic III, the more mobile form. The general direction of groundwater flow in Carson Valley is from the east/southeast toward the East Fork and main stem Carson River. Flows from east/southeast to the north are picking up arsenic toward Minden. The focus area of this study is production wells in the Carson Valley area using information from the Nevada Division of Water Resources (NDWR) for water years 1960-2015. Arsenic concentrations were primarily in the north west valley, farther away from the river. They represent both filtered and unfiltered water, as recorded by NWIS, Douglas County Public Works, Gardnerville Ranchos, Indian Hills GID, South Tahoe Public Utility District (STPUD), and the Town of Minden.

Ms. Paul explained that arsenic molecules associated with electrons creates a reduction reaction and combined with oxygen creates an enhancing reaction. Arsenic is associated with geothermal areas in the northern part of Douglas County near Hot Springs Mountain.

Director Erquiaga joined the meeting at 6:47 p.m.

Director Penzel asked if the wells studied are county or private wells. Ms. Paul responded that they are a combination of private wells studied with permission from the landowners, USGS monitoring wells, stock water wells, and county wells.

Arsenic concentrations above 10 ppb were found in some of the Minden production wells over time between 2005 and 2015, however, data provided by the Town of Minden for their production wells show most wells are below arsenic standard.

From a 2010 USGS study Ms. Paul explained that when groundwater was sufficiently oxidizing it takes the form of Arsenic V (arsenate) which are influenced by phosphate which is less mobile. Wells at shallow depths show low arsenite concentrations and high arsenate concentrations. The opposite is true at greater depths. Arsenate has an affinity for iron as a form of treatment.

Director Rawson asked if the lower you drill the more arsenic is picked up. Ms. Paul responded that depends on the transmissivity of the aquifer and where you are pulling the water from. Director Penzel asked about the correlation of arsenic to the granite base. Ms. Paul explained that two different mechanisms can provide arsenic to a well: deeper wells are closer to the arsenic source and shallower wells will be more influenced by what's going on at the surface.

The pH of the water can affect the mobility of arsenate. Arsenic concentration with depth to screened interval showed that generally as you reach greater depth, the arsenic concentrations seem to increase.

#### Summary of Phase I:

- There is limited data for past 10 years from areas surrounding the target study areas near and up gradient from the production wells in the Minden-Gardnerville area.
- The current geochemical data (arsenic speciation and redox parameters) are needed to understand the spatial distribution and redox conditions within the aquifer underlying the eastern and southern parts of Carson Valley. Understanding these conditions is essential in evaluating possible geochemical controls on arsenic mobility.
- Ancillary geochemical data (e.g., dissolved oxygen, pH, iron, phosphate, chloride) are needed for each sample of arsenic. Currently, not all geochemical data are available within a given sample.
- The limited data analyzed as part of this study suggest that higher concentrations of arsenic are found in samples collected from wells screened within the deeper regions of the aquifer.
- Additional water level measurements are needed to evaluate how deep within the actual aquifer samples are being collected.
- The pH values are generally below what is critical for the desorption of Arsenic V (arsenate) from aquifer sediments; however, elevated arsenic concentrations have been observed.

Director Penzel asked if arsenic would be effected by drought. Ms. Paul responded that more pumping and greater depth could occur during drought which could draw arsenic.

Steps Forward – Phase II – The USGS will:

- Use existing groundwater flow models to determine likely source water flow paths to production wells in the Minden-Gardnerville area (particle tracking method).
- Sample groundwater from wells located in source water flow paths to potentially vulnerable production wells.
- Monitor water level, continuous head, and temperature in wells surrounding the potentially vulnerable production wells.
- Work with municipalities to sample for arsenic speciation, DO, pH, phosphate, nitrate, iron, manganese, and chloride.

Director Rawson noted that since arsenic is naturally occurring, we don't have a chance to not have arsenic in our water. Director Penzel pointed out that data is good but there is a resident at the end of the pipeline who is paying for this, so we have an obligation to determine that studies present data collection to reflect resident distribution. Mr. James explained that the study is to determine whether we will draw arsenic into major production wells in the future.

Ms. Paul explained that Fair Grounds #2 well, as an example, was exceeding the arsenic standard when pumping exceeded 200 gpm. If pumping stayed under 200 gpm, the arsenic level stayed under 10 ppb. If Douglas County has to pump a higher rate to meet demands, they will have to treat water, and the customers will have to pay the price for treatment. Director Penzel expressed his concern over focusing on the "flavor of the day" element which is being treated and then have to change treatment for a different element, like pharmaceuticals. Should we not have a larger, better view of water quality, the whole spectrum of the problem, before determining the best treatment? Ms. Paul responded that in the next phase of sampling the USGS can include sampling for various elements to identify a broader range of potential concerns.

Director Bonkowski asked if arsenic levels drop with the reduction in pumping, is it possible to determine the point at which the arsenic retreats for an optimal pump rate? Ms. Paul responded that it is unclear if there is a pumping level at which arsenic will permanently retreat.

*No action was necessary for this item; receive and file.*

Item #14 - Discussion for possible action regarding the General Manager's annual review. Director Abowd explained that the Administrative Committee met on June 8, 2016, to go over the General Manager's annual reviews submitted by Board members. The results were an average 17.39 rating out of a possible 18 points. Mr. James is topped out in his salary range, so no salary adjustment is available, but a satisfactory review qualifies him for a \$500 longevity award. When asked if he had any comments about his review, Mr. James requested that the board share with him the rumors they hear and information they would like to be given to their boards.

Director Schank commented that in his two years as Chairman of the CWSD Board, he is extremely appreciative of Mr. James' knowledge and working relationship with the Legislature. Mr. James has done a lot for this watershed, and Director Schank applauded Mr. James' leadership.

*Director Schank made the motion that the General Manager be given a satisfactory review which qualified him for a \$500.00 longevity award. The motion was seconded by Director Penzel and unanimously approved by the Board.*

Item #15 – Discussion for possible action regarding the water supply projections for this summer.

Mr. James explained that the 2015 snow water equivalent in the Carson River Basin were near historic lows. In 2016, we are at average, though it seems like a lot more water after the several years of drought we have experienced. On the East Fork at Gardnerville, the river is falling below historic average, as on the West Fork at Woodfords. We can't make up for several years of drought in one year of average water. At Ft Churchill the flows are dropping at a faster rate than at the other gages. This year we had good precipitation but the snow pack disappeared quickly. As we start planning for the future, we need to keep this scenario in mind, a new scenario that changes are occurring.

Director Schank noted that the Carson River underachieved what was predicted, whereas on the Walker River, it overachieved the prediction.

Director Schank noted that Lake Tahoe is a good indicator of drought conditions, even though the Carson River doesn't draw any water from Lake Tahoe except at Lahontan Reservoir through the Truckee Canal from the Truckee River.

*No action was necessary for this item; receive and file.*

Item #16 - Staff Reports

General Manager - Mr. James had nothing to report in addition to the staff report in the Board package.

Legal –Mr. Benesch had nothing in particular to report.

Correspondence – As included in the Board package and handed out at the meeting.

Item #17 - Directors' Reports

Director Schank thanked the Board for coming to Churchill County to meet this month and for the tour of county and conservation district projects preceding the meeting so Board members could see what CWSD is funding.

None of the other directors had anything specific to report.

Item #18 - Public Comment. None

*There being no further business to come before the Board, Director Schank made the motion to adjourn, seconded by Director Rawson. The meeting was adjourned at 7:58 p.m.*

Respectfully submitted,

Toni Leffler  
Secretary



**AGENDA ITEM #8**  
**TREASURER'S REPORT**

**CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND****Balance Sheet**

As of July 31, 2016

	<u>Jul 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1010-00 · Cash in Checking - B of A	29,366.13
1011-00 · Petty Cash	100.00
1014-00 · Local Gov't Inv. Pool-Regular	117,213.23
1021-00 · US Bank CD	249,853.11
1028-00 · First Independent Bank of Nevad	247,866.74
1029-00 · Bank of America-Savings	4,125.44
<b>Total Checking/Savings</b>	<u>648,524.65</u>
<b>Other Current Assets</b>	
1055-00 · Payroll Deposit - Carson City	500.00
<b>Total Other Current Assets</b>	<u>500.00</u>
<b>Total Current Assets</b>	<u>649,024.65</u>
<b>TOTAL ASSETS</b>	<u><u>649,024.65</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
3307-00 · CC Payroll Due	27,401.81
3360-00 · Accrued Vacation	23,145.17
3362-00 · Accrued sick leave	44,262.23
<b>Total Other Current Liabilities</b>	<u>94,809.21</u>
<b>Total Current Liabilities</b>	<u>94,809.21</u>
<b>Total Liabilities</b>	<u>94,809.21</u>
<b>Equity</b>	
4000-00 · Fund Balance	613,077.83
Net Income	-58,862.39
<b>Total Equity</b>	<u>554,215.44</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>649,024.65</u></u>

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Profit &amp; Loss YTD Comparison

July 2016

	Jul 16	Jul 16
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5009-00 · Churchill County Ad Valorem	7,892.06	7,892.06
5010-00 · Lyon County Ad Valorem	7,973.90	7,973.90
5011-00 · Douglas County Ad Valorem	1,256.61	1,256.61
5022-00 · Water Lease - Mud Lake	51,489.70	51,489.70
5025-00 · Int. Inc.-US Bank CD	102.37	102.37
5031-00 · Interest Income-LGIP Reg.	120.82	120.82
5044-00 · Int-1st Independent Bk of NV CD	91.64	91.64
5045-00 · Interest Income-B of A Savings	0.10	0.10
5060-00 · Misc. Income		
5060-02 · Watershed Tour	325.00	325.00
<b>Total 5060-00 · Misc. Income</b>	<b>325.00</b>	<b>325.00</b>
5092-00 · FEMA - MAS #5	11,135.24	11,135.24
5093-00 · FEMA - MAS #6	6,330.36	6,330.36
<b>Total Income</b>	<b>86,717.80</b>	<b>86,717.80</b>
<b>Expense</b>		
7015-00 · Salaries & Wages	39,612.58	39,612.58
7020-00 · Employee Benefits	13,952.01	13,952.01
7021-00 · Workers Comp Ins.	381.00	381.00
7101-00 · Director's Fees		
7101-01 · Director Benefits	27.92	27.92
7101-00 · Director's Fees - Other	1,922.95	1,922.95
<b>Total 7101-00 · Director's Fees</b>	<b>1,950.87</b>	<b>1,950.87</b>
7102-00 · Insurance	6,225.38	6,225.38
7103-00 · Office Supplies	187.27	187.27
7105-00 · Rent	2,085.10	2,085.10
7106-00 · Telephone/Internet	229.94	229.94
7107-00 · Travel-transport/meals/lodging		
7107-01 · Car Allowance	566.42	566.42
7107-00 · Travel-transport/meals/lodging - Other	611.88	611.88
<b>Total 7107-00 · Travel-transport/meals/lodging</b>	<b>1,178.30</b>	<b>1,178.30</b>
7108-00 · Dues & Publications	30.00	30.00
7109-00 · Miscellaneous Expense	15.00	15.00
7111-00 · Office Equipment	9,022.00	9,022.00
7116-00 · Legal	3,387.33	3,387.33
7120-00 · Integrated Watershed Programs		
7120-30 · Watershed Coord.Exp. 2015-18	663.39	663.39
<b>Total 7120-00 · Integrated Watershed Programs</b>	<b>663.39</b>	<b>663.39</b>
7125-00 · Environmental Ed.Coord.Exp.		
7125-02 · Env.Ed.Coord.Exp. 2015-17	5,284.68	5,284.68
<b>Total 7125-00 · Environmental Ed.Coord.Exp.</b>	<b>5,284.68</b>	<b>5,284.68</b>
7332-00 · Carson River Work Days		
7332-01 · CR Work Days 2015-16	10,892.17	10,892.17
<b>Total 7332-00 · Carson River Work Days</b>	<b>10,892.17</b>	<b>10,892.17</b>
7337-00 · Carson River Restoration		
7337-03 · Dayton Valley Conserv		
7337-31 · DVCD-Restoration Proj.2015-16	12,943.31	12,943.31
7337-32 · DVCD-Storey Co. Weed Abatement	4,458.72	4,458.72
<b>Total 7337-03 · Dayton Valley Conserv</b>	<b>17,402.03</b>	<b>17,402.03</b>
<b>Total 7337-00 · Carson River Restoration</b>	<b>17,402.03</b>	<b>17,402.03</b>
7404-00 · Noxious Weeds Control-CR Wtrshd		
7404-04 · Noxious Weed Control-Lyon Co.	6,089.13	6,089.13
<b>Total 7404-00 · Noxious Weeds Control-CR Wtrshd</b>	<b>6,089.13</b>	<b>6,089.13</b>
7420-00 · FEMA MAS #4 (Flood Map)		
7420-01 · Flood Maps-HDR	14,418.93	14,418.93

11:30 AM

08/03/16

Accrual Basis

**CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND****Profit & Loss YTD Comparison**

July 2016

	Jul 16	Jul 16
Total 7420-00 · FEMA MAS #4 (Flood Map)	14,418.93	14,418.93
7424-00 · NDEP-Watershed Literacy Gr.Exp.		
7426-00 · FEMA MAS #5-Charter/Map/Model		
7426-03 · Eagle Valley-Michael Baker	3,344.50	3,344.50
7426-00 · FEMA MAS #5-Charter/Map/Model - Other	5.40	5.40
Total 7426-00 · FEMA MAS #5-Charter/Map/Model	3,349.90	3,349.90
7428-00 · NDEP-VA/Rocky Bank Stab. Design		
7428-01 · CWSD match-VA/Rocky Design	5,287.50	5,287.50
Total 7428-00 · NDEP-VA/Rocky Bank Stab. Design	5,287.50	5,287.50
7429-00 · NDEP-Wtrshd Lit.Implementation	29.43	29.43
7640-00 · Churchill County Projects		
7640-09 · Lahontan Vly.Wtr.Lvl.Measure.	3,906.25	3,906.25
Total 7640-00 · Churchill County Projects	3,906.25	3,906.25
Total Expense	145,580.19	145,580.19
Net Ordinary Income	-58,862.39	-58,862.39
Net Income	-58,862.39	-58,862.39

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

08/03/16

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

July 2016

	Jul 16	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5008-00 · Alpine Co. Joint Powers contrib		9,300.00	-9,300.00	
5009-00 · Churchill County Ad Valorem	7,892.06	199,215.00	-191,322.94	4.0%
5010-00 · Lyon County Ad Valorem	7,973.90	151,546.00	-143,572.10	5.3%
5011-00 · Douglas County Ad Valorem	1,256.61	483,477.00	-482,220.39	0.3%
5012-00 · Carson City Ad Valorem		380,283.00	-380,283.00	
5022-00 · Water Lease - Mud Lake	51,489.70	50,000.00	1,489.70	103.0%
5023-00 · Water Lease-Lost Lakes		1,800.00	-1,800.00	
5025-00 · Int. Inc.-US Bank CD	102.37	800.00	-697.63	12.8%
5031-00 · Interest Income-LGIP Reg.	120.82	600.00	-479.18	20.1%
5044-00 · Int-1st Independent Bk of NV CD	91.64	1,000.00	-908.36	9.2%
5045-00 · Interest Income-B of A Savings	0.10	20.00	-19.90	0.5%
5050-00 · Watershed Coordinator				
5050-10 · NDEP Watershed Coord. 2015-18		53,800.00	-53,800.00	
Total 5050-00 · Watershed Coordinator		53,800.00	-53,800.00	
5060-00 · Misc. Income				
5060-02 · Watershed Tour	325.00	5,900.00	-5,575.00	5.5%
Total 5060-00 · Misc. Income	325.00	5,900.00	-5,575.00	5.5%
5063-00 · Environmental Education Program				
5063-04 · NDEP-Env.Ed.Coord.2015-17		50,000.00	-50,000.00	
Total 5063-00 · Environmental Education Program		50,000.00	-50,000.00	
5082-00 · Alpine Co.-CASGEM Grant		1,680.00	-1,680.00	
5085-00 · Ch.Co. for USGS GW/WQ Study		900.00	-900.00	
5087-00 · FEMA MAS #4 (Flood Maps)		113,000.00	-113,000.00	
5091-00 · Rec.Trails Signage-Motorized		500.00	-500.00	
5092-00 · FEMA - MAS #5	11,135.24	35,000.00	-23,864.76	31.8%
5093-00 · FEMA - MAS #6	6,330.36	156,400.00	-150,069.64	4.0%
5094-00 · NDEP-VA/Rocky Bank Stab.Design		45,400.00	-45,400.00	
5095-00 · NDEP-WS Literacy Implementation		36,000.00	-36,000.00	
5096-00 · NFWF-Weed Mgmt.		25,300.00	-25,300.00	
Total Income	86,717.80	1,801,921.00	-1,715,203.20	4.8%
<b>Expense</b>				
7015-00 · Salaries & Wages	39,612.58	351,100.00	-311,487.42	11.3%
7020-00 · Employee Benefits	13,952.01	143,000.00	-129,047.99	9.8%
7021-00 · Workers Comp Ins.	381.00	1,300.00	-919.00	29.3%
7101-00 · Director's Fees				
7101-01 · Director Benefits	27.92			
7101-00 · Director's Fees - Other	1,922.95	13,500.00	-11,577.05	14.2%
Total 7101-00 · Director's Fees	1,950.87	13,500.00	-11,549.13	14.5%
7102-00 · Insurance	6,225.38	7,500.00	-1,274.62	83.0%
7103-00 · Office Supplies	187.27	3,000.00	-2,812.73	6.2%
7104-00 · Postage		800.00	-800.00	
7105-00 · Rent	2,085.10	25,021.00	-22,935.90	8.3%
7106-00 · Telephone/Internet	229.94	4,000.00	-3,770.06	5.7%
7107-00 · Travel-transport/meals/lodging				
7107-01 · Car Allowance	566.42			
7107-00 · Travel-transport/meals/lodging - Other	611.88	14,000.00	-13,388.12	4.4%
Total 7107-00 · Travel-transport/meals/lodging	1,178.30	14,000.00	-12,821.70	8.4%
7108-00 · Dues & Publications	30.00	1,000.00	-970.00	3.0%
7109-00 · Miscellaneous Expense	15.00	1,000.00	-985.00	1.5%
7110-00 · Seminars & Education		3,000.00	-3,000.00	
7111-00 · Office Equipment	9,022.00	3,000.00	6,022.00	300.7%
7112-00 · Bank Charges		200.00	-200.00	
7114-00 · Outside Professional Services		12,000.00	-12,000.00	
7115-00 · Accounting		10,000.00	-10,000.00	
7116-00 · Legal	3,387.33	40,700.00	-37,312.67	8.3%
7117-00 · Lost Lakes Expenses		10,000.00	-10,000.00	
7118-00 · Mud Lake O & M		1,000.00	-1,000.00	
7120-00 · Integrated Watershed Programs				

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Profit &amp; Loss Budget vs. Actual

July 2016

	Jul 16	Budget	\$ Over Bud...	% of Budget
7120-07 · Watershed Tour		5,500.00	-5,500.00	
7120-30 · Watershed Coord.Exp. 2015-18	663.39	6,500.00	-5,836.61	10.2%
Total 7120-00 · Integrated Watershed Programs	663.39	12,000.00	-11,336.61	5.5%
7125-00 · Environmental Ed.Coord.Exp.				
7125-02 · Env.Ed.Coord.Exp. 2015-17	5,284.68	42,000.00	-36,715.32	12.6%
Total 7125-00 · Environmental Ed.Coord.Exp.	5,284.68	42,000.00	-36,715.32	12.6%
7215-00 · Sierra NV Journeys-Family Night		3,000.00	-3,000.00	
7332-00 · Carson River Work Days				
7332-01 · CR Work Days 2015-16	10,892.17			
7332-02 · CR Work Days 2016-17		26,000.00	-26,000.00	
Total 7332-00 · Carson River Work Days	10,892.17	26,000.00	-15,107.83	41.9%
7337-00 · Carson River Restoration				
7337-01 · Upper Carson River Grant.				
7337-15 · CVCD-Bioengr/Erosion Control-CV		52,500.00	-52,500.00	
7337-17 · CVCD-CV Clearing & Snagging		50,000.00	-50,000.00	
Total 7337-01 · Upper Carson River Grant.		102,500.00	-102,500.00	
7337-02 · Carson River Adv. Gr.				
7337-23 · Golden Eagle Ln Erosion		75,000.00	-75,000.00	
Total 7337-02 · Carson River Adv. Gr.		75,000.00	-75,000.00	
7337-03 · Dayton Valley Conserv				
7337-31 · DVCD-Restoration Proj.2015-16	12,943.31	165,000.00	-152,056.69	7.8%
7337-32 · DVCD-Storey Co. Weed Abatement	4,458.72	2,500.00	1,958.72	178.3%
Total 7337-03 · Dayton Valley Conserv	17,402.03	167,500.00	-150,097.97	10.4%
7337-04 · Lahontan Conserv.Dist		15,000.00	-15,000.00	
Total 7337-00 · Carson River Restoration	17,402.03	360,000.00	-342,597.97	4.8%
7404-00 · Noxious Weeds Control-CR Wtrshd				
7404-01 · Noxious Weed Control-Alpine Co.		15,000.00	-15,000.00	
7404-02 · Noxious Weed Control-Douglas Co		15,000.00	-15,000.00	
7404-03 · Noxious Weed Control-CarsonCity		15,000.00	-15,000.00	
7404-04 · Noxious Weed Control-Lyon Co.	6,089.13	15,000.00	-8,910.87	40.6%
7404-05 · Noxious Weed Control-Churchill		15,000.00	-15,000.00	
Total 7404-00 · Noxious Weeds Control-CR Wtrshd	6,089.13	75,000.00	-68,910.87	8.1%
7420-00 · FEMA MAS #4 (Flood Map)				
7420-01 · Flood Maps-HDR	14,418.93			
7420-00 · FEMA MAS #4 (Flood Map) - Other		100,000.00	-100,000.00	
Total 7420-00 · FEMA MAS #4 (Flood Map)	14,418.93	100,000.00	-85,581.07	14.4%
7424-00 · NDEP-Watershed Literacy Gr.Exp.				
7426-00 · FEMA MAS #5-Charter/Map/Model				
7426-03 · Eagle Valley-Michael Baker	3,344.50			
7426-00 · FEMA MAS #5-Charter/Map/Model - Other	5.40	20,500.00	-20,494.60	0.0%
Total 7426-00 · FEMA MAS #5-Charter/Map/Model	3,349.90	20,500.00	-17,150.10	16.3%
7427-00 · FEMA MAS #6		135,900.00	-135,900.00	
7428-00 · NDEP-VA/Rocky Bank Stab. Design				
7428-01 · CWSD match-VA/Rocky Design	5,287.50	30,000.00	-24,712.50	17.6%
7428-00 · NDEP-VA/Rocky Bank Stab. Design - Other		43,800.00	-43,800.00	
Total 7428-00 · NDEP-VA/Rocky Bank Stab. Design	5,287.50	73,800.00	-68,512.50	7.2%
7429-00 · NDEP-Wtrshd Lit.Implementation	29.43	30,000.00	-29,970.57	0.1%
7430-00 · NFWF - Weed Mgmt.		24,000.00	-24,000.00	
7500-00 · USGS Stream Gage Contract				
7500-01 · Stream Gages 2015-17		70,232.00	-70,232.00	
Total 7500-00 · USGS Stream Gage Contract		70,232.00	-70,232.00	
7508-00 · USGS Do.Co.WQ & GW Monitoring				
7508-01 · Do/LyCo WQ/GW Mon. 2015-17		15,500.00	-15,500.00	

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

08/03/16

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

July 2016

	Jul 16	Budget	\$ Over Bud...	% of Budget
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring		15,500.00	-15,500.00	
7524-00 · USGS-GW Lvl & WQ in Ch.Co.				
7524-01 · USGS-GW Lvl & WQ-ChCo 2014-17		8,800.00	-8,800.00	
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.		8,800.00	-8,800.00	
7526-00 · USGS-Eagle/Dayton/Ch.Vly.Mon.		16,000.00	-16,000.00	
7600-00 · Alpine County Projects				
7600-05 · Alpine Watershed Programs		22,000.00	-22,000.00	
7600-09 · Al.Co.-CASGEM		20.00	-20.00	
7600-10 · Al.Co.-Mesa GW Monitoring		250.00	-250.00	
Total 7600-00 · Alpine County Projects		22,270.00	-22,270.00	
7610-00 · Douglas County Projects				
7610-10 · Do.Co.Reg.Pipeline Debt Service		125,000.00	-125,000.00	
7610-18 · DoCo-Sierra Country Estates		24,500.00	-24,500.00	
Total 7610-00 · Douglas County Projects		149,500.00	-149,500.00	
7620-00 · Carson City Projects				
7620-11 · CC Reg.Pipeline Debt Service		125,000.00	-125,000.00	
Total 7620-00 · Carson City Projects		125,000.00	-125,000.00	
7630-00 · Lyon County Projects				
7630-11 · USGS Maint Costs-Dayton Gauge		5,375.00	-5,375.00	
Total 7630-00 · Lyon County Projects		5,375.00	-5,375.00	
7640-00 · Churchill County Projects				
7640-09 · Lahontan Vly.Wtr.Lvl.Measure.	3,906.25	21,000.00	-17,093.75	18.6%
7640-15 · LCD-Sand Bar Removal in ChCo		16,348.00	-16,348.00	
7640-16 · Dixie Vly.Wtr.Lvl.Measurement		24,000.00	-24,000.00	
Total 7640-00 · Churchill County Projects	3,906.25	61,348.00	-57,441.75	6.4%
Total Expense	145,580.19	2,021,346.00	-1,875,765.81	7.2%
Net Ordinary Income	-58,862.39	-219,425.00	160,562.61	26.8%
Other Income/Expense				
Other Income				
8005-00 · Beginning Equity		724,374.58	-724,374.58	
Total Other Income		724,374.58	-724,374.58	
Other Expense				
8008-00 · Preliminary Planning		405,000.00	-405,000.00	
Total Other Expense		405,000.00	-405,000.00	
Net Other Income		319,374.58	-319,374.58	
Net Income	-58,862.39	99,949.58	-158,811.97	-58.9%

**CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION**

08/03/16

**Balance Sheet**

As of July 31, 2016

	<u>Jul 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1013-01 · Local Gov't Inv.Pool-Reserve	<u>685,135.48</u>
<b>Total Checking/Savings</b>	<u>685,135.48</u>
<b>Total Current Assets</b>	<u>685,135.48</u>
<b>TOTAL ASSETS</b>	<u><u>685,135.48</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
4000-01 · Fund Balance - Capital Project	<u>684,829.13</u>
Net Income	<u>306.35</u>
<b>Total Equity</b>	<u>685,135.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>685,135.48</u></u>



11:07 AM

# CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

08/03/16

## Profit & Loss YTD Comparison

Accrual Basis

July 2016

	<u>Jul 16</u>	<u>Jul 16</u>
Ordinary Income/Expense		
Income		
5032-01 - Interest Income - LGIP Res.	306.35	306.35
Total Income	<u>306.35</u>	<u>306.35</u>
Net Ordinary Income	<u>306.35</u>	<u>306.35</u>
Net Income	<u><u>306.35</u></u>	<u><u>306.35</u></u>

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**CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION**

08/03/16

**Profit & Loss Budget vs. Actual**

Accrual Basis

July 2016

	Jul 16	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5032-01 · Interest Income - LGIP Res.	306.35	2,720.00	-2,413.65	11.3%
<b>Total Income</b>	306.35	2,720.00	-2,413.65	11.3%
<b>Expense</b>				
7325-01 · Acquisition Wtr Rts/Structures		655,000.00	-655,000.00	
<b>Total Expense</b>		655,000.00	-655,000.00	
<b>Net Ordinary Income</b>	306.35	-652,280.00	652,586.35	-0.0%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8000-01 · Beginning Equity		684,830.00	-684,830.00	
<b>Total Other Income</b>		684,830.00	-684,830.00	
<b>Net Other Income</b>		684,830.00	-684,830.00	
<b>Net Income</b>	306.35	32,550.00	-32,243.65	0.9%

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08/03/16  
Cash Basis

**Floodplain Management Fund**  
**Balance Sheet**  
**As of July 31, 2016**

	<u>Jul 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1013-03 · LGIP - Floodplain	280,603.37
1014-03 · Mutual of Omaha Bk CD	151,001.20
<b>Total Checking/Savings</b>	<u>431,604.57</u>
<b>Total Current Assets</b>	<u>431,604.57</u>
<b>TOTAL ASSETS</b>	<u><u>431,604.57</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
32000 · Retained Earnings	431,337.68
Net Income	266.89
<b>Total Equity</b>	<u>431,604.57</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>431,604.57</u></u>

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08/03/16  
Cash Basis

**Floodplain Management Fund**  
**Profit & Loss YTD Comparison**  
**July 2016**

	<u>Jul 16</u>	<u>Jul 16</u>
<b>Ordinary Income/Expense</b>		
Income		
5032-03 · Int. Inc.-LGIP-Floodplain	125.47	125.47
5033-03 · Int.Inc.-Mutual of Omaha CD	141.42	141.42
Total Income	<u>266.89</u>	<u>266.89</u>
Net Ordinary Income	<u>266.89</u>	<u>266.89</u>
Net Income	<u><u>266.89</u></u>	<u><u>266.89</u></u>

11:25 AM  
08/03/16  
Cash Basis

# Floodplain Management Fund

## Profit & Loss Budget vs. Actual

### July 2016

	Jul 16	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5032-03 · Int. Inc.-LGIP-Floodplain	125.47	1,350.00	-1,224.53	9.3%
5033-03 · Int.Inc.-Mutual of Omaha CD	141.42	1,750.00	-1,608.58	8.1%
<b>Total Income</b>	<b>266.89</b>	<b>3,100.00</b>	<b>-2,833.11</b>	<b>8.6%</b>
<b>Expense</b>				
7203-03 · Reg. Flood Preliminary Planning	0.00	330,000.00	-330,000.00	0.0%
7206-03 · Flood Project Along SR88-Minden	0.00	40,000.00	-40,000.00	0.0%
<b>Total Expense</b>	<b>0.00</b>	<b>370,000.00</b>	<b>-370,000.00</b>	<b>0.0%</b>
<b>Net Ordinary Income</b>	<b>266.89</b>	<b>-366,900.00</b>	<b>367,166.89</b>	<b>-0.1%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8000-03 · Beginning Equity	0.00	401,306.00	-401,306.00	0.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>401,306.00</b>	<b>-401,306.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>401,306.00</b>	<b>-401,306.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>266.89</b>	<b>34,406.00</b>	<b>-34,139.11</b>	<b>0.8%</b>

**AGENDA ITEM #9**  
**PAYMENT OF BILLS**

5:07 PM

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

08/04/16

## Transaction Detail by Account

Accrual Basis

July 2016

Type	Date	Num	Name	Memo	Amount	Balance
<b>1010-00 - Cash in Checking - B of A</b>						
Deposit	7/6/2016			Deposit	51,489.70	51,489.70
Check	7/6/2016	8416	Euronev, Ltd.	July rent 777 E. William St., #102, #103, #110 & #110A	-2,085.10	49,404.60
Check	7/6/2016	8417	Warren Reed Insurance, Inc.	FY 2016-17 lib.ins., acct. #CARSO29, inv.#14391	-6,225.38	43,179.22
Check	7/6/2016	8418	Law Office of George N. Benesch	June legal services, inv. #14878	-3,387.33	39,791.89
Check	7/6/2016	8419	Dayton Valley Conservation District	VOID: Bal.of FY 2015-16 Storey County weed treatment grant(wrong amt.)		39,791.89
Check	7/6/2016	8420	Dayton Valley Conservation District	Bal.of FY 2015-16 Lyon County noxious weed grant	-6,089.13	33,702.76
Check	7/11/2016	8421	Dayton Valley Conservation District	Bal.of FY 2015-16 Storey County weed treatment grant	-4,458.72	29,244.04
Deposit	7/12/2016			Deposit	9,555.51	38,799.55
Check	7/15/2016	8422	Dayton Valley Conservation District	FY 2015-16 restoration projects grant	-12,943.31	25,856.24
Check	7/15/2016	8423	Churchill County	VOID: Apr.-June 2016, Lahontan Vly.Water Level Meas. Program(misprint)		25,856.24
Check	7/15/2016	8424	Churchill County	Apr.-June 2016, Lahontan Vly.Water Level Meas. Program	-3,906.25	21,949.99
Check	7/15/2016	8425	Michael Baker International, Inc.	Proj. #145209, Eagle Vly A & B Drainages Study	-3,344.50	18,605.49
Check	7/15/2016	8426	Charter Communications	Acct. #8354 11 001 0917880, 7/13-8/12/16	-229.94	18,375.55
Check	7/18/2016	8427	Douglas-Carson Farm Bureau	8/13/16 Carson Valley Ag Day booth	-15.00	18,360.55
Check	7/18/2016	8428	Shane Fryer	Apr.-June 2016 mileage reimbursement	-400.14	17,960.41
Check	7/18/2016	8429	Deborah Neddenriep	Apr.-June 2016 mileage reimbursement	-87.48	17,872.93
Check	7/18/2016	8430	Brenda Hunt	VOID: Apr.-June 2016 mileage reimbursement(wrong amt.)		17,872.93
Check	7/18/2016	8431	Toni Leffler	Apr.-June 2016 mi.reimb.	-30.24	17,842.69
Check	7/19/2016	8432	Brenda Hunt	Apr.-June 2016 mi.reimb.	-244.08	17,598.61
Deposit	7/19/2016			Deposit	6,330.36	23,928.97
Check	7/20/2016	8433	River Wranglers	Inv. #EE 2016-4, 5/1-6/30/16 Env.Ed	-5,284.68	18,644.29
Check	7/21/2016	8434	Edwin James	Reimb. for 7/20/16 Board dinner	-137.30	18,506.99
Check	7/21/2016	8435	Nevada Retail Network SIG	2015 audit balance due, Inv.#424087, Pol. #NRN10861	-381.00	18,125.99
Deposit	7/21/2016			Deposit	11,135.24	29,261.23
Deposit	7/22/2016			Deposit	7,892.06	37,153.29
Check	7/22/2016	8436	Office Depot Business Credit	July acct. #6011 5656 1002 0915	-52.28	37,101.01
Check	7/22/2016	8437	Konica Minolta Business Solutions U...	new copier & accessories, Acct. #1110530	-8,952.00	28,149.01
Check	7/22/2016	8438	Cardno, Inc.	Inv. #201928, Project #E316103200, Virginia/Rocky	-5,287.50	22,861.51
Check	7/22/2016	8439	Carson City	Reimb. for end of June payrolls #13 & #14	-29,144.90	-6,283.39
Check	7/22/2016	8440	River Wranglers	Inv. #CCRWD 2016-3, 6/1-30/16, Work Days	-10,892.17	-17,175.56
Check	7/22/2016	8441	Donald Frensdorff	July mileage reimb.	-18.88	-17,194.24
Check	7/22/2016	8442	Chuck Roberts	July mileage reimb.	-59.40	-17,253.64
Check	7/22/2016	8443	Ernest Schank	July travel reimb.	-4.10	-17,257.74
Check	7/22/2016	8444	Fred Stodieck	July travel reimb.	-83.81	-17,341.55
Check	7/25/2016	8445	Bank of America	July 2016-acct. #4024 4910 0004 2478	-234.99	-17,576.54
Check	7/26/2016	8446	HDR Engineering, Inc.	Carson River Floodplain Modeling/Mapping MAS #4	-14,418.93	-31,995.47
Deposit	7/29/2016			Deposit	38.34	-31,957.13
Total 1010-00 - Cash in Checking - B of A					-31,957.13	-31,957.13
<b>1014-00 - Local Gov't Inv. Pool-Regular</b>						
Deposit	7/31/2016			Interest	120.82	120.82
Total 1014-00 - Local Gov't Inv. Pool-Regular					120.82	120.82
<b>1021-00 - US Bank CD</b>						
Deposit	7/4/2016			Interest	102.37	102.37
Total 1021-00 - US Bank CD					102.37	102.37
<b>1028-00 - First Independent Bank of Nevad</b>						
Deposit	7/14/2016			Interest	91.64	91.64
Total 1028-00 - First Independent Bank of Nevad					91.64	91.64
<b>1029-00 - Bank of America-Savings</b>						
Deposit	7/31/2016			Interest	0.10	0.10
Total 1029-00 - Bank of America-Savings					0.10	0.10
<b>3307-00 - CC Payroll Due</b>						
Gene...	7/1/2016			7/1 SF,BH,EJ,TL,DN; June-KA,BB,RF,DF,DJa,DJo,GL,WP,ES,FS	-19,786.35	-19,786.35
Gene...	7/15/2016			7/15 SF,BH,EJ,TL,DN	-19,210.63	-38,996.98
Check	7/22/2016	8439	Carson City	Reimb. for June payroll #13	19,539.40	-19,457.58
Check	7/22/2016	8439	Carson City	Reimb. for June portion of payroll #14	9,805.50	-9,852.08
Gene...	7/29/2016			7/29 SF,BH,EJ,TL,DN; July-KA,BB,CE,DF,WP,MR,CR,ES,FS	-17,368.11	-27,220.19
Total 3307-00 - CC Payroll Due					-27,220.19	-27,220.19
<b>5009-00 - Churchill County Ad Valorem</b>						
Deposit	7/22/2016	1025...	Churchill County	Apr.-June	-7,892.06	-7,892.06
Total 5009-00 - Churchill County Ad Valorem					-7,892.06	-7,892.06
<b>5010-00 - Lyon County Ad Valorem</b>						
Deposit	7/12/2016	1108...	Lyon County	Apr.-June	-7,973.90	-7,973.90
Total 5010-00 - Lyon County Ad Valorem					-7,973.90	-7,973.90
<b>5011-00 - Douglas County Ad Valorem</b>						
Deposit	7/12/2016	6510...	Douglas County	June	-1,256.81	-1,256.81
Total 5011-00 - Douglas County Ad Valorem					-1,256.81	-1,256.81
<b>5022-00 - Water Lease - Mud Lake</b>						
Deposit	7/6/2016	3603...	Carson City	2015-16 Mud Lake water lease	-51,489.70	-51,489.70
Total 5022-00 - Water Lease - Mud Lake					-51,489.70	-51,489.70
<b>5025-00 - Int. Inc.-US Bank CD</b>						
Deposit	7/4/2016			Interest	-102.37	-102.37
Total 5025-00 - Int. Inc.-US Bank CD					-102.37	-102.37
<b>5031-00 - Interest Income-LGIP Reg.</b>						
Deposit	7/31/2016			Interest	-120.82	-120.82
Total 5031-00 - Interest Income-LGIP Reg.					-120.82	-120.82
<b>5044-00 - Int-1st Independent Bk of NV CD</b>						
Deposit	7/14/2016			Interest	-91.64	-91.64

For internal &amp; discussion purposes only.

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08/04/16

Accrual Basis

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Transaction Detail by Account

July 2016

Type	Date	Num	Name	Memo	Amount	Balance
Total 5044-00 · Int-1st Independent Bk of NV CD					-91.64	-91.64
5045-00 · Interest Income-B of A Savings						
Deposit	7/31/2016			Interest	-0.10	-0.10
Total 5045-00 · Interest Income-B of A Savings					-0.10	-0.10
5060-00 · Misc. Income						
5060-02 · Watershed Tour						
Deposit	7/12/2016	37250	Cardno Entrix	6/8/16 bus tour sponsorship	-325.00	-325.00
Total 5060-02 · Watershed Tour					-325.00	-325.00
Total 5060-00 · Misc. Income					-325.00	-325.00
5092-00 · FEMA - MAS #5						
Deposit	7/21/2016		FEMA	Draw #17	-11,135.24	-11,135.24
Total 5092-00 · FEMA - MAS #5					-11,135.24	-11,135.24
5093-00 · FEMA - MAS #6						
Deposit	7/19/2016		FEMA	Draw #7	-6,330.36	-6,330.36
Total 5093-00 · FEMA - MAS #6					-6,330.36	-6,330.36
7015-00 · Salaries & Wages						
Gene...	7/1/2016			7/1 S.Fryer	2,297.01	2,297.01
Gene...	7/1/2016			7/1 B.Hunt	2,483.42	4,780.43
Gene...	7/1/2016			7/1 E.James	4,829.45	9,609.88
Gene...	7/1/2016			7/1 T.Leffler	2,291.86	11,901.74
Gene...	7/1/2016			7/1 D.Neddenriep	1,356.52	13,258.26
Gene...	7/1/2016			7/15 S.Fryer	2,035.71	15,293.97
Gene...	7/15/2016			7/15 B.Hunt	2,471.08	17,765.05
Gene...	7/15/2016			7/15 E.James	4,849.10	22,614.15
Gene...	7/15/2016			7/15 T.Leffler	2,789.31	25,403.46
Gene...	7/15/2016			7/15 D.Neddenriep	1,373.04	26,776.50
Gene...	7/29/2016			7/29 S.Fryer	1,371.60	28,148.10
Gene...	7/29/2016			7/29 B.Hunt	2,324.88	30,472.98
Gene...	7/29/2016			7/29 E.James	5,408.36	35,881.34
Gene...	7/29/2016			7/29 T.Leffler	2,326.32	38,207.66
Gene...	7/29/2016			7/29 D.Neddenriep	1,404.92	39,612.58
Total 7015-00 · Salaries & Wages					39,612.58	39,612.58
7020-00 · Employee Benefits						
Gene...	7/1/2016			7/1 S.Fryer	340.99	340.99
Gene...	7/1/2016			7/1 B.Hunt	756.31	1,097.30
Gene...	7/1/2016			7/1 E.James	2,153.19	3,250.49
Gene...	7/1/2016			7/1 T.Leffler	1,033.68	4,284.17
Gene...	7/1/2016			7/1 D.Neddenriep	989.65	5,273.82
Gene...	7/15/2016			7/15 S.Fryer	299.31	5,573.13
Gene...	7/15/2016			7/15 B.Hunt	758.19	6,331.32
Gene...	7/15/2016			7/15 E.James	2,166.20	8,497.52
Gene...	7/15/2016			7/15 T.Leffler	1,187.06	9,684.58
Gene...	7/15/2016			7/15 D.Neddenriep	998.42	10,683.00
Gene...	7/29/2016			7/29 S.Fryer	218.77	10,901.77
Gene...	7/29/2016			7/29 B.Hunt	368.31	11,270.08
Gene...	7/29/2016			7/29 E.James	1,590.67	12,860.75
Gene...	7/29/2016			7/29 T.Leffler	678.90	13,539.65
Gene...	7/29/2016			7/29 D.Neddenriep	412.36	13,952.01
Total 7020-00 · Employee Benefits					13,952.01	13,952.01
7021-00 · Workers Comp Ins.						
Check	7/21/2016	8435	Nevada Retail Network SIG	2015 audit balance due	381.00	381.00
Total 7021-00 · Workers Comp Ins.					381.00	381.00
7101-00 · Director's Fees						
7101-01 · Director Benefits						
Gene...	7/1/2016			June- K.Abowd	1.49	1.49
Gene...	7/1/2016			June- B.Bonkowski	1.49	2.98
Gene...	7/1/2016			June- R.Fierro	1.49	4.47
Gene...	7/1/2016			June- D.Frensdorff	1.49	5.96
Gene...	7/1/2016			June- D.Jardine	1.16	7.12
Gene...	7/1/2016			June- D.Jonhson	1.49	8.61
Gene...	7/1/2016			June- G.Lynn	1.49	10.10
Gene...	7/1/2016			June- W.Penzel	1.16	11.26
Gene...	7/1/2016			June- E.Schank	1.16	12.42
Gene...	7/1/2016			June- F.Stodieck	1.49	13.91
Gene...	7/29/2016			July- K.Abowd	2.32	16.23
Gene...	7/29/2016			July- B.Bonkowski	1.16	17.39
Gene...	7/29/2016			July- C.Erquiaga	1.41	18.80
Gene...	7/29/2016			July- D.Frensdorff	1.16	19.96
Gene...	7/29/2016			July- W.Penzel	1.41	21.37
Gene...	7/29/2016			July- M.Rawson	2.57	23.94
Gene...	7/29/2016			July- C.Roberts	1.16	25.10
Gene...	7/29/2016			July- E.Schank	1.41	26.51
Gene...	7/29/2016			July- F.Stodieck	1.41	27.92
Total 7101-01 · Director Benefits					27.92	27.92
7101-00 · Director's Fees - Other						
Gene...	7/1/2016			June- K.Abowd	102.45	102.45
Gene...	7/1/2016			June- B.Bonkowski	102.45	204.90
Gene...	7/1/2016			June- R.Fierro	102.45	307.35
Gene...	7/1/2016			June- D.Frensdorff	102.45	409.80
Gene...	7/1/2016			June- D.Jardine	80.00	489.80



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08/04/16

Accrual Basis

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Transaction Detail by Account

July 2016

Type	Date	Num	Name	Memo	Amount	Balance
Gene...	7/1/2016			June- D.Jonhson	102.45	592.25
Gene...	7/1/2016			June- G.Lynn	102.45	694.70
Gene...	7/1/2016			June- W.Penzel	80.00	774.70
Gene...	7/1/2016			June- E.Schank	80.00	854.70
Gene...	7/1/2016			June- F.Stodieck	102.45	957.15
Gene...	7/29/2016			July- K.Abowd	160.00	1,117.15
Gene...	7/29/2016			July- B.Bonkowski	80.00	1,197.15
Gene...	7/29/2016			July- C.Erquiaga	97.16	1,294.31
Gene...	7/29/2016			July- D.Frensdorff	80.00	1,374.31
Gene...	7/29/2016			July- W.Penzel	97.16	1,471.47
Gene...	7/29/2016			July- M.Rawson	177.16	1,648.63
Gene...	7/29/2016			July- C.Roberts	80.00	1,728.63
Gene...	7/29/2016			July- E.Schank	97.16	1,825.79
Gene...	7/29/2016			July- F.Stodieck	97.16	1,922.95
Total 7101-00 - Director's Fees - Other					1,922.95	1,922.95
Total 7101-00 - Director's Fees					1,950.87	1,950.87
<b>7102-00 - Insurance</b>						
Check	7/6/2016	8417	Warren Reed Insurance, Inc.	FY 2016-17 liability ins.	6,225.38	6,225.38
Total 7102-00 - Insurance					6,225.38	6,225.38
<b>7103-00 - Office Supplies</b>						
Check	7/22/2016	8436	Office Depot Business Credit	July office supplies	52.28	52.28
Check	7/25/2016	8445	Bank of America	Carson Highlands-storage unit	35.00	87.28
Check	7/25/2016	8445	Bank of America	Microsoft Store-Office 365 Home	99.99	187.27
Total 7103-00 - Office Supplies					187.27	187.27
<b>7105-00 - Rent</b>						
Check	7/6/2016	8416	Euronev, Ltd.	July rent 777 E. Wm. St., #102, #103, #110 & #110A(new contract)	2,085.10	2,085.10
Total 7105-00 - Rent					2,085.10	2,085.10
<b>7106-00 - Telephone/Internet</b>						
Check	7/15/2016	8426	Charter Communications	July internet & phones	229.94	229.94
Total 7106-00 - Telephone/Internet					229.94	229.94
<b>7107-00 - Travel-transport/meals/lodging</b>						
<b>7107-01 - Car Allowance</b>						
Gene...	7/1/2016			7/1 E.James	283.21	283.21
Gene...	7/15/2016			7/15 E.James	283.21	566.42
Total 7107-01 - Car Allowance					566.42	566.42
<b>7107-00 - Travel-transport/meals/lodging - Other</b>						
Check	7/18/2016	8428	Shane Fryer	Apr.-June 2016 mi.reimb.	39.96	39.96
Check	7/18/2016	8429	Deborah Neddenriep	Apr.-June 2016 mi.reimb.	1.89	41.85
Check	7/18/2016	8431	Toni Leffler	Apr.-June 2016 mi.reimb.	21.87	63.72
Check	7/21/2016	8434	Edwin James	Reimb. for 7/20/16 Board dinner	137.30	201.02
Check	7/22/2016	8441	Donald Frensdorff	7/8 Admin.Com.mtg.-34.6 ml. (CWSD)	18.68	219.70
Check	7/22/2016	8442	Chuck Roberts	7/20/16 Bd.mtg.-110 ml. (Fallon)	59.40	279.10
Check	7/22/2016	8443	Ernest Schank	7/20 Bd.mtg.-7.6 ml. (Fallon)	4.10	283.20
Check	7/22/2016	8444	Fred Stodieck	7/20 Bd.mtg.-155.2 ml. (Fallon)	83.81	367.01
Deposit	7/29/2016	2405	Brenda Hunt	Mar. mi. overpayment	-38.34	328.67
Gene...	7/29/2016			7/29 E.James	283.21	611.88
Total 7107-00 - Travel-transport/meals/lodging - Other					611.88	611.88
Total 7107-00 - Travel-transport/meals/lodging					1,178.30	1,178.30
<b>7108-00 - Dues &amp; Publications</b>						
Check	7/25/2016	8445	Bank of America	Gazette Journal-subscr.	30.00	30.00
Total 7108-00 - Dues & Publications					30.00	30.00
<b>7109-00 - Miscellaneous Expense</b>						
Check	7/18/2016	8427	Douglas-Carson Farm Bureau	8/13/16 Carson Valley Ag Day booth	15.00	15.00
Total 7109-00 - Miscellaneous Expense					15.00	15.00
<b>7111-00 - Office Equipment</b>						
Check	7/22/2016	8437	Konica Minolta Business Solutions U...	copier accessories, Inv. #240597590	449.00	449.00
Check	7/22/2016	8437	Konica Minolta Business Solutions U...	bizhub C454e copier, Inv. #240622885	8,503.00	8,952.00
Check	7/25/2016	8445	Bank of America	Computer Corps-BH & TL monitors	70.00	9,022.00
Total 7111-00 - Office Equipment					9,022.00	9,022.00
<b>7116-00 - Legal</b>						
Check	7/6/2016	8418	Law Office of George N. Benesch	June legal services	3,387.33	3,387.33
Total 7116-00 - Legal					3,387.33	3,387.33
<b>7120-00 - Integrated Watershed Programs</b>						
<b>7120-30 - Watershed Coord.Exp. 2015-18</b>						
Check	7/18/2016	8430	Brenda Hunt	Apr.-June 2016 mi.reimb.	76.68	76.68
Check	7/18/2016	8429	Deborah Neddenriep	Apr.-June 2016 mi.reimb.	359.10	435.78
Check	7/18/2016	8428	Shane Fryer	Apr.-June 2016 mi.reimb.	1.35	437.13
Check	7/18/2016	8431	Toni Leffler	Apr.-June 2016 mi.reimb.	226.26	663.39
Check	7/19/2016	8432	Brenda Hunt	Apr.-June 2016 mi.reimb.		
Total 7120-30 - Watershed Coord.Exp. 2015-18					663.39	663.39
Total 7120-00 - Integrated Watershed Programs					663.39	663.39
<b>7125-00 - Environmental Ed.Coord.Exp.</b>						
<b>7125-02 - Env.Ed.Coord.Exp. 2015-17</b>						
Check	7/20/2016	8433	River Wranglers	5/1-6/30/16 Env.Ed	5,284.68	5,284.68

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08/04/16

Accrual Basis

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Transaction Detail by Account

July 2016

Type	Date	Num	Name	Memo	Amount	Balance
Total 7125-02 · Env.Ed.Coord.Exp. 2015-17					5,284.68	5,284.68
Total 7125-00 · Environmental Ed.Coord.Exp.					5,284.68	5,284.68
<b>7332-00 · Carson River Work Days</b>						
<b>7332-01 · CR Work Days 2015-16</b>						
Check	7/22/2016	8440	River Wranglers	6/1-30/16, Work Days	10,892.17	10,892.17
Total 7332-01 · CR Work Days 2015-16					10,892.17	10,892.17
Total 7332-00 · Carson River Work Days					10,892.17	10,892.17
<b>7337-00 · Carson River Restoration</b>						
<b>7337-03 · Dayton Valley Conserv</b>						
<b>7337-31 · DVCD-Restoration Proj.2015-16</b>						
Check	7/15/2016	8422	Dayton Valley Conservation District	FY 2015-16 restoration projects grant	12,943.31	12,943.31
Total 7337-31 · DVCD-Restoration Proj.2015-16					12,943.31	12,943.31
<b>7337-32 · DVCD-Storey Co. Weed Abatement</b>						
Check	7/6/2016	8419	Dayton Valley Conservation District	Bal.of FY 2015-16 Storey County weed treatment grant	4,458.72	4,458.72
Check	7/11/2016	8421	Dayton Valley Conservation District	Bal.of FY 2015-16 Lyon Co. noxious weed grant	4,458.72	4,458.72
Total 7337-32 · DVCD-Storey Co. Weed Abatement					4,458.72	4,458.72
Total 7337-03 · Dayton Valley Conserv					17,402.03	17,402.03
Total 7337-00 · Carson River Restoration					17,402.03	17,402.03
<b>7404-00 · Noxious Weeds Control-CR Wtrshd</b>						
<b>7404-04 · Noxious Weed Control-Lyon Co.</b>						
Check	7/6/2016	8420	Dayton Valley Conservation District	Bal.of FY 2015-16 Lyon Co. noxious weed grant	6,089.13	6,089.13
Total 7404-04 · Noxious Weed Control-Lyon Co.					6,089.13	6,089.13
Total 7404-00 · Noxious Weeds Control-CR Wtrshd					6,089.13	6,089.13
<b>7420-00 · FEMA MAS #4 (Flood Map)</b>						
<b>7420-01 · Flood Maps-HDR</b>						
Check	7/26/2016	8446	HDR Engineering, Inc.	2/21-6/30/16 FEMA MAS #4	14,418.93	14,418.93
Total 7420-01 · Flood Maps-HDR					14,418.93	14,418.93
Total 7420-00 · FEMA MAS #4 (Flood Map)					14,418.93	14,418.93
<b>7424-00 · NDEP-Watershed Literacy Gr.Exp.</b>						
Check	7/18/2016	8430	Brenda Hunt	Apr.-June 2016 mi.reimb.		
Total 7424-00 · NDEP-Watershed Literacy Gr.Exp.						
<b>7426-00 · FEMA MAS #5-Charter/Map/Model</b>						
<b>7426-03 · Eagle Valley-Michael Baker</b>						
Check	7/15/2016	8425	Michael Baker International, Inc.	Services through 7/3/16	3,344.50	3,344.50
Total 7426-03 · Eagle Valley-Michael Baker					3,344.50	3,344.50
<b>7426-00 · FEMA MAS #5-Charter/Map/Model - Other</b>						
Check	7/18/2016	8430	Brenda Hunt	Apr.-June 2016 mi.reimb.		
Check	7/18/2016	8428	Shane Fryer	Apr.-June 2016 mi.reimb.	1.08	1.08
Check	7/18/2016	8431	Toni Leffler	Apr.-June 2016 mi.reimb.	3.24	4.32
Check	7/19/2016	8432	Brenda Hunt	Apr.-June 2016 mi.reimb.	1.08	5.40
Total 7426-00 · FEMA MAS #5-Charter/Map/Model - Other					5.40	5.40
Total 7426-00 · FEMA MAS #5-Charter/Map/Model					3,349.90	3,349.90
<b>7428-00 · NDEP-VA/Rocky Bank Stab. Design</b>						
<b>7428-01 · CWSD match-VA/Rocky Design</b>						
Check	7/22/2016	8438	Cardno, Inc.	design services through 6/24/16	5,287.50	5,287.50
Total 7428-01 · CWSD match-VA/Rocky Design					5,287.50	5,287.50
Total 7428-00 · NDEP-VA/Rocky Bank Stab. Design					5,287.50	5,287.50
<b>7429-00 · NDEP-Wtrshd Lit.Implementation</b>						
Check	7/18/2016	8430	Brenda Hunt	Apr.-June 2016 mi.reimb.		
Check	7/18/2016	8429	Deborah Neddenniep	Apr.-June 2016 mi.reimb.	8.91	8.91
Check	7/18/2016	8431	Toni Leffler	Apr.-June 2016 mi.reimb.	3.78	12.69
Check	7/19/2016	8432	Brenda Hunt	Apr.-June 2016 mi.reimb.	16.74	29.43
Total 7429-00 · NDEP-Wtrshd Lit.Implementation					29.43	29.43
<b>7640-00 · Churchill County Projects</b>						
<b>7640-09 · Lahontan Vly.Wtr.Lvl.Measure.</b>						
Check	7/15/2016	8423	Churchill County	Apr.-June 2016, Lahontan Vly.Wtr.Lvl. Meas. Prog.	3,906.25	3,906.25
Check	7/15/2016	8424	Churchill County	Apr.-June 2016, Lahontan Vly.Wtr.Lvl. Meas. Prog.	3,906.25	3,906.25
Total 7640-09 · Lahontan Vly.Wtr.Lvl.Measure.					3,906.25	3,906.25
Total 7640-00 · Churchill County Projects					3,906.25	3,906.25
<b>TOTAL</b>						

Telephone  
[775) 853-8210

Law Office of  
GEORGE N. BENESCH  
3600 LaMay Lane  
Reno, NV 89511

Tax I.D. #88-0329442

Invoice submitted to:

Carson Water Subconservancy District  
777 E. William, Suite 110A  
Carson City, NV 89701

July 01, 2016

In Reference To: General  
Invoice # 14878

	<u>Hours</u>	<u>Amount</u>
For professional services rendered	0.00	\$3,333.33
Additional Charges :		
<u>June 2016</u>		
6/15/2016 Mileage charge for trip to Minden.		54.00
SUBTOTAL:		[ 54.00]
Total additional charges		\$54.00
Total amount of this bill		\$3,387.33
For Legal Services Rendered		
Previous balance		\$3,369.33
Accounts receivable transactions		
6/16/2016 Payment - thank you. Check No. 8379		(\$3,369.33)
Total payments and adjustments		(\$3,369.33)
Balance due		<u>\$3,387.33</u>

pd. 7/16/16  
ck. #8418

OK to pay  
Edwin James  
7-5-16

#7116-00 LEGAL  
7-5-16

## **AGENDA ITEM #10**

## **CARSON WATER SUBCONSERVANCY DISTRICT**

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: AUGUST 17, 2016

SUBJECT: Agenda Item #10 - Discussion for possible action to create a Water Resource Specialist II position. (For Possible Action)

DISCUSSION: Over the past few years the work load and responsibilities of the Water Resource Specialist have increased, particularly involving the FEMA grants. Many of these new job responsibilities use to be part of the Watershed Program Manager job duties but were removed several years ago when the job description was modified. As we move forward many of the responsibilities that Debbie Neddenriep will be doing are outside of the current Water Resource Specialist job description. Considering the new job duties are needed, staff has put together a new job description called Water Resource Specialist II (see attached job description). This item was taken to the Administrative Committee, and they agreed that a new job description was justified (see attached meeting notes). The proposed salary range would be \$24.08 to \$33.97 per hour with benefits. This is the same salary range as the Watershed Program Specialist.

STAFF RECOMMENDATION: Authorize the Water Resource Specialist II position with a proposed salary range of \$24.08 to \$33.97 per hour with benefits.

**CARSON WATER SUBCONSERVANCY DISTRICT  
(CWSD)  
WATER RESOURCE SPECIALIST II**

**FLSA Status:** Non-Exempt

Created: July 20, 2016

**DEFINITION:** Under general direction of the General Manager, manages, plans, and coordinates the water conservation programs; prepares and organizes various grants; prepares and organizes various FEMA grants; works cooperative with General Manager and CWSD staff/contractors to complete job duties; and provides general information and assistance to the public.

**DISTINGUISHING CHARACTERISTICS:** This is a regular part-time position (30 to 40 hours per week, may require additional hours during peak periods).

**ESSENTIAL FUNCTIONS:** *Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions.*

1. Updates FEMA's Mapping Information Platform for the various FEMA grants administered by CWSD.
2. Prepares quarterly reports, annual reports, and invoicing for various grants administered by CWSD.
3. Pursues and prepares Federal, state and local grant applications.
4. Attend meetings on behalf of the Carson Water Subconservancy District and/or represents CWSD at conferences or special events.
5. Compiles data for special projects.
6. Provides professional oral and/or written updates to the Carson Water Subconservancy District Board.
7. Conducts field work and data collection (such as water measurement, irrigation surveys, & well measurement) & provide field assistance for various watershed programs as needed.
8. Coordinate assigned activities and programs with outside agencies.
9. Give oral and written updates to the Carson Water Subconservancy District Board.
10. Research and purchase hardware, software, and other items / services necessary for smooth operation of CWSD's electronic technology.
11. Manages and maintains CWSD computers, and physical / digital content of CWSD library.
12. Database Management.
13. Provides marketing support for:
  - a. Quarterly newsletter;
  - b. Outreach materials regarding CWSD / watershed activities; and
  - c. Website, social media, and blog.

14. Provides marketing & logistical support and assists with CWSD/CRC community outreach and education special events, such as bus tour, forum, and other conferences.
15. Assists in the preparation and updates of technical and non-technical documents, such as the Comprehensive Regional Water System Plan, FEMA Discovery Report, and the Carson River Watershed Regional Floodplain Management Plan.
16. Demonstrates professional attitude with appropriate tact and discretion in all interactions with all internal and external customers, to include but not limited to CWSD personnel, CWSD Board, governmental agencies, civic groups, service organizations, vendors, consultants, other agencies doing business with CWSD, and general public.

## **QUALIFICATIONS FOR EMPLOYMENT:**

### ***Knowledge and Skills/Abilities:***

#### *Knowledge of*

- Microsoft Word, Excel, Publisher, and Access
- Oral presentation methods and materials, including PowerPoint presentations
- Modern office practices, procedures, and equipment
- English usage, spelling, grammar, and punctuation
- Business letter writing and report preparation
- Water resources and watershed management
- Facilitation and conflict resolution practices

#### *Skill/Ability to:*

- Perform responsible work involving the use of independent judgment
- Operate modern office machines and equipment
- Independently prepare a variety of correspondence and memorandums
- Carry out oral and written instructions, communicate clearly and concisely both orally and in writing
- Establish and maintain cooperative working relationships with diverse groups contacted in the course of work
- Identify sources of information and compile data pertinent to watershed management
- Work outside in various weather conditions

### ***Required Certifications and Licenses:***

Possession of a valid driver's license or alternate means of travel.

***Experience and Training:*** Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Four-year degree from an accredited college or university with major course work in natural resource management, wildlife management, environmental studies, business marketing management, or equivalent and a minimum of three years work experience in a resources related field.

***Physical, Intellectual, and Mental Requirements:*** The physical, intellectual, and mental requirements described here are fundamental for an employee to successfully perform the essential functions of the job.

Strength, dexterity, coordination, and vision to use a keyboard and video display terminal. Strength and stamina to bend, stoop, sit, stand, and walk for extended periods of time. Dexterity and coordination to handle files and single pieces of paper; periodic lifting of files, stacks of paper or reports, references, and other materials. Some bending, reaching, squatting, and stooping to access files and records is necessary. The manual dexterity and cognitive ability to operate a personal computer using word processing and databases. The ability to communicate via telephone and in person. Mental stamina to deal with emotionally difficult situations. Moderate lifting (up to 30 pounds) may be periodically required. Must be able to work outside with ability to maneuver on uneven ground.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

***Working Conditions:*** Work is performed under the following conditions.

Position generally functions indoors in an office type environment where most work is performed at a desk. Position also functions outside with exposure to extreme weather conditions including heat, rain, snow, cold, and wind. Work may be performed independently and may be in isolated geographic areas.

***Employee's Acknowledgement:*** I acknowledge that I have read the above job description and have received a copy for my records.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**CARSON WATER SUBCONSERVANCY DISTRICT  
ADMINISTRATIVE COMMITTEE  
July 8, 2016, 1:30 P.M.**

**DRAFT Meeting Minutes**

**Directors Present:**

Karen Abowd, Carson City  
Carl Erquiaga, Churchill County (by teleconference)  
Don Frensdorff, Douglas County  
Mary Rawson, Alpine County  
Chuck Roberts, Lyon County (by teleconference)

**Staff Present:**

Ed James, General Manager  
Toni Leffler, Administrative Assistant

**Others Present:** none

Director Abowd called the meeting of the Administrative Committee to order at 1:33 p.m. in the Conference Room of Carson Water Subconservancy, 777 East William Street, Suite 110, Carson City, Nevada. A quorum of the Administrative Committee was present in person and by teleconference.

**Item #2 - Public comment** - None

**Item #3 - Discussion for possible action regarding approval of the Administrative Committee minutes from February 10, 2016.** *Director Rawson made a motion to approve the Administrative Committee minutes from February 10, 2016. Director Frensdorff seconded the motion which was unanimously approved by the Administrative Committee, with Director Erquiaga abstaining for not being present at that meeting.*

**Item #4 - Discussion for possible action regarding the General Manager's annual review.**

Mr. James explained that the Administrative Committee goes over the review to give the General Manager greater feedback than is possible in a general Board meeting. He wants to make sure that the organization continue to move forward positively.

Director Abowd commented that it is important for folks to understand how planning for water resources works. Mr. James noted that most of the water purveyors in the Carson River watershed get most of their water supplies from ground water resources, so we are in better shape than the Truckee River watershed that depends more on the river water. The reason why the water purveyors were asking for the voluntary 10 percent cut back last year was not due to the lack of water supply but to make people aware of the drought. The emphasis needs to be on not wasting water. Director Rawson stressed that people need visual presentations in order to understand water conservation and water interaction. Mr. James noted that he has plans to have 10-15 community workshops throughout the watershed to discuss the water supply, so we can develop messaging that speaks to the public.

Director Abowd pointed out that “growth” is not a bad word as long as it’s well planned for and there is an adequate water supply. Mr. James noted that growth in Lyon County and the Stagecoach area is going to require a lot of planning. It is important to get our message ahead of public misinformation. Mr. James has been and will continue to go to the county boards to share more information about water resources, like the difference between perennial yield and system yield.

Director Rawson suggested that Mr. James hold workshops for the new CWSD directors to understand the interaction between water resources, especially since there will be so many new directors joining the Board next year. Mr. James mentioned that in the past he has been meeting with new directors to give them information about CWSD and its purpose, but he will investigate additional educational opportunities for incoming directors.

Mr. James stressed that in order for him to do his job better the Board needs to inform him of rumor mills in their areas so he can address the issues. Director Frensdorff noted that there are a lot of people who don’t understand how it all works; they think that CWSD funding is used for studies. They don’t know the studies are grant funded and the funds can’t be used for other purposes. Mr. James confirmed that all the studies currently being conducted are grant funded and none of the CWSD’s non-grant budget is going toward studies. Director Rawson pointed out that conducting studies is part of planning and without that you don’t have a good analysis.

Director Erquiaga asked if Mr. James was aware of an application to move water from the northwest corner of Pershing County (Mud Valley) to a development on the edge of Stagecoach on the Storey County/Lyon County line. Mr. James responded that he appreciates being told about it and will check it out. Many people do not understand that some of the water rights they own are only on paper, “paper water”, not supported by available water resources. In the past the State Engineer’s office approved some water rights which are not serviceable and now is going to have to fix the problem.

Mr. James stated that valuable feedback for him would include when messaging doesn’t come across quite right and anything else the Board learns that would help CWSD be more effective to the watershed.

*Director Rawson made the motion that the Administrative Committee recommend that the Board give the General Manager a satisfactory review, qualifying him for a \$500.00 longevity award. Director Frensdorff seconded the motion which was unanimously approved by the Administrative Committee.*

**Item #5 - Discussion for possible action regarding staff work load and approval of a new job description and salary range.** Mr. James explained that under our Personnel Policy a job can be reclassified if the work the employee is doing is outside their current job description. Debbie Neddenriep is finishing her Bachelor’s degree. She is already doing things that Genie Azad used to do for us as Watershed Program Manager and is handling a lot of grant accounting, particularly with FEMA. Mr. James proposed that the new position of Water Resource Specialist

II be created and that Ms. Neddenriep be reclassified to automatically be moved to the new job description when she gets her degree the end of August or September. The position will have a salary range of \$24.08 to \$33.97 per hour. The time budgeted for this new position is 30-40 hrs/wk, averaging 35 hrs/wk. Mr. James expects that she would probably come into the position at Step 2 or 3. This salary is already included in the FY 2016-17 budget. Director Abowd asked if Ms. Neddenriep has seen the new job description, to which Mr. James replied that Ms. Neddenriep had indeed supplied her input for the new job description.

Director Roberts asked what the current pay rate is for the existing classification. Mr. James responded that she is currently at \$23.42/hr. for Step 6 of the Water Resource Specialist position. The upper range of her current position is the bottom range of the new position. Mr. James did a salary survey with the counties and others in our area about a year and a half ago and the salaries for the Watershed Program Manager and the Watershed Program Specialist were adjusted then. This new classification for Water Resource Specialist II just brings this position more in line with the Watershed Program Specialist position.

*Director Frensdorff made the motion that the Administrative Committee recommend Board approval the reclassify the job description of Water Resource Specialist II with a salary range of \$24.08 to \$33.97 per hour. Director Rawson seconded the motion which was unanimously approved by the Administrative Committee.*

**Item #6 –Public Comment.** None.

**Item #7 – Adjournment.** There being no further business to come before the Administrative Committee, Director Rawson made the motion to adjourn, seconded by Director Frensdorff, and the meeting was adjourned at 2:10 p.m.

Respectfully submitted,

Toni Leffler  
Secretary

## **AGENDA ITEM #11**

**CARSON WATER SUBCONSERVANCY DISTRICT**

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: AUGUST 17, 2016

SUBJECT: Agenda Item #11 - Discussion for possible action regarding a letter of support for Nevada Land Trust to receive grant funding from Sierra Nevada Conservancy for creating a land management plan for the Jobs Peak Ranch property. (For Possible Action)

DISCUSSION: The Nevada Land Trust has requested a letter of support for their grant application to Sierra Nevada Conservancy. They intend to use the grant to create a land management plan for the Jobs Peak Ranch property which they acquired. As stated in the attached draft letter, developing a management plan is in line with the goals of the Carson River Watershed Floodplain Plan and the Carson River Watershed Stewardship Plan.

STAFF RECOMMENDATION: Authorize the Chairman to sign the letter of support for Nevada Land Trust as presented or modified by the Board.

CARSON WATER



SUBCONSERVANCY  
DISTRICT

777 E. William Street  
Suite 110A  
P.O. Box 2672  
Carson City, NV 89702

(775) 887-7456  
(775) 887-7457 fax

August 17, 2016

Alicia Reban  
Executive Director  
Nevada Land Trust  
P.O. Box 20288  
Reno, NV 89505

Dear Ms. Reban:

As the organization charged with regional water resources planning for the Carson River Watershed, the Carson Water Subconservancy District is pleased to support the Nevada Land Trust's (NLT) efforts to obtain funding for a planning grant from the Sierra Nevada Conservancy to create a resource management plan for the recently acquired Jobs Peak Ranch property. This critical 360-acre inholding of environmentally sensitive and scenic lands in the Carson Valley is near the California-Nevada border. This land is particularly special as it contains five streams, riparian areas, mixed conifer forest, aspen stands, and provides for key wildlife corridors for hundreds of mule deer, black bears, various bird species, and even flying squirrels.

An important element to protect this critical habitat is the creation of a plan for this property that incorporates recommendations to manage current timber stands to reduce fuel loads, manage vegetation to create a healthier forest and streams, and to help reduce the impacts of a potentially catastrophic wildfire to the nearby subdivision and the Lake Tahoe Basin.

On a watershed scale, the plan to manage the Jobs Peak Ranch property is in line with the goals of the Carson River Watershed Floodplain Management Plan which has been adopted by all counties in the Carson River Watershed and the Carson River Watershed Stewardship Plan. This application builds upon and strengthens NLT's commitment to acquire environmentally significant lands in the Carson Valley and provide responsible management of these lands. The CWSD believes it is worthy of Sierra Nevada Conservancy funding and support.

Sincerely,

Greg Lynn  
Chairman

## **AGENDA ITEM #12**

**CARSON WATER SUBCONSERVANCY DISTRICT**

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: AUGUST 17, 2016

SUBJECT: Agenda Item #12 - Discussion for possible action regarding leasing Lost Lakes water to Carson City.

DISCUSSION: Carson City would like the option of leasing Lost Lakes water this year. The cost of the Lost Lakes water is the same as the Mud Lake water. Attached is a draft Water Lease Agreement for the Board's approval.

STAFF RECOMMENDATION: Approve the Water Lease Agreement with Carson City for the use of Lost Lakes water.



## **WATER LEASE AGREEMENT**

This Water Lease Agreement is entered into between the CARSON WATER SUBCONSERVANCY DISTRICT, a political subdivision of the State of Nevada, by and through its duly constituted Board of Directors (hereinafter "CWSD") and CARSON CITY, a political subdivision of the State of Nevada, by and through its duly constituted Board of Supervisors (hereinafter "CITY").

### **WITNESSETH:**

WHEREAS, CWSD holds title to 219.0 acre feet of water rights, including storage rights in Upper and Lower Lost Lakes Reservoirs, Claim Numbers 812 and 813 in the Alpine Decree; and

WHEREAS, CITY desires to lease CWSD water for one (1) year for use within the boundaries of CITY for municipal purposes; and

WHEREAS, CWSD has made or will make any necessary application(s) to the State Engineer for permission to use CWSD's water rights for the purposes contemplated under this Agreement.

THEREFORE, in consideration of the mutual undertakings and for other good and valuable consideration, the parties agree and contract as follows:

#### **1. Term of Agreement/Cost of Water**

The term of this Agreement shall commence on the date both parties have executed the Agreement and shall continue through June 30, 2017. CITY agrees to lease and use an amount not to exceed 150.0 acre feet of CWSD water from Lost Lakes.

CITY shall pay CWSD the same price per acre foot as for the leased water from Mud Lake Reservoir during fiscal year 2016-17. As used in this Agreement, the term “water delivery season” means the period beginning October 1, 2016, and ending March 31, 2017. The amount of water that can be pumped by CITY shall be determined by the actual amount of water released from Lost Lakes less any loss of water determined by the State Engineer or the Federal Water Master, due to conveyance from Lost Lakes Reservoirs to CITY’s point of re-diversion. CITY shall pay CWSD for only the amount of water that is pumped, and CITY shall make payment to CWSD by no later than the 15<sup>th</sup> of June based on the actual metered usage.

2. Costs of Diversion and Delivery of Water

CWSD shall bear the costs of delivery of the water to CITY’s point of re-diversion, including the costs of any required approvals by the State Engineer, operation and maintenance of upstream storage facilities, and payment of water fees to the Federal Water Master. CITY shall bear the costs associated with pumping the water from the two induction wells (Well Numbers 25 and 41B), measuring devices, pipelines, and other transporting devices.

3. Treatment

CITY shall be responsible for the treatment of all water for municipal purposes, including water leased from CWSD, to applicable local, state, and federal standards.

4. Hold Harmless

CITY and CWSD agree to indemnify and hold the other harmless for any claims or actions including damages, costs, and attorney’s fees concerning the use of this water by CITY as specified in this Agreement.

5. General Provisions

The officials executing this Agreement hereby warrant and guarantee that they have the authority to act for and bind the respective organizations which they represent; all notices required by this Agreement shall be in writing, must be sent to the addresses provided herein, and are deemed effective upon placement in the United States Mail, postage prepaid; this Agreement constitutes the entire agreement between the parties; this Agreement shall be enforced and construed according to the laws of the State of Nevada; the prevailing party to any dispute involving this Agreement is entitled to an award of reasonable attorney's fees and costs; and any modification of this Agreement must be made by a writing signed by both parties.

For notice purposes, the addresses of each party are as follows:

CARSON WATER  
SUBCONSERVANCY DISTRICT  
Attn.: Edwin James  
General Manager  
777 E. William St., #110A  
Carson City, NV 89701  
775/887-7450

CARSON CITY  
  
Attn.: Darren Schulz  
Public Works Director  
3505 Butti Way  
Carson City, NV 89701  
775/887-2355 x- 7391

6. Termination of Agreement

Unless otherwise agreed to by both parties in writing, this Agreement shall be terminated only if the State of Nevada or a court of competent jurisdiction prevents the delivery of the surface water that is the subject of this Agreement to CITY's point of re-diversion or if the Federal Water

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/////

Master prevents the use of the subject water in which case CWSD and CITY are relieved from performance under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement.

CARSON WATER  
SUBCONSERVANCY DISTRICT

CARSON CITY

\_\_\_\_\_  
Greg Lynn, Chairman

\_\_\_\_\_  
ROBERT CROWELL , Mayor

Dated:\_\_\_\_\_

Dated:\_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_  
TONI LEFFLER, Secretary to the Board

\_\_\_\_\_  
SUSAN MERRIWETHER, Clerk-Recorder

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## **AGENDA ITEM #13**

## CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: AUGUST 17, 2016

SUBJECT: Agenda Item #13 - Discussion for possible action regarding applying for NDEP 319 grants.

DISCUSSION: Nevada Division of Environmental Protection – Water Quality Planning Bureau released the request for Non-Point Source Pollution/Clean Water Act Section 319(h) grant proposals on July 25, 2016. Grant applications are due on September 16, 2016, and the match requirement is 50%. CWSD is interested in applying during this round of funding for the River Wranglers' Watershed Environmental Education Program and to further implement our Watershed-Literacy Program. Below is more information on each of the grant requests:

- *Watershed Environmental Education Program* - CWSD contracts with River Wranglers (Linda Conlin) to conduct environmental education programs with K-12 students, service groups, and adults. The Program provides engaging, hands-on watershed education activities about non-point source pollution, water quality, best management practices, and watershed health to students, educators, and service groups. These activities increase participants' knowledge of the watershed and illustrate how their actions can directly impact our resources. The program strives to empower participants to act in ways that benefit the health of the watershed, in other words, to be watershed stewards. The current grant funding expires July 2017, but we will be out of funds by March 2017. CWSD will apply for a two- or three-year grant depending on funding availability. The grant will be used to reimburse the River Wranglers' costs to conduct the Environmental Education Program. The total draft budget being considered is outlined in the table below.

Draft Environmental Education Grant Budget	2-year example	3-year example
Grant Request	\$170,000	\$255,000
Proposed Match	\$200,000 (cash and in-kind)	\$280,000 (cash and in-kind)
~Project Total	\$370,000	\$535,000

These figures are approximate and will be finalized prior to grant submittal.

The Grant request will cover River Wranglers staff time and mileage, bus transportation for students to the work days, training, copying and materials, and CWSD administration costs to oversee and manage the grant.

The match for this grant will come from people participating (volunteers) in the education outreach and river work days, River Wrangler In-Kind match, an

8/17/16 CWSD Board Meeting  
Agenda Item #13 – 319 Grants

AmeriCorps employee, transportation In-Kind, and funds provided by CWSD to the River Wranglers for vegetation management and river work days.

➤ *Watershed-Literacy Program Implementation – Phase III*

Using our Watershed-Literacy Action Plan, Watershed-Literacy survey results, and our marketing and communications plan, CWSD plans to hire a consultant to develop a creative, focused, and tested marketing/advertising campaign to help increase watershed-literacy in the Carson River Watershed. The campaign will utilize the concepts developed in the above documents, and those further crafted and honed by our Environmental Education (EE) partners at the EE Roundtable and our last CRC Education Working Group meeting (meeting notes are available). The initial healthy watershed campaign will include an overarching theme with tagline and up to three additional messages that were recommended as focus areas in the watershed-literacy survey. The consensus on an overarching theme is:

- *Connect residents' health and quality of life to the health of their watershed.*

In addition, consensus was reached to include three messages in the campaign that tier off the overarching theme:

- . *The Carson River and its watershed is the source of drinking water.*
- . *Reducing runoff from your property can improve water quality.*
- . *Protect the floodplain from future development.*

The consultants will work with our CRC Education Working Group to develop the campaign, including branding the overarching theme and taglines associated with the three tiered messages. The brand and taglines, including graphic/photographic images, will be tested amongst our partners and in the marketplace prior to campaign launch. The consultants will work with CWSD and our partners to develop an integrated message delivery method using a variety of outlets, including print, digital, video, and social media.

Additionally, CWSD will hire a contractor to develop a Carson River-specific geomorphology 101 presentation to our county staff, planning commissions, and our elected officials. Twenty presentations will be given over a one-year period. The program will be similar to the Non-Point Education for Elected Officials (NEMO) program that is not currently funded in Nevada. The goal is to improve our decision makers' understanding of river geomorphology and how it relates to the adopted Carson River Watershed Floodplain Management Plan.

8/17/16 CWSD Board Meeting  
Agenda Item #13 – 319 Grants

Draft Watershed-Literacy Implementation Phase III Grant Budget	2-year example
Grant Request	\$64,911.30
Proposed Match (Cash and in-kind)	\$66,610.80
<b>~Project Total</b>	<b>\$131,522.10</b>

*Note: These figures are approximate and will be finalized prior to grant submittal.*

The match for this grant will come from volunteers, partnering with businesses, and non-federal, CRC members, and CWSD staff time working on and supporting the Healthy Watershed Campaign development. CWSD will be reimbursed for all costs associated with administering the grant.

**STAFF RECOMMENDATION:** Authorize staff to pursue Clean Water Act Section 319(h) grant funding for the Watershed Environmental Education Program and the Watershed-Literacy Implementation Program as outlined.



## **AGENDA ITEM #14**

## **CARSON WATER SUBCONSERVANCY DISTRICT**

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** AUGUST 17, 2016

**SUBJECT:** Agenda Item #14 - Discussion for possible action regarding hiring Robert Loveberg to help with developing the draft floodplain ordinances. (For Possible Action)

**DISCUSSION:** One of the sub-tasks in the FEMA MAS #4 grant is to review and develop new Floodplain Ordinances for the counties located along the Carson River upstream of Lahontan Reservoir. The goal is to develop floodplain ordinances that will incorporate the new regional floodplain model and mapping, as well as included flood mitigation activities which will reduce the flood risk to the people in the Carson River Watershed. In October 2015, CWSD hired Still Waters Consultants to review and update counties' flood mitigation measures. The grant for FEMA MAS #4 terminates on December 31, 2016. With CWSD's current work load, staff does not have the time available to incorporate all the elements mentioned above into a draft floodplain ordinance. To meet this timeline, staff proposes hiring Robert Loveberg to help develop draft floodplain ordinances. Mr. Loveberg has extensive knowledge working on ordinances and has worked in both Lyon and Douglas Counties. Funding to hire Mr. Loveberg would come out of the FEMA grant.

Attached is Mr. Loveberg proposed scope of work. The amount of the agreement will not exceed \$5,800.

**STAFF RECOMMENDATION:** Authorize staff to enter into an agreement with Robert Loveberg to provide assistance with developing a draft floodplain ordinance.

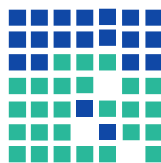


**PROPOSED  
SCOPE OF SERVICES**

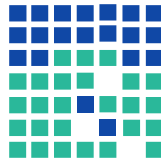
**FLOODPLAIN ORDINANCE REVIEW AND IMPROVEMENT  
FOR  
ALPINE COUNTY, DOUGLAS COUNTY, CARSON CITY AND LYON COUNTY**

SUBMITTED TO:  
CARSON WATER SUBCONSERVANCY DISTRICT

AUGUST 8, 2016



**Robert G. Loveberg**  
Planning ■ Consulting Services



Robert G. Loveberg

Planning ■ Consulting Services

August 8, 2016

Mr. Ed James, General Manager  
Carson Water Subconservancy District  
777 E. Williams Street, Suite 110A  
Carson City, Nevada 89701

RE: Floodplain Ordinance Review and Improvement Project

Dear Ed:

I am pleased to submit this proposed Scope of Services for the Carson Water Subconservancy District (CWSD) Floodplain Ordinance Review and Improvement Project. The approach outlined reflects the CWSD's desire to assist Alpine County, Douglas County, Carson City and Lyon County to review and develop preliminary draft language to modify each city/county ordinance with mitigation measures and the Carson River Protocol and Procedure to accommodate the new regional floodplain mapping and flood insurance rate maps (FIRMs).

The Subconservancy District has already started the process by assisting in the development of potential mitigation measures for each city/county. CWSD has also enabled the creation of the Carson River Protocol and Procedure.

This phase of the project can be completed by December 31, 2016 at a cost not to exceed \$5,800.00. I propose to bill costs monthly based on work performed. Additional meetings and/or services can be undertaken at additional cost using the Scope of Services rates.

Please contact me if you have any questions.

Sincerely,

/s/ Rob Loveberg

Robert G. Loveberg

## SCOPE OF SERVICES

This Scope of Services has been structured to enable the Carson Water Subconservancy District (CWSD) to provide professional services to assist Alpine County, Douglas County, Carson City and Lyon County. The services will help each jurisdiction review and amend their floodplain ordinances to incorporate previously identified mitigation measures developed by Stillwater Consultants, and the Carson River Model Protocol and Procedure developed by HDR to accommodate the new regional floodplain mapping and flood insurance rate maps (FIRMs). The Project will result in the review of each county/city floodplain ordinance, and the development of consistent ordinance language for incorporating appropriate mitigation measures and the Carson River Model Protocol and Procedure. The new ordinance language will be consistent with the State of Nevada and State of California model floodplain ordinances, as appropriate, the 2008 Carson River Regional Floodplain Plan (CRRFP), and the CRRFP 2014 Supplemental update.

### TASKS

#### **TASK 1 REVIEW EXISTING ORDINANCES, MITIGATION MEASURES, CARSON RIVER MODEL PROTOCOL AND PROCEDURE, AND REFERENCE/REGULATORY MATERIALS**

- 1.1 Review the 2008 Carson River Regional Floodplain Plan and 2014 Update, State of Nevada's and State of California's model floodplain ordinances, FEMA guidance and regulatory materials, and other related reference materials.
- 1.2 Obtain and Review the current Alpine County, Douglas County, Carson City, and Lyon County floodplain management ordinances and Community Rating System (CRS) activity worksheets describing all credited activities for CRS participating jurisdictions.
- 1.3 Obtain and Review the mitigation measures for Alpine County, Douglas County, Carson City, and Lyon County developed in the recent Mitigation Measures Project.
- 1.4 Obtain and Review the Carson River Model Protocol and Procedure developed by HDR for the Carson River mapping project.

##### *Meetings/Collaboration/Coordination:*

- Collaboration/coordination with CWSD staff
- Requests for copies of existing ordinances, CRS materials and other relevant information from jurisdictions.

##### *Deliverable Products:*

- None

#### **TASK 2 DEVELOP JURISDICTION SPECIFIC NEEDS AND OPPORTUNITIES**

- 2.1 Meet with the CWSD staff to discuss general and specific jurisdictional needs and opportunities as viewed by CWSD.

- 2.2 Meet with each jurisdiction to discuss and document each jurisdiction's specific needs, unique circumstances, programs and opportunities in regards to floodplain management and development of ordinance revisions.

*Meetings/Collaboration/Coordination:*

- One meeting with CWSD staff to discuss general and specific jurisdictional needs and opportunities as viewed by CWSD
- One meeting with each jurisdiction

*Deliverable Products:*

- None

**TASK 3 PREPARE PRELIMINARY DRAFT FLOODPLAIN MANAGEMENT ORDINANCE LANGUAGE**

Prepare preliminary draft floodplain management ordinance language for use by each jurisdiction incorporating the previously identified mitigation measures, and Carson River Model Protocol and Procedures, as applicable.

*Meetings/Collaboration/Coordination:*

- Correspondence/telephone conversations with each jurisdiction and CWSD staff during the preparation of preliminary draft and draft language
- One meeting with CWSD staff and jurisdiction representatives to submit, discuss, and solicit reviews of and comments on preliminary draft language

*Deliverable Products:*

- Preliminary Draft Ordinance Language

## MEETINGS AND TRAVEL

TASK	PURPOSE	LOCATION	PARTICIPANTS
2.1	Jurisdiction Needs and Opportunities Identification	CWSD Office, Carson City	CWSD staff & consultant
2.2	Alpine County Needs and Opportunities Identification	Markleeville	Alpine County staff & consultant
2.2	Douglas County Needs and Opportunities Identification	Minden	Douglas County staff & consultant
2.2	Carson City Needs and Opportunities Identification	Carson City	Carson City staff & consultant
2.2	Lyon County Needs and Opportunities Identification	Yerington	Lyon County staff & consultant
3	Review & Discussion of Preliminary Draft Ordinance Language	CWSD Office, Carson City	CWSD staff, Jurisdiction representatives & consultant

## PROJECT BUDGET

TASK	TITLE	RESOURCES	QUANTITY	RATE	TOTAL
1	Review Existing Ordinances, Mitigation Measures and Reference/Regulatory Materials	Consultant	10 hours	\$125	\$1,250
				<i>Subtotal</i>	<i>\$1,250</i>
2	Develop Jurisdiction Specific Needs and Opportunities	Consultant Support Meetings	3 hours 2 hours 5 meetings	\$125 \$60	\$375 \$120 \$1,705
				<i>Subtotal</i>	<i>\$2,200</i>
3	Prepare Preliminary Draft Floodplain Management Ordinance Language	Consultant Support Meetings	13 hours 2 hours 1 meeting	\$125 \$60	\$1,625 \$120 \$595
				<i>Subtotal</i>	<i>\$2,340</i>
<b>TOTAL PROJECT</b>					<b>\$5,790</b>

## PROJECT SCHEDULE

TASK	TITLE		MILESTONE	DATE <sup>1</sup>
1	Review Existing Ordinances, Mitigation Measures and Reference/Regulatory Materials	1.1	Reference/regulatory materials review	September 2016
		1.2	Existing ordinance & CRS program review	September 2016
		1.3	Mitigation measures review	September 2016
2	Develop Jurisdiction Specific Needs and Opportunities	2.1	Meeting with CWSD staff on jurisdictional needs and opportunities	October 2016
		2.2	Meetings with city/county staff on jurisdictional needs and opportunities	October & November 2016
3	Prepare Draft Floodplain Management Ordinance Language		Complete preliminary draft of city/county floodplain management ordinance language	December 2016

<sup>1</sup> Dates are estimates subject to change do to potential variances in meeting scheduling and timeliness of the receipt of information. The dates are included to illustrate a schedule that meets the CWSD completion goal of December 2016.

## **AGENDA ITEM #15**



## **CARSON WATER SUBCONSERVANCY DISTRICT**

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** AUGUST 17, 2016

**SUBJECT:** Agenda Item #15 - Discussion for possible action regarding reclassification of Debbie Neddenriep into the Water Resource Specialist II position at Step 4. (For Possible Action)

**DISCUSSION:** Over the past few years the work load and responsibilities of the Water Resource Specialist have increased, particularly involving the FEMA grants. Many of these new job responsibilities use to be part of the Watershed Program Manager job duties but were removed several years ago when the job description was modified. Debbie Neddenriep has done a stellar job of taking on many of these duties while also doing home studies toward a Bachelor's Degree. She is completing those studies and will soon receive her degree. Upon Ms. Neddenriep receiving her degree she will have met all the criteria to qualify for the Water Resource Specialist II position. The General Manager is recommending that Ms. Neddenriep be moved into the Water Resource Specialist II position upon completion of her college degree. Ms. Neddenriep has requested that she be placed at Step 4 which is \$26.70 per hour. Her current salary as a Water Resource Specialist I is \$23.42 per hour. This salary increase was anticipated in the 2016-17 budget.

**STAFF RECOMMENDATION:** Authorize the General Manager to move Ms. Neddenriep into the Water Resource Specialist II position at Step 4 upon completion of her college degree.

## **STAFF REPORTS**

## **CARSON WATER SUBCONSERVANCY DISTRICT**

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: AUGUST 17, 2016

SUBJECT: Agenda Item #16 - Staff reports

DISCUSSION: The following is a list of meetings/activities attended by Ed James and staff since the last Board meeting on July 20, 2016:

- 7/21/16 - Ed gave a presentation to the Carson City Board of Supervisors regarding the water picture for the Carson River Watershed.
- 7/21/16 – Debbie listened to a FEMA Mapping Information Platform (MIP) webinar.
- 7/21/16 – Ed met with Washoe Tribe representatives regarding the Virginia/ Rocky project.
- 7/22/16 – Ed met with USGS representatives regarding scenarios for the Middle Carson River modeling.
- 7/27/16 - Ed, Brenda, Shane, and Toni participated in a CRC River Corridor Working Group meeting.
- 7/27/16 – Debbie met with Sarah Green of the Alpine Watershed Group to discuss databases.
- 7/27/16 – Debbie met the California Inspector of Dams at Lost Lakes.
- 7/27/16 - Shane and Toni participated in a 2016 Flood Awareness Week planning group meeting.
- 7/28/16 – Shane participated in a Carson City Weed Coalition meeting.
- 7/28/16 – Shane and Brenda finalized the Weed Abatement Program and NFWF Agreement with LeeAnne Mila and Myrna Tow from El Dorado/Alpine County Department of Agriculture.
- 7/29/16 – Shane and Brenda finalized the Weed Abatement Program and NFWF Agreement with Nancy Upham of the Churchill County Mosquito, Vector, and Weed Control District.
- 8/2/16 – Ed participated in a Carson Valley Conservation District (CVCD) Board meeting to discuss clearing and snagging.
- 8/2/16 – Brenda and Shane demonstrated the Floodplain Model to the public at the National Night Out event at Mills Park.
- 8/3/16 – Shane helped with NDEP water quality sampling.
- 8/3/16 – Ed and Shane finalized the BLM Challenge Cost Share agreement with Gretchen Eykelbosh of the Bureau of Land Management (BLM).
- 8/3/16 – Shane and Brenda finalize the CWSD National Fish and Wildlife Foundation (NFWF) grant with Sarah Green of the Alpine Watershed Group (AWG).
- 8/4/16 – Brenda met with Robb Fellows and Rich Wilkinson of Carson City regarding the Carson River Watershed Stewardship Plan update and potential 319 funded Carson City projects.

- 8/5/16 – Ed met with Directors Johnson and Lynn to discuss the Carson Valley arsenic study results.
- 8/8/16 – Ed and Debbie met with the Middle Carson River water purveyors in Dayton.
- 8/9/16 – Ed participated in the Carson Truckee Water Conservancy District (CTWCD) Board meeting.
- 8/10/16 – Ed, Brenda, and Shane participated in a meeting with Jennifer Budge, the new Director of the Carson City Parks and Recreation Department.
- 8/11/16 – Ed and Debbie met with the Upper Carson River water purveyors at Indian Hills GID.
- 8/11/16 – Ed attended a project briefing regarding the USA Parkway Project in Silver Springs.
- 8/12/16 – Ed attended a meeting with representatives from Douglas County, Minden-Gardnerville Sanitation District, Washoe Tribe, Bureau of Indian Affairs, and USDA to discuss a sewer line in south Douglas County.
- 8/13/16 – Ed and Shane demonstrated the Floodplain Model at a Farm Days event at Lampe Park in Gardnerville.
- 8/15-19/16 – Debbie attended the FEMA Cooperating Technical Partners (CTP) training in Emmetsville, MD.
- 8/16/16 – Ed attended the Silver Jacket meeting in Reno.

Additional meetings/activities anticipated by staff until the end of August include:

- 8/22/16 – Ed and Brenda will have an introductory meeting Juliette Hayes of FEMA.
- 8/23/16 – Ed will participate in a Nevada Water Resource Association (NWRA) Board meeting.
- 8/24/16 – Brenda will participate in an Integrated Water Management – River Network webinar.
- 8/26/16 – Ed will attend a Legislative Water Committee meeting.
- 8/30/16 – Ed, Brenda, and Debbie will attend a meeting with the watershed flood administrators to review the floodplain model and next steps.

STAFF RECOMMENDATION: Receive and file.

**NO CORRESPONDENCE**