

**CARSON WATER SUBCONSERVANCY DISTRICT
BOARD OF DIRECTORS**

NOTICE OF PUBLIC MEETING

DATE: March 16, 2016
TIME: 6:30 P.M.
LOCATION: Nevada State Legislative Building
401 S. Carson St., Rm. #3137
Carson City, NV 89701

AGENDA

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.

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 February 17, 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

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.

8. Approval of Treasurer's Report for February 2016 (For Possible Action)
9. Payment of Bills for February 2016 (For Possible Action)
10. Discussion for possible action regarding approval of the revised CWSD job descriptions. (For Possible Action)
11. Discussion for possible action regarding renewing a three year office lease agreement with Euronev, Ltd. (For Possible Action)
12. Discussion for possible action regarding approval of the proposed cost of living adjustment for FY 2016-17. (For Possible Action)
13. Discussion for possible action regarding the selection of auditor for FY 2015-16, FY 2016-17, and FY 2017-18. (For Possible Action)
14. Discussion for possible action regarding approval to surplus old note-taking laptop. (For Possible Action)

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

15. Discussion for possible action regarding approval of the FY 2016-17 Tentative Budgets for General Fund, Acquisition/Construction Fund, and Floodplain Management Fund. (For Possible Action)
16. Discussion for possible action regarding hiring the new Watershed Program Specialist including salary range. (For Possible Action)

3/16/16 CWSD Board Meeting Agenda

17. Discussion for possible action regarding a request from CVCD to provide some funding to mitigate potential flooding along the East Fork of the Carson River. (For Possible Action)
18. Discussion for possible action regarding approval to request proposals to conduct the design for the streambank project on the East Fork of the Carson River. (For Possible Action)
19. Discussion for possible action regarding an update on the runoff predictions for 2016. (Discussion only)
20. Discussion for possible action regarding submitting a grant application for BLM Challenge Cost Share Grant for Treating Invasive Weeds on BLM Property in the Carson River Watershed. (For Possible Action)
21. Staff Reports - General Manager
 - Legal
 - Correspondence
22. Directors Reports
23. 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.
24. Adjournment

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.

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 March 9, 2016, he/she posted a copy of the Notice of Public Meeting and Agenda for the March 16, 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
February 17, 2016, 6:30 P.M.
Minutes

Directors present:

Karen Abowd, Vice Chairman
Brad Bonkowski
Carl Erquiaga
Ray Fierro, Treasurer
Doug Johnson
Greg Lynn, Chairman
Austin Osborne, Storey County representative
Barry Penzel
Mary Rawson
Ernie Schank
Fred Stodieck

Directors not present:

Don Frensdorff
Don Jardine
Chuck Roberts

Staff present:

George Benesch, Legal Counsel
Brenda Hunt, Watershed Program Manager
Edwin James, General Manager
Toni Leffler, Administrative Assistant/Secretary to the Board
Debbie Neddenriep, Environmental Specialist
Courtney Walker, Watershed Program Specialist

Also present:

Shane Fryer, Alpine Watershed Group
Randy Gaa, Muscle Powered
Donna Inversin
Mark Kimbrough
Paula Kimbrough
Chaz McQuarrie
Jeff Potter

Note: The recording for this meeting was incomplete due to inadvertent operator error.

Chairman Lynn called the meeting to order at 6:32 p.m. in Room #3137 of the Nevada Legislative Building, 401 S. Carson St., Carson City, 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 lead by Director Fierro.

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

Item #6 - Approval of the Board Meeting Minutes from January 20, 2016. *Director Bonkowski made the motion to approve the Minutes of the Board Meeting on January 20, 2016. The motion was seconded by Director Erquiaga and unanimously approved by the Board, with Directors Rawson and Johnson abstaining for not having been present at that meeting..*

Item #7 - Public Comment. Mr. James explained that Courtney Walker has resigned from CWSD to take the Stormwater Program Manager position with Douglas County. Brenda Hunt noted the many contributions Ms. Walker has made during her time with CWSD and the myriad of positive characteristics about her that will be missed. Ms. Walker expressed her pleasure in having worked at CWSD and that she is glad that her new position will keep her in touch with the watershed.

CONSENT AGENDA

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

Item #9 - Payment of Bills for January 2016.

Item #10 - Discussion for possible action regarding authorize the General Manager to sign Agreement #2016-1 with Alpine County for a Mesa Groundwater Elevation Monitoring Program.

Director Schank made the motion to approve the consent agenda, including items #8-10. The motion was seconded by Director Stodieck and unanimously approved by the Board.

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

Item #11 - Discussion for possible action regarding award of the CWSD Andy Aldax Award for Exemplary Service in Conservation and Protection of the Carson River Watershed to Mark Kimbrough. Ed James gave some background on the award. Named after Andy Aldax, who served on this Board for over 50 years. Mr. Kimbrough was recognized for his work on the trails system and an original member of the Carson River Coalition (CRC).

Donna Inversin nominated Mr. Kimbrough for this award because he has been instrumental in creating the trails system. Jeff Potter told of his association with Mr. Kimbrough and how he has opened doors for trails with State Lands in Vicee and Ash Canyons.

Director Abowd explained that CWSD Board had no hesitation in granting Mr. Kimbrough the Andy Aldax Award. Director Lynn showed that Mr. Kimbrough's name has been added to the perpetual plaque which resides in the CWSD office. Director Lynn then awarded Mr. Kimbrough with a personal plaque.

Mr. Kimbrough thanked CWSD for the award. He gave his history on the Carson River since he has been involved. In the 1980s, he was a ranger at Sand Harbor when he lived on the Carson River. He transferred into State Park management in 1993 and became a member of the Carson River Action Committee (CRAC). In 1994, as Chair of CRAC at that time he took the State Parks document to create the CRAC planning document. In 1994, voters passed tax to support

open space. In 1997, the flood brought a lot of attention to the Carson River which prompted the formation of the CRC. Ed James was hired in 1998 to begin active management of CWSD. In 2008, Friends of Silver Saddle Ranch gathered planners for a workshop and created a planning document. The Bureau of Land Management (BLM) looked at housing development plans at Silver Saddle Ranch. Carson City bought Silver Saddle Ranch. Mr. Kimbrough took a fieldtrip with John Singlaub, Juan Guzman, and Roger Moellendorf to look at the management of similar lands. There have been numerous programs on the river including a two night stay at the Silver Saddle Ranch with high school seniors and a 10-day field trip "The River Runs Through" which included science components. He worked with Dan Kaffer and floated the river several times. He received a grant to build road at Ambrose to get to the river, along with a self-guided trail. He worked with Linda Conlin and the River Wranglers. A trail was built from the BLM office to Morgan Mill. Mr. Kimbrough noted that he was disappointed that the Carson River is not being monitored more and encouraged CWSD Board to help with monitoring.

No action required for this item; receive and file.

Item #12 - Discussion for possible action regarding an update on the Nevada Legislative Commission's Subcommittee to Study Water meeting. Mr. James explained that the kickoff meeting for the Legislative Subcommittee to Study Water was in Las Vegas last week. Pete Goicoechea is the Chairman of the committee. The committee can submit five Bill Draft Requests (BDRs). Jason King gave an overview of Nevada Water Law; Dave Berger discussed hydrology; and Gordon DePaoli, a water attorney, gave a perspective on litigation on Nevada Water Law. There will be five more hearings around the state. Mr. James will be giving a presentation to this committee in Dyer, NV. He will talk about water challenges in the Carson River Watershed including perennial yield, groundwater pumping, balancing of the groundwater basins, groundwater/surface water interactions, paper water vs. wet water, interbasin transfers, and water quality. Mr. James noted that there is a big difference between perennial yield and system yield which includes water that comes into the system.

Director Schank asked Mr. James how much of the two water bills that didn't make it out of committee at last Legislative Session will be included in the BDRs. Mr. James responded that there is quite a bit. Priority areas can include domestic wells. The definition of Critical Management Area (CMA) will be expanded to give more flexibility if the community comes together to cooperate. Director Schank asked how the Humboldt Trail might impact the deliberation of this committee. Mr. Benesch will get more information on this. He had concern that judges without a lot of history in water issues could cause a problem for the State.

Director Osborne asked if the domestic well issue will include county input. CMA is a basin-wide designation which is ok, but sub-basins are more impacted. He is interested in whether inter-basin transfers are included in system yield.

Director Schank noted that perennial yield in Fernley is 800 af per year. The State Engineer gave Fernley an appropriation of greater than 800 af due to water leakage from the Truckee Canal. There is pressure on federal agencies to do something to stop the leakage which could cause a collision in policy and put Fernley in a bind. Mr. James noted that Nevada Water Law took many years to perfect and needs to be changed cautiously.

No action required for this item; receive and file.

Item #13 - Discussion for possible action regarding a loan request from the Carson Valley Conservation District to begin the Clearing and Snagging project in Douglas County. Mr. James explained that typically this would have gone on the Consent Agenda, but since we don't get these requests often, many Board members may not be aware of this policy. He pointed out the policy on p. 45 of the Board package which allows that if an entity comes forward with a request for under \$40,000, the General Manager could authorize the loan and then bring it to the Board. A request over \$40,000 would have to be approved by the Board first. Carson Valley Conservation District (CVCD) has funding coming but needs the loan to pay the contractor sooner than they will receive the funding. Director Lynn noted it will be for the mastication effort on the two gravel bars at the Golf Course which can be done under the rolling stock permit.

No action required for this item; receive and file.

Item #14 - Discussion for possible action regarding the runoff predictions for 2016. Mr. James reported that SNOTEL data shows 129% of normal, now at 105%. A warm spell has impacted the water supply in the mountains. We are not out of the woods yet; we can still flood or continue in the drought. Runoff at the Gardnerville gage is above historic average so we are seeing more water in the river because of the warm weather. Carson Valley is still dry and therefore the flows at the Carson City gage are just starting to go above average. At the Ft. Churchill gage, the flows are above average. At Lahontan Reservoir the storage has increased but is nowhere close to being full and will most likely not fill this year. Director Shank is predicting that the peak storage in the reservoir will be 240,000 ac depending on whether it is a warm or cool spring. That would be better than last year, but we are not out of the woods yet.

No action required for this item; receive and file.

Item #15 - Staff Reports

General Manager - Mr. James reported that the Finance Committee would be meeting next Wednesday, 2/24/16, to review the FY 2016-17 budget.

Debbie Neddenriep reported that she attended one of the three Sierra Nevada Journeys Science/Technology/Engineering/Mathematics (STEM) events funded through CWSD. There was great participation, with over 100 school children from Empire Elementary and their entire families. A representative from Sierra Nevada Journeys (SNJ) came to the last CRC Education working group meeting and several members of the working group volunteered to help with this event. In addition to several tables demonstrating watershed principles, there was an engineering exercise to build a tower. SNJ did a great job with three staff members and two college volunteers helping. She felt it was a good event.

Brenda Hunt reported: 1) Eagles and Ag is next weekend on Friday, Saturday, and Sunday. 2) There will be an Environmental Education Roundtable on 4/26/16 at Ruvo Hall at Governor's Mansion. 3) The annual Get on the Bus tour is scheduled for June 7-8.

Legal –Mr. Benesch had nothing specific to report but wished Ms. Walker the best in her future endeavors.

Correspondence – As handed out at the meeting.

Item #16 - Directors' Reports

Director Lynn reported that Douglas County is providing \$35,000 as match for the State's Clearing and Snagging \$98,000 grant. Additional matching funds are needed.

Director Johnson reported that he is going to Washington, DC to make a final pitch for the Douglas County conservation bill.

None of the other directors had anything specific to report.

Item #17 - Public Comment. None

There being no further business to come before the Board, Director Schank made the motion to adjourn, seconded by Director Abowd and unanimously approved by the Board. The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Toni Leffler
Secretary

AGENDA ITEM #8
TREASURER'S REPORT

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND**Balance Sheet****As of February 29, 2016**

	<u>Feb 29, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1010-00 · Cash in Checking - B of A	29,963.92
1011-00 · Petty Cash	114.98
1014-00 · Local Gov't Inv. Pool-Regular	226,677.58
1021-00 · US Bank CD	249,338.24
1028-00 · First Independent Bank of Nevad	247,405.82
1029-00 · Bank of America-Savings	104,109.65
Total Checking/Savings	<u>857,610.19</u>
Other Current Assets	
1055-00 · Payroll Deposit - Carson City	500.00
Total Other Current Assets	<u>500.00</u>
Total Current Assets	<u>858,110.19</u>
TOTAL ASSETS	<u>858,110.19</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
3307-00 · CC Payroll Due	37,250.39
3360-00 · Accrued Vacation	23,145.17
3362-00 · Accrued sick leave	44,262.23
Total Other Current Liabilities	<u>104,657.79</u>
Total Current Liabilities	<u>104,657.79</u>
Total Liabilities	104,657.79
Equity	
4000-00 · Fund Balance	613,343.57
Net Income	140,108.83
Total Equity	<u>753,452.40</u>
TOTAL LIABILITIES & EQUITY	<u>858,110.19</u>

12:17 PM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss YTD Comparison

Accrual Basis

February 2016

	Feb 16	Jul '15 - Feb 16
Ordinary Income/Expense		
Income		
5008-00 · Alpine Co. Joint Powers contrib		9,000.00
5009-00 · Churchill County Ad Valorem		129,590.07
5010-00 · Lyon County Ad Valorem	48,325.97	108,181.86
5011-00 · Douglas County Ad Valorem	84,593.79	377,139.12
5012-00 · Carson City Ad Valorem	56,061.41	263,339.42
5025-00 · Int. Inc.-US Bank CD	105.57	733.04
5031-00 · Interest Income-LGIP Reg.	82.06	233.85
5044-00 · Int-1st Independent Bk of NV CD	94.52	716.95
5045-00 · Interest Income-B of A Savings	4.95	37.93
5050-00 · Watershed Coordinator		
5050-01 · NDEP Grant-Watershed Coord		
5050-11 · Watershed Map		10.00
Total 5050-01 · NDEP Grant-Watershed Coord		10.00
5050-07 · CRC donation		4.00
5050-08 · NDEP Watershed Coord 2012-15		
5050-10 · NDEP Watershed Coord. 2015-18	10,368.81	17,579.76
Total 5050-00 · Watershed Coordinator	10,368.81	17,593.76
5058-00 · 208 Water Quality Plan		
5058-02 · NDEP-2010 Algae Study Grant		
5058-03 · NDEP 208 LID Grant- 2013-15		5,013.26
Total 5058-00 · 208 Water Quality Plan		5,013.26
5060-00 · Misc. Income		168.40
5063-00 · Environmental Education Program		
5063-03 · NDEP-Env.Ed.Coord. 2012-14	11,187.32	11,187.32
5063-04 · NDEP-Env.Ed.Coord.2015-17		10,439.99
Total 5063-00 · Environmental Education Program	11,187.32	21,627.31
5070-00 · Clear Creek Educ. Program		
5070-02 · Donation for Clear Creek Educ.		4.00
Total 5070-00 · Clear Creek Educ. Program		4.00
5077-00 · CR Conservation Tours		
5077-03 · NDEP Conserv Tour Grant 2012-14	2,373.42	4,530.50
Total 5077-00 · CR Conservation Tours	2,373.42	4,530.50
5082-00 · Alpine Co.-CASGEM Grant	1,013.71	1,013.71
5086-00 · FEMA MAS #3 (Do.Co.)		90,728.81
5087-00 · FEMA MAS #4 (Flood Maps)	11,460.80	37,219.46
5090-00 · NDEP-Watershed Literacy Grant	280.68	4,077.58
5091-00 · Rec.Trails Signage-Motorized		1,548.31
5092-00 · FEMA - MAS #5	13,236.19	109,929.57
5093-00 · FEMA - MAS #6	22,334.49	31,927.90
5094-00 · NDEP-VA/Rocky Bank Stab.Design		240.06
Total Income	261,523.69	1,214,594.87
Expense		
7015-00 · Salaries & Wages	26,163.78	219,194.90
7020-00 · Employee Benefits	10,520.19	83,524.15
7021-00 · Workers Comp Ins.		500.00
7101-00 · Director's Fees		
7101-01 · Director Benefits		366.29
7101-00 · Director's Fees - Other		5,061.61
Total 7101-00 · Director's Fees		5,427.90
7102-00 · Insurance		6,917.44
7103-00 · Office Supplies	661.75	2,258.15
7104-00 · Postage	84.36	469.16
7105-00 · Rent	2,169.34	17,354.72
7106-00 · Telephone/Internet	273.60	3,137.69
7107-00 · Travel-transport/meals/lodging		
7107-01 · Car Allowance	566.42	4,163.19

For internal & discussion purposes only.

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss YTD Comparison

Accrual Basis

February 2016

	Feb 16	Jul '15 - Feb 16
7107-00 · Travel-transport/meals/lodging - Other	636.07	3,548.48
Total 7107-00 · Travel-transport/meals/lodging	1,202.49	7,711.67
7108-00 · Dues & Publications	129.76	535.62
7109-00 · Miscellaneous Expense	1,000.00	1,014.50
7110-00 · Seminars & Education	309.75	1,466.25
7112-00 · Bank Charges		25.00
7114-00 · Outside Professional Services		5,035.00
7115-00 · Accounting		12,393.50
7116-00 · Legal	3,369.33	23,627.31
7117-00 · Lost Lakes Expenses		2,928.76
7120-00 · Integrated Watershed Programs		
7120-07 · Watershed Tour	2.00	2.56
7120-30 · Watershed Coord.Exp. 2015-18	2,148.49	6,074.49
Total 7120-00 · Integrated Watershed Programs	2,150.49	6,077.05
7125-00 · Environmental Ed.Coord.Exp.		
7125-01 · Env.Ed.Coord.Exp.2012-14		
7125-02 · Env.Ed.Coord.Exp. 2015-17	567.44	20,407.22
Total 7125-00 · Environmental Ed.Coord.Exp.	567.44	20,407.22
7210-00 · CR Conservation Tours Exp.		
7210-03 · NPS Conser.Tours 2012-15		1,973.11
7210-00 · CR Conservation Tours Exp. - Other		
Total 7210-00 · CR Conservation Tours Exp.		1,973.11
7214-00 · Rec. Trails Signage-Motorized		29.90
7332-00 · Carson River Work Days		
7332-01 · CR Work Days 2015-16		6,387.97
7332-00 · Carson River Work Days - Other		
Total 7332-00 · Carson River Work Days		6,387.97
7337-00 · Carson River Restoration		
7337-01 · Upper Carson River Grant.		
7337-15 · CVCD-Bioengr/Erosion Control-CV	8,789.38	11,968.94
7337-16 · CVCD Snagging/Clearing Loan	30,000.00	30,000.00
Total 7337-01 · Upper Carson River Grant.	38,789.38	41,968.94
7337-03 · Dayton Valley Conserv		
7337-31 · DVCD-Restoration Proj.2015-16		28,952.28
Total 7337-03 · Dayton Valley Conserv		28,952.28
Total 7337-00 · Carson River Restoration	38,789.38	70,921.22
7404-00 · Noxious Weeds Control-CR Wtrshd		
7404-01 · Noxious Weed Control-Alpine Co.		
7404-02 · Noxious Weed Control-Douglas Co		
7404-03 · Noxious Weed Control-CarsonCity		
7404-04 · Noxious Weed Control-Lyon Co.		6,974.69
7404-05 · Noxious Weed Control-Churchill		
Total 7404-00 · Noxious Weeds Control-CR Wtrshd		6,974.69
7406-00 · 208 Water Quality Mgmt. Plan		
7406-01 · 208 Plan-EF Algae Project		
7406-12 · EF Algae Project Supplies		0.24
Total 7406-01 · 208 Plan-EF Algae Project		0.24
7406-02 · 208 Plan-LID Practices- 2013-14		201.69
7406-00 · 208 Water Quality Mgmt. Plan - Other		0.48
Total 7406-00 · 208 Water Quality Mgmt. Plan		202.41
7419-00 · FEMA MAS #3		89,140.40
7420-00 · FEMA MAS #4 (Flood Map)		
7420-01 · Flood Maps-HDR	2,736.22	9,719.78
7420-02 · Ordinance Review-Still Waters		14,750.00
7420-00 · FEMA MAS #4 (Flood Map) - Other	1.14	511.29

12:17 PM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss YTD Comparison

Accrual Basis

February 2016

	Feb 16	Jul '15 - Feb 16
Total 7420-00 · FEMA MAS #4 (Flood Map)	2,737.36	24,981.07
7422-00 · BOR Basin Plan of Study	0.40	0.56
7424-00 · NDEP-Watershed Literacy Gr.Exp.		
7424-02 · Watershed Survey-Responsive Mgt		
7424-00 · NDEP-Watershed Literacy Gr.Exp. - Other	333.61	583.61
Total 7424-00 · NDEP-Watershed Literacy Gr.Exp.	333.61	583.61
7426-00 · FEMA MAS #5-Charter/Map/Model		
7426-01 · Alpine View Est.-Kimley Horn		53,274.20
7426-02 · Smelter Creek-RO Anderson		5,000.00
7426-03 · Eagle Valley-Michael Baker	9,279.92	35,752.17
7426-05 · Inundation Flood Map-HDR		8,108.75
7426-06 · Public Flood Awareness	-1,000.00	9,824.99
7426-00 · FEMA MAS #5-Charter/Map/Model - Other	10.95	60.80
Total 7426-00 · FEMA MAS #5-Charter/Map/Model	8,290.87	112,020.91
7427-00 · FEMA MAS #6		
7427-01 · Stephanie Ln.(DoCo)-ROA	30,000.00	30,000.00
7427-03 · Ramsey (LyCo)-Kimley & ROA		27,250.00
7427-04 · CC Inundation Map-HDR	1,380.25	1,380.25
7427-00 · FEMA MAS #6 - Other	1.97	33.33
Total 7427-00 · FEMA MAS #6	31,382.22	58,663.58
7428-00 · NDEP-VA/Rocky Bank Stab. Design	1.07	10.65
7429-00 · NDEP-Wtrshd Lit.Implementation	10.64	19.42
7500-00 · USGS Stream Gage Contract		
7500-01 · Stream Gages 2015-17		33,234.75
Total 7500-00 · USGS Stream Gage Contract		33,234.75
7508-00 · USGS Do.Co.WQ & GW Monitoring		
7508-01 · Do/LyCo WQ/GW Mon. 2015-17		7,334.75
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring		7,334.75
7525-00 · USGS-CV Arsenic Study-Ph.1		10,000.00
7600-00 · Alpine County Projects		
7600-05 · Alpine Watershed Programs	5,750.00	17,250.00
7600-09 · Al.Co.-CASGEM		14.20
Total 7600-00 · Alpine County Projects	5,750.00	17,264.20
7610-00 · Douglas County Projects		
7610-10 · Do.Co.Reg.Pipeline Debt Service	62,500.00	125,000.00
7610-17 · Do.Co.-EF Channel Restoration		
Total 7610-00 · Douglas County Projects	62,500.00	125,000.00
7620-00 · Carson City Projects		
7620-11 · CC Reg.Pipeline Debt Service		62,500.00
7620-15 · Eagle Cr Streambank Restoration		
Total 7620-00 · Carson City Projects		62,500.00
7640-00 · Churchill County Projects		
7640-09 · Lahontan Vly.Wtr.Lvl.Measure.		7,336.15
Total 7640-00 · Churchill County Projects		7,336.15
Total Expense	198,397.83	1,054,585.34
Net Ordinary Income	63,125.86	160,009.53
Other Income/Expense		
Other Expense		
8002-00 · Transfer Out-Acq/Const Fund		20,000.00
8014-00 · Trans. Out-Floodplain Mgmt. Fd.		
Total Other Expense		20,000.00
Net Other Income		-20,000.00

12:17 PM
03/08/16
Accrual Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Profit & Loss YTD Comparison
February 2016

	Feb 16	Jul '15 - Feb 16
Net Income	63,125.86	140,009.53

12:16 PM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss Budget vs. Actual

Accrual Basis

July 2015 through February 2016

	Jul '15 - Feb 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5008-00 · Alpine Co. Joint Powers contrib	9,000.00	9,000.00		100.0%
5009-00 · Churchill County Ad Valorem	129,590.07	187,550.00	-57,959.93	69.1%
5010-00 · Lyon County Ad Valorem	108,181.86	147,555.00	-39,373.14	73.3%
5011-00 · Douglas County Ad Valorem	377,139.12	477,500.00	-100,360.88	79.0%
5012-00 · Carson City Ad Valorem	263,339.42	377,150.00	-113,810.58	69.8%
5022-00 · Water Lease - Mud Lake		45,000.00	-45,000.00	
5025-00 · Int. Inc.-US Bank CD	733.04	850.00	-116.96	86.2%
5031-00 · Interest Income-LGIP Reg.	233.85	80.00	153.85	292.3%
5044-00 · Int-1st Independent Bk of NV CD	716.95	850.00	-133.05	84.3%
5045-00 · Interest Income-B of A Savings	37.93	80.00	-42.07	47.4%
5050-00 · Watershed Coordinator				
5050-01 · NDEP Grant-Watershed Coord				
5050-11 · Watershed Map	10.00			
Total 5050-01 · NDEP Grant-Watershed Coord	10.00			
5050-07 · CRC donation	4.00			
5050-08 · NDEP Watershed Coord 2012-15				
5050-10 · NDEP Watershed Coord. 2015-18	17,579.76	64,000.00	-46,420.24	27.5%
Total 5050-00 · Watershed Coordinator	17,593.76	64,000.00	-46,406.24	27.5%
5058-00 · 208 Water Quality Plan				
5058-02 · NDEP-2010 Algae Study Grant				
5058-03 · NDEP 208 LID Grant- 2013-15	5,013.26	4,700.00	313.26	106.7%
Total 5058-00 · 208 Water Quality Plan	5,013.26	4,700.00	313.26	106.7%
5060-00 · Misc. Income				
5060-02 · Watershed Tour		5,900.00	-5,900.00	
5060-00 · Misc. Income - Other	168.40			
Total 5060-00 · Misc. Income	168.40	5,900.00	-5,731.60	2.9%
5063-00 · Environmental Education Program				
5063-03 · NDEP-Env.Ed.Coord. 2012-14	11,187.32			
5063-04 · NDEP-Env.Ed.Coord.2015-17	10,439.99	50,000.00	-39,560.01	20.9%
Total 5063-00 · Environmental Education Program	21,627.31	50,000.00	-28,372.69	43.3%
5070-00 · Clear Creek Educ. Program				
5070-02 · Donation for Clear Creek Educ.	4.00			
Total 5070-00 · Clear Creek Educ. Program	4.00			
5077-00 · CR Conservation Tours				
5077-03 · NDEP Conserv Tour Grant 2012-14	4,530.50			
5077-00 · CR Conservation Tours - Other		2,200.00	-2,200.00	
Total 5077-00 · CR Conservation Tours	4,530.50	2,200.00	2,330.50	205.9%
5082-00 · Alpine Co.-CASGEM Grant	1,013.71	750.00	263.71	135.2%
5086-00 · FEMA MAS #3 (Do.Co.)	90,728.81	59,000.00	31,728.81	153.8%
5087-00 · FEMA MAS #4 (Flood Maps)	37,219.46	250,000.00	-212,780.54	14.9%
5090-00 · NDEP-Watershed Literacy Grant	4,077.58	5,800.00	-1,722.42	70.3%
5091-00 · Rec.Trails Signage-Motorized	1,548.31	3,100.00	-1,551.69	49.9%
5092-00 · FEMA - MAS #5	109,929.57	150,000.00	-40,070.43	73.3%
5093-00 · FEMA - MAS #6	31,927.90			
5094-00 · NDEP-VA/Rocky Bank Stab.Design	240.06			
Total Income	1,214,594.87	1,841,065.00	-626,470.13	66.0%
Expense				
7015-00 · Salaries & Wages	219,194.90	334,400.00	-115,205.10	65.5%
7020-00 · Employee Benefits	83,524.15	136,700.00	-53,175.85	61.1%
7021-00 · Workers Comp Ins.	500.00	1,200.00	-700.00	41.7%
7101-00 · Director's Fees				
7101-01 · Director Benefits	366.29			
7101-00 · Director's Fees - Other	5,061.61	14,000.00	-8,938.39	36.2%
Total 7101-00 · Director's Fees	5,427.90	14,000.00	-8,572.10	38.8%
7102-00 · Insurance	6,917.44	10,000.00	-3,082.56	69.2%

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss Budget vs. Actual

Accrual Basis

July 2015 through February 2016

	Jul '15 - Feb 16	Budget	\$ Over Budget	% of Budget
7103-00 · Office Supplies	2,258.15	4,000.00	-1,741.85	56.5%
7104-00 · Postage	469.16	1,250.00	-780.84	37.5%
7105-00 · Rent	17,354.72	26,033.00	-8,678.28	66.7%
7106-00 · Telephone/Internet	3,137.69	5,000.00	-1,862.31	62.8%
7107-00 · Travel-transport/meals/lodging				
7107-01 · Car Allowance	4,163.19			
7107-00 · Travel-transport/meals/lodging - Other	3,548.48	17,000.00	-13,451.52	20.9%
Total 7107-00 · Travel-transport/meals/lodging	7,711.67	17,000.00	-9,288.33	45.4%
7108-00 · Dues & Publications	535.62	1,000.00	-464.38	53.6%
7109-00 · Miscellaneous Expense	1,014.50	3,000.00	-1,985.50	33.8%
7110-00 · Seminars & Education	1,466.25	3,000.00	-1,533.75	48.9%
7111-00 · Office Equipment		16,000.00	-16,000.00	
7112-00 · Bank Charges	25.00	200.00	-175.00	12.5%
7114-00 · Outside Professional Services	5,035.00	20,000.00	-14,965.00	25.2%
7115-00 · Accounting	12,393.50	16,500.00	-4,106.50	75.1%
7116-00 · Legal	23,627.31	40,700.00	-17,072.69	58.1%
7117-00 · Lost Lakes Expenses	2,928.76	7,000.00	-4,071.24	41.8%
7118-00 · Mud Lake O & M		1,000.00	-1,000.00	
7120-00 · Integrated Watershed Programs				
7120-07 · Watershed Tour	2.56	5,500.00	-5,497.44	0.0%
7120-08 · Invasive Species Programs		5,000.00	-5,000.00	
7120-30 · Watershed Coord.Exp. 2015-18	6,074.49	4,400.00	1,674.49	138.1%
Total 7120-00 · Integrated Watershed Programs	6,077.05	14,900.00	-8,822.95	40.8%
7122-00 · Water Conservation/BMP Program		5,000.00	-5,000.00	
7125-00 · Environmental Ed.Coord.Exp.				
7125-01 · Env.Ed.Coord.Exp.2012-14				
7125-02 · Env.Ed.Coord.Exp. 2015-17	20,407.22	44,000.00	-23,592.78	46.4%
Total 7125-00 · Environmental Ed.Coord.Exp.	20,407.22	44,000.00	-23,592.78	46.4%
7210-00 · CR Conservation Tours Exp.				
7210-03 · NPS Conser.Tours 2012-15	1,973.11	1,800.00	173.11	109.6%
7210-00 · CR Conservation Tours Exp. - Other				
Total 7210-00 · CR Conservation Tours Exp.	1,973.11	1,800.00	173.11	109.6%
7214-00 · Rec. Trails Signage-Motorized	29.90	900.00	-870.10	3.3%
7215-00 · Sierra NV Journeys-Family Night		3,380.00	-3,380.00	
7332-00 · Carson River Work Days				
7332-01 · CR Work Days 2015-16	6,387.97	26,000.00	-19,612.03	24.6%
7332-00 · Carson River Work Days - Other				
Total 7332-00 · Carson River Work Days	6,387.97	26,000.00	-19,612.03	24.6%
7337-00 · Carson River Restoration				
7337-01 · Upper Carson River Grant.				
7337-15 · CVCD-Bioengr/Erosion Control-CV	11,968.94			
7337-16 · CVCD Snagging/Clearing Loan	30,000.00			
7337-01 · Upper Carson River Grant. - Other		60,000.00	-60,000.00	
Total 7337-01 · Upper Carson River Grant.	41,968.94	60,000.00	-18,031.06	69.9%
7337-03 · Dayton Valley Conserv				
7337-31 · DVCD-Restoration Proj.2015-16	28,952.28	124,000.00	-95,047.72	23.3%
7337-32 · DVCD-Storey Co. Weed Abatement		5,000.00	-5,000.00	
Total 7337-03 · Dayton Valley Conserv	28,952.28	129,000.00	-100,047.72	22.4%
7337-04 · Lahontan Conserv.Dist		20,000.00	-20,000.00	
Total 7337-00 · Carson River Restoration	70,921.22	209,000.00	-138,078.78	33.9%
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.	6,974.69	15,000.00	-8,025.31	46.5%
7404-05 · Noxious Weed Control-Churchill		15,000.00	-15,000.00	
Total 7404-00 · Noxious Weeds Control-CR Wtrshd	6,974.69	75,000.00	-68,025.31	9.3%

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss Budget vs. Actual

Accrual Basis

July 2015 through February 2016

	Jul '15 - Feb 16	Budget	\$ Over Budget	% of Budget
7406-00 · 208 Water Quality Mgmt. Plan				
7406-01 · 208 Plan-EF Algae Project				
7406-12 · EF Algae Project Supplies	0.24			
Total 7406-01 · 208 Plan-EF Algae Project	0.24			
7406-02 · 208 Plan-LID Practices- 2013-14	201.69			
7406-00 · 208 Water Quality Mgmt. Plan - Other	0.48			
Total 7406-00 · 208 Water Quality Mgmt. Plan	202.41			
7419-00 · FEMA MAS #3	89,140.40	58,000.00	31,140.40	153.7%
7420-00 · FEMA MAS #4 (Flood Map)				
7420-01 · Flood Maps-HDR	9,719.78			
7420-02 · Ordinance Review-Still Waters	14,750.00			
7420-00 · FEMA MAS #4 (Flood Map) - Other	511.29	240,000.00	-239,488.71	0.2%
Total 7420-00 · FEMA MAS #4 (Flood Map)	24,981.07	240,000.00	-215,018.93	10.4%
7422-00 · BOR Basin Plan of Study	0.56			
7424-00 · NDEP-Watershed Literacy Gr.Exp.				
7424-02 · Watershed Survey-Responsive Mgt				
7424-00 · NDEP-Watershed Literacy Gr.Exp. - Other	583.61	4,800.00	-4,216.39	12.2%
Total 7424-00 · NDEP-Watershed Literacy Gr.Exp.	583.61	4,800.00	-4,216.39	12.2%
7426-00 · FEMA MAS #5-Charter/Map/Model				
7426-01 · Alpine View Est.-Kimley Horn	53,274.20			
7426-02 · Smelter Creek-RO Anderson	5,000.00			
7426-03 · Eagle Valley-Michael Baker	35,752.17			
7426-05 · Inundation Flood Map-HDR	8,108.75			
7426-06 · Public Flood Awareness	9,824.99			
7426-00 · FEMA MAS #5-Charter/Map/Model - Other	60.80	132,000.00	-131,939.20	0.0%
Total 7426-00 · FEMA MAS #5-Charter/Map/Model	112,020.91	132,000.00	-19,979.09	84.9%
7427-00 · FEMA MAS #6				
7427-01 · Stephanie Ln.(DoCo)-ROA	30,000.00			
7427-03 · Ramsey (LyCo)-Kimley & ROA	27,250.00			
7427-04 · CC Inundation Map-HDR	1,380.25			
7427-00 · FEMA MAS #6 - Other	33.33			
Total 7427-00 · FEMA MAS #6	58,663.58			
7428-00 · NDEP-VA/Rocky Bank Stab. Design	10.65			
7429-00 · NDEP-Wtrshd Lit.Implementation	19.42			
7500-00 · USGS Stream Gage Contract				
7500-01 · Stream Gages 2015-17	33,234.75	70,232.00	-36,997.25	47.3%
Total 7500-00 · USGS Stream Gage Contract	33,234.75	70,232.00	-36,997.25	47.3%
7508-00 · USGS Do.Co.WQ & GW Monitoring				
7508-01 · Do/LyCo WQ/GW Mon. 2015-17	7,334.75	15,500.00	-8,165.25	47.3%
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring	7,334.75	15,500.00	-8,165.25	47.3%
7524-00 · USGS-GW Lvl & WQ in Ch.Co.				
7524-01 · USGS-GW Lvl & WQ-ChCo 2014-17		10,200.00	-10,200.00	
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.		10,200.00	-10,200.00	
7525-00 · USGS-CV Arsenic Study-Ph.1	10,000.00	20,000.00	-10,000.00	50.0%
7600-00 · Alpine County Projects				
7600-05 · Alpine Watershed Programs	17,250.00	23,000.00	-5,750.00	75.0%
7600-09 · Al.Co.-CASGEM	14.20	25.00	-10.80	56.8%
Total 7600-00 · Alpine County Projects	17,264.20	23,025.00	-5,760.80	75.0%
7610-00 · Douglas County Projects				
7610-10 · Do.Co.Reg.Pipeline Debt Service	125,000.00	125,000.00		100.0%
7610-17 · Do.Co.-EF Channel Restoration		24,500.00	-24,500.00	
7610-18 · DoCo-Sierra Country Estates				
Total 7610-00 · Douglas County Projects	125,000.00	149,500.00	-24,500.00	83.6%
7620-00 · Carson City Projects				
7620-11 · CC Reg.Pipeline Debt Service	62,500.00	125,000.00	-62,500.00	50.0%

For internal & discussion purposes only.

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/08/16

Profit & Loss Budget vs. Actual

Accrual Basis

July 2015 through February 2016

	<u>Jul '15 - Feb 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7620-15 · Eagle Cr Streambank Restoration				
Total 7620-00 · Carson City Projects	62,500.00	125,000.00	-62,500.00	50.0%
7630-00 · Lyon County Projects				
7630-10 · LyCo Middle CR Imagery Project		27,644.00	-27,644.00	
Total 7630-00 · Lyon County Projects		27,644.00	-27,644.00	
7640-00 · Churchill County Projects				
7640-09 · Lahontan Vly.Wtr.Lvl.Measure.	7,336.15	19,000.00	-11,663.85	38.6%
7640-14 · W/R Dedication Tracking DB		8,420.00	-8,420.00	
7640-15 · LCD-Sand Bar Removal in ChCo		20,000.00	-20,000.00	
Total 7640-00 · Churchill County Projects	7,336.15	47,420.00	-40,083.85	15.5%
Total Expense	1,054,585.34	1,961,284.00	-906,698.66	53.8%
Net Ordinary Income	160,009.53	-120,219.00	280,228.53	-133.1%
Other Income/Expense				
Other Income				
8005-00 · Beginning Equity		671,421.00	-671,421.00	
Total Other Income		671,421.00	-671,421.00	
Other Expense				
8002-00 · Transfer Out-Acq/Const Fund	20,000.00	20,000.00		100.0%
8008-00 · Preliminary Planning		435,000.00	-435,000.00	
8014-00 · Trans. Out-Floodplain Mgmt. Fd.				
Total Other Expense	20,000.00	455,000.00	-435,000.00	4.4%
Net Other Income	-20,000.00	216,421.00	-236,421.00	-9.2%
Net Income	<u>140,009.53</u>	<u>96,202.00</u>	<u>43,807.53</u>	<u>145.5%</u>

CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

03/03/16

Balance Sheet
As of February 29, 2016

	<u>Feb 29, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1013-01 · Local Gov't Inv.Pool-Reserve	433,152.47
1015-01 · Heritage Bk 12-mo. CD	250,634.03
Total Checking/Savings	<u>683,786.50</u>
Total Current Assets	<u>683,786.50</u>
TOTAL ASSETS	<u>683,786.50</u>
LIABILITIES & EQUITY	
Equity	
4000-01 · Fund Balance - Capital Project	662,289.91
Net Income	21,496.59
Total Equity	<u>683,786.50</u>
TOTAL LIABILITIES & EQUITY	<u>683,786.50</u>

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CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

03/03/16

Profit & Loss YTD Comparison

Accrual Basis

February 2016

	Feb 16	Jul '15 - Feb 16
Ordinary Income/Expense		
Income		
5032-01 · Interest Income - LGIP Res.	156.80	740.81
5038-00 · Int. Inc.-Heritage Bk CD	95.75	755.78
Total Income	252.55	1,496.59
Net Ordinary Income	252.55	1,496.59
Other Income/Expense		
Other Income		
8001-01 · Transfer In-General Fund		20,000.00
Total Other Income		20,000.00
Net Other Income		20,000.00
Net Income	252.55	21,496.59

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CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

03/03/16

Profit & Loss Budget vs. Actual

Accrual Basis

July 2015 through February 2016

	<u>Jul '15 - Feb 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
5032-01 · Interest Income - LGIP Res.	740.81	400.00	340.81	185.2%
5038-00 · Int. Inc.-Heritage Bk CD	755.78	1,000.00	-244.22	75.6%
Total Income	1,496.59	1,400.00	96.59	106.9%
Expense				
7325-01 · Acquisition Wtr Rts/Structures		650,000.00	-650,000.00	
Total Expense		650,000.00	-650,000.00	
Net Ordinary Income	1,496.59	-648,600.00	650,096.59	-0.2%
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity		662,168.00	-662,168.00	
8001-01 · Transfer In-General Fund	20,000.00	20,000.00		100.0%
Total Other Income	20,000.00	682,168.00	-662,168.00	2.9%
Net Other Income	20,000.00	682,168.00	-662,168.00	2.9%
Net Income	<u>21,496.59</u>	<u>33,568.00</u>	<u>-12,071.41</u>	<u>64.0%</u>

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03/03/16
Cash Basis

Floodplain Management Fund
Balance Sheet
As of February 29, 2016

	<u>Feb 29, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1013-03 · LGIP - Floodplain	280,011.82
1014-03 · Mutual of Omaha Bk CD	150,290.74
Total Checking/Savings	<u>430,302.56</u>
Total Current Assets	<u>430,302.56</u>
TOTAL ASSETS	<u>430,302.56</u>
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	429,336.33
Net Income	966.23
Total Equity	<u>430,302.56</u>
TOTAL LIABILITIES & EQUITY	<u>430,302.56</u>

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03/03/16
Cash Basis

Floodplain Management Fund
Profit & Loss YTD Comparison
February 2016

	<u>Feb 16</u>	<u>Jul '15 - Feb 16</u>
Ordinary Income/Expense		
Income		
5032-03 · Int. Inc.-LGIP-Floodplain	101.36	365.43
5033-03 · Int.Inc.-Mutual of Omaha CD	145.44	600.80
Total Income	<u>246.80</u>	<u>966.23</u>
Net Ordinary Income	<u>246.80</u>	<u>966.23</u>
Net Income	<u><u>246.80</u></u>	<u><u>966.23</u></u>

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03/03/16
Cash Basis

Floodplain Management Fund

Profit & Loss Budget vs. Actual

July 2015 through February 2016

	<u>Jul '15 - Feb 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
5032-03 · Int. Inc.-LGIP-Floodplain	365.43	180.00	185.43	203.0%
5033-03 · Int.Inc.-Mutual of Omaha CD	600.80	700.00	-99.20	85.8%
Total Income	<u>966.23</u>	<u>880.00</u>	<u>86.23</u>	<u>109.8%</u>
Expense				
7203-03 · Reg. Flood Preliminary Planning	0.00	360,000.00	-360,000.00	0.0%
7206-03 · Flood Project Along SR88-Minden	0.00	40,000.00	-40,000.00	0.0%
Total Expense	<u>0.00</u>	<u>400,000.00</u>	<u>-400,000.00</u>	<u>0.0%</u>
Net Ordinary Income	<u>966.23</u>	<u>-399,120.00</u>	<u>400,086.23</u>	<u>-0.2%</u>
Other Income/Expense				
Other Income				
8000-03 · Beginning Equity	0.00	429,206.00	-429,206.00	0.0%
Total Other Income	<u>0.00</u>	<u>429,206.00</u>	<u>-429,206.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>429,206.00</u>	<u>-429,206.00</u>	<u>0.0%</u>
Net Income	<u><u>966.23</u></u>	<u><u>30,086.00</u></u>	<u><u>-29,119.77</u></u>	<u><u>3.2%</u></u>

AGENDA ITEM #9
PAYMENT OF BILLS

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03/08/16

Accrual Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

February 2016

Type	Date	Num	Name	Memo	Amount	Balance
1010-00 · Cash in Checking - B of A						
Deposit	2/4/2016			Deposit	22,334.49	22,334.49
Deposit	2/4/2016			Deposit	13,236.19	35,570.68
Deposit	2/5/2016			Deposit	56,061.41	91,632.09
Deposit	2/5/2016			Deposit	11,460.80	103,092.89
Deposit	2/9/2016			Deposit	132,919.76	236,012.65
Check	2/9/2016	8245	Euronev, Ltd.	Feb. rent 777 E. William St., #102, #103, #110 & #110A	-2,169.34	233,843.31
Check	2/10/2016	8246	Odyssey Associates	Cust. #07-1415, various invoices, CVCD Bioengineering	-5,513.92	228,329.39
Check	2/10/2016	8247	Alpine Watershed Group	Watershed Program Grant, inv. #2015-16-2	-5,750.00	222,579.39
Check	2/10/2016	8248	Michael Baker International, Inc.	Proj. #145209, Eagle Vly. A & B Drainages Study	-9,279.92	213,299.47
Check	2/10/2016	8249	MyOfficeProducts	Cust. #76531, Inv. #WO-10319458-1	-125.68	213,173.79
Check	2/10/2016	8250	Law Office of George N. Benesch	Jan. legal services, inv. #14805	-3,369.33	209,804.46
Check	2/10/2016	8251	Konica Minolta Business Solutions USA Inc	12/23/15-1/22/16 copies, Inv. #237904306, payor ID #1110530	-455.22	209,349.24
Check	2/10/2016	8252	R. O. Anderson	Proj.#0713-007-15, Inv. #37160, Stephanie Way	-6,875.00	202,474.24
Check	2/10/2016	8253	Carson City	Reimb. for Dec. payroll #25, #26 & #27	-54,894.20	147,580.04
Check	2/10/2016	8254	Douglas County Treasurer	Inv. #2016-1-CWSD, Semi-ann. pmt.on DoCo/CC pipeline debt serv.	-62,500.00	85,080.04
Check	2/11/2016	8255	Carson Valley Conservation District	Loan for CVCD/Washoe Tribe Collaborative Snag & Clear.Project	-30,000.00	55,080.04
Deposit	2/11/2016			Deposit	2,653.10	57,733.14
Check	2/12/2016	8256	AT&T	Acct. #775-7450 924 6, early term. fee (1/1-2/1/16)	-5.10	57,728.04
Check	2/12/2016	8257	Charter Communications	Acct. #8354 11 001 0917880, 2/13-3/12/16	-229.94	57,498.10
Deposit	2/12/2016			Deposit	1.00	57,499.10
Deposit	2/17/2016			Deposit	21,556.13	79,055.23
Deposit	2/19/2016			Deposit	1,013.71	80,068.94
Check	2/19/2016	8258	Kimley-Horn & Associates, Inc.	Inv. #018976002-1116, Alpine Est. Flood Study	-1,380.25	78,688.69
Check	2/19/2016	8259	R. O. Anderson	Proj.#0713-007-15, Inv. #37283, Stephanie Way	-23,125.00	55,563.69
Check	2/19/2016	8260	HDR Engineering, Inc.	Inv.#251487-B, Carson River FEMA MAS #4	-2,736.22	52,827.47
Check	2/19/2016	8261	Carson City	Reimb. for Jan. payroll #1 & #2	-37,785.88	15,041.59
Check	2/19/2016	8262	Childrens Museum of Northern Nevada	Items for Carson River Watershed Exhibit	-333.25	14,708.34
Check	2/26/2016	8263	Donald Frensdorff	Feb. mileage reimb.	-18.60	14,689.74
Check	2/26/2016	8264	Ernest Schank	Feb. travel reimb.	-137.61	14,552.13
Check	2/26/2016	8265	Fred Stodieck	Feb. travel reimb.	-17.59	14,534.54
Check	2/26/2016	8266	Carson Valley Conservation District	Donation toward River-Grant Manager position	-1,000.00	13,534.54
Check	2/26/2016	8267	Odyssey Associates	Cust. #07-1415, inv. #7023626-400, CVCD Bioengineering	-3,275.46	10,259.08
Check	2/26/2016	8268	MyOfficeProducts	Cust. #76531, Inv. #OE-2554093-1	-963.32	9,295.76
Check	2/26/2016	8269	Bank of America	Dec 2015-Feb.2016. -acct. #4024 4910 0004 2478	-1,585.36	7,710.40
Check	2/26/2016	8270	Konica Minolta Business Solutions USA Inc	1/23-2/22/16 copies, Inv. #238347306, payor ID #1110530	-153.03	7,557.37
Check	2/26/2016	8271	Postmaster	100 x \$0.49 stamps	-49.00	7,508.37
Total 1010-00 · Cash in Checking - B of A					7,508.37	7,508.37
1011-00 · Petty Cash						
Gener...	2/29/2016			Feb. petty cash reimb.	-99.30	-99.30
Total 1011-00 · Petty Cash					-99.30	-99.30
1014-00 · Local Gov't Inv. Pool-Regular						
Deposit	2/29/2016			Interest	82.06	82.06
Total 1014-00 · Local Gov't Inv. Pool-Regular					82.06	82.06
1021-00 · US Bank CD						
Deposit	2/4/2016			Interest	105.57	105.57
Total 1021-00 · US Bank CD					105.57	105.57
1028-00 · First Independent Bank of Nevad						
Deposit	2/14/2016			Interest	94.52	94.52
Total 1028-00 · First Independent Bank of Nevad					94.52	94.52
1029-00 · Bank of America-Savings						
Deposit	2/29/2016			Interest	4.95	4.95
Total 1029-00 · Bank of America-Savings					4.95	4.95
3307-00 · CC Payroll Due						
Check	2/10/2016	8253	Carson City	Reimb. for Dec. payroll #25, #26 & #27	54,894.20	54,894.20
Gener...	2/12/2016			2/12 BH,EJ,TL, DN,CW	-18,586.00	36,308.20
Check	2/19/2016	8261	Carson City	Reimb. for Jan. payroll #1 & #2	37,785.88	74,094.08
Gener...	2/26/2016			2/26 BH,EJ,TL, DN,CW	-18,664.39	55,429.69
Total 3307-00 · CC Payroll Due					55,429.69	55,429.69
5010-00 · Lyon County Ad Valorem						
Deposit	2/9/2016	106975	Lyon County	Oct.-Dec. 2015	-48,325.97	-48,325.97
Total 5010-00 · Lyon County Ad Valorem					-48,325.97	-48,325.97
5011-00 · Douglas County Ad Valorem						
Deposit	2/9/2016	644828	Douglas County	Jan. 2016	-84,593.79	-84,593.79
Total 5011-00 · Douglas County Ad Valorem					-84,593.79	-84,593.79
5012-00 · Carson City Ad Valorem						
Deposit	2/5/2016	356154	Carson City	Dec.	-56,061.41	-56,061.41
Total 5012-00 · Carson City Ad Valorem					-56,061.41	-56,061.41
5025-00 · Int. Inc.-US Bank CD						
Deposit	2/4/2016			Interest	-105.57	-105.57
Total 5025-00 · Int. Inc.-US Bank CD					-105.57	-105.57
5031-00 · Interest Income-LGIP Reg.						
Deposit	2/29/2016			Interest	-82.06	-82.06
Total 5031-00 · Interest Income-LGIP Reg.					-82.06	-82.06
5044-00 · Int-1st Independent Bk of NV CD						
Deposit	2/14/2016			Interest	-94.52	-94.52
Total 5044-00 · Int-1st Independent Bk of NV CD					-94.52	-94.52

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Accrual Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

February 2016

Type	Date	Num	Name	Memo	Amount	Balance
5045-00 · Interest Income-B of A Savings						
Deposit	2/29/2016			Interest	-4.95	-4.95
Total 5045-00 · Interest Income-B of A Savings					-4.95	-4.95
5050-00 · Watershed Coordinator						
5050-10 · NDEP Watershed Coord. 2015-18						
Deposit	2/17/2016	9768...	NV Div. of Environmental Protection	Inv #4-15-014	-10,368.81	-10,368.81
Total 5050-10 · NDEP Watershed Coord. 2015-18					-10,368.81	-10,368.81
Total 5050-00 · Watershed Coordinator					-10,368.81	-10,368.81
5063-00 · Environmental Education Program						
5063-03 · NDEP-Env.Ed.Coord. 2012-14						
Deposit	2/17/2016	9768...	NV Div. of Environmental Protection	Inv. #4-15-011	-11,187.32	-11,187.32
Total 5063-03 · NDEP-Env.Ed.Coord. 2012-14					-11,187.32	-11,187.32
Total 5063-00 · Environmental Education Program					-11,187.32	-11,187.32
5077-00 · CR Conservation Tours						
5077-03 · NDEP Conserv Tour Grant 2012-14						
Deposit	2/11/2016	9766 ..	NV Div. of Environmental Protection	Inv. #14 final, Oct.-Dec. 2015	-2,372.42	-2,372.42
Deposit	2/12/2016	9766...	NV Div. of Environmental Protection	Inv. #14 pmt. shortage	-1.00	-2,373.42
Total 5077-03 · NDEP Conserv Tour Grant 2012-14					-2,373.42	-2,373.42
Total 5077-00 · CR Conservation Tours					-2,373.42	-2,373.42
5082-00 · Alpine Co.-CAGEM Grant						
Deposit	2/19/2016	251947	Alpine County	7/1-1/15/16	-1,013.71	-1,013.71
Total 5082-00 · Alpine Co.-CAGEM Grant					-1,013.71	-1,013.71
5087-00 · FEMA MAS #4 (Flood Maps)						
Deposit	2/5/2016		FEMA	Draw #13, Oct.-Dec. 2015	-11,460.80	-11,460.80
Total 5087-00 · FEMA MAS #4 (Flood Maps)					-11,460.80	-11,460.80
5090-00 · NDEP-Watershed Literacy Grant						
Deposit	2/11/2016	9766...	NV Div. of Environmental Protection	Inv. #8, Oct.-Dec. 2015	-280.68	-280.68
Total 5090-00 · NDEP-Watershed Literacy Grant					-280.68	-280.68
5092-00 · FEMA - MAS #5						
Deposit	2/4/2016		FEMA	Draw #13, Oct.-Dec. 2015	-13,236.19	-13,236.19
Total 5092-00 · FEMA - MAS #5					-13,236.19	-13,236.19
5093-00 · FEMA - MAS #6						
Deposit	2/4/2016		FEMA	Draw #2, Oct.-Dec. 2015	-22,334.49	-22,334.49
Total 5093-00 · FEMA - MAS #6					-22,334.49	-22,334.49
7015-00 · Salaries & Wages						
Gener...	2/12/2016			2/12 B.Hunt	2,533.38	2,533.38
Gener...	2/12/2016			2/12 E.James	4,807.00	7,340.38
Gener...	2/12/2016			2/12 T.Leffler	2,269.42	9,609.80
Gener...	2/12/2016			2/12 D.Neddenriep	1,334.08	10,943.88
Gener...	2/12/2016			2/12 C.Walker	2,108.09	13,051.97
Gener...	2/26/2016			2/26 B.Hunt	2,533.36	15,585.33
Gener...	2/26/2016			2/26 E.James	4,807.00	20,392.33
Gener...	2/26/2016			2/26 T.Leffler	2,269.44	22,661.77
Gener...	2/26/2016			2/26 D.Neddenriep	1,400.75	24,062.52
Gener...	2/26/2016			2/26 C.Walker	2,101.26	26,163.78
Total 7015-00 · Salaries & Wages					26,163.78	26,163.78
7020-00 · Employee Benefits						
Gener...	2/12/2016			2/12 B.Hunt	767.53	767.53
Gener...	2/12/2016			2/12 E.James	2,152.87	2,920.40
Gener...	2/12/2016			2/12 T.Leffler	1,033.36	3,953.76
Gener...	2/12/2016			2/12 D.Neddenriep	986.21	4,939.97
Gener...	2/12/2016			2/12 C.Walker	310.85	5,250.82
Gener...	2/26/2016			2/26 B.Hunt	767.53	6,018.35
Gener...	2/26/2016			2/26 E.James	2,152.87	8,171.22
Gener...	2/26/2016			2/26 T.Leffler	1,033.36	9,204.58
Gener...	2/26/2016			2/26 D.Neddenriep	1,005.85	10,210.43
Gener...	2/26/2016			2/26 C.Walker	309.76	10,520.19
Total 7020-00 · Employee Benefits					10,520.19	10,520.19
7103-00 · Office Supplies						
Check	2/10/2016	8249	MyOfficeProducts	Jan. office supplies	3.99	3.99
Check	2/10/2016	8251	Konica Minolta Business Solutions USA Inc	12/23/15-1/22/16 copies	455.22	459.21
Check	2/26/2016	8269	Bank of America	Carson Highlands-Dec.storage unit	35.00	494.21
Check	2/26/2016	8269	Bank of America	Carson Highlands-Jan.storage unit	35.00	529.21
Check	2/26/2016	8269	Bank of America	Carson Highlands-Feb.storage unit	35.00	564.21
Check	2/26/2016	8270	Konica Minolta Business Solutions USA Inc	1/23-2/22/16 copies	153.03	717.24
Gener...	2/29/2016			Feb. copies reimb. from grants	-73.32	643.92
Gener...	2/29/2016			Feb. petty cash reimb.	17.83	661.75
Total 7103-00 · Office Supplies					661.75	661.75
7104-00 · Postage						
Check	2/26/2016	8271	Postmaster	100 x \$0.49 stamps	49.00	49.00
Gener...	2/29/2016			Feb. petty cash reimb.	35.36	84.36
Total 7104-00 · Postage					84.36	84.36
7105-00 · Rent						
Check	2/9/2016	8245	Euronev, Ltd.	Feb. rent 777 E. Wm. St., #102, #103, #110 & #110A	2,169.34	2,169.34

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Accrual Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

February 2016

Type	Date	Num	Name	Memo	Amount	Balance
Total 7105-00 · Rent					2,169.34	2,169.34
7106-00 · Telephone/Internet						
Check	2/12/2016	8256	AT&T	early term. fee (1/1-2/1/16)	5.10	5.10
Check	2/12/2016	8257	Charter Communications	Jan. internet & phones	229.94	235.04
Check	2/26/2016	8269	Bank of America	Conf.Call.Serv.-Admin.Com.recording	4.08	239.12
Check	2/26/2016	8269	Bank of America	Hot Spot Broadband-internet	105.00	344.12
Check	2/26/2016	8269	Bank of America	Hot Spot Broadband-internet refund	-105.00	239.12
Check	2/26/2016	8269	Bank of America	Conf.Call.Serv.-mo.recording fee(cancelled 2/22)	4.94	244.06
Check	2/26/2016	8269	Bank of America	Conf.Call.Serv.-FEMA #7 recording	23.75	267.81
Check	2/26/2016	8269	Bank of America	Conf.Call.Serv.-Admin.Com.recording	5.79	273.60
Total 7106-00 · Telephone/Internet					273.60	273.60
7107-00 · Travel-transport/meals/lodging						
7107-01 · Car Allowance						
Gener...	2/12/2016			2/12 E.James	283.21	283.21
Gener...	2/26/2016			2/26 E.James	283.21	566.42
Total 7107-01 · Car Allowance					566.42	566.42
7107-00 · Travel-transport/meals/lodging - Other						
Check	2/26/2016	8263	Donald Frensdorff	2/10 Admin.Com.mtg.-34.57 mi. (CWSD)	18.60	18.60
Check	2/26/2016	8264	Ernest Schank	2/17 Bd. & 2/24 Fin.Com.mtg.-254.81 mi. (CC x 2)	137.61	156.21
Check	2/26/2016	8265	Fred Stodieck	2/17 Bd.mtg.-32.56 mi. (CC)	17.59	173.80
Check	2/26/2016	8269	Bank of America	Tuscany Suites, LV-EJ 2/8/16 Legis.mtg	67.20	241.00
Check	2/26/2016	8269	Bank of America	NNDA-EJ breakfast mtg.	35.00	276.00
Check	2/26/2016	8269	Bank of America	SW Air- 2/8/16 EJ flight to LV	313.96	589.96
Gener...	2/29/2016			Feb. petty cash reimb.	46.11	636.07
Total 7107-00 · Travel-transport/meals/lodging - Other					636.07	636.07
Total 7107-00 · Travel-transport/meals/lodging					1,202.49	1,202.49
7108-00 · Dues & Publications						
Check	2/26/2016	8269	Bank of America	Gazette Journal-Dec.subscr.	30.00	30.00
Check	2/26/2016	8269	Bank of America	Gazette Journal-Jan.subscr.	20.86	50.86
Check	2/26/2016	8269	Bank of America	Gazette Journal-Feb.subscr.	30.00	80.86
Check	2/26/2016	8269	Bank of America	Trend Micro-computer antivirus	48.90	129.76
Total 7108-00 · Dues & Publications					129.76	129.76
7109-00 · Miscellaneous Expense						
Check	2/26/2016	8266	Carson Valley Conservation District	Donation toward River-Grant Manager position	1,000.00	1,000.00
Total 7109-00 · Miscellaneous Expense					1,000.00	1,000.00
7110-00 · Seminars & Education						
Check	2/26/2016	8269	Bank of America	NWRA-EJ conf	309.75	309.75
Total 7110-00 · Seminars & Education					309.75	309.75
7116-00 · Legal						
Check	2/10/2016	8250	Law Office of George N. Benesch	Jan. legal services	3,369.33	3,369.33
Total 7116-00 · Legal					3,369.33	3,369.33
7120-00 · Integrated Watershed Programs						
7120-07 · Watershed Tour						
Gener...	2/29/2016			Feb. copies	2.00	2.00
Total 7120-07 · Watershed Tour					2.00	2.00
7120-30 · Watershed Coord.Exp. 2015-18						
Check	2/10/2016	8249	MyOfficeProducts	1/2 of supplies for bus tour	60.85	60.85
Check	2/26/2016	8268	MyOfficeProducts	1/2 of binders for bus tour	481.66	542.51
Check	2/26/2016	8269	Bank of America	WR Intl.-stormwater model	1,586.13	2,128.64
Gener...	2/29/2016			Feb. copies	19.85	2,148.49
Total 7120-30 · Watershed Coord.Exp. 2015-18					2,148.49	2,148.49
Total 7120-00 · Integrated Watershed Programs					2,150.49	2,150.49
7125-00 · Environmental Ed.Coord.Exp.						
7125-02 · Env.Ed.Coord.Exp. 2015-17						
Check	2/10/2016	8249	MyOfficeProducts	1/2 of supplies for bus tour	60.84	60.84
Check	2/26/2016	8268	MyOfficeProducts	1/2 of binders for bus tour	481.66	542.50
Gener...	2/29/2016			Feb. copies	24.94	567.44
Total 7125-02 · Env.Ed.Coord.Exp. 2015-17					567.44	567.44
Total 7125-00 · Environmental Ed.Coord.Exp.					567.44	567.44
7337-00 · Carson River Restoration						
7337-01 · Upper Carson River Grant.						
7337-15 · CVCD-Bioengr/Erosion Control-CV						
Check	2/10/2016	8246	Odyssey Associates	Payroll thru 1/24/16, Inv. #7023283-400	2,579.27	2,579.27
Check	2/10/2016	8246	Odyssey Associates	Payroll thru 2/7/16, Inv. #7023441-400	2,934.65	5,513.92
Check	2/26/2016	8267	Odyssey Associates	Payroll thru 2/21/16	3,275.46	8,789.38
Total 7337-15 · CVCD-Bioengr/Erosion Control-CV					8,789.38	8,789.38
7337-16 · CVCD Snagging/Clearing Loan						
Check	2/11/2016	8255	Carson Valley Conservation District	Loan for clearing & snagging	30,000.00	30,000.00
Total 7337-16 · CVCD Snagging/Clearing Loan					30,000.00	30,000.00
Total 7337-01 · Upper Carson River Grant.					38,789.38	38,789.38
Total 7337-00 · Carson River Restoration					38,789.38	38,789.38
7420-00 · FEMA MAS #4 (Flood Map)						

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Accrual Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

February 2016

Type	Date	Num	Name	Memo	Amount	Balance
7420-01 · Flood Maps-HDR						
Check	2/19/2016	8260	HDR Engineering, Inc.	12/27/15-1/23/16 FEMA MAS #4	2,736.22	2,736.22
Total 7420-01 · Flood Maps-HDR					2,736.22	2,736.22
7420-00 · FEMA MAS #4 (Flood Map) - Other						
Gener...	2/29/2016			Feb. copies	1.14	1.14
Total 7420-00 · FEMA MAS #4 (Flood Map) - Other					1.14	1.14
Total 7420-00 · FEMA MAS #4 (Flood Map)					2,737.36	2,737.36
7422-00 · BOR Basin Plan of Study						
Gener...	2/29/2016			Feb. copies	0.40	0.40
Total 7422-00 · BOR Basin Plan of Study					0.40	0.40
7424-00 · NDEP-Watershed Literacy Gr.Exp.						
Check	2/19/2016	8262	Childrens Museum of Northern Nevada	Items for CR Watershed Exhibit	333.25	333.25
Gener...	2/29/2016			Feb. copies	0.36	333.61
Total 7424-00 · NDEP-Watershed Literacy Gr.Exp.					333.61	333.61
7426-00 · FEMA MAS #5-Charter/Map/Model						
7426-03 · Eagle Valley-Michael Baker						
Check	2/10/2016	8248	Michael Baker International, Inc.	Services through 1/31/16	9,279.92	9,279.92
Total 7426-03 · Eagle Valley-Michael Baker					9,279.92	9,279.92
7426-06 · Public Flood Awareness						
Check	2/26/2016	8269	Bank of America	reversal of FAW advertising duplicate pmt.	-1,000.00	-1,000.00
Total 7426-06 · Public Flood Awareness					-1,000.00	-1,000.00
7426-00 · FEMA MAS #5-Charter/Map/Model - Other						
Gener...	2/29/2016			Feb. copies	10.95	10.95
Total 7426-00 · FEMA MAS #5-Charter/Map/Model - Other					10.95	10.95
Total 7426-00 · FEMA MAS #5-Charter/Map/Model					8,290.87	8,290.87
7427-00 · FEMA MAS #6						
7427-01 · Stephanie Ln.(DoCo)-ROA						
Check	2/10/2016	8252	R. O. Anderson	Stephanie Way-thru 1/3/16	6,875.00	6,875.00
Check	2/19/2016	8259	R. O. Anderson	Stephanie Way-thru 1/31/16	23,125.00	30,000.00
Total 7427-01 · Stephanie Ln.(DoCo)-ROA					30,000.00	30,000.00
7427-04 · CC Inundation Map-HDR						
Check	2/19/2016	8258	Kimley-Horn & Associates, Inc.	Alpine Est. study thru 1/31/16	1,380.25	1,380.25
Total 7427-04 · CC Inundation Map-HDR					1,380.25	1,380.25
7427-00 · FEMA MAS #6 - Other						
Gener...	2/29/2016			Feb. copies	1.97	1.97
Total 7427-00 · FEMA MAS #6 - Other					1.97	1.97
Total 7427-00 · FEMA MAS #6					31,382.22	31,382.22
7428-00 · NDEP-VA/Rocky Bank Stab. Design						
Gener...	2/29/2016			Feb. copies	1.07	1.07
Total 7428-00 · NDEP-VA/Rocky Bank Stab. Design					1.07	1.07
7429-00 · NDEP-Wtrshd Lit.Implementation						
Gener...	2/29/2016			Feb. copies	10.64	10.64
Total 7429-00 · NDEP-Wtrshd Lit.Implementation					10.64	10.64
7600-00 · Alpine County Projects						
7600-05 · Alpine Watershed Programs						
Check	2/10/2016	8247	Alpine Watershed Group	FY 2015-16 Watershed Program Grant	5,750.00	5,750.00
Total 7600-05 · Alpine Watershed Programs					5,750.00	5,750.00
Total 7600-00 · Alpine County Projects					5,750.00	5,750.00
7610-00 · Douglas County Projects						
7610-10 · Do.Co.Reg.Pipeline Debt Service						
Check	2/10/2016	8254	Douglas County Treasurer	2016 semi-ann. pmt.on DoCo/CC pipeline debt serv.	62,500.00	62,500.00
Total 7610-10 · Do.Co.Reg.Pipeline Debt Service					62,500.00	62,500.00
Total 7610-00 · Douglas County Projects					62,500.00	62,500.00
TOTAL						

CWSD PETTY CASH TRANSACTION RECORD
February 2016

<u>Date</u>	<u>G/L No.</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
		1/29/16 cash balance			\$114.98
2/5/16	7103-00	from D.Neddenriep		\$8.32	\$123.30
	Office Supplies	for copies			
2/9/16	7104-00	USPS	(\$35.36)		\$87.94
	Postage	Board packages			
2/8/16	7107-00	R-T Airport	(\$10.00)		\$77.94
	Travel	E.James - parking for trip to Las Vegas			
2/19/16	7103-00	from E.James		\$0.64	\$78.58
	Office Supplies	for copies			
2/23/16	7103-00	Smith's	(\$26.79)		\$51.79
	Office Supplies	paper towels & office supplies			
2/24/16	7107-00	Save Mart	(\$18.02)		\$33.77
	Travel	refreshments for Finance Com. meeting			
2/24/16	7107-00	Starbucks	(\$18.09)		\$15.68
	Travel	coffee for Finance Com. meeting			
2/29/16	1011-00	Balance in Petty Cash		\$84.32	\$100.00
	Petty Cash				

Date: 2/8/16 Prepared by: Tom Gaffler
 Approved by: _____

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Reno, NV 89511

Fax
(775) 827-3020

Tax I.D. #88-0329442

Invoice submitted to:

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

February 02, 2016

In Reference To: General

Invoice # 14805

	<u>Hours</u>	<u>Amount</u>
For professional services rendered	0.00	\$3,333.33
Additional Charges :		
<u>January 2016</u>		
1/20/2016 Mileage charge for trip to Carson City.		36.00
SUBTOTAL:	[36.00]
Total additional charges		\$36.00
Total amount of this bill		\$3,369.33
For Legal Services Rendered		
Previous balance		\$3,369.33
Accounts receivable transactions		
1/11/2016 Payment - thank you. Check No. 8221		(\$3,369.33)
Total payments and adjustments		(\$3,369.33)
Balance due		<u>\$3,369.33</u>

#7116-00 legal

OK to pay
Edwin Jensen
2-4-16

pd. 2/10/16
ck. #8250

AGENDA ITEM #10

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #10 - Discussion for possible action regarding approval of the revised CWSD job descriptions.

DISCUSSION: Over the past few years the number of grants that CWSD administers has increased. This increase in grants administration means more staff time is needed to manage the grants. Since the grants cover CWSD's costs these additional grants do not impact CWSD financially but does impact staff's workload. Currently the Watershed Program Manager and Watershed Program Specialist positions are budgeted to work an average of 35 hours per week, the Water Resource Program Specialist is budgeted for 30 hours a week, and the Administration Assistant is budgeted for 40 hours per week. The job descriptions for the Watershed Program Manager, Watershed Program Specialist, and Water Resource Specialist allow for a flexible work week and work hours. The only position that does not have a flexible work week is the Administrative Assistant job. As part of the budgeting process for fiscal year 2016-17 staff is evaluating the projected workload.

Although not guaranteed, staff does see the possibility of receiving some additional grants for fiscal year 2016-17. To meet this potential workload staff believes that the flexible work week and hours allowed in the current job descriptions will enable CWSD to meet the workload needs for next fiscal year. To enhance CWSD's flexibility to meet future workload, staff is proposing modifying the Administrative Assistant job description from *a regular full-time position* to a *regular part-time position (30 to 40 hours per week)*. Although, staff is proposing a change to the job description, staff is proposing that the Administrative Assistant position be budgeted for 40 hours per week for fiscal year 2016-17.

The Administrative Committee discussed this item at the February 10 meeting and made the recommendation that the Administrative Assistant job description be modified from *a regular full-time position* to a *regular part-time position (30 to 40 hours per week)*. See attached draft meeting notes.

STAFF RECOMMENDATION: Accept the Administrative Committee's recommendation to change the Administrative Assistant job description from *regular full-time* to *regular part-time (30 to 40 hours per week)*.

**CARSON WATER SUBCONSERVANCY DISTRICT
ADMINISTRATIVE COMMITTEE
February 10, 2016, 8:30 A.M.**

DRAFT Meeting Minutes

Directors Present:

Karen Abowd, Carson City
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 8:32 a.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 December 11, 2015. *Director Rawson made a motion to approve the Administrative Committee minutes from December 11, 2015. Director Frensdorff seconded the motion which was unanimously approved by the Administrative Committee.*

Item #4 - Discussion for possible action regarding COLA salary adjustment starting July 1, 2016. Mr. James explained that last year we did a salary review and modified some positions. We want to be sure not to lag behind in salary adjustments. Carson City has adopted a 1.75% annual adjustment, so staff is recommending that CWSD follow suit. This adjustment will be included in the budget for next fiscal year.

Director Frensdorff made the motion that the Administrative Committee recommend Board approval of a 1.75% COLA salary increase for staff, in accordance with Carson City's policy, starting July 1, 2016. Director Rawson seconded the motion which was unanimously approved by the Administrative Committee.

Item #5 - Discussion for possible action regarding staff work load and changes to the job descriptions. Mr. James explained that Courtney Walker is leaving CWSD to take a job in Douglas County. With such a small organization there is no room to move up so we have to expect some turnover as people grow professionally. However, we are able to offer comparable salaries and flexibility in work time.

Debbie Neddenriep is finishing her Bachelor's degree. She is already doing things that Genie Azad used to do for us and is handling a lot of grant accounting. We will be talking about changing Ms. Neddenriep's position title when she gets her degree. Right now her position is part-time 25-35 hrs/wk, budgeted for 30 hrs/wk. Brenda Hunt's and Ms. Walker's positions are both part-time 30-40 hrs/wk, budgeted for 35 hrs/wk.

Toni Leffler's Administrative Assistant position is currently listed as full-time 40 hrs/wk. Staff is recommending changing Ms. Leffler's position to part time 30-40 hours but still budgeted for 40 hrs. This gives flexibility in dealing with the workload as we apply for, and hopefully receive, more grant funding. Administrative costs are always built into grant requests, so the additional staff time needed to administer the grants is paid by the grants. There will be an increase in salaries, but it is predicated on getting additional grants.

Ms. Walker will be leaving the end of February. The job announcement for replacing her as Watershed Program Specialist is being circulated and will close on Feb. 16. There have been several applications received already. The selection process is expected to take a few weeks, with the top 4-6 applicants initially interviewed by a group of CRC members and Ms. Neddenriep. That group will reduce the qualified candidates to 2-3 for a second interview by Mr. James and Ms. Hunt for final selection. For the next few weeks there will be a little tougher workload on the remaining staff until the new employee is hired and trained.

Director Roberts made the motion that the Administrative Committee recommend Board approval to modify the Administrative Assistant position to part-time 30-40 hrs. Director Frensdorff seconded the motion which was unanimously approved by the Administrative Committee.

Item #6 – Discussion for possible action regarding renewing the lease agreement with Euronev, Ltd. Mr. James explained that our lease agreement ends on June 30. We are currently paying \$1.51/sq ft. Mr. James spoke with the building owner about renewing the lease, and she agreed to reduce rent to \$1.45/sq ft for next year, then \$1.50/sq ft the following year, and \$1.54/sq ft the third year.

Director Frensdorff made the motion that the Administrative Committee recommend Board approval to renew the office lease agreement with Euronev, Ltd. for another three years. Director Rawson seconded the motion which was unanimously approved by the Administrative Committee.

Item #7 – Discussion for possible action regarding selecting an auditor for FY 2015-16, 2016, and 2017-18. Mr. James explained that we currently have a one-year agreement with Kohn & Company which filled the gap after our last three-year agreement ended, with the intent that CWSD would consider whether to go out for proposals before going into another three-year agreement with Kohn & Company. The law requires agencies to report the name of their auditors annually to the Nevada Department of Taxation by March 31, so the Board needs to make a decision soon. There is no requirement for CWSD to go out for proposals on a regular

basis; the decision is up to the Board.

In 2003, CWSD went out for proposals, and Kohn Colodny (Beth Kohn's partnership at the time) submitted a proposal about \$5,000 less than other proposals. Staff has found Kohn & Company very helpful and easy to work with over the many years they have helped with accounting and audit services. They are familiar with the intricacies of the CWSD audit, especially the critical single audit, which ultimately saves time and money over changing auditors. They are well known and highly respected.

Director Rawson made the motion that the Administrative Committee recommend Board to keep the auditors and extend them through FY 2015-16, FY 2016-17, and FY 2017-18. Director Frensdorff seconded the motion which was unanimously approved by the Administrative Committee.

Item #8 - Public Comment. None.

Item #9 – 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 9:50 a.m.

Respectfully submitted,

Toni Leffler
Secretary

AGENDA ITEM #11

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #11 - Discussion for possible action regarding renewing CWSD's office lease agreement with Euronev, Ltd.

DISCUSSION: On June 30, 2016, CWSD's lease agreement with Euronev, Ltd. ends. The office space and location still meets CWSD's needs. Staff has met with the landlord and discussed a new three-year lease. Currently, CWSD is paying \$1.51 per square foot. Euronev has proposed that if CWSD is willing to sign another three-year lease, they would charge CWSD \$1.45 per square foot for fiscal year 2016-17, \$1.50 per square foot for fiscal year 2017-18, and \$1.545 per square foot for fiscal year 2018-19.

The Administrative Committee discussed this item at the February 10 meeting and made the recommendation that the CWSD renew its office lease agreement with Euronev for the next three fiscal years. See attached draft meeting notes for Agenda Item #10.

STAFF RECOMMENDATION: Accept the Administrative Committee's recommendation to renew CWSD's office lease agreement with Euronev for the next three fiscal years.

AGENDA ITEM #12

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #12 - Discussion for possible action regarding approval of the proposed cost of living adjustment for FY 2016-17.

DISCUSSION: On February 10, the Administrative Committee also considered a cost of living adjustment (COLA) for FY 2016-17. CWSD staff is proposing a COLA salary increase of 1.75%. The proposed salary range adjustment is consistent with Carson City's 2015 Employees Association agreement. The Administrative Committee agreed with the proposal.

STAFF RECOMMENDATION: Approve the proposed cost of living adjustment for FY 2016-17.

AGENDA ITEM #13

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #13 - Discussion for possible action regarding the selection of auditor for FY 2015-16, FY 2016-17, and FY 2017-18.

DISCUSSION: By March 31, 2016, CWSD must notify the Department of Taxation who we are designating as our auditor for fiscal year 2016-17. Our current agreement with Kohn & Company ended with the 2015-16 audit, but they are still providing accounting services at an hourly rate. In the past CWSD has entered into a three-year agreement. Staff requested direction from the Administrative Committee at its February 10 meeting as to whether we should renew our agreement with Kohn & Company or send out a Request for Proposals. In 2003, the District went out for proposals for auditing services, and Kohn Colodny's costs came in about \$5,000 less than the other proposals. One advantage to having Kohn & Company continue as CWSD's auditor is that they already know our accounting system which eliminates the learning curve of a new auditing firm and makes it easier for Kohn & Company to keep their costs low.

The Administrative Committee recommended that the Board keep the current auditors and extend them through FY 2015-16, FY 2016-17, and FY 2017-18.

STAFF RECOMMENDATION: Accept the Administrative Committee's recommendation that Kohn & Company's contract be extended through FY 2015-16, FY 2016-17, and FY 2017-18.

AGENDA ITEM #14

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #14 - Discussion for possible action regarding approval to surplus old note-taking laptop.

DISCUSSION: On 9/27/2007, CWSD purchased a laptop computer from Office Depot for \$879.99 as described below:

- Property Item #128, Lenovo laptop computer, model 3000 N100, serial # L3NH507.

This laptop was used by the General Manager until 8/24/2011, when it was replaced. The computer then became the note-taking laptop and served the District well until it recently started having problems. Considering its age and functionality, staff chose to replace it for note-taking purposes. It therefore needs to be removed from our property inventory and disposed of.

STAFF RECOMMENDATION: Approve the surplus of the old CWSD note-taking computer.

AGENDA ITEM #15

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #15 - Discussion for possible action regarding approval of the FY 2016-17 Tentative Budgets for the General Fund, the Acquisition/Construction Fund, and the Floodplain Management Fund.

DISCUSSION: On February 24, 2016, the CWSD Finance Committee reviewed the proposed Tentative Budgets for FY 2016-17. This year's meeting was tougher than past Finance Committee meetings because the committee had to cut \$134,000 out of the proposed budget. It should be noted that the amount of Ad Valorem taxes CWSD receives this fiscal year is 13.7 % less than what we received in Fiscal Year 2009-10. The committee spent more than half the day reviewing the proposed budget and listening to funding requests from various entities in the watershed (see attached draft meeting minutes). Based on the discussion at the meeting, attached are the proposed tentative budgets recommended by the Finance Committee for FY 2016-17 for the General Fund, Acquisition/Construction Fund, and Floodplain Management Fund.

Each of the tentative budgets is divided into three columns. The left column shows the proposed budget for FY 2016-17, the center column shows the adopted budget for FY 2015-16, and the right column shows the projected actual income and expenses for FY 2015-16.

Also, attached is a pie chart that shows the percentage of expenses in the General Fund by categories of Administration, Projects, Studies, Programs, Projects Funded by Grants, Programs Funded by Grants, and Studies Funded by Grants.

The projected income for Ad Valorem taxes is staff's best guess. The actual projected tax figures from the State will not be able until March 25. Since this report from the State comes out after the board meeting, staff is recommending that the State projection for Ad Valorem taxes be inserted before the budgets are sent to the State.

Enclosed with the Board package to all Directors, except those on the Finance Committee, are copies of the various funding proposals submitted to CWSD. Copies of these projects can also be found on the CWSD web site. Please note that many of the funding amounts requested in the proposals are different than what is being recommended by the Finance Committee.

STAFF RECOMMENDATION: Approval of the FY 2016-17 Tentative Budgets for the General Fund, the Acquisition/Construction Fund, and the Floodplain Management Fund as presented.

CARSON WATER SUBCONSERVANCY DISTRICT General Fund

	Proposed Tentative Budget	Revised Final Budget	Projected Actual Budget	
	Jul '16 - Jun '17	Jul '15 - Jun '16	Jul '15 - Jun '16	Notes
Income				
5008-00 · Alpine County	9,300.00	9,000.00	9,000.00	
5009-00 · Churchill County Ad Valorem	189,500.00	187,550.00	187,550.00	
5010-00 · Lyon County Ad Valorem	149,000.00	147,555.00	147,555.00	
5011-00 · Douglas County Ad Valorem	482,300.00	477,500.00	477,500.00	
5012-00 · Carson City Ad Valorem	380,900.00	377,150.00	377,150.00	
5022-00 · Mud Lake Water Lease	50,000.00	45,000.00	50,000.00	
5023-00 · Lost Lake Water Lease	1,800.00	0.00	1,800.00	
5025-00 · Int. Inc. - US Bank CD	800.00	850.00	1,040.00	
5077-00 · Interest Income - BOA Savings	20.00	80.00	40.00	
5031-00 · Interest Income - St Pool Reg	200.00	80.00	180.00	
5044-00 · Interest Income - First Independent Bank	800.00	850.00	1,050.00	
5050-00 · Watershed Coordinator	53,800.00	64,000.00	30,500.00	Grant
5050-07 ·CRC Donation	0.00	0.00	0.00	
5058-03 · 208 Plan NDEP- LID	0.00	4,700.00	5,013.00	Grant
5060-00 · Misc. Income / Watershed Tour	5,900.00	5,900.00	5,900.00	
5063-01 · NDEP Grant-Watershed Education	49,255.00	50,000.00	43,254.00	Grant
5077-00 · CR Conservation Tours	0.00	2,200.00	4,530.50	Grant
5082-00 · CASGEM	1,680.00	750.00	1,960.00	Grant
5087-00 · Alpine Co Mesa GW Study	400.00	0.00	600.00	Grant
5086-00 · FEMA - MAS # 3	0.00	59,000.00	90,728.81	Grant
5087-00 · FEMA - MAS # 4	124,200.00	250,000.00	133,700.00	Grant
5090-00 · NDEP Watershed Literacy Grant	0.00	5,800.00	4,800.00	Grant
5091-00 · NV Recreational Motorized Trails Grant	500.00	3,100.00	2,800.00	Grant
5092-00 · FEMA - MAS # 5	22,060.00	150,000.00	191,800.00	Grant
5093-00 · FEMA - MAS # 6	119,000.00	0.00	208,400.00	Grant
5094-00 · Virginia/Rocky Project	45,310.00	0.00	1,550.00	Grant
5095-00 · Watershed Literacy Implementation	37,000.00	0.00	25,000.00	Grant
5096-00 · NFWF Weed Grant	25,300.00	0.00	650.00	Grant
Total Income	1,749,025.00	1,841,065.00	2,004,051.31	
Expense				
ADMINISTRATIVE EXPENSES:				Notes
7015-00 · Salaries & Wages	351,100.00	334,400.00	331,000.00	
7020-00 · Employee Benefits	150,500.00	136,700.00	129,000.00	
7021-00 · Workers Comp Ins.	1,300.00	1,200.00	1,000.00	
7101-00 · Director's Fees	13,500.00	14,000.00	13,500.00	
7102-00 · Insurance	7,500.00	10,000.00	6,918.00	
7103-00 · Office Supplies	3,000.00	4,000.00	3,000.00	
7104-00 · Postage	800.00	1,250.00	650.00	
7105-00 · Rent	25,021.00	26,033.00	26,033.00	
7106-00 · Telephone	4,000.00	5,000.00	5,000.00	
7107-00 · Travel-transport/meals/lodging	14,000.00	17,000.00	13,500.00	
7108-00 · Dues & Publications	1,000.00	1,000.00	1,000.00	
7109-00 · Miscellaneous Expense	1,000.00	3,000.00	3,000.00	
7110-00 · Seminars & Education	3,000.00	3,000.00	3,000.00	
7111-00 · Office Equipment	0.00	16,000.00	14,000.00	Carryover
7112-00 · Bank Charges	200.00	200.00	50.00	
7115-00 · Accounting	10,000.00	16,500.00	14,000.00	
7116-00 · Legal	40,700.00	40,700.00	40,400.00	
Subtotal-Administrative Expenses	626,621.00	629,983.00	605,051.00	\$0.00

CARSON WATER SUBCONSERVANCY DISTRICT

General Fund

Multi Year and On-Going Projects

PROJECTS:

	Proposed Tentative Budget	Revised Final Budget	Projected Actual Budget	
	Jul '16 - Jun '17	Jul '15 - Jun '16	Jul '15 - Jun '16	Notes
7114-00 · Professional Outside Services	12,000.00	20,000.00	20,000.00	
7117-00 · Lost Lakes Expenses	7,500.00	7,000.00	6,000.00	
7118-00 · Mud Lake O & M	1,000.00	1,000.00	500.00	
7120-00 · Integrated Watershed Plan				
7120-07 · Watershed Tour	5,500.00	5,500.00	5,500.00	
7120-08 · Regional Invasive Species Programs	0.00	5,000.00	4,500.00	
7120-25 · Watershed Coordinator Expenses	6,500.00	4,400.00	3,700.00	Grant
7122-00 · Water Conservation Program/ BMP	0.00	5,000.00	0.00	Grant
7125-00 · Environ. Education Coordinator Program	42,560.00	44,000.00	39,554.00	Grant
7210-00 · CR Conservation Tours	0.00	1,800.00	1,934.73	Grant
7214-00 · Motorized Rec. Trails Signage	0.00	900.00	1,000.00	Grant
7215-00 · Sierra NV Journeys - Family Night	3,000.00	3,380.00	3,380.00	
7404-00 · Noxious Weeds Control	75,000.00	75,000.00	75,000.00	
7406-02 · 208 LID Program	0.00	0.00	202.00	Grant
7419-00 · FEMA MAS #3 Carson Valley	0.00	58,000.00	89,140.00	Grant
7420-00 · FEMA MAS #4 Carson Valley	115,300.00	240,000.00	106,600.00	Grant
7424-00 · NDEP Watershed Literacy	0.00	4,800.00	3,600.00	Grant
7426-00 · FEMA MAS #5	10,000.00	132,000.00	175,100.00	Grant
7427-00 · FEMA MAS #6	107,000.00	0.00	160,500.00	Grant
7428-00 · Virginia/Rocky Project (reimbursed)	43,800.00	0.00	0.00	Grant
7428-00 · Virginia/Rocky Project (Match)	34,100.00	0.00	0.00	
7429-00 · Watershed Literacy Implementation	30,000.00	0.00	14,500.00	Grant
7430-00 · NFWF Weed Grant	24,000.00	0.00	0.00	Grant
7500-00 · USGS Stream Gage Contracts	70,232.00	70,232.00	70,232.00	
7508-00 · USGS Do. Co. GW Collection Data	15,500.00	15,500.00	15,500.00	
7524-01 · USGS GW level & WQ Churchill Co.	8,800.00	10,200.00	10,200.00	
7525-01 · USGS Arsenic Study Carson Valley	0.00	20,000.00	20,000.00	Carryover
Subtotal Multi Year & On-going Projects	611,792.00	723,712.00	826,642.73	0.00

Counties and River Projects

				Notes
7332-00 · Carson River Work Days	26,000.00	26,000.00	26,000.00	
7337-00 · Carson River Restoration			0.00	
7337-11 · CVCD CV Streambank Protection	37,500.00	60,000.00	60,000.00	Carryover
7337-02 · Carson City	75,000.00	0.00	0.00	
7337-31 · Dayton Valley Conservation	75,000.00	124,000.00	124,000.00	Carryover
7337-32 · DVCD Storey Co. Weed Abatement	2,500.00	5,000.00	5,000.00	
7337-04 · Lahontan Conservation District	15,000.00	20,000.00	20,000.00	
7600-05 · Alpine Co. Watershed Group.	22,000.00	23,000.00	23,000.00	
7600-09 · CASGEM	20.00	25.00	30.00	
7600-10 · Mesa GW Measurement Project	0.00	0.00	250.00	
7610-10 · Douglas Co Regional Pipeline	125,000.00	125,000.00	125,000.00	
7610-18 · Do. Co. Sierra Country Estates	0.00	24,500.00	24,500.00	Carryover
7620-11 · Regional Pipeline Payment to Carson City	125,000.00	125,000.00	125,000.00	
7630-10 · LyCO CR Imagery Project	0.00	27,644.00	27,644.00	
7640-09 · Lahontan Valley WTR Level Program	21,000.00	19,000.00	19,000.00	
7640-14 · W/R Dedication Tracking Database	0.00	8,420.00	8,420.00	
7640-15 · LCD Sand Bar Removal	0.00	20,000.00	20,000.00	Carryover
Subtotal Carson River Projects	524,020.00	607,589.00	607,844.00	

+ Request to carry over funds

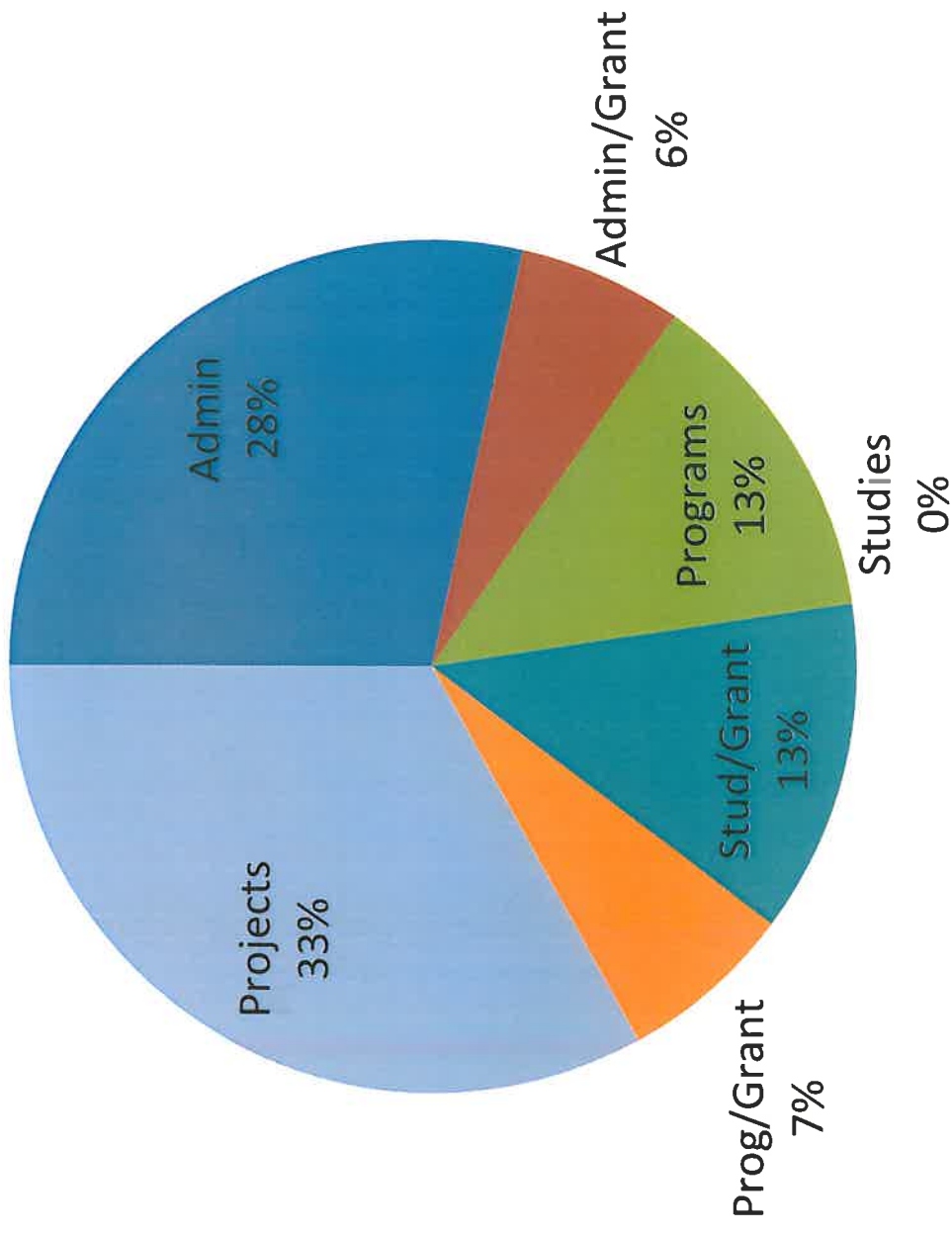
CARSON WATER SUBCONSERVANCY DISTRICT

General Fund

	Proposed Tentative Budget	Revised Final Budget	Projected Actual Budget	
	Jul '16 - Jun '17	Jul '15 - Jun '16	Jul '15 - Jun '16	Notes
New Projects				
Churchill County Dixie Valley Project	24,000.00			
New River Gauge in Dayton	5,375.00			
CVCD Clearing & Snagging	50,000.00			
USGS GW Basins Study	16,000.00			
Total Expenses for New Projects	95,375.00	0.00	0.00	
Total Expenditures	1,857,808.00	1,961,284.00	2,039,537.73	
Net Income	-108,783.00	-120,219.00	-35,486.42	
Beginning Equity	615,646.58	671,421.00	671,133.00 *	
	615,646.58	671,421.00	671,133.00	
Other Expense				
8008-00 - Preliminary Planning	416,000.00	416,422.00	0.00	
Transfer from Gen. Fd. to Floodplain Fd.	0.00	0.00	0.00	
Transfer from Gen. Fd. to Acqu./Const. Fd.	0.00	20,000.00	20,000.00	
Total Other Expense	416,000.00	436,422.00	20,000.00	
Net Balance from Beginning Equity & Other Expense	199,646.58	234,999.00	651,133.00	
ENDING BALANCE	90,863.58	114,780.00	615,646.58	

* Based on 2015 Audit

2016-17 Projected Tentative Budget



**CARSON WATER SUBCONSERVANCY DISTRICT
ACQUISITION/CONSTRUCTION FUND
2016-17 Tentative Budget**

ACQUISITION/CONSTRUCTION FUND	Proposed Tentative Budget	Approved Final Budget	Projected Actual Budget	Notes
	Jul '16 - Jun '17	Jul '15 - Jun '16	Jul '15 - Jun '16	
Ordinary Income/Expense				
Income				
5032-01 · Interest Inc - Inv. Pool	1,800.00	400.00	1,150.00	
5038-01 · Interest Income - Heritage CD	400.00	1,000.00	1,100.00	
Total Income	2,200.00	1,400.00	2,250.00	
Expense				
7325-01 Acquisition Water.	0.00	310,000.00	0.00	
Lyon County - Stagecoach Intertie	0.00	0.00	25,000.00	Pending
Construction Projects	630,000.00	340,000.00	0.00	
Total Expense	630,000.00	650,000.00	25,000.00	
Net Ordinary Income	-627,800.00	-648,600.00	-22,750.00	
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity	659,540.00	662,168.00	662,290.00	Based on Audit
8001-01 · Transfer In-General Fund	0.00	20,000.00	20,000.00	
Total Other Income	659,540.00	682,168.00	682,290.00	
Ending Equity	31,740.00	33,568.00	659,540.00	

**CARSON WATER SUBCONSERVANCY DISTRICT
FLOODPLAIN MANAGEMENT FUND
FY 2016-17 Tentative Budget**

FLOODPLAIN MANAGEMENT FUND	Proposed Tentative Budget	Adopted Final Budget	Projected Actual Budget	Notes
	Jul '16 - Jun '17	Jul '15 - Jun '16	Jul '15 - Jun '16	
Ordinary Income/Expense				
Income				
5032-01 · Interest Inc - Inv. Pool	1,120.00	180.00	540.00	
5033-03 · Interest Inc - Mutual Of Omaha CD	2,100.00	700.00	1,180.00	
Total Income	3,220.00	880.00	1,720.00	
Expense				
7203-03 Floodplain Planning	330,000.00	360,000.00	0.00	
7206-03 Flood Project along SR 88 in Minden	40,000.00	40,000.00	0.00	Carryover
Flood Protection Carson Valley	0.00	0.00	30,000.00	
	0.00	0.00		
Total Expense	370,000.00	400,000.00	30,000.00	
Net Ordinary Income	-366,780.00	-399,120.00	-28,280.00	
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity	401,056.00	429,206.00	429,336.00 *	
8001-01 · Transfer In-General Fund	0.00	0.00	0.00	
Total Other Income	401,056.00	429,206.00	429,336.00	
Ending Equity	34,276.00	30,086.00	401,056.00	

* Based on the 2015 Audit

**CARSON WATER SUBCONSERVANCY DISTRICT
FINANCE COMMITTEE MEETING
February 24, 2016, 8:30 A.M.**

DRAFT Meeting Minutes

Directors Present:

Brad Bonkowski, Carson City
Ray Fierro, Lyon County
Doug Johnson, Douglas County
Mary Rawson, Alpine County
Ernie Schank, Churchill County

Directors Not Present: none

Staff Present:

Edwin James, General Manager
Toni Leffler, Secretary

Others Present:

Dave Berger, USGS
Craig Burnside, Carson Valley Conservation District (CVCD)
Jackie Bogdanovicz, Lahontan Conservation District (LCD)
Linda Conlin, River Wranglers
Shane Fryer, Alpine Watershed Group
Mike Hayes, CVCD
Sean Hill, Sierra Nevada Journeys
Rob Holley, Dayton Valley Conservation District (DVCD)
Eleanor Lockwood, Churchill County
Chris Mahannah, Mahannah & Assoc. for Churchill County
Carl Ruschmeyer, Douglas County Public Works
David Smith, USGS
Jason VanHavel, Storey County
Rich Wilkinson, Carson City Parks & Recreation/Open Space
Mike Workman, Lyon County Utilities/Public Works

The meeting was called to order at 8:35 a.m. by Director Lynn. The meeting was held in the Conference Room of the Carson Water Subconservancy District, 777 E. William St., #110, Carson City, Nevada. A quorum of the Finance Committee was present.

Item #2 - Public comment. None

Item #3 - Discussion for possible action regarding approval of the minutes from the Finance Committee meeting on March 4, 2015. Director Schank made the motion to approve the minutes of the Finance Committee meeting on March 4, 2015. The motion was seconded by Director Bonkowski which was unanimously approved.

Item #3 - Discussion regarding the tentative General Fund FY 2016-17 budget and presentations for proposed projects. Ed James explained that the proposed tentative FY 2016-17

budget is shown in the left column, the FY 2015-16 final budget is the middle column, and the right column reflects the projected actual FY 2015-16 income and expenses.

GENERAL FUND Income: Mr. James explained that income from Alpine County is based on an estimate of what would be like the \$0.03/\$100 that is collected in Nevada. Due to the small tax assessment in *Alpine County*, the contribution is calculated to be \$9,500 for this coming year (*account #5008-00*). For the Ad Valorem tax income staff increased the amount by one percent (1%). Staff will get the exact numbers from the Tax Department at the end of March, which will be reflected in the final budget. CWSD gets interest from investment in various CDs. Most of the money is invested in the Local Government Investment Pool which is not paying very much interest, so staff tries to diversify by investing in bank CDs. Carson City expects to lease all the available water from both *Mud Lake (#5022-00)* and *Lost Lakes (#5023-00)* this year. Mr. James went over the grant income which is comprised of pass-through income accounts with expense accounts to offset them. FEMA MAS #3 should be completed in FY 2015-16. We will probably be submitting an application for MAS #7 funding in FY 2016-17, but Mr. James didn't put anything in the budget for it until we receive the grant. Overall, Mr. James' tentative budget has an estimated \$1.75 million in income.

Carson Valley Conservation District (CVCD) - Carson Valley Streambank Protection Project (#7337-11) - Project proposal #1 - Mike Hayes explained that there are areas which have been identified where bank stabilization needs to be done in Carson Valley. They use bioengineering practices. He explained the process using hand crews to install willow cuttings. It was noted that the Clearing and Snagging request is another project using heavy equipment. Brad asked if Mike's project can be scaled down. Mike said that he can work to whatever funding he receives. He tries to keep the same crew for this work and noxious weed maintenance. The only flexibility he has is in man hours, and possibly the cost of tool rental. Mike noted that his lowest he can do the work for is \$37,500. Mike would also like to carry any unused funds from FY 2015-16.

Administrative budget: Mr. James explained that the increases in *Salaries (#7015-00)* and *Benefits (#7020-00)* are based on the merit or longevity and COLA increases for employees who qualify. We do get reimbursed for staff time from each grant in an amount of about 25% of the salaries account budget. Brenda Hunt, Watershed Program Manager, and the Watershed Program Specialist (recently vacated by Courtney Walker) are budgeted for 35 hours/week; Debbie Neddenriep, Environmental Specialist, for 30 hours/week; and Toni Leffler, Administrative Assistant, for 40 hours/week. Ms. Neddenriep is getting her Bachelors degree and will most likely have a title change to match the Watershed Program Specialist when she receives her degree. The budget for benefits is typically high because Mr. James budgets for employer or employee-paid insurance. This year Mr. James expects that his daughter will graduate, get a job, and drop off his benefits. The budget for *Workers Comp (#7021-00)* is going up a little bit to reflect salary increases. *Director fees (#7101-00)* are budgeted a little less than last year. *Insurance (#7102-00)* shows a increase from last year. The budgeted amounts for *office supplies (#7103-00)* and *postage (#7104-00)* are decreased from last year. The *rent (#7105-00)* is slightly less this year based on our new three-year contract beginning June 1, 2016. The budget for *telephone (#7106-00)* is decreased. The budget for *travel (#7107-00)* is decreased, partly because the price of gas is down and the NWRA Conference will be in Reno next year. *Dues and publications (#7108-00)* stayed the same. The budget for *miscellaneous expenses (#7109-00)* was reduced. *Seminars and education (#7110-00)* is the same to cover ongoing training. The budget for *office equipment (#7111-00)* is the \$14,000 carried over from FY 2015-16 in anticipation of

needing a new copier. The budget for *accounting* (#7115-00) assumes we will not need for a single audit unless we get over \$750,000 in federal grants. *Legal fees* (#7116-00) are staying the same.

There is not enough income to fund all the project requests this year. Mr. James explained the list of new projects and that the amount budgeted for *Preliminary Planning* (#8008-00) is reduced to \$416,000 to help balance the shortfall, with no transfers anticipated to the *Floodplain Fund* (#8009-00) or the *Acquisition/ Construction (A/C) Fund* (#8002-00). He explained that the A/C Fund is for regional water systems. It can only be increased by transfers from General Fund and investment income. At one point it was up to almost \$2 million, but it currently down to about \$660,000 because we have funded several construction projects. The list of potential regional projects would cost about \$1,500,000. Mr. James explained to the group which had gathered to give presentations about their project requests that there is a shortfall in the CWSD budget this year and urged the group to consider what the minimum amount would be with which they could still conduct their projects.

Multi-Year and Ongoing Projects:

Professional Outside Services (#7114-00) – This account covers CWSD web and internet services and other unknown projects that may come up over the next fiscal year. It could be back to \$5,000 if necessary.

Lost Lakes and Mud Lake Expenses (#7117-00 & #7118-00) – Mr. James explained that CWSD is trying to use the water from Lost Lakes and Mud Lake to enhance river flows and for municipal uses. Lost Lakes expenses are budgeted a little higher this year to accommodate increases in dam safety fees. Costs associated with Lost Lakes have increased significantly and much more than anticipated since we first purchased the water rights. The disposition of Lost Lakes will come before the Regional Water System Committee soon. One option might be to transfer the water rights to Indian Creek Reservoir and breach the Lost Lakes dams to eliminate the fees. Director Fierro asked whether there are any California programs for conservation/preservation under which we might qualify to receive funding. The general consensus was that there was not, but staff will look into it.

Integrated Watershed Projects (#7120-00, -07, -08, , -10, -25) - Mr. James went over each program. Most of these projects are pass-through grants. The budget for *Regional Invasive Species Programs* (#7120-08) was used for outreach in FY 2015-16 and has been eliminated to balance the budget, and *Watershed Coordinator Expenses account* (#7120-25) has been increased.

Water Conservation Program/BMP (#7122-00) – This has been used for outreach but we do not have staff time to manage it, so we are not pursuing additional grant funding.

Environmental Education Coordinator Program (#7125-00) - Mr. James explained that this is a very valuable program, and Linda Conlin will give a presentation on it later in the meeting. This program is budgeted for a little less than last year.

Noxious Weeds Control (#7404-00) - Mr. James pointed out that budgeting \$75,000 would give each county \$15,000 for noxious weed control. This money is now being matched by federal money.

FEMA Floodplain Mapping Program MAS #3 (#7419-00) - FEMA MAS #3 is completed, so it has no FY 2016-17 budget.

FEMA MAS #4 (#7420-00) - This phase of the FEMA project is for mapping the floodplain in the Carson Valley and is anticipated to conclude by September 2016.

FEMA MAS #5 (#7426-00) - This phase of the FEMA project has several study project areas and is almost complete. Therefore, only \$10,000 is budgeted for it in FY 2016-17.

FEMA MAS #6 (#7427-00) - This phase also has several study project areas which are just beginning and has \$107,000 budgeted for FY 2016-17.

Virginia/Rocky Project (#7428-00) – This is a year and a half project for design only. The Washoe Tribe will then take the design and do the construction. The portion of this project which is being reimbursed by NDEP is \$43,800. CWSD will match funding in the amount of \$34,100 in FY 2016-17. All the other partners are contributing to another phase of the project. There is the possibility to do less design. We will send out a request for proposals after the March Board meeting, so we will know the cost better after we receive proposals.

Watershed Literacy Implementation (#7429-00) - This is a continuation of the Watershed Literacy Program which will refine the survey results, create a Spanish version of the printed Watershed Map, and reconfigure the online interactive Watershed Map. This is a pass-through grant.

National Fish & Wildlife Foundation (NFWF) Weed Grant (#7430-00) - This two-year grant for noxious weed treatment is budgeted as a pass-through grant for \$24,000 in FY 2016-17.

USGS Stream Gage Contracts (#7500-00) – This is the second year of a two-year contract for data collection on the various stream gages from Alpine County, CA to Lahontan Reservoir is an ongoing program for which the budget has not changed from FY 2015-16.

USGS - Water Quality and Level Data Collection in Churchill County (#7524-01) - This is a continuation of USGS's water quality and water level monitoring in Churchill Valley. The budget is \$8,800 in FY 2016-17. The USGS has decreased some of the sampling from eight to four or five samples and to look at water levels in target areas where agriculture has stopped. It is important to keep evaluating the water quality.

USGS Arsenic Study - Carson Valley (#7525-01) – This study is to determine whether we will draw arsenic into the Minden wells as they are pumped. This USGS study will have a carryover from FY 2015-16 of \$20,000 for use in FY 2016-17.

County and Carson River Projects:

Alpine County CASGEM (#7600-09) - The California Statewide Groundwater Elevation Monitoring (CASGEM) is a program that California has initiated to monitor groundwater levels. Only \$20 is budgeted for this project in FY 2016-17.

Regional Pipeline Payment to Douglas County (#7610-10) - Mr. James explained that CWSD committed \$125,000/yr. for 20 years to both Douglas County and Carson City toward the debt service on the Douglas County/Carson City Regional Pipeline Intertie. CWSD paid for upsizing the system.

Public entities may use the additional capacity without cost, but if a private entity wants to use it, CWSD would recuperate its investment.

Regional Pipeline Payment to Carson City (#7620-11) – This is the on-going debt service payment to Carson City for the Douglas County/Carson City pipeline intertie.

The committee took a break at 9:57 a.m. and resumed the meeting at 10:05 a.m.

Carson City - Golden Eagle Lane Erosion Control Project - Project proposal #5 - Richard Wilkinson explained that the erosion is occurring behind Prison Hill on Golden Eagle Lane where the sediment plume is large. Carson City was made aware of it by residents near Mexican Dam who use Golden Eagle Lane access. The depth of the channel is 11' but the erosion occurred at the same time as the Johnson Lane event. The concern that this will be impacted by fairly small rain events. Carson City came up with issues to address: limit off highway vehicle (OHV) activity in this area, some trails are non-sustainable because of being too steep, the drought caused a lot of dead and decadent material with little re-growth, and significant flooding event. Carson City is requesting \$125,000, but the project can be done in phases. They may have another funding source as an option up to \$200,000. This is important project to the entire watershed. The priority is drainage at the top to where it accesses the river, with additional stuff later. The big cost of the project is in the retention basin. Considering CWSD's budget limitations, Mr. Wilkinson reduced the first phase request to \$90,000. He noted that the biggest benefit is keeping sediment out of Carson River and stabilizing erosion.

Carson River Work Days & Vegetation Management (#7332-00) - Project proposal #2 – This funding is used to match other grants. Linda Conlin of the River Wranglers requested \$26,000 to do education and outreach, as well as work with the conservation districts for projects. Last year the program conducted 11 work days with 1090 student participants. All funds from CWSD are used as match for other funding.

Alpine County - Watershed Coordinator (#7600-05) – Project proposal #3 –Shane Fryer requested \$25,000 and explained that funding from CWSD is at the core of the Alpine Watershed Group (AWG) program and used as leverage for bigger grants. Last year CWSD's \$23,000 grant brought \$500,000 worth of funding into Alpine County. AWG has many partnerships which depend on CWSD funding participation. AWG could go back to the \$23,000 request but they are expanding programs. Cutting funding to \$21,000 would cut the budget for the Aspen Festival.

Dayton Valley Conservation District (#7337-03) – Project proposal #6 – Rob Holley explained that Dayton Valley Conservation District (DVCD) is asking to carry over funds for bank stabilization projects from FY 2015-16. The project has been identified since the 2006 high water event when the river continued to encroach on the Buckland Ditch and Ft. Churchill Road. Additional contributions to the project include \$50,000 from Lyon County, \$52,000 from the Nevada Department of Water Resources (NDWR), \$17,000 from State Parks, and hopefully funding from CTWCD. DVCD is also putting forth a new request for \$90,000 to do the project when the river goes down. They are 95% through permitting with the Army Corps of Engineers, Nevada Division of Environmental Protection (NDEP), and State Lands. They are holding bids for 60 days to award the contract. If necessary, DVCD could go back to last year's request for \$75,000.

Director Rawson joined meeting at 10:45 a.m.

Dayton Valley Conservation District/Storey County Weed Abatement (#7337-32) - Project proposal #7 - Jason VanHavel explained that Storey County doesn't want to lose progress made on the weed treatment they've accomplished over the past several years. They will do as much as they can with whatever funds given.

Lahontan Conservation District (#7337-04) - Project proposal #8 - Jackie Bogdanovicz asked for \$20,000 for Clearing and Snagging projects in the lower Carson River. This year they were able to navigate the river and GPS points of 38 beaver dams. Lahontan Conservation District (LCD) works with the Churchill County Mosquito, Vector, and Noxious Weed Abatement District. They use in-kind match from TCID. The more they receive, the more they can get done. Less than \$15,000 would make it hard to take care of areas.

Sierra Nevada Journeys (SNJ) Family Night (#7404-00) - Project proposal #9 – Sean Hill explained that the program development done so that less money is needed to continue program. They have developed a watershed night as part of their curriculum. In FY 2015-16, CWSD funded three SNJ Family Nights as part of our public outreach effort. They were very well attended and considered to be successful. SNJ has requested \$3,900 for five events for this fiscal year to continue the program. Less money would provide for fewer nights which cost approximately \$780 per night.

New Projects

Carson Valley Conservation District (CVCD) Clearing and Snagging - Project proposal #4 - Craig Burnside explained that a group spent time identifying areas of concern in the river that would be problems in the event of high water. There were 49 areas of concern creating 20 projects. The highest priority project identified along the river is between Carson Valley Golf Course and the Tribal lands. The contractor is applying best management practices (BMPs) in the river. The State put funds into the Clearing and Snagging account and have given CVCD \$98,000, matched \$35,000 by Douglas County, \$15,000 by Gardnerville Ranchos GID, \$5,000 by Gardnerville, and \$10,000 by the Allerman Ditch Company. This area is the highest priority because of concern that it would flood the Carson Valley Hospital, an assisted living facility, Walmart, and other buildings across the highway. CVCD is starting upstream and working down from Riverview Bridge down. Work is also being done upstream from Lutheran Bridge to clear vegetation at choke points and repair eroding banks. At the wooden bridge at River Tree Ranch upstream there is a choke point, as well as a choke point downstream. Mr. Burnside pointed out how the river channel changes on a map from Google Earth. At Lutheran Bridge vegetation is in the channel. Mr. Burnside emphasized that there is a community commitment to do this work and that every dollar represents more or less work. Mr. James noted that the additional vegetation growth is a result of the State not funding clearing and snagging for the past several years. He also pointed out that \$5,000 of this request is for beaver control.

Churchill County - Dixie Valley Water Level Measurement and Precipitation Gage Monitoring Program - Project proposal #10 – Eleanor Lockwood, Churchill County Manager., and Chris Mahannah, consultant for Churchill County, explained that Dixie Valley has been part of the water resource planning efforts since 1980s. It is the only water supply independent from the Carson and Truckee Rivers. It was recognized by legislation in 2008 for a cooperative study with BOR, USGS, and others to update and define the perennial yield for the basin. Current water rights have been

updated. Three high altitude storage gauges were installed in late 2008 which are monitored twice a year in October and May to develop a long-term precipitation record. A well inventory has been done and quarterly measurements on about 25 wells. Churchill County installed about 20 temporary stream gages and will continue to download data from two of those gauges. Regional benefits include the Prism Precipitation Model for which continued data collection would help to define model which will help refine recharge model. Churchill County would work with UNR to host data to make it publically available. The request for three years. Director Schank noted that there were some moneys from the Desert Terminus Lakes Fund authorized by Public Law (PL) 101-171. As legal proceedings have ensued since late 1960s there has been a huge decline in underground storage because of less water from the Carson and Truckee Rivers. Since the US Fish and Wildlife changed from surface agriculture to municipal use, the duty has been cut down from 3.5 to 2.9 with the excess going to Pyramid Lake. This makes potable water in Churchill Valley harder to find. Mr. Mahannah was asked what the plans are for building a pipeline to physically getting water from Dixie Valley to Lahontan Valley. Mr. Mahannah responded that this is not going to happen in the near future but since it is the only independent water supply, it is important for Churchill County to continue their interest. Ms. Lockwood noted that prior to 2000 a lot of work had been done by Mr. Mahannah and his dad on cost estimates. In 2004-05, Churchill County determined there was a long range plan but addressed an immediate plan for residential growth. Director Schank noted that the basalt aquifer is going down which provides the most water for the valley. Director Fierro asked if this three-year project could be cut back to \$25,000 this year instead of \$31,000. It was noted that Churchill County's contribution is \$21,000 or \$7,000 per year. Ms. Lockwood agreed to \$24,000 from CWSD.

Lyon County - USGS Maintenance Costs for New Second River Gauge in Dayton - Project proposal #11 – Mike Workman explained that Lyon County has been working with many agencies on surface water/groundwater measurements. The accuracy of the old gauge has been in question for a number of years. The new gauge which was recently installed is closer to the Lyon County induction well #20 on the south side of river off of Sutro Road in the Rolling A development. There is another induction well in Segment 7C which will be put in the future depending on growth. Getting ongoing accurate measurements of the river is very important. The annual maintenance cost for the USGS to take care of the gauge is \$21,500, with half coming from CWSD and half from Lyon County, or possibly split with Vidler Water Company. Director Schank asked what CWSD paid for maintenance of the old gauge. Dave Berger responded that USGS gauge maintenance costs have not gone up, so it would be about the same, but USGS provided match then and funds not available now. Director Schank asked whether the Water Master would contribute since the information is also important to his office. Mr. Berger responded that this gauge should receive a good rating so the Water Master may be able to contribute. It is important to find all partners involved. Installation has been a cooperative effort between Lyon County, the USGS, and Vidler Water Company.

USGS Middle Carson River Groundwater Monitoring Program - Project proposal #12 – David Smith explained that the original proposal was for a 55/45 match, but with more federal matching funds the request is reduced to \$21,000. The monitoring is to patch holes in the data. In small subdivisions it is important to collect as much data as possible. USGS will measure 208 wells annually. Mr. Smith emphasized the importance of collecting high precipitation data, so USGS added a pressure transducer in the area and will increase the frequency of measurements. This aligns with measurements in other areas. They will also collect a wastewater sample in the Mark Twain area to understand the increase in nitrates. USGS may be able to take the current monitoring network

scheduled to the end of the fiscal year and turn over to quarterly monitoring and extend the time of monitoring which could lower the request to \$16,000.

Douglas County Regional Water System for Sierra Country Estates (#7610-18) - Project proposal #13 – Carl Ruschmeyer, Director of Public Works in Douglas County, explained that in 2015 CWSD awarded \$24,500 for over-sizing a pipeline as part of the project for Sierra Country Estates. Douglas County is requesting that these funds be carried over to FY 2016-17. The original plan was for redeveloping an existing well with a treatment plant and a pipeline connection to the Jobs Peak community as secondary water source. There have been some developments since the project's origin; the county is in a lawsuit over ownership of Jobs Peak Water System. The Administrative Order was to complete the improvements to the system this year but the county will not be able to meet that deadline. They found increase sanding in the well above community and must determine whether this can be legally connected. Sierra Country Estate has two wells in the system today. Douglas County evaluated the second well. Trenching revealed that well is in an old dump site and has contaminants. It has a six inch PVC liner in the casing which reduces the ability to pump the well. They obtained a new well site in Sierra Country Estates and pump test shows it as very transmissive. Public Works is going back to the Douglas County Board of Commissioners requesting to move forward with new well site. It comes at a \$1.65 million cost to provide water for 17 residents. Mr. James explained that there are small developments with their own water systems which failed and the county had to take them over. Three small areas are failing and Douglas County is now looking at regionalizing the system to tie them together. Mr. Ruschmeyer wants to modify the county's request to not do pipeline but to put in the new well which can serve all three communities. This just involves a change in contract.

The committee took a break for lunch at 12:00 p.m. and resumed the meeting at 12:30 p.m.

Item #4 - Discussion regarding the tentative Acquisition/Construction and tentative Floodplain Management Funds FY 2016-17 budgets. Mr. James explained that the Acquisition/Construction Fund is for regional projects. There is not a lot of activity in this fund; it is more identifying and holding funds for projects. There is a change in the projected actual FY 2015-16 budget. The \$25,000 earmarked for the Silver Springs/Stagecoach pipeline connection was approved by the Board a couple of meetings ago, contingent upon Lyon County getting the CBG grant. There is a little income anticipated, \$630,000 is held for proposed construction projects, and at this time there are no transfers being proposed from the General Fund.

In the Floodplain Management Fund, \$30,000 is earmarked for the Douglas County clearing and snagging project identified by Craig Burnside at the Carson Valley Golf Course to prevent flooding as match for State funding. We are supposed to get an official letter request from CVCD but haven't yet. Staff will take the request to the Board for approval. The \$40,000 earmarked for culverts under Hwy. 88 south of the high school in Minden to allow for more water through the system and take several homes out of the floodplain is a carry over. The remaining \$330,000 is earmarked for any other flood projects that might come about.

Item #5 - Discussion for possible action regarding recommendations for the tentative General Fund, Acquisition/Construction Fund, and Floodplain Management Fund FY 2016-17 budgets.
The Finance Committee agreed to the following changes to the proposed budget:

- Outside Professional Services – 12,000
- Sierra Nevada Journeys' Family Nights - \$3,000
- CVCD Streambank Projects- \$37,500
- Carson City's Golden Eagle Project- \$75,000
- DVCD - \$75,000
- Storey County Weed Management - \$2,500
- Lahontan Conservation District - \$15,000
- Alpine Watershed Group - \$22,000
- Churchill County's Dixie Valley Study - \$24,000
- Lyon County's new Dayton gauge - \$5,375
- CVCD Clearing & Snagging - \$50,000
- USGS Study - \$16,000

These adjustments provide for \$131,452 cut from the proposed budget

Director Schank made the motion that the Finance Committee recommend that the tentative budgets General Fund, Acquisition/Construction Fund, and the Floodplain Management Fund be approved as adjusted above. Director Bonkowski seconded the motion which was unanimously approved by the Finance Committee.

No public comment. There being no further business to come before the Finance Committee, Director Schank made a motion to adjourn which was seconded by Director Rawson, and the meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Toni Leffler
Secretary

AGENDA ITEM #16

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #16 - Discussion for possible action regarding hiring the new Watershed Program Specialist including salary range.

DISCUSSION: After Courtney Walker vacated of the position, first round interviews for the Watershed Program Specialist position were held for the top six applicants on March 3, 2016. These applicants were interviewed by a team consisting of Linda Conlin from River Wranglers, Rob Holley from the Dayton Valley Conservation District (DVCD), Steve Lewis from the University of Nevada Cooperative Extension (UNCE), Debbie Neddenriep from CWSD, Terri Pereira from Churchill County, and Jean Stone from NDEP. The interview panel narrowed down the finalists. The second round of interviews will be conducted by Ed James and Brenda Hunt during the week of March 7, 2016. Hopefully, the preferred candidate will be introduced at the Board meeting.

The salary range for this position (30-40 hours/week, with an average of 35 hours/week) is \$23.67 to \$33.39/hr.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #17

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #17 - Discussion for possible action regarding a request from CVCD to provide some funding to mitigate potential flooding along the East Fork of the Carson River.

DISCUSSION: Attached is a request from the Carson Valley Conservation District (CVCD) for some funding assistance to mitigate potential flooding along the East Fork of the Carson River. CVCD has been working with several entities to deal with a concern of a large sand bar and vegetation that has been building up in the East Fork of the Carson River upstream of the Virginia/Rocky Diversion. There is a concern that this sand bar and vegetation has reduce the capacity of the river channel and could increase the flooding damage in that area if there is a high runoff this year. CVCD has secured funding from the State of Nevada, Douglas County, the Gardnerville Ranchos General Improvement District, the Allerman-Virginia Canal Company, and the Gardnerville Town Water Co., but are still short the total amount of match required to completely fund the work. Because this project is dealing with potential flooding, staff is proposing that funding for this project would come out of the Floodplain Management Fund.

STAFF RECOMMENDATION: Authorize staff to enter into an agreement with the CVCD to provide funding, not to exceed \$30,000, for the removal of the sand bar and vegetation in the East Fork of the Carson River, and that the funds would come out of the Floodplain Management Fund.



Carson Valley Conservation District

USDA Service Center

1702 County Road, Suite A

Minden, NV 89423

Carson Water Subconservancy District

777E. William St, Suite 110A

Carson City, NV 89701

The Carson Valley Conservation District is requesting funding assistance from your flood account, in the amount of \$30,000, to help provide the match to the State of Nevada Clear and Snagging funds allocated to us for the project we are facilitating on the Carson River just above the Rocky/Virginia Diversion. We have received funding commitments from Douglas County, the Gardnerville Ranchos General Improvement District, the Allerman-Virginia Canal Company, and the Gardnerville Town Water Co., but are still short the total amount of match required to completely fund the work.

This has been identified as a high priority project to mitigate flood potential to the Carson Tahoe Hospital, a senior assisted living facility, and commercial businesses on the east side, as well as homes and the Carson Valley Golf Course on the west side of the river.

AGENDA ITEM #18

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #18 - Discussion for possible action regarding approval to request proposals to conduct the design for the streambank project on the East Fork of the Carson River.

DISCUSSION: For the last several years CWSD has been working with Douglas County regarding a concern in the community of the bank erosion on the East Fork of the Carson River upstream of the Virginia/Rocky Diversion. In fiscal year 2014-15, CWSD provided funding to Douglas County to hire a firm to conduct a preliminary study on potential fixes to the problem. CWSD Board also conducted a field trip to the site in the summer of 2014. Last fall CWSD received a grant from NDEP to conduct the design for the project. The property in question is owned by the Washoe Tribe so they will be responsible to secure funding to manage and construct the project.

Attached is the draft Request for Proposals to conduct the design of the streambank project. Recently, the Washoe Tribe has expressed their concerns about the streambank just upstream of this project. They have requested that the design include this section as well. Because of the limited funding available to do the design, once the firm is selected to do the design CWSD staff and the other interested parties will have to negotiate how much of the design can be completed. The selection of the firm and cost to do the design will be brought back to the board in May.

STAFF RECOMMENDATION: Authorize staff to advertise the Request for Proposals to design for the streambank project on the East Fork of the Carson River.

Carson Water Subconservancy District
Request for Proposal for Professional Services
Virginia/Rocky Stream Bank Stabilization Projects

The Carson Water Subconservancy District (“CWSD”) is requesting written proposals for the design of two (2) bank stabilization project sites along the East Fork Carson River located within the Carson Valley area of Douglas County Nevada.

Background:

Over the past 20 years there has been a shift in the Carson River channel that has increased the bank erosion at two sites along the property owned by the Washoe Tribe of Nevada and California and could possibly impact the operation of the Virginia/Rocky Diversion. If the current trajectory of bank erosion continues, it is plausible that the channel could avulse, or change course, during a future major flood event, and flank the diversion structure completely. Flanking the diversion structure would not only affect the Washoe Tribe’s property but also impact the livelihood of community members reliant on irrigation water and potentially increase the flood hazard to infrastructure along Highway 395, including Carson Valley Golf Course, and the Carson Valley Medical Center. Though the Carson River is naturally a highly dynamic system with a natural tendency toward periodic channel migration, avulsion upstream of the Virginia Rocky Diversion presents a significant risk to property and infrastructure, which needs to be addressed in a way that balances the needs of the community with the function of the river system.

Primary Goals and Objectives:

The overall goal of this project is to design two river restoration projects to enhance the function of the river system and stabilize the stream bank along the Washoe Tribe’s property. Specific objectives of this river restoration design project are summarized as follows:

- Maintain consistency with local and regional watershed stewardship plans (<http://www.cwsd.org/carson-river-watershed-adaptive-stewardship-plan/>) and floodplain management plan (<http://www.cwsd.org/?s=floodplain+management+plan>);
- Ensure the project does not adversely affect reaches upstream or downstream of the project;

- Prepare a design that focuses on limiting further bank retreat and preventing avulsion without sacrificing natural river function;
- Maintain flood hydraulics and sediment transport dynamics; and
- Improve riparian habitat at the two project sites.

Scope of Work:

The CWSD is requesting a proposal to design two (2) stream bank stabilization project sites located along the East Fork Carson River within the Carson Valley area of Douglas County, Nevada. This request is seeking engineering design with technical specifications and estimated costs of construction for each of the two (2) stream bank stabilization project sites (see attached map for locations). The designs will be used for permitting, bidding and construction purposes. Design plans should include Survey Points and data; Estimated Quantities; Site and Grading Plan; and a Revegetation Plan. It will be the responsibility of the consultant hired to submit engineering design and specifications for each of the two (2) project sites for CWSD review.

A mandatory on-site tour of the project sites will be held on March 31, 2016 at 10:00 am. The tour group will gather at the Washoe Tribal Environmental Office, 950C Hwy. 395 South Gardnerville, NV and proceed to each of the project sites. The consultant should plan on driving to each project site. If you have any questions or comments, please contact Edwin James at 775-721-1026.

Contract Type:

Competitive negotiation.

Contract Term:

May 18, 2016 through September 30, 2016. At the discretion of CWSD an extension may be granted and agreed upon by both parties.

Contract Costs:

To be negotiated. As required by State law, a professional service consultant is to be selected based on qualifications. The fee for those services is then negotiated with the selected consultant. In the event that an agreement cannot be made with the preferred consultant, CWSD will contact and negotiate with the consultant determined to be next most qualified.

Proposals Due:

Proposals must be returned by Friday April 15, 2016 by 4:00 pm to the Carson Water Subconservancy District Office located at 777 E. William St., Suite 110A, Carson City Nevada 89701. Proposals received after 4:00 pm on April 15, 2016 will be considered non-responsive and will be eliminated from further consideration. Please submit two hard copies and one digital copy.

Qualified small minority and women-owned businesses and other similar businesses, are encouraged to submit proposals.

Proposal Length:

Not to exceed 20 pages total (double sided) including title page and staff resumes. Proposals exceeding 20 pages will be considered non-responsive and will be eliminated from further consideration.

Carson Water Subconservancy District Contact Information:

Edwin James, General Manager
Carson Water Subconservancy District
777 E. William St., Suite 110A
Carson City, Nevada 89701
Ph: 775.887-7450
Fax: 775.887-7457

Proposals evaluation should include the following:

1. Successful completion of at least three (3) similar projects within the last five (5) years that were constructed. Include a brief description of the project, name of design engineer and the year design was performed for each project.
2. Must have a professional engineer currently registered in the State of Nevada that will stamp the plans and take responsibility for the design.
3. Organizational chart detailing the staff that will actually be responsible for performing the work and their resumes.
4. Ability to provide three (3) hard copies of design and workable construction plans with quantity estimates for each project and digital (CAD and PDF) copies of the work product.
5. Ability to apply appropriate best management practice to stream bank stabilization projects.
6. Experience and knowledge of the reach of the Carson River through Carson Valley.

7. Must include a discussion on how the proposed design will not cause or create upstream or downstream instability.
8. Ability of the consultant to comply with proposed project schedule.
9. Ability to meet with and assimilate CWSD and landowner input into final design.

Proposed Project Schedule:

- | | | |
|-----|--------------------------------------|--------------------|
| 1. | Solicit for proposals: | March 17, 2016 |
| 2. | Site Visit | March 31, 2016 |
| 3. | Receive Proposals: | April 15, 2016 |
| 4. | Review Committee Selects Consultant: | April 28, 2016 |
| 5. | Negotiate Contract: | May 2-6, 2016 |
| 6. | CWSD Signs Contract: | May 18, 2016 |
| 8. | Commence Design: | May 19, 2016 |
| 9. | Draft Design: | August 26, 2016 |
| 10. | Comments due on Draft Design: | September 9, 2016 |
| 11. | Final Design: | September 30, 2016 |

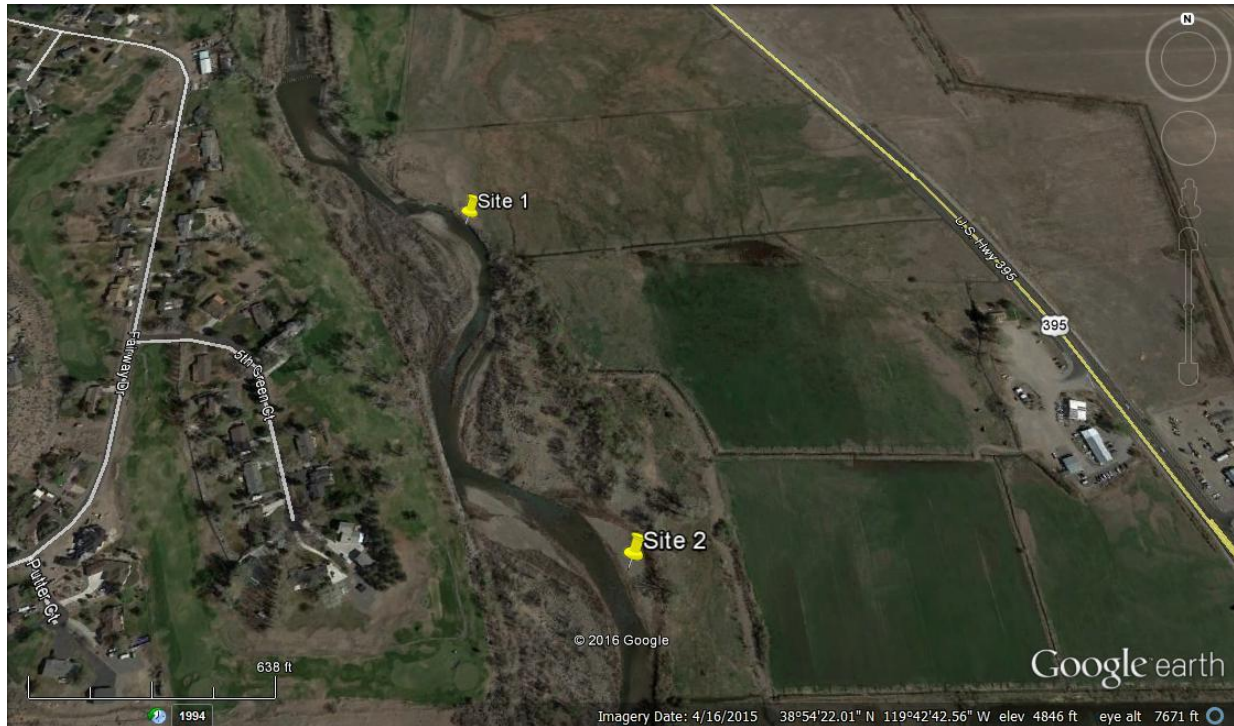
CWSD will make the following information available on its website at www.cwsd.org:

1. Copy of the Carson River Fluvial Geomorphic Assessment done in October 1996.
2. Conceptual project site plans prepared by NRCS.
3. Carson River Project Summary report prepared by David Doughty with NRCS.
4. Copy of the HYDRAULIC AND GEOMORPHIC ANALYSIS OF THE EAST FORK OF THE CARSON RIVER WITH IMPLICATIONS FOR BANK STABILIZATION STRATEGIES, prepared by Balance Hydrologics, Inc.
5. Copies of the 2007 Adaptive Carson Watershed Stewardship Plan and the 2008 and 2014 Update of the Carson Watershed Regional Floodplain plan.

Selection Process:

All proposals submitted prior to the deadline and in good order will be carefully evaluated by a review panel. At a minimum, this panel will consist of CWSD staff, representatives from the Washoe Tribe of California and Nevada, NDEP, Carson Valley Golf Course, Douglas County staff. CWSD reserves the right to add others to the review panel. Each firm will need to submit two (2) sealed separate documents. One document will include experience and qualifications, the other will include a sealed project cost proposal.

SITE LOCATION MAP



AGENDA ITEM #19

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #19 - Discussion for possible action regarding an update on the runoff predictions for 2016.

DISCUSSION: The General Manager will give an update on the runoff predictions for 2016.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #20

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #20 - Discussion for possible action regarding submitting a grant application for BLM Challenge Cost Share Grant for Treating Invasive Weeds on BLM Property in the Carson River Watershed.

DISCUSSION: BLM recently received funding for treating invasive weeds on their lands. CWSD has been asked to submit an application for these funds. These funds would then be passed on to the weed districts to treat for invasive weeds on BLM lands in the watershed. The BLM grant requires a 1-to-1 non-federal match. CWSD would be able to use the funds we provide to each weed district and possibly the Douglas County weed funds. CWSD staff time and materials will be reimbursed from the grant.

STAFF RECOMMENDATION: Authorize CWSD staff to submit an application for the BML Challenge Cost Share Grant.

STAFF REPORTS

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: MARCH 16, 2016

SUBJECT: Agenda Item #21 - Staff reports

DISCUSSION: The following is a list of meetings/activities attended by Ed James and staff since the last Board meeting on February 17, 2016:

- 2/18/16 - Ed and Brenda participated in the National Oceanic and Atmospheric Administration (NOAA) Hydro Partner conference call.
- 2/19/16 - Ed met with Rob Anderson and Shaker Gorla of R.O. Anderson Engineering and Erik Nilssen of Douglas County regarding the Stephanie Lane Study which is part of FEMA MAS #5/
- 2/19/16 - Courtney manned the CWSD booth at the Eagles & Ag event in Carson Valley.
- 2/20/16 - Debbie manned the CWSD booth at the Eagles & Ag event in Carson Valley.
- 2/23/16 - Staff participated in a periodic staff meeting.
- 2/24/16 - Ed and Toni participated in the budget meeting of the CWSD Finance Committee.
- 2/25/16 - Toni attended an Open Meeting Law Update class.
- 2/25/16 - Brenda, Debbie, and Toni had a planning meeting for the Environmental Education Roundtable to be held 4/26/16.
- 2/26/16 - Ed had a lunch meeting with John Sciacca, former Director of the Carson City USGS office.
- 3/2-3/16 - Ed participated in the National Water Resource Association (NWRA) Annual Conference in Las Vegas
- 3/3/16 - Debbie and an interview team composed of various key members of the Carson River Coalition (CRC) interviewed six candidates for the Watershed Program Specialist position opening.
- 3/8/16 - Ed and Brenda began second round interviews for the Watershed Program Specialist position.
- 3/8/16 - Brenda participated in the Growing Resources for Environmental Education in Nevada (GREENevada) meeting in Reno.
- 3/8/16 - Ed met with Mitch Blum of HDR Engineering and National Oceanic and Atmospheric Administration (NOAA) representatives to discuss the inundation flood maps for the Carson River.
- 3/9/16 - Ed attended the Legislative Commission to Study Water meeting in Winnemucca.
- 3/10/16 - Ed met with Charlie Lawson and Kay Winters
- 3/10/16 - Ed participated in the Douglas County Flood Working Group.
- 3/11/16 - Brenda helped Linda Conlin with the Trout in the Classroom fish release at Baily Pond in Carson City.

- 3/11/16 - Ed and Brenda met with the Washoe Tribe regarding the Virginia/Rocky Diversion project.
- 3/15/16 - Ed participated in the Water for the Season SAG Workshop at Desert Research Institute (DRI) in Reno.
- 3/15/16 - Debbie helped with the Science/Technology/Engineering/Mathematics (STEM) Night at Eagle Valley Middle School.
-

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

- 3/23/16 - Ed will participate in the streamflow forecast meeting at Nevada Dept. of Water Resources (NDWR).
- 3/24/16 - Brenda and Debbie will participate in the CRC Education Working Group meeting.
- 3/31/16 - Ed and Debbie will tour the Virginia/Rocky streambank project.

STAFF RECOMMENDATION: Receive and file.

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STAFF RECOMMENDATION: Receive and file.

NO CORRESPONDENCE