

**CARSON WATER SUBCONSERVANCY DISTRICT  
BOARD OF DIRECTORS  
AND CARSON RIVER WATERSHED COMMITTEE**

**NOTICE OF PUBLIC MEETING**

**DATE:** February 17, 2021

**TIME:** 6 pm

**LOCATION:** Video Conference ZOOM Meeting

**NOTICE TO PUBLIC:** The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak.

In accordance with the Governor's Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson Water Subconservancy District will NOT have a physical location open to the public until such time this Directive is removed.

Members of the public who wish to participate during a public meeting may do so by providing public comment during the two designated public comment periods, indicated on the agenda, via telephone.

To join by telephone, you must call **(712)451-0750** and then enter **Access Code: 411219**. You may also provide public comment in advance of a meeting by written submission to the following email address: [catrina@cwsd.org](mailto:catrina@cwsd.org). For inclusion or reference in the minutes of a meeting, your public comment must include your full name and be submitted via e-mail by not later than 3pm the day before the date of the meeting.

**AGENDA**

**Please Note:** The Carson Water Subconservancy District (CWSD) Board may: 1) take agenda items out of order; 2) combine two or more items for consideration; and/or 3) remove an item from the agenda or delay discussion related to an item at any time. All votes will be conducted by CWSD Board of Directors. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please contact Catrina Schambra at (775)887-7450 ([catrina@cwsd.org](mailto:catrina@cwsd.org)), at least two business days in advance so that arrangements can be made.

1. Call to Order the CWSD Board of Directors/Carson River Watershed Committee
2. Roll Call
3. Pledge of Allegiance
4. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later meeting.
5. For Discussion Only: Presentation to Steve Thaler for his years of service on CWSD Board
6. For Possible Action: Approval of Agenda
7. For Possible Action: Approval of the Board Meeting Minutes of January 20, 2021

**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. For Possible Action: Approval of Treasurer's Report for January 2021
9. For Possible Action: Approval of Payment of Bills for January 2021

10. For Possible Action: Approve agreement with River Wranglers to conduct flood awareness outreach to the schools in the Carson River Watershed in an amount not to exceed \$8,500
11. For Possible Action: Approve agreement with Casey Neilon, Inc. to provide auditing services for the next three years in the amount of \$13,900 per year

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

12. For Discussion Only: A presentation by CWSD staff to give an overview of CWSD activities and financials
13. For Discussion Only: Review the draft Community Drinking video
14. For Discussion Only: Presentation on the Watershed Wednesdays App
15. For Discussion Only: Update on 2021 Water Year
16. For Discussion Only: Staff Reports - General Manager
  - Legal
  - Correspondence
17. For Discussion Only: Directors Reports
18. For Discussion Only: Update on activities in Alpine County
19. For Discussion Only: Update on activities in Storey County
20. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later meeting.
21. For Possible Action: Adjournment

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*Supporting material for this meeting may be requested from Catrina Schambra at 775-887-7450 ([catrina@cwsd.org](mailto:catrina@cwsd.org)) and is available on the CWSD website at [www.cwsd.org](http://www.cwsd.org).*

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**In response to COVID-19 Emergency Directive:**

Posting in public buildings in accordance with NRS 241.020 has been waived by COVID-19 Emergency Directive #6 of Governor Sisolak. Therefore, this notice and agenda of video conference meeting has been posted on or before 9am on February 9, 2021 on the following websites for the February 17, 2021 regular meeting of the Carson Water Subconservancy District and the Carson River Watershed Committee, in accordance with NRS 241.020:

**Carson Water Subconservancy District Website:**

<http://www.cwsd.org>

**State of Nevada Public Meetings Website:**

<http://notice.nv.gov>

## AGENDA ITEM #**5**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** February 17, 2021

**SUBJECT:** Agenda Item #5 –For Discussion Only: Presentation to Steve Thaler for his years of service on CWSD Board

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CWSD recognizes Steve Thaler for his years of service on our Board of Directors from January 2017 through December 2020.



AGENDA ITEM #**7**

MINUTES OF LAST  
BOARD MEETING

CARSON WATER SUBCONSERVANCY DISTRICT  
BOARD OF DIRECTORS AND  
CARSON RIVER WATERSHED COMMITTEE MEETING  
January 20, 2021

**Draft Minutes**

***The CWSD January 20, 2021 Board of Directors meeting was held via Zoom Videoconference and teleconference due to Governor Sisolak's statewide Emergency Directive in response to the COVID-19 Pandemic.***

Catrina Schambra called the meeting of the Carson Water Subconservancy District (CWSD) to order at 6:30 pm. Roll call of the CWSD Board was taken and a quorum was determined to be present.

**CWSD Directors present:**

Stacey Giomi, Director  
Ken Gray, Director  
Jack Jacobs, Director  
David Nelson, Director  
Pete Olsen, Director  
Lisa Schuette, Director  
Fred Stodieck, Director  
Mike Workman, Director

**Absent Directors:** John Engels, Mark Gardner, and Ernie Schank

Roll call of the Carson River Watershed Committee was taken which included CWSD Directors and Committee Members present: Kathy Canfield, David Griffith, and January Riddle.

**CWSD Staff & Guests present:**

Jim Atkinson, Public  
Phyllis Atkinson, Andy Aldax Award Recipient  
Georgette Bummer, Public  
Tina Carlsen, Public  
Linda Conlin, River Wranglers  
Meg Evans, Public  
Shane Fryer, Watershed Program Specialist  
Jessica Garcia, Reporter - Nevada Appeal  
Rob Holley, Dayton Valley Conservation District  
Holly Holwager, Public  
Adrienne Hoskins, Public  
Brenda Hunt, Watershed Program Manager  
Edwin James, General Manager  
Patrick King, CWSD Attorney  
Debbie Neddenriep, Water Resource Specialist II  
Darcy Phillips, River Wranglers  
Kevin Piper, Public  
Catrina Schambra, Administrative Assistant/Secretary to the Board  
Katie Smith, Watershed Technician – AmeriCorps

*The Pledge of Allegiance was led by Catrina Schambra.*

**Item #4 – Discussion Only: Public Comment – None.**

**Item #5 – For Possible Action: Approval of Agenda**

*Director Gray made a motion to approve the agenda with Item 9 tabled until February meeting. The motion was seconded by Committee Member Griffith and unanimously approved by the Board.*

**Item #6 – For Possible Action: Approval of the Board Meeting Minutes of Dec. 16, 2020**

*Director Jacobs made a motion to approve the Board Meeting Minutes of December 16, 2020. The motion was seconded by Director Giomi and unanimously approved by the Board.*

**Item #7 – For Possible Action: Selection of CWSD Officers for 2021 & 2022**

Mr. James explained the policy of selecting officers of the Board. Based on the requirements for each position and their willingness to serve in the role for a 2-year term the following Directors are proposed as officers effective January 2021 – December 2022:

- Stacey Giomi, Chairman
- Ken Gray, Vice Chairman
- Ernie Schank, Treasurer
- Catrina Schambra, Secretary to the Board

*Director Jacobs made a motion to approve the proposed officers as presented for 2021-2022. The motion was seconded by Committee Member Griffith and unanimously approved by the Board.*

**Item #8 - For Discussion Only: Presentation of 2021 Andy Aldax Award**

Chairman Giomi presented the 2020 Andy Aldax award to Phyllis Atkinson with many friends, colleagues, and family members in attendance for the occasion. Ms. Atkinson thanked CWSD for giving her this award for doing what she so loves to do. She is a retired Carson City Teacher who still volunteers to help River Wranglers as often as she can. Several audience members spoke to honor her many years of service and dedication to the Carson River Watershed and its students.

*No action was taken.*

**Item #9 - For Discussion Only: Presentation of Board Service Recognition to Steve Thaler**

*Item #9 TABLED until February 17, 2021 meeting.*

**Item #10 - For Discussion Only: Introduction of Board Members and CWSD Staff**

This is the first meeting for new CWSD Directors David Nelson, Pete Olsen, and Lisa Schuette; and Committee Member January Riddle. All in attendance took a few minutes to introduce themselves to others in the group.

*No action was taken.*

**\*\*CONSENT AGENDA\*\***

**Item #11 - For Possible Action: Approval of Treasurer's Report for December 2020**

**Item #12 - For Possible Action: Approval of Payment of Bills for December 2020**

**Item #13 - For Possible Action: Approval of the Addendum to Agreement Number with HDR to increase the MAS 4 Model and Mapping Update Project contract in the amount of \$4,406.**

**Item #14 - Approval of Time Extension to Interlocal Contract #2019-12: DVCD Bank Stabilization/Channel Restoration Upstream from Dayton Bridge**

*Director Workman made a motion to approve Consent Agenda as presented. The motion was seconded by Committee Member Griffith and unanimously approved by the Board.*

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

**Item #15 - For Discussion Only: Presentation by Rob Holley regarding DVCD River Projects**

Rob Holley gave an update to the Board on Dayton Valley Conservation District and status of their projects in the watershed. DVCD is currently evaluating their 30 ongoing projects inventory. Mr. Holley provided pictures and explained the progress of several that are funded by CWSD and discussed his goals for the future.

*No action was taken.*

**Item #16 - For Discussion Only: Update on the NV State Parks Recreational Trail Grant application**

Shane Fryer gave a report on the grant CWSD applied for to upgrade and extend the aquatic trail. CWSD applied for a grant of \$150,000 and was awarded \$90,000 toward the project. Mr. Fryer showed an animated video showing the original plan. The scope of work will need to be adjusted due to the grant award. The Mexican Dam portage and improving signage along the trail will be the focus. The video showed why focusing on the Mexican Dam is an important priority as a safety issue. There was also discussion on the importance of working with landowners in this project and how that has been progressing. This is an exciting improvement that will enhance safety in the recreational use of the river. Chairman Giomi commented the Carson City Prison Hill trail through Silver Saddle plan will tie nicely into this project. Mr. Fryer expects to apply again for the funds to complete the original plan in the future.

*No action was taken.*

**Item #17 - For Discussion Only: Discussion on the upcoming virtual "Watershed Wednesdays" program**

Brenda Hunt gave an update on the progress of the planning for the 2021 CRC Watershed Forum: Watershed Wednesdays. There will be a series of workshops held each Wednesday in March. There are 5 Wednesdays and each one will have a different theme for the workshop. They will be (1) Outreach & Education; (2) Recreation; (3) Floodplain Protection; (4) Climate Resilience;

and (5) Floodplain Management. Each Wednesday will start at 9am with premiers and presentations that will be viewed via the CWSD YouTube channel and will be followed with a Zoom meeting Q&A session with all attendees and presenters. Each session will end by noon. Ms. Hunt explained each area of focus. She is pleased with the list of presenters who have signed on to the project and is looking forward to a really great event.

*No action was taken.*

**Item #18 – For Possible Action: Selection of CWSD Committee Members for 2021 & 2022**

Mr. James explained the 4 committees and their purpose for the new Board members. They are listed below with those who volunteered to serve on each:

1. **Administration Committee** - Directors Giomi, Gray, Griffith, Nelson, Olsen, and Stodieck. - This committee deals with personnel issues, contracts, policies, and other administrative issues.
2. **Finance Committee**- Directors Schank (as Treasurer), Griffith, Jacobs, Schuette, and Workman. - This committee reviews proposed budget and budget augmentations, funding requests, and requests for potential water rights purchases.
3. **Legislative Committee** - Directors Gardner, Giomi, Gray, Nelson, and Schank.- This committee would review proposed legislation. (NOTE: This committee does not have an Alpine County representative because it is primarily dealing with Nevada legislation. However, Alpine County representatives are encouraged to bring any California or federal issues to the attention of the General Manager/Board.)
4. **Regional Water System & Flood Committee** - Directors Jacobs, Olsen, Riddle, Schuette, Stodieck, and Workman. - This committee focuses on the regional programs, recharge projects, future construction, water quality, and flood issues.

*Director Gray made a motion to approve committee assignments as noted above. The motion was seconded by Director Jacobs and unanimously approved by the Board.*

**Item #19 - For Discussion Only: Update on 2021 Water Year**

Mr. James gave a slide presentation on the 2021 Water Year to the Board.

*No action was taken.*

**Item #20 – For Discussion Only: Staff Reports –**

Mr. James reported on the following:

- Legislative Committee will be meeting soon to go over the upcoming legislative session.
- Looking at a possible end of February date for 4 hour, bi-annual strategic planning session. Will keep Board advised of planning progress.

**Legal** – None

**Correspondence** – Letter to Senator Settelmeyer; Support Letters for Washoe Tribe projects (2)

*No action was taken.*

**Item #21 – For Discussion Only: Directors Reports – None**

*No action was taken.*

**Item #22– For Discussion Only: Update on activities in Alpine County – None**

*No action was taken.*

**Item #23– For Discussion Only: Update on activities in Storey County – None**

*No action was taken.*

**Item #24 – For Discussion Only: Public Comment – None**

There being no further business to come before the Board, Chairman Giomi adjourned the meeting at 8:36 pm.

Respectfully submitted,

*Catrina Schambra*

Secretary to the Board

AGENDA ITEM #8

**TREASURER'S REPORT**

1:43 PM

02/07/21

Cash Basis

## Floodplain Management Fund

### Balance Sheet

As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1013-03 · LGIP - Floodplain	406,483.72
Total Checking/Savings	406,483.72
Total Current Assets	406,483.72
<b>TOTAL ASSETS</b>	<b>406,483.72</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
32000 · Retained Earnings	405,127.18
Net Income	1,356.54
Total Equity	406,483.72
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>406,483.72</b>



1:43 PM

02/07/21

Cash Basis

# Floodplain Management Fund

## Profit & Loss Budget vs. Actual

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5021-03 · Lost Lake Lease	0.00	0.00	0.00	0.0%
5022-03 · Mud Lake Lease	0.00	0.00	0.00	0.0%
5032-03 · Int. Inc.-LGIP-Floodplain	1,356.54	3,025.06	-1,668.52	44.8%
<b>Total Income</b>	1,356.54	3,025.06	-1,668.52	44.8%
<b>Expense</b>				
8009-01 · Reg. Flood Preliminary Planning	0.00	300,000.00	-300,000.00	0.0%
8009-02 · Flood Project Along SR88-Minden	0.00	40,000.00	-40,000.00	0.0%
8009-03 · CVCD- 2017 Flood Permit/Repairs	0.00	0.00	0.00	0.0%
8009-04 · DVCD -2017 Flood Permit/Repairs	0.00	0.00	0.00	0.0%
8009-06 · TCID Flood Project	0.00	35,000.00	-35,000.00	0.0%
<b>Total Expense</b>	0.00	375,000.00	-375,000.00	0.0%
<b>Net Ordinary Income</b>	1,356.54	-371,974.94	373,331.48	-0.4%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8000-03 · Beginning Equity	0.00	403,341.00	-403,341.00	0.0%
8001-03 · Trans. In- General Fund	0.00	0.00	0.00	0.0%
<b>Total Other Income</b>	0.00	403,341.00	-403,341.00	0.0%
<b>Other Expense</b>				
8002-03 · Trans.Out-General Fund	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	0.00	0.00	0.00	0.0%
<b>Net Other Income</b>	0.00	403,341.00	-403,341.00	0.0%
<b>Net Income</b>	<u>1,356.54</u>	<u>31,366.06</u>	<u>-30,009.52</u>	<u>4.3%</u>

1:44 PM

02/07/21

Cash Basis

**Floodplain Management Fund**  
**Profit & Loss YTD Comparison**  
January 2021

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	Jan 21	Jul '20 - Jan 21
Ordinary Income/Expense		
Income		
5032-03 · Int. Inc.-LGIP-Floodplain	107.42	1,356.54
Total Income	107.42	1,356.54
Net Ordinary Income	107.42	1,356.54
Net Income	<u>107.42</u>	<u>1,356.54</u>

1:41 PM

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

02/07/21

**Balance Sheet**

Cash Basis

As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1013-01 · Local Gov't Inv.Pool-Reserve	929,157.52
Total Checking/Savings	929,157.52
Total Current Assets	929,157.52
<b>TOTAL ASSETS</b>	<b>929,157.52</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
4000-01 · Fund Balance - Capital Project	781,483.15
Net Income	147,674.37
Total Equity	929,157.52
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>929,157.52</b>

## Profit &amp; Loss Budget vs. Actual

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5032-01 · Interest Income - LGIP Res.	2,674.37	5,723.24	-3,048.87	46.7%
Total Income	2,674.37	5,723.24	-3,048.87	46.7%
Expense				
8015-03 · Upstream Storage Evaluation		33,648.00	-33,648.00	
8015-04 · Construction Projects		715,000.00	-715,000.00	
8015-05 · Right-A-Way Lyon Cty Utility SS		125,000.00	-125,000.00	
Total Expense		873,648.00	-873,648.00	
Net Ordinary Income	2,674.37	-867,924.76	870,599.13	-0.3%
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity		763,099.00	-763,099.00	
8001-01 · Transfer In-General Fund	145,000.00	145,000.00		100.0%
Total Other Income	145,000.00	908,099.00	-763,099.00	16.0%
Net Other Income	145,000.00	908,099.00	-763,099.00	16.0%
Net Income	147,674.37	40,174.24	107,500.13	367.6%

## Profit &amp; Loss YTD Comparison

January 2021

	Jan 21	Jul '20 - Jan 21
Ordinary Income/Expense		
Income		
5032-01 · Interest Income - LGIP Res.	245.55	2,674.37
Total Income	245.55	2,674.37
Net Ordinary Income	245.55	2,674.37
Other Income/Expense		
Other Income		
8001-01 · Transfer In-General Fund		145,000.00
Total Other Income		145,000.00
Net Other Income		145,000.00
Net Income	245.55	147,674.37

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Balance Sheet

Cash Basis

As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1013-00 · Cash in Checking - U. S. Bank	212,183.36
1014-00 · Local Gov't Inv. Pool-Regular	764,039.75
1030-00 · Petty Cash	112.15
Total Checking/Savings	976,335.26
Other Current Assets	
1055-00 · Payroll Deposit - Carson City	500.00
Total Other Current Assets	500.00
Total Current Assets	976,835.26
<b>TOTAL ASSETS</b>	<b>976,835.26</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
3360-00 · Accrued Vacation	31,478.76
3362-00 · Accrued sick leave	60,630.90
Total Other Current Liabilities	92,109.66
Total Current Liabilities	92,109.66
Total Liabilities	92,109.66
Equity	
4000-00 · Fund Balance	569,853.62
Net Income	314,871.98
Total Equity	884,725.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>976,835.26</b>

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5008-00 · Alpine Co. Joint Powers contrib	10,897.74	10,897.74		100.0%
5009-00 · Churchill County Ad Valorem	139,615.51	218,984.88	-79,369.37	63.8%
5010-00 · Lyon County Ad Valorem	134,004.98	187,253.01	-53,248.03	71.6%
5011-00 · Douglas County Ad Valorem	431,461.02	617,790.62	-186,329.60	69.8%
5012-00 · Carson City Ad Valorem	320,974.81	458,361.52	-137,386.71	70.0%
5022-00 · Water Lease - Mud Lake		51,765.00	-51,765.00	
5023-00 · Water Lease-Lost Lakes	804.00		804.00	100.0%
5031-00 · Interest Income-LGIP Reg.	2,294.88	4,821.36	-2,526.48	47.6%
5050-00 · Watershed Coordinator Grant				
5050-13 · NDEP-WS Coord IV 2019-2022	38,757.52	164,800.00	-126,042.48	23.5%
<b>Total 5050-00 · Watershed Coordinator Grant</b>	<b>38,757.52</b>	<b>164,800.00</b>	<b>-126,042.48</b>	<b>23.5%</b>
5058-00 · 208 Water Quality Plan				
5058-04 · NDEP-LID Implementation 2018-20	10,013.22	3,900.00	6,113.22	256.7%
<b>Total 5058-00 · 208 Water Quality Plan</b>	<b>10,013.22</b>	<b>3,900.00</b>	<b>6,113.22</b>	<b>256.7%</b>
5060-00 · Misc. Income	13.04	6,000.00	-5,986.96	0.2%
5082-00 · Alpine Co.-CASGEM Grant		400.00	-400.00	
5100-00 · NDEP -Drone Grant	17,903.47	18,165.00	-261.53	98.6%
6003-00 · FEMA-MAS #9	51,631.50	81,420.00	-29,788.50	63.4%
6004-00 · BOR WaterSMART Grant	19,829.70	53,078.00	-33,248.30	37.4%
6005-00 · FEMA - MAS # 10	129,418.38	319,590.00	-190,171.62	40.5%
6006-00 · FEMA-MAS #11	10,225.95		10,225.95	100.0%
<b>Total Income</b>	<b>1,317,845.72</b>	<b>2,197,227.13</b>	<b>-879,381.41</b>	<b>60.0%</b>
<b>Expense</b>				
7015-00 · Salaries & Wages	222,441.74	413,300.00	-190,858.26	53.8%
7020-00 · Employee Benefits	86,095.95	172,217.00	-86,121.05	50.0%
7021-00 · Workers Comp Ins.		2,300.00	-2,300.00	
7101-00 · Director's Fees				
7101-01 · Director Benefits	66.12	100.00	-33.88	66.1%
7101-02 · Director's Fees-Alpine Co.	720.00	2,800.00	-2,080.00	25.7%
7101-00 · Director's Fees - Other	4,560.00	13,100.00	-8,540.00	34.8%
<b>Total 7101-00 · Director's Fees</b>	<b>5,346.12</b>	<b>16,000.00</b>	<b>-10,653.88</b>	<b>33.4%</b>
7102-00 · Insurance	4,934.79	5,100.00	-165.21	96.8%
7103-00 · Office Supplies	682.33	2,100.00	-1,417.67	32.5%
7104-00 · Postage	749.10	1,050.00	-300.90	71.3%
7105-00 · Rent	22,022.00	37,752.00	-15,730.00	58.3%
7106-00 · Telephone/Internet	3,616.49	5,000.00	-1,383.51	72.3%
7107-00 · Travel-transport/meals/lodging				
7107-02 Staff Indirect Mileage	144.51		144.51	100.0%
7107-01 · Car Allowance	533.21		533.21	100.0%
7107-00 · Travel-transport/meals/lodging - Other	374.32	16,000.00	-15,625.68	2.3%
<b>Total 7107-00 · Travel-transport/meals/lodging</b>	<b>1,052.04</b>	<b>16,000.00</b>	<b>-14,947.96</b>	<b>6.6%</b>
7108-00 · Dues & Publications	836.00	1,100.00	-264.00	76.0%
7109-00 · Miscellaneous Expense		1,000.00	-1,000.00	
7110-00 · Seminars & Education	464.99	1,500.00	-1,035.01	31.0%
7111-00 · Office Equipment	1,264.91	3,000.00	-1,735.09	42.2%
7112-00 · Bank Charges	25.00	50.00	-25.00	50.0%
7114-00 · Outside Professional Services	4,712.11	30,000.00	-25,287.89	15.7%
7115-00 · Accounting	14,000.00	16,800.00	-2,800.00	83.3%
7116-00 · Legal	12,000.00	32,000.00	-20,000.00	37.5%
7117-00 · Lost Lakes Expenses	1,421.91	13,500.00	-12,078.09	10.5%
7118-00 · Mud Lake O & M		1,200.00	-1,200.00	
7120-00 · Integrated Watershed Programs				
7120-07 · Watershed Tour		6,000.00	-6,000.00	
7120-33 · Watershed Coord IV 2019-22				

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
7120-34 · WS Coord Grant MATCH 2019-21				
7120-37 · WS COORD MATCH - NEON	4,500.00		4,500.00	100.0%
7120-34 · WS Coord Grant MATCH 2019-21 - Other		9,900.00	-9,900.00	
Total 7120-34 · WS Coord Grant MATCH 2019-21	4,500.00	9,900.00	-5,400.00	45.5%
7120-38 · WS COORD-REIMBURSABLE				
7120-39 · WS COORD REIMB - Travel	94.30		94.30	100.0%
Total 7120-38 · WS COORD-REIMBURSABLE	94.30		94.30	100.0%
7120-33 · Watershed Coord IV 2019-22 - Other	421.61	49,200.00	-48,778.39	0.9%
Total 7120-33 · Watershed Coord IV 2019-22	5,015.91	59,100.00	-54,084.09	8.5%
Total 7120-00 · Integrated Watershed Programs	5,015.91	65,100.00	-60,084.09	7.7%
7126-00 · NDEP Drone Sub-Grant 2020	372.34	305.00	67.34	122.1%
7215-00 · Sierra NV Journeys-Family Night				
7215-01 · SNJ 2020-21		3,279.00	-3,279.00	
Total 7215-00 · Sierra NV Journeys-Family Night		3,279.00	-3,279.00	
7332-00 · Carson River Work Days				
7332-06 · CR Work Days 2020-21	7,096.59	26,000.00	-18,903.41	27.3%
Total 7332-00 · Carson River Work Days	7,096.59	26,000.00	-18,903.41	27.3%
7337-00 · Carson River Restoration				
7337-01 · Carson Valley Conserv District				
7337-20 · CVCD Genoa Bank EXTENDED	80,522.67	70,000.00	10,522.67	115.0%
7337-25 · CVCD - Bioengineering 2020-21	12,923.30	65,000.00	-52,076.70	19.9%
7337-26 · CVCD - Westwood Channel 2020-21	15,791.83	100,000.00	-84,208.17	15.8%
Total 7337-01 · Carson Valley Conserv District	109,237.80	235,000.00	-125,762.20	46.5%
7337-03 · Dayton Valley Conserv				
7337-34 · DVCD Bank Stab/Dayton Br (EXT)		40,000.00	-40,000.00	
7337-36 · DVCD - Fort Churchill 2020-21		75,000.00	-75,000.00	
Total 7337-03 · Dayton Valley Conserv		115,000.00	-115,000.00	
7337-04 · Lahontan Conserv.Dist				
7337-43 · LCD- Clearing & Snagging 20-21		20,000.00	-20,000.00	
Total 7337-04 · Lahontan Conserv.Dist		20,000.00	-20,000.00	
Total 7337-00 · Carson River Restoration	109,237.80	370,000.00	-260,762.20	29.5%
7404-00 · Noxious Weeds Control-CR Wtrshd		75,000.00	-75,000.00	
7406-00 · 208 Water Quality Mgmt. Plan				
7406-03 · LID Implementation 2018-12/2020	7,689.88		7,689.88	100.0%
7406-00 · 208 Water Quality Mgmt. Plan - Other		1,210.00	-1,210.00	
Total 7406-00 · 208 Water Quality Mgmt. Plan	7,689.88	1,210.00	6,479.88	635.5%
7437-00 · FEMA MAS #9				
7437-01 · South Dayton Valley ADMP(JEF)	9,061.86		9,061.86	100.0%
7437-02 · North CC ADMP (MB)	4,589.07		4,589.07	100.0%
7437-03 · Pinenut Cr. Restudy-Remap.(HDR)	12,299.71		12,299.71	100.0%
7437-04 · Flood Awareness	4,000.00		4,000.00	100.0%
7437-00 · FEMA MAS #9 - Other	114.46	66,824.00	-66,709.54	0.2%
Total 7437-00 · FEMA MAS #9	30,065.10	66,824.00	-36,758.90	45.0%
7438-00 · BOR WaterSMART Market Program				
7438-01 · Water Mktg Study-LUMOS 2019-21				
7438-02 · BOR WaterSmart-LUMOS MATCH	4,554.05		4,554.05	100.0%
7438-01 · Water Mktg Study-LUMOS 2019-21 - Other	23,693.45	53,078.00	-29,384.55	44.6%



## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Total 7438-01 · Water Mktg Study-LUMOS 2019-21	28,247.50	53,078.00	-24,830.50	53.2%
Total 7438-00 · BOR WaterSMART Market Program	28,247.50	53,078.00	-24,830.50	53.2%
7439-00 · FEMA MAS #10				
7439-01 · Carson Valley Flood Model (HDR)	5,716.94		5,716.94	100.0%
7439-02 · West CC Study (Kimley-Horn)	48,569.00		48,569.00	100.0%
7439-03 · RuhenStroth ADMP (Fuller)	26,979.65		26,979.65	100.0%
7439-04 · Ch Cty Flood Maps (Precision)	1,107.50		1,107.50	100.0%
7439-05 · Ch Cty Flood Maps (HDR)	34,449.15		34,449.15	100.0%
7439-00 · FEMA MAS #10 - Other	668.01	297,642.00	-296,973.99	0.2%
Total 7439-00 · FEMA MAS #10	117,490.25	297,642.00	-180,151.75	39.5%
7440-00 · FEMA - MAS #11	59.07		59.07	100.0%
7500-00 · USGS Stream Gage Contract				
7500-03 · USGS Stream Flow Gauges 2019-21	19,601.00		19,601.00	100.0%
7500-00 · USGS Stream Gage Contract - Other		78,405.00	-78,405.00	
Total 7500-00 · USGS Stream Gage Contract	19,601.00	78,405.00	-58,804.00	25.0%
7508-00 · USGS Do.Co.WQ & GW Monitoring				
7508-03 · DoCo WQ/GW Mon. 2019-21	4,222.50	16,890.00	-12,667.50	25.0%
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring	4,222.50	16,890.00	-12,667.50	25.0%
7524-00 · USGS-GW Lvl & WQ in Ch.Co.				
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22	1,465.00	5,680.00	-4,215.00	25.8%
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.	1,465.00	5,680.00	-4,215.00	25.8%
7526-01 · USGS Middle Carson GW 2020-21		15,250.00	-15,250.00	
7600-00 · Alpine County Projects				
7600-09 · Al.Co.-CASGEM		5.00	-5.00	
7600-10 · Al.Co.-Mesa GW Monitoring	40.32		40.32	100.0%
7600-12 · AWG Programs 2020-21	12,500.00	25,000.00	-12,500.00	50.0%
Total 7600-00 · Alpine County Projects	12,540.32	25,005.00	-12,464.68	50.2%
7610-00 · Douglas County Projects				
7610-10 · Do.Co.Reg.Pipeline Debt Service	62,500.00	125,000.00	-62,500.00	50.0%
Total 7610-00 · Douglas County Projects	62,500.00	125,000.00	-62,500.00	50.0%
7620-00 · Carson City Projects				
7620-11 · CC Reg.Pipeline Debt Service	62,500.00	125,000.00	-62,500.00	50.0%
Total 7620-00 · Carson City Projects	62,500.00	125,000.00	-62,500.00	50.0%
7640-00 · Churchill County Projects				
7640-09 · Lahontan Vly.Wtr.Lvl. 2018-21	3,890.00	20,000.00	-16,110.00	19.5%
7640-18 · Dixie Vlt Wtr Lvl Meas 2019-22	4,315.00	21,000.00	-16,685.00	20.5%
7640-19 · TCID-Diversion Dam Gates 20-21		15,000.00	-15,000.00	
Total 7640-00 · Churchill County Projects	8,205.00	56,000.00	-47,795.00	14.7%
Total Expense	857,973.74	2,176,637.00	-1,318,663.26	39.4%
Net Ordinary Income	459,871.98	20,590.13	439,281.85	2,233.5%
Other Income/Expense				
Other Income				
8005-00 · Beginning Equity		642,848.30	-642,848.30	
Total Other Income		642,848.30	-642,848.30	
Other Expense				
8002-00 · Transfer Out-Acq/Const Fund	145,000.00	145,000.00		100.0%
8008-00 · Preliminary Planning		385,000.00	-385,000.00	
Total Other Expense	145,000.00	530,000.00	-385,000.00	27.4%

3:36 PM  
01/31/21  
Cash Basis

**CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND**

**Profit & Loss Budget vs. Actual**

July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Net Other Income	-145,000.00	112,848.30	-257,848.30	-128.5%
Net Income	<u>314,871.98</u>	<u>133,438.43</u>	<u>181,433.55</u>	<u>236.0%</u>

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Profit &amp; Loss YTD Comparison

Cash Basis

January 2021

	Jan 21	Jul '20 - Jan 21
Ordinary Income/Expense		
Income		
5008-00 · Alpine Co. Joint Powers contrib		10,897.74
5009-00 · Churchill County Ad Valorem	67,961.07	139,615.51
5010-00 · Lyon County Ad Valorem	57,032.76	134,004.98
5011-00 · Douglas County Ad Valorem	74,297.61	431,461.02
5012-00 · Carson City Ad Valorem	65,957.20	320,974.81
5022-00 · Water Lease - Mud Lake		804.00
5023-00 · Water Lease-Lost Lakes		2,294.88
5031-00 · Interest Income-LGIP Reg.	201.91	
5050-00 · Watershed Coordinator Grant		
5050-13 · NDEP-WS Coord IV 2019-2022	18,819.66	38,757.52
Total 5050-00 · Watershed Coordinator Grant	18,819.66	38,757.52
5058-00 · 208 Water Quality Plan		
5058-04 · NDEP-LID Implementation 2018-20	5,437.28	10,013.22
Total 5058-00 · 208 Water Quality Plan	5,437.28	10,013.22
5060-00 · Misc. Income		13.04
5082-00 · Alpine Co.-CASGEM Grant		
5083-00 · Al.Co.-Mesa GW Monitoring Grant		
5096-00 · NFWF-Weed Mgmt.		17,903.47
5100-00 · NDEP -Drone Grant		51,631.50
6003-00 · FEMA-MAS #9	3,322.42	19,829.70
6004-00 · BOR WaterSMART Grant	6,148.20	129,418.38
6005-00 · FEMA - MAS # 10	25,710.85	
6006-00 · FEMA-MAS #11	5,819.18	10,225.95
Total Income	330,708.14	1,317,845.72
Expense		
7015-00 · Salaries & Wages	31,542.86	222,441.74
7020-00 · Employee Benefits	12,498.73	86,095.95
7021-00 · Workers Comp Ins.		
7101-00 · Director's Fees		
7101-01 · Director Benefits		66.12
7101-02 · Director's Fees-Alpine Co.	160.00	720.00
7101-00 · Director's Fees - Other		4,560.00
Total 7101-00 · Director's Fees	160.00	5,346.12
7102-00 · Insurance		4,934.79
7103-00 · Office Supplies	346.77	682.33
7104-00 · Postage	102.55	749.10
7105-00 · Rent	3,146.00	22,022.00
7106-00 · Telephone/Internet	802.37	3,616.49
7107-00 · Travel-transport/meals/lodging		
7107-02 Staff Indirect Mileage		144.51
7107-01 · Car Allowance	250.00	533.21
7107-00 · Travel-transport/meals/lodging - Other		374.32
Total 7107-00 · Travel-transport/meals/lodging	250.00	1,052.04
7108-00 · Dues & Publications	299.00	836.00
7110-00 · Seminars & Education		464.99
7111-00 · Office Equipment		1,264.91
7112-00 · Bank Charges		25.00
7114-00 · Outside Professional Services	94.21	4,712.11
7115-00 · Accounting		14,000.00
7116-00 · Legal	2,000.00	12,000.00
7117-00 · Lost Lakes Expenses		1,421.91
7120-00 · Integrated Watershed Programs		
7120-33 · Watershed Coord IV 2019-22		
7120-34 · WS Coord Grant MATCH 2019-21		4,500.00
7120-37 · WS COORD MATCH - NEON		
Total 7120-34 · WS Coord Grant MATCH 2019-21		4,500.00
7120-38 · WS COORD-REIMBURSABLE		
7120-39 · WS COORD REIMB - Travel		94.30
Total 7120-38 · WS COORD-REIMBURSABLE		94.30
7120-33 · Watershed Coord IV 2019-22 - Other	247.60	421.61

3:37 PM

01/31/21

Cash Basis

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

## Profit &amp; Loss YTD Comparison

January 2021

	Jan 21	Jul '20 - Jan 21
Total 7120-33 · Watershed Coord IV 2019-22	247.60	5,015.91
Total 7120-00 · Integrated Watershed Programs	247.60	5,015.91
7126-00 · NDEP Drone Sub-Grant 2020		372.34
7215-00 · Sierra NV Journeys-Family Night		
7332-00 · Carson River Work Days		
7332-05 · CR Work Days 2019-20		
7332-06 · CR Work Days 2020-21	2,731.73	7,096.59
Total 7332-00 · Carson River Work Days	2,731.73	7,096.59
7337-00 · Carson River Restoration		
7337-01 · Carson Valley Conserv District		
7337-20 · CVCD Genoa Bank EXTENDED	74,475.15	80,522.67
7337-25 · CVCD - Bioengineering 2020-21	12,923.30	12,923.30
7337-26 · CVCD - Westwood Channel 2020-21	15,791.83	15,791.83
Total 7337-01 · Carson Valley Conserv District	103,190.28	109,237.80
7337-03 · Dayton Valley Conserv		
7337-33 · DVCD--Restoration 2017-20 EXT		
7337-34 · DVCD Bank Stab/Dayton Br (EXT)		
Total 7337-03 · Dayton Valley Conserv		
Total 7337-00 · Carson River Restoration	103,190.28	109,237.80
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.		
7404-05 · Noxious Weed Control-Churchill		
Total 7404-00 · Noxious Weeds Control-CR Wtrshd		
7406-00 · 208 Water Quality Mgmt. Plan		
7406-03 · LID Implementation 2018-12/2020		7,689.88
Total 7406-00 · 208 Water Quality Mgmt. Plan		7,689.88
7437-00 · FEMA MAS #9		
7437-01 · South Dayton Valley ADMP(JEF)		9,061.86
7437-02 · North CC ADMP (MB)		4,589.07
7437-03 · Pinenut Cr. Restudy-Remap.(HDR)		12,299.71
7437-04 · Flood Awareness		
7437-41 · River Wranglers-FAW		
7437-04 · Flood Awareness - Other		4,000.00
Total 7437-04 · Flood Awareness		4,000.00
7437-00 · FEMA MAS #9 - Other		114.46
Total 7437-00 · FEMA MAS #9		30,065.10
7438-00 · BOR WaterSMART Market Program		
7438-01 · Water Mktg Study-LUMOS 2019-21		
7438-02 · BOR WaterSmart-LUMOS MATCH		4,554.05
7438-01 · Water Mktg Study-LUMOS 2019-21 - Other	4,282.25	23,693.45
Total 7438-01 · Water Mktg Study-LUMOS 2019-21	4,282.25	28,247.50
Total 7438-00 · BOR WaterSMART Market Program	4,282.25	28,247.50
7439-00 · FEMA MAS #10		
7439-01 · Carson Valley Flood Model (HDR)		5,716.94
7439-02 · West CC Study (Kimley-Horn)	6,114.00	48,569.00
7439-03 · RuhenStroth ADMP (Fuller)		26,979.65
7439-04 · Ch Cty Flood Maps (Precision)		1,107.50
7439-05 · Ch Cty Flood Maps (HDR)	16,290.61	34,449.15
7439-00 · FEMA MAS #10 - Other	7.12	668.01
Total 7439-00 · FEMA MAS #10	22,411.73	117,490.25
7440-00 · FEMA - MAS #11	11.37	59.07
7500-00 · USGS Stream Gage Contract		
7500-03 · USGS Stream Flow Gauges 2019-21		19,601.00
Total 7500-00 · USGS Stream Gage Contract		19,601.00

For internal &amp; discussion purposes only.

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Profit &amp; Loss YTD Comparison

Cash Basis

January 2021

	Jan 21	Jul '20 - Jan 21
7508-00 · USGS Do.Co.WQ & GW Monitoring		
7508-03 · DoCo WQ/GW Mon. 2019-21		4,222.50
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring		4,222.50
7524-00 · USGS-GW Lvl & WQ in Ch.Co.		
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22		1,465.00
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.		1,465.00
7526-00 · USGS-Eagle/Dayt/Ch.Vly. 2016-20		
7600-00 · Alpine County Projects		
7600-10 · Al.Co.-Mesa GW Monitoring		40.32
7600-12 · AWG Programs 2020-21		12,500.00
Total 7600-00 · Alpine County Projects		12,540.32
7610-00 · Douglas County Projects		
7610-10 · Do.Co.Reg.Pipeline Debt Service		62,500.00
Total 7610-00 · Douglas County Projects		62,500.00
7620-00 · Carson City Projects		
7620-11 · CC Reg.Pipeline Debt Service		62,500.00
7620-16 · CC Reuse Master Plan 2019-20		
Total 7620-00 · Carson City Projects		62,500.00
7640-00 · Churchill County Projects		
7640-09 · Lahontan Vly.Wtr.Lvl. 2018-21		3,890.00
7640-18 · Dixie Vlt Wtr Lvl Meas 2019-22		4,315.00
Total 7640-00 · Churchill County Projects		8,205.00
Total Expense	184,117.45	857,973.74
Net Ordinary Income	146,590.69	459,871.98
Other Income/Expense		
Other Expense		
8002-00 · Transfer Out-Acq/Const Fund		145,000.00
Total Other Expense		145,000.00
Net Other Income		-145,000.00
Net Income	146,590.69	314,871.98

AGENDA ITEM #9

PAYMENT OF BILLS

3:35 PM  
01/31/21  
Cash Basis

**CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND**  
**Transaction Detail by Account**  
**January 2021**

Type	Date	Num	Name	Memo	Paid Amount	Balance
<b>1013-00 · Cash in Checking - U. S. Bank</b>						
Check	01/03/2021	10160	Euronev, Ltd.	January 2021 Rent	-3,146.00	-3,146.00
Check	01/10/2021	10161	Carson City	CWSD Payroll #1	-21,775.28	-24,921.28
Check	01/10/2021	10162	King & Russo, Ltd.	Professional Services DEC 2020	-2,000.00	-26,921.28
Check	01/10/2021	10163	Konica Minolta Business Solutions U...	Acct#3091	-64.80	-26,986.08
Check	01/10/2021	10164	Charter Communications	Acct#8354110010917880	-359.94	-27,346.02
Check	01/10/2021	10165	Nevada News Group	Acct#2093	-59.00	-27,405.02
Check	01/10/2021	10166	Carson Valley Conservation District		-30,563.03	-57,968.05
Deposit	01/13/2021			Deposit	6,148.20	-51,819.85
Check	01/15/2021	10167	HDR Engineering, Inc.	Inv. #1200318654	-16,290.61	-68,110.46
Check	01/15/2021	10168	Kimley-Horn & Associates, Inc.	Inv.#18023533 Project #291417000.1	-6,114.00	-74,224.46
Check	01/17/2021	10169	River Wranglers	CRWD INV#2	-2,731.73	-76,956.19
Check	01/17/2021	10170	Lumos & Assoc., Inc.	Inv#107161 Proj#9834	-4,282.25	-81,238.44
Deposit	01/19/2021			Deposit	199,291.44	118,053.00
Deposit	01/19/2021			Deposit	9,141.60	127,194.60
Check	01/20/2021	10171	Carson Valley Conservation District		-72,627.25	54,567.35
Deposit	01/20/2021			Deposit	25,710.85	80,278.20
Check	01/24/2021	10172	Carson City	CWSD Payroll #2	-22,516.31	57,761.89
Check	01/24/2021	10173	Office Depot Business Credit	Acct #6011 5685 11775 7761	-119.21	57,642.68
Check	01/24/2021	10174	Charter Communications	Acct#8354110010917880	-359.94	57,282.74
Check	01/24/2021	10175	Bank of America	JAN 2021; Acct. #4024 4910 0003 3949	-425.04	56,857.70
Deposit	01/25/2021			Deposit	24,256.94	81,114.64
Deposit	01/26/2021			Deposit	65,957.20	147,071.84
Check	01/31/2021	10176	E-Zee Mini Storage	2/1/2021-1/31/2022 Rent; Storage Unit #22	-432.00	146,639.84
Check	01/31/2021	10177	A-1 National Fire Co.	Inv#571024711 Annual Fire Extinguisher Inspection	-94.21	146,545.63
Check	01/31/2021	10178	David Griffith	AICo JAN Director Fee	-80.00	146,465.63
Check	01/31/2021	10179	January Riddle	AICo JAN Director Fee	-80.00	146,385.63
Total 1013-00 · Cash in Checking - U. S. Bank					146,385.63	146,385.63
<b>1014-00 · Local Gov't Inv. Pool-Regular</b>						
Deposit	01/31/2021			Interest	201.91	201.91
Total 1014-00 · Local Gov't Inv. Pool-Regular					201.91	201.91
<b>1030-00 · Petty Cash</b>						
General Jo...	01/31/2021			Debbie Neddenriep - Copies	0.15	0.15
General Jo...	01/31/2021			Ed James - Copies	3.00	3.15
Total 1030-00 · Petty Cash					3.15	3.15
<b>3307-00 · CC Payroll Due</b>						
General Jo...	01/10/2021			Payroll #1 (12/18/2020-12/31/2020)	-21,775.28	-21,775.28
Check	01/10/2021	10161	Carson City	Payroll #1 (12/18/2020-12/31/2020)	-21,775.28	
General Jo...	01/24/2021			Payroll #2 (1/1/2021-1/14/2021)	-22,516.31	-22,516.31
Check	01/24/2021	10172	Carson City	Payroll #2 (1/1/2021-1/14/2021)	22,516.31	
Total 3307-00 · CC Payroll Due						
<b>5009-00 · Churchill County Ad Valorem</b>						
Deposit	01/19/2021	124779	Churchill County	2nd Qtr Oct-Dec 2020 Ad Vaorem Taxes	-67,961.07	-67,961.07
Total 5009-00 · Churchill County Ad Valorem					-67,961.07	-67,961.07
<b>5010-00 · Lyon County Ad Valorem</b>						
Deposit	01/19/2021	151277	Lyon County	2nd Qtr Oct-Dec 2020 Ad Vaorem Taxes	-57,032.76	-57,032.76
Total 5010-00 · Lyon County Ad Valorem					-57,032.76	-57,032.76
<b>5011-00 · Douglas County Ad Valorem</b>						
Deposit	01/19/2021	713197	Douglas County	DEC 2020 Ad Valorem Taxes	-74,297.61	-74,297.61
Total 5011-00 · Douglas County Ad Valorem					-74,297.61	-74,297.61
<b>5012-00 · Carson City Ad Valorem</b>						
Deposit	01/26/2021	90308...	Carson City	DEC Ad Valorem Taxes	-65,957.20	-65,957.20
Total 5012-00 · Carson City Ad Valorem					-65,957.20	-65,957.20
<b>5031-00 · Interest Income-LGIP Reg.</b>						
Deposit	01/31/2021			Interest	-201.91	-201.91
Total 5031-00 · Interest Income-LGIP Reg.					-201.91	-201.91
<b>5050-00 · Watershed Coordinator Grant</b>						
<b>5050-13 · NDEP-WS Coord IV 2019-2022</b>						
Deposit	01/25/2021	97744...	Nevada State Treasurer	Inv#4 10/1/2020-12/31/2020	-18,819.66	-18,819.66
Total 5050-13 · NDEP-WS Coord IV 2019-2022					-18,819.66	-18,819.66
Total 5050-00 · Watershed Coordinator Grant					-18,819.66	-18,819.66



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## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

01/31/21

## Transaction Detail by Account

Cash Basis

January 2021

Type	Date	Num	Name	Memo	Paid Amount	Balance
<b>5058-00 · 208 Water Quality Plan</b>						
<b>5058-04 · NDEP-LID Implementation 2018-20</b>						
Deposit	01/25/2021	97744...	Nevada State Treasurer	Inv#12 10/1/2020-12/31/2020 (FINAL)	-5,437.28	-5,437.28
Total 5058-04 · NDEP-LID Implementation 2018-20					-5,437.28	-5,437.28
Total 5058-00 · 208 Water Quality Plan					-5,437.28	-5,437.28
<b>6003-00 · FEMA-MAS #9</b>						
Deposit	01/19/2021		FEMA	Draw 23	-3,322.42	-3,322.42
Total 6003-00 · FEMA-MAS #9					-3,322.42	-3,322.42
<b>6004-00 · BOR WaterSMART Grant</b>						
Deposit	01/13/2021		Bureau of Reclamation	Inv.6 10/1/2020-12/31/2020	-6,148.20	-6,148.20
Total 6004-00 · BOR WaterSMART Grant					-6,148.20	-6,148.20
<b>6005-00 · FEMA - MAS # 10</b>						
Deposit	01/20/2021		FEMA	Draw 14	-25,710.85	-25,710.85
Total 6005-00 · FEMA - MAS # 10					-25,710.85	-25,710.85
<b>6006-00 · FEMA-MAS #11</b>						
Deposit	01/19/2021		FEMA	Draw 2	-5,819.18	-5,819.18
Total 6006-00 · FEMA-MAS #11					-5,819.18	-5,819.18
<b>7015-00 · Salaries &amp; Wages</b>						
General Jo...	01/10/2021			Salary Payroll #1 Fryer	2,561.37	2,561.37
General Jo...	01/10/2021			Salary Payroll #1 Hunt	2,802.18	5,363.55
General Jo...	01/10/2021			Salary Payroll #1 James	5,643.70	11,007.25
General Jo...	01/10/2021			Salary Payroll #1 Neddenriep	2,128.58	13,135.83
General Jo...	01/10/2021			Salary Payroll #1 Schambra	2,432.71	15,568.54
General Jo...	01/24/2021			Salary Payroll #2 Fryer	2,868.05	18,436.59
General Jo...	01/24/2021			Salary Payroll #2 Hunt	2,917.78	21,354.37
General Jo...	01/24/2021			Salary Payroll #2 James	5,643.70	26,998.07
General Jo...	01/24/2021			Salary Payroll #2 Neddenriep	2,112.08	29,110.15
General Jo...	01/24/2021			Salary Payroll #2 Schambra	2,432.71	31,542.86
Total 7015-00 · Salaries & Wages					31,542.86	31,542.86
<b>7020-00 · Employee Benefits</b>						
General Jo...	01/10/2021			Benies Payroll #1 Fryer	405.45	405.45
General Jo...	01/10/2021			Benies Payroll #1 Hunt	1,403.73	1,809.18
General Jo...	01/10/2021			Benies Payroll #1 James	2,295.27	4,104.45
General Jo...	01/10/2021			Benies Payroll #1 Neddenriep	1,056.25	5,160.70
General Jo...	01/10/2021			Benies Payroll #1 Schambra	1,046.04	6,206.74
General Jo...	01/24/2021			Benies Payroll #2 Fryer	456.67	6,663.41
General Jo...	01/24/2021			Benies Payroll #2 Hunt	1,439.21	8,102.62
General Jo...	01/24/2021			Benies Payroll #2 James	2,298.89	10,401.51
General Jo...	01/24/2021			Benies Payroll #2 Neddenriep	1,051.18	11,452.69
General Jo...	01/24/2021			Benies Payroll #2 Schambra	1,046.04	12,498.73
Total 7020-00 · Employee Benefits					12,498.73	12,498.73
<b>7101-00 · Director's Fees</b>						
<b>7101-01 · Director Benefits</b>						
General Jo...	01/10/2021			Director Benies Payroll #1 Bonkowski		
General Jo...	01/10/2021			Director Benies Payroll #1 Erquiaga		
General Jo...	01/10/2021			Director Benies Payroll #1 Giomi		
General Jo...	01/10/2021			Director Benies Payroll #1 Gray		
General Jo...	01/10/2021			Director Benies Payroll #1 Jacobs		
General Jo...	01/10/2021			Director Benies Payroll #1 Penzel		
General Jo...	01/10/2021			Director Benies Payroll #1 Schank		
General Jo...	01/10/2021			Director Benies Payroll #1 Stodieck		
General Jo...	01/10/2021			Director Benies Payroll #1 Thaler		
General Jo...	01/10/2021			Director Benies Payroll #1 Walsh		
General Jo...	01/10/2021			Director Benies Payroll #1 Workman		
General Jo...	01/24/2021			Director Benies Payroll #2 Giomi		
General Jo...	01/24/2021			Director Benies Payroll #2 Gray		
General Jo...	01/24/2021			Director Benies Payroll #2 Jacobs		
General Jo...	01/24/2021			Director Benies Payroll #2 Schank		
General Jo...	01/24/2021			Director Benies Payroll #2 Stodieck		
General Jo...	01/24/2021			Director Benies Payroll #2 Workman		
Total 7101-01 · Director Benefits						
<b>7101-02 · Director's Fees-Alpine Co.</b>						
Check	01/31/2021	10178	David Griffith	JAN Alpine Cty Director Fee	80.00	80.00
Check	01/31/2021	10179	January Riddle	JAN AlCo Director Fee	80.00	160.00

For internal &amp; discussion purposes only.



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01/31/21  
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

January 2021

Type	Date	Num	Name	Memo	Paid Amount	Balance
Total 7101-02 · Director's Fees-Alpine Co.					160.00	160.00
<b>7101-00 · Director's Fees - Other</b>						
General Jo...	01/10/2021			Director Fee Payroll #1 Bonkowski		
General Jo...	01/10/2021			Director Fee Payroll #1 Erquiaga		
General Jo...	01/10/2021			Director Fee Payroll #1 Giomi		
General Jo...	01/10/2021			Director Fee Payroll #1 Gray		
General Jo...	01/10/2021			Director Fee Payroll #1 Jacobs		
General Jo...	01/10/2021			Director Fee Payroll #1 Penzel		
General Jo...	01/10/2021			Director Fee Payroll #1 Schank		
General Jo...	01/10/2021			Director Fee Payroll #1 Stodieck		
General Jo...	01/10/2021			Director Fee Payroll #1 Thaler		
General Jo...	01/10/2021			Director Fee Payroll #1 Walsh		
General Jo...	01/10/2021			Director Fee Payroll #1 Workman		
General Jo...	01/24/2021			Director Fee Payroll #2 Giomi		
General Jo...	01/24/2021			Director Fee Payroll #2 Gray		
General Jo...	01/24/2021			Director Fee Payroll #2 Jacobs		
General Jo...	01/24/2021			Director Fee Payroll #2 Schank		
General Jo...	01/24/2021			Director Fee Payroll #2 Stodieck		
General Jo...	01/24/2021			Director Fee Payroll #2 Workman		
Total 7101-00 · Director's Fees - Other						
Total 7101-00 · Director's Fees					160.00	160.00
<b>7103-00 · Office Supplies</b>						
Check	01/10/2021	10163	Konica Minolta Business Solutions U...	December Copies	64.80	64.80
Check	01/24/2021	10173	Office Depot Business Credit	1099 forms/padded envelopes/astro paper/tissue/en...	119.21	184.01
General Jo...	01/31/2021			January Copies	-266.09	-82.08
Check	01/31/2021	10176	E-Zee Mini Storage	2/1/2021-1/31/2022 Rent; Storage Unit #22	432.00	349.92
General Jo...	01/31/2021			Debbie Neddenriep - Copies	-0.15	349.77
General Jo...	01/31/2021			Ed James - Copies	-3.00	346.77
Total 7103-00 · Office Supplies					346.77	346.77
<b>7104-00 · Postage</b>						
Check	01/24/2021	10175	Bank of America	JAN -Postage	102.55	102.55
Total 7104-00 · Postage					102.55	102.55
<b>7105-00 · Rent</b>						
Check	01/03/2021	10160	Euronev, Ltd.	January 2021 Rent	3,146.00	3,146.00
Total 7105-00 · Rent					3,146.00	3,146.00
<b>7106-00 · Telephone/Internet</b>						
Check	01/10/2021	10164	Charter Communications	DEC Phone/Internet Svcs.	359.94	359.94
Check	01/24/2021	10174	Charter Communications	JAN Phone/Internet Svcs.	359.94	719.88
Check	01/24/2021	10175	Bank of America	JAN ZOOM.US	14.99	734.87
Check	01/24/2021	10175	Bank of America	JAN -Microsoft Internet	62.50	797.37
Check	01/24/2021	10175	Bank of America	JAN- Microsoft 365	5.00	802.37
Total 7106-00 · Telephone/Internet					802.37	802.37
<b>7107-00 · Travel-transport/meals/lodging</b>						
<b>7107-01 · Car Allowance</b>						
General Jo...	01/10/2021			Car Allowance Payroll #1 James		
General Jo...	01/24/2021			Car Allowance Payroll #2 James	250.00	250.00
Total 7107-01 · Car Allowance					250.00	250.00
Total 7107-00 · Travel-transport/meals/lodging					250.00	250.00
<b>7108-00 · Dues &amp; Publications</b>						
Check	01/10/2021	10165	Nevada News Group	Advertising RFP Auditor	59.00	59.00
Check	01/24/2021	10175	Bank of America	Annual Dues Floodplain Management Association	75.00	134.00
Check	01/24/2021	10175	Bank of America	Annual Dues ASFPM	165.00	299.00
Total 7108-00 · Dues & Publications					299.00	299.00
<b>7114-00 · Outside Professional Services</b>						
Check	01/31/2021	10177	A-1 National Fire Co.	Annual Fire Extinguisher Inspection	94.21	94.21
Total 7114-00 · Outside Professional Services					94.21	94.21
<b>7116-00 · Legal</b>						
Check	01/10/2021	10162	King & Russo, Ltd.	Professional Services DEC 2020	2,000.00	2,000.00
Total 7116-00 · Legal					2,000.00	2,000.00
<b>7120-00 · Integrated Watershed Programs</b>						
<b>7120-33 · Watershed Coord IV 2019-22</b>						

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01/31/21

Cash Basis

## CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND


## Transaction Detail by Account

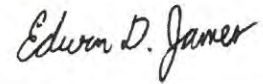
January 2021

Type	Date	Num	Name	Memo	Paid Amount	Balance
General Jo...	01/31/2021			January Copies	247.60	247.60
			Total 7120-33 · Watershed Coord IV 2019-22		247.60	247.60
			Total 7120-00 · Integrated Watershed Programs		247.60	247.60
<b>7332-00 · Carson River Work Days</b>						
<b>7332-06 · CR Work Days 2020-21</b>						
Check	01/17/2021	10169	River Wranglers	CCRWD INV#2 (10/1/20-12/31/20)	2,731.73	2,731.73
			Total 7332-06 · CR Work Days 2020-21		2,731.73	2,731.73
			Total 7332-00 · Carson River Work Days		2,731.73	2,731.73
<b>7337-00 · Carson River Restoration</b>						
<b>7337-01 · Carson Valley Conserv District</b>						
<b>7337-20 · CVCD Genoa Bank EXTENDED</b>						
Check	01/10/2021	10166	Carson Valley Conservation District	11/1/2020-12/31/2020	17,639.73	17,639.73
Check	01/20/2021	10171	Carson Valley Conservation District	Final invoice	56,835.42	74,475.15
			Total 7337-20 · CVCD Genoa Bank EXTENDED		74,475.15	74,475.15
<b>7337-25 · CVCD - Bioengineering 2020-21</b>						
Check	01/10/2021	10166	Carson Valley Conservation District	10/1/2020-12/31/2020	12,923.30	12,923.30
			Total 7337-25 · CVCD - Bioengineering 2020-21		12,923.30	12,923.30
<b>7337-26 · CVCD - Westwood Channel 2020-21</b>						
Check	01/20/2021	10171	Carson Valley Conservation District	Remaining costs from January 11, 2021 invoice Con...	15,791.83	15,791.83
			Total 7337-26 · CVCD - Westwood Channel 2020-21		15,791.83	15,791.83
			Total 7337-01 · Carson Valley Conserv District		103,190.28	103,190.28
			Total 7337-00 · Carson River Restoration		103,190.28	103,190.28
<b>7438-00 · BOR WaterSMART Market Program</b>						
<b>7438-01 · Water Mktg Study-LUMOS 2019-21</b>						
Check	01/17/2021	10170	Lumos & Assoc., Inc.	Professional Services 11/28/20-12/25/20	4,282.25	4,282.25
			Total 7438-01 · Water Mktg Study-LUMOS 2019-21		4,282.25	4,282.25
			Total 7438-00 · BOR WaterSMART Market Program		4,282.25	4,282.25
<b>7439-00 · FEMA MAS #10</b>						
<b>7439-02 · West CC Study (Kimley-Horn)</b>						
Check	01/15/2021	10168	Kimley-Horn & Associates, Inc.	FEMA 10-West CC ADP- Svcs thru Dec 31, 2020	6,114.00	6,114.00
			Total 7439-02 · West CC Study (Kimley-Horn)		6,114.00	6,114.00
<b>7439-05 · Ch Cty Flood Maps (HDR)</b>						
Check	01/15/2021	10167	HDR Engineering, Inc.	Churchill Cty Flood Maps 11-22-2020 to 12-26-2020	16,290.61	16,290.61
			Total 7439-05 · Ch Cty Flood Maps (HDR)		16,290.61	16,290.61
<b>7439-00 · FEMA MAS #10 - Other</b>						
General Jo...	01/31/2021			January Copies	7.12	7.12
			Total 7439-00 · FEMA MAS #10 - Other		7.12	7.12
			Total 7439-00 · FEMA MAS #10		22,411.73	22,411.73
<b>7440-00 · FEMA - MAS #11</b>						
General Jo...	01/31/2021			January Copies	11.37	11.37
			Total 7440-00 · FEMA - MAS #11		11.37	11.37
<b>TOTAL</b>						

**CWSD Petty Cash Transaction Record**  
**January 2021**

<u>Date</u>	<u>G/L No.</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
		Starting Balance			\$109.00
1/15/21	7103-00	Debbie Neddenriep		\$0.15	\$109.15
	Office Supplies	Copies (3 Blk)			
1/15/21	7103-00	Ed James		\$3.00	\$112.15
	Office Supplies	Copies (30 Blk + 15 Color)			
		<b>PETTY CASH BALANCE</b>			<b>\$112.15</b>

Date: 1/31/21 Prepared by: 

Approved by: 

:cat

## **AGENDA ITEM #10**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #10 – For Possible Action: Approve agreement with River Wranglers to conduct flood awareness outreach to the schools in the Carson River Watershed in an amount not to exceed \$8,500

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**DISCUSSION:** CWSD sent out a request for proposals to conduct flood awareness outreach to the various school's in the watershed. CWSD received one proposal. The proposal came from the River Wranglers. CWSD has done several projects with the River Wrangler organization and are aware of their capabilities. The funding for this project is coming out of the FEMA MAS 10 grant. Attached is the proposed agreement.

**STAFF RECOMMENDATION:** Authorize the Chairman to sign the agreement.



# Agreement

## **Addressing Funding from Carson Water Subconservancy to River Wranglers to assist with Carson River Watershed Flood Awareness Outreach Program**

This Agreement is entered into by and between RIVER WRANGLERS, a non-profit association (hereinafter "RW") and the CARSON WATER SUBCONSERVANCY DISTRICT, a political subdivision of the State of Nevada (hereinafter "CWSD").

### **WITNESSETH:**

**WHEREAS**, RW is a 501(C)(3) non-profit organization; and

**WHEREAS**, RW has organized a program for Flood Awareness Outreach to Schools Located in the Carson River Watershed, which is further described in Exhibit "A" attached hereto and incorporated herein by reference; and

**WHEREAS**, CWSD is a water subconservancy district created and organized under the provisions of Chapter 541 of NRS; and

**WHEREAS**, this Contract is entered into under the provisions of NRS 277.180 and must be ratified by appropriate official action of the governing body of each party as a condition precedent to its entry into force; and

**WHEREAS**, CWSD and RW each possess common objectives and responsibilities regarding the Carson River; and

**WHEREAS**, RW has requested funding to perform work during FY2021 and FY2022 on Carson River Watershed Flood Awareness Projects; and

**WHEREAS**, CWSD has agreed to set aside \$8,500 and to grant RW said amount to assist with the projects set forth in Exhibit "A;" and

**NOW THEREFORE**, in consideration of the premises and of the mutual covenants herein contained, it is mutually agreed by and between the parties as follows:

### **1. CONTRACT TERM:**

CWSD hereby grants to RW \$8,500 to assist with Carson River Watershed Flood Awareness Outreach Program:

- a As identified and described in Exhibit "A"; and
- b RW will submit requests for funding periodically. The request for funding shall be accompanied by a description of what the funds will be used for and shall reference this Contract.
- c CWSD commits to pay the approved amount of the request to RW within four (4) weeks of said request.
- d RW will submit Project Summary Reports (see Exhibit "B"), including before and after project pictures, project goals, etc., prior to final invoice payment or ten percent of grant funding will be withheld until reports are submitted.
- e CWSD shall have no responsibility for costs exceeding \$8,500.



- f. This Contract shall terminate June 30, 2022, at which time RW shall have one (1) month thereafter to submit its final invoice for payment related to work performed under this Contract.
- g. If circumstances arise that require a time extension to complete the project, the CWSD Board grants the General Manager authority to do so in a written notice to RW.
- h. Notwithstanding any other provision of this Agreement, any obligation of CWSD hereunder is conditioned upon CWSD's funding resources. If for whatever reason the CWSD's funding resources are reduced or eliminated, CWSD reserves the right to terminate this Agreement immediately in writing. CWSD will reimburse RW for all costs that occurred under this Agreement up to the date the Agreement is terminated.

**2. LIMITED LIABILITY AND INDEMNIFICATION:**

- a. Each party shall indemnify, hold harmless and defend (not excluding the others right to participate) the other party from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of the indemnifying party, its officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.
- b. The indemnification obligation under this paragraph is conditioned upon the receipt of written notice of claim by the indemnified party to the indemnifying party within thirty (30) days. The hold harmless and indemnification provision shall not apply to attorneys' fees and costs for the indemnified party's chosen right to participate with legal counsel.
- c. The parties acknowledge or agree that the contract was written and agreed by both parties.
- d. Prior to the institution of any litigation the parties agree to mediate.
- e. Prior to commencing the activities that constitute the Project, RW shall deliver to CWSD a certificate issued by its insurance carrier naming CWSD as an additional insured and stating that the policy will not be modified or cancelled without 30 days' notice to CWSD.

**3. RW shall provide CWSD insurance as follows:**

- a. General Liability Insurance: Prior to commencement and for the duration of activities that constitute the Project that is the subject of this Contract, RW shall maintain commercial general liability (CGL) as follows:
  - i. Two Million Dollars (\$2,000,000.00) - General Aggregate.
  - ii. Two Million Dollars (\$2,000,000.00) - Products & Completed Operations Aggregate.
  - iii. One Million Dollars (\$1,000,000.00) - Each Occurrence.
  - iv. CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract [(including the tort liability of another assumed in a business contract)].
  - v. CWSD, its officers, employees and immune contractors shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or CG 20 26, or a substitute providing equivalent coverage, including coverage under the commercial umbrella, if any.





- vi. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to CWSD. There shall be no endorsement or modification of the CGL to make it excess over other available insurance; alternatively, if the CGL states that it is excess or pro rata, the policy shall be endorsed to be primary with respect to the additional insured.
- vii. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability assumed under a contract.
- viii. RW waives all rights against CWSD and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant to this Contract. Insurer shall endorse CGL policy as required to waive subrogation against CWSD with respect to any loss paid under the policy.

b. **Business Automobile Liability Insurance:**

- i. RW shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident for bodily injury and property damage.
- ii. Such insurance shall cover liability arising out of owned, hired, and non-owned autos (as applicable). Coverage as required above shall be written on ISO form CA 00 01, CA 00 05, CA 00 25, or a substitute form providing equivalent liability coverage.
- iii. RW waives all rights against CWSD and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the automobile liability or other liability insurance obtained by RW pursuant to this Contract.

c. **Workers Compensation Insurance**

- iv. RW will secure and maintain Workers Compensation during the period of the contract.

4. **NOTICE:** For invoicing and notice purposes, the address of each party is as follows:

**RW**

Attn.: Darcy Phillips  
Executive Director  
P.O. Box 1612  
Dayton, NV 89403  
(775) 856-9268

**CWSD**

Attn.: Edwin James  
General Manager  
777 E. William St., #110  
Carson City, NV 89701  
(775) 887-7450

5. **MISCELLANEOUS:**

- a. This Contract shall be by and between the parties hereto and shall not be assignable or transferable.
- b. Any dispute regarding this Contract shall be decided according to the laws of the State of Nevada. The Parties consent to the jurisdiction of, and agree that disputes will be resolved by, the courts of the First Judicial District Court of the State of Nevada in Carson City. If any part of this Contract is declared to be unlawful, any remaining obligations shall be deemed terminated.
- c. This Contract may only be amended by consent of both parties. Any amendments must





be written and executed with the same formality as this Contract.

- d. This Contract constitutes the entire understanding between the parties and there are no representations, conditions, warranties, or collateral agreements (expressed or implied), statutory or otherwise, with respect to the subject of this Contract.
- e. The Parties are associated with each other only for the purposes and to the extent set forth in this contract. Each Party is a public agency separate and distinct from the other Party. Nothing contained in this contract may be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, to convey ownership of any asset, or to otherwise create any liability for one Party whatsoever with respect to the indebtedness, liabilities, and obligations of the other Party.
- f. The Parties agree to keep and maintain, under general accepted accounting principles, full, true, and complete records, agreements, books, and documents pertaining to this contract, and at the request of the other Party agree to present, at any reasonable time, such records, agreements, books, and documents for inspection, examination, review, audit, and copying at any office where such records, agreements, books, and documents are maintained.
- g. Pursuant to NRS 239.010, information or documents, including this contract, may be open to public inspection and copying. The Parties will have the duty to disclose unless particular information or documents are made confidential by law or a common law balancing of interest. To the extent that information or documents are made confidential, the Parties shall keep such information or documents confidential.
- h. This contract does not contemplate any transfer of property or ownership interest between the Parties and the Parties will each maintain ownership of their own facilities.
- i. Except as otherwise provided for by law or this contract, the rights and remedies of the Parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity.
- j. Failure to declare a breach or the actual waiver of any particular breach of this contract or its material or nonmaterial terms by either Party shall not operate as a waiver by such Party of any of its rights or remedies as to any other breach.
- k. Neither Party shall be deemed to be in violation of this contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, pandemic, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the Party asserting such an excuse, and the excused Party is obligated to promptly perform in accordance with the terms of the contract after the intervening cause ceases.
- l. Any dispute regarding this Contract shall be decided according to the laws of the State of Nevada. The Parties consent to the jurisdiction of, and agree that disputes will be resolved by, the courts of the First Judicial District Court of the State of Nevada in Carson City. If any part of this contract is declared to be unlawful, any remaining obligations shall be deemed terminated.
- m. Each provision of this Agreement shall be considered severable and if for any reason any provision or provisions herein are determined to be invalid, unenforceable, or illegal under any existing or future law, such invalidity, unenforceability, or illegality shall not impair the operation of or affect those portions of this Agreement that are



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valid, enforceable, and legal.

**6. PROPER AUTHORITY:**

- a. This Contract becomes effective when ratified by appropriate official action of the governing body of each party; however, the RW can submit expenses that have been incurred from March 1, 2021, forward.
- b. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to engage in cooperative action set forth herein.
- c. This Contract shall be entered into with duplicate originals, realizing that each entity, by necessity, must approve and execute the subject document at different dates, times, and places.

**IN WITNESS WHEREOF**, the parties have executed this Contract on the day and year first written above.

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

RIVER WRANGLERS

CARSON WATER  
SUBCONSERVANCY DISTRICT

\_\_\_\_\_  
Dan Kaffer, Chairperson

\_\_\_\_\_  
Stacey Giomi, Chairman

ATTEST:

ATTEST:

\_\_\_\_\_  
Eric Johnson, Secretary

\_\_\_\_\_  
Catrina Schambra, Secretary to the Board



## Exhibit A



P.O. Box 1612, Dayton, NV 89403

[www.riverwranglers.org](http://www.riverwranglers.org)

775.386.2743

Thank you for allowing River Wranglers to engage our community and students in flood awareness. What follows includes our program goals, timeline, and budget.

### PROJECT GOALS

**GOAL: Develop interactive, high-quality virtual content via google classroom that is standards-aligned for 3<sup>rd</sup> grade and middle school students.** We will create engaging activities that students can do alone at home, or in a classroom as a group – dependent on how the teacher wants to use it. This will include video content of the models as well as graded activities related to flood awareness. The goal with this content is to make it such that it can be used even if we return to fully in-person events in the future.

**GOAL: Recruit at least one elementary and one middle school in each of four counties (Douglas, Lyon, Churchill, Carson), and an elementary school in Alpine and Storey counties.** This will include both virtual and live programming, depending on what is allowed. This is flexible and can include both pieces. We envision creating virtual content that can be used even if/when we return to fully in-person programming.

**GOAL: Plan, advertise, and staff one small, family-style event in the four major counties related to flood awareness.** These events will be outdoors, near the river, and will include education and activities, dependent upon county restrictions.

**GOAL: 25% return rate on coloring books for elementary students and contact sheet for middle school students.** We will supply coloring books for elementary students and will create a contact sheet/emergency plan form for middle school students. Each will



be delivered prior to the start of programming, and students who return their filled-out sheets will receive a reward.

**GOAL: 75% return on Survey Monkey.** We will create pre- and post- tests to evaluate the retention of information.

## **TIMELINE**

<b>DATES</b>	<b>TASK</b>
March-May 2021	Develop online, standards-aligned curriculum for 3 <sup>rd</sup> grade and middle school
June – August 2021	Scripting/filming for online curriculum and flood “tour” of the watershed
August – October 2021	Recruit teachers, deliver flood booklets, roll out curriculum
June 2021-June 2022	Small flood awareness events in at least 4 of the 6 counties
October – May 2022	Pre-and Post- tests for participating classrooms, live events if allowed, deliver rewards to students who bring back info sheet
June 2022	Wrap-up reports, analyze data



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CWSD Non-Profit Agreement #2021-20

## BUDGET

TASK	AMOUNT
Develop virtual, standards-aligned content	\$2,700.00
Recruit teachers	340.00
Mileage	280.00
Scripting/Filming	1,500.00
Small flood awareness events (planning, advertising, executing)	1,300.00
Deliver flood booklets/school events	1,700.00
Survey	340.00
Rewards for students/Event take-away	500.00
	<b>TOTAL: \$8,500</b>



## Exhibit B

Project Summary Form				
Project name				
Type of Project				
Map ID#	Per Stewardship Plan Maps if previously mapped			
Date Started				
Date Completed				
Location Details/Address				
Add Project #	Latitude		Longitude	
Add Project #	Latitude		Longitude	
Add Project #	Latitude		Longitude	
HUC				
Contact Person				
Primary Objective	(What will the project achieve? Was the objective achieved?)			
Area restored/stabilized	Add linear feet of project/acreage/an applicable measurable unit/material used (rock, plants, etc.)			
Estimated Load Reduction	Only if applicable			
Total Project Cost	\$			
Project Partners	List all partners			

Tracking Updates and Milestones	
Date	Activity
Add data and expand table/insert rows as required	Add data and expand table/insert rows as required

### Project Photos:

#### Before construction:



#### After construction:



**Title:** Example Photos (replace with specific project)

## **AGENDA ITEM #11**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #11 – For Possible Action: Approve agreement with Casey Neilon, Inc. to provide auditing services for the next three years in the amount of \$13,900 per year.

---

**DISCUSSION:** CWSD sent out a request for proposals for a new auditing firm. CWSD sent out the request to several auditing firms and placed an ad in the newspaper. We heard back from some of the firms that they do not perform Single Audits. One firm withdrew due to potential conflict. CWSD received one proposal. This firm was highly recommended by Carson City. On January 26, 2021, Ed James, Catrina Schambra, and Treasurer Ernie Schank interviewed the auditor. After the meeting, all three of us agreed that Casey Neilon Inc. will do a good job for CWSD. The costs are slightly higher than the old firm, but we knew that the old firm was going to increase their fees. Attached are the proposed agreement and Exhibit A.

**STAFF RECOMMENDATION:** Authorize the Chairman to sign the agreement.





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# Agreement

Carson Water Subconservancy District (hereinafter "CWSD") and Casey Neilon, Inc. (hereinafter "NEILON") hereby enter into an agreement whereby NEILON will provide professional auditing services in accordance with and subject to the following terms and conditions:

## 1) ASSIGNMENT

NEILON's assignment shall relate to the following product(s) or service(s):

Provide professional auditing services for Fiscal Years Ended June 30, 2021 through June 30, 2023, which is further identified and described in Exhibit "A," the compensation paid to NEILON for professional auditing services each year shall be \$13,900 with an additional \$2,200 if a Single Audit is required:

	<b>Financial Statement Audit</b>	<b>Single Audit (if necessary)</b>
<b>June 30, 2021</b>	\$13,900	+ \$2,200
<b>June 30, 2022</b>	\$13,900	+ \$2,200
<b>June 30, 2023</b>	\$13,900	+ \$2,200

## 2) INDEMNITIES

- (a) To the fullest extent permitted by law NEILON shall indemnify, hold harmless and defend, not excluding the CWSD's right to participate, the CWSD from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees, and costs, arising out of any alleged negligent or willful acts or omissions of NEILON, its officers, employees, and agents.
- (b) CWSD will indemnify and hold NEILON harmless with respect to any claims or actions instituted by third parties which result from the use by NEILON of material furnished by CWSD or where material created by NEILON is substantially changed by CWSD. Information or data obtained by NEILON from CWSD to substantiate claims made in advertising shall be deemed to be "materials furnished by CWSD."
- (c) In the event of any proceeding against CWSD by any regulatory agency or in the event of any court action or self-regulatory action challenging any advertising prepared by NEILON, NEILON shall assist in the preparation of the defense of such action or proceeding and cooperate with CWSD and CWSD's attorneys. CWSD will reimburse NEILON any out-of-pocket costs NEILON may incur in connection with any such action or proceeding.
- (d) Neither party waives any right or defense to indemnification that may exist in law or equity.

## 3) INSURANCE

Unless otherwise required in this Agreement, the CWSD and NEILON shall, during the performance of the services as provided herein, maintain insurance of the types and amounts specified, and with insurers satisfactory to the other party as follows:

- a) Comprehensive General Liability including \$1,000,000 per occurrence for bodily injury and property damage; \$1,000,000 Products/Completed Operations Aggregate; \$1,000,000 General Aggregate over all interests.
- b) Comprehensive Automobile Liability including coverage for owned, non-owned, and hired vehicles: \$1,000,000 Bodily Injury, \$1,000,000 Property Damage.
- c) NEILON shall name CWSD as an additional insured and deliver a certificate to CWSD.

## 4) TERM OF AGREEMENT

**Contractor Agreement #2021-19 NEILON**



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- a) The term of this Agreement will commence on the date of the last signature executed hereon and will continue in full force and effect until November 30, 2023 unless extended by written agreement of the parties.
- b) NEILON will submit monthly invoices with a description of activities preformed.
- c) In the event of termination of this Agreement, the rights, duties, and responsibilities of NEILON shall continue in full force during the period of notice.
- d) If circumstances arise that require a time extension to complete the project, the CWSD Board grants the General Manager authority to do so in a written notice to NEILON.

5) **PERFORMANCE**

Should NEILON fail to perform any of the services provided for in Exhibit "A", CWSD shall notify NEILON of such non-performance and allow thirty (30) days for NEILON to remedy the performance. If the performance has not been satisfied within thirty days, CWSD may withhold payment only for the services not performed in accordance with this Agreement.

6) **SUPPLEMENTS TO AGREEMENT**

The following Exhibits are an integral part of this Agreement:

- (a) Exhibit A NEILON Proposal

7) **INDEPENDENT CONTRACTOR**

**NEILON** acknowledges that it is furnishing the services contemplated by this Agreement hereto as an independent contractor, and not as an employee, or agent of CWSD or any of its affiliates.

8) **OWNERSHIP**

Any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which are intended to be considered under this Agreement), or any other documents or drawings, prepared, or in the course of preparation, by NEILON (or its subcontractors) in performance of its obligations under this Agreement shall be the exclusive property of CWSD and all such materials shall be delivered into CWSD's possession by NEILON upon completion, termination, or cancellation of this Agreement. NEILON shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of NEILON's obligations under this Agreement without the prior written consent of CWSD.

9) **AGREEMENT TERMINATION**

- (a) Termination Without Cause. Any discretionary or vested right of renewal notwithstanding, this Agreement may be terminated upon written notice by mutual consent of both parties or unilaterally by either party without cause.
- (b) Cause Termination for Default or Breach. A default or breach may be declared with or without termination. This Agreement may be terminated by either party upon written notice of default or breach to the other party as follows:
  - (1) If **NEILON** fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Agreement within the time requirements specified in this Agreement or within any granted extension of those time requirements; or
  - (2) If any State, county, city, or federal license, authorization, waiver, permit, qualification, or certification required by statute, ordinance, law, or regulation to be held by **NEILON** to provide the goods or services required by this Agreement is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
  - (3) If **NEILON** becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or



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- (4) If CWSD materially breaches any material duty under this Agreement and any such breach impairs **NEILON's** ability to perform; or
- (c) Time to Correct. Termination upon declared default or breach may be exercised only after service of formal written notice and the subsequent failure of the defaulting party within thirty (30) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared default or breach has been corrected.
- (d) Winding Up Affairs Upon Termination. In the event of termination of this Agreement for any reason, the parties agree that the provisions of this Section survive termination:
  - (1) The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Agreement. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;
  - (2) **NEILON** shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the CWSD;
  - (3) **NEILON** shall execute any documents and take any actions necessary to effectuate an assignment of this Agreement if so requested by the CWSD; and
  - (4) **NEILON** shall preserve, protect, and promptly deliver into CWSD possession all information in accordance with Section 8, Ownership.

10) **RIGHTS UPON TERMINATION**

Upon termination of this Agreement, **NEILON** shall transfer, assign, and make available to CWSD or CWSD's representative, all property and materials in their possession or control belonging to and paid for by CWSD, subject, however, to any rights of third parties of which **NEILON** has informed CWSD.

11) **BREACH REMEDIES.**

Failure of either party to perform any obligation of this Agreement shall be deemed a breach. Except as otherwise provided for by law or this Agreement, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages. If the court awards reasonable attorney's fees to the prevailing party, in an amount to be determined by the Court.

The parties acknowledge or agree that the contract was written and agreed by both parties.

Prior to the initiation of any litigation the parties agree to mediate.

12) **PUBLIC RECORDS**

Pursuant to NRS 239.010, information or documents received from **NEILON** may be open to public inspection and copying. CWSD has a legal obligation to disclose such information unless a particular record is made confidential by law. **NEILON** may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that **NEILON** thereby agrees to indemnify and defend CWSD for honoring such a designation. The failure to so label any document that is released by CWSD shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

13) **NOTICES**

Any notice pursuant to this Agreement will be addressed to the following parties:

**Edwin James, General Manager**  
**Carson Watershed Subconservancy District**  
**777 E. William Street, Suite 110 A**  
**Carson City, NV 89701**  
[edjames@cwdsd.org](mailto:edjames@cwdsd.org)

**Nicola Neilon, CPA, CGMA**  
**Casey Neilon, Inc.**  
**503 N. Division Street**  
**Carson City, NV 89703**  
[nneilon@caseyneilon.com](mailto:nneilon@caseyneilon.com)

**DRAFT****14) FORCE MAJEURE**

Neither party shall be held responsible for any delay or failure in performance of any part of this Agreement to the extent such delay or failure is caused by fire, flood, explosion, war, embargo, government requirement, civil or military authority, act of God, or other similar causes beyond its control and without the fault or negligence of the delayed or non-performing party. The affected party will notify the other party in writing within ten (10) days after the beginning of any such cause that would affect its performance. Notwithstanding, if a party's performance is delayed for a period exceeding thirty (30) days from the date the other party receives notice under this paragraph, the non-affected party will have the right, without any liability to the other party, to terminate this agreement.

**15) HEADINGS**

Headings in this Agreement are for convenience only and are not intended to be used in interpreting or construing the terms, covenants, and conditions of this Agreement.

**16) ENTIRE AGREEMENT**

This Agreement constitutes the whole agreement between the parties with respect to the subject matter contained herein, and there are no terms other than those contained herein. No modification or amendment of this Agreement shall be valid unless in writing and signed by the parties hereto.

**17) SEVERABILITY**

Each provision of this Agreement shall be considered separable and if for any reason any provision or provisions herein are determined to be invalid, unenforceable, or illegal under any existing or future law, such invalidity, unenforceability or illegality shall not impair the operation of or affect those portions of this Letter that are valid, enforceable and legal.

**18) GOVERNING LAW**

This Agreement shall be interpreted in accordance with the laws of the State of Nevada pertaining to contracts made and performed entirely therein. If the above accords with the parties' understanding and agreement, kindly indicate consent hereto by signing in the place provided below.

Accepted and Agreed on behalf of:  
**Carson Water Subconservancy District**

Accepted and Agreed on behalf of:  
**Casey Neilon, Inc.**

\_\_\_\_\_  
*Signature* *Date*  
Edwin D. James  
General Manager

\_\_\_\_\_  
*Signature* *Date*  
Nicola Neilon  
CPA, CGMA , Shareholder



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## Exhibit A



CASEY NEILON

January 7, 2021

Edwin James, General Manager  
Carson Water Subconservancy District  
777 East William Street  
Suite 110A  
Carson City, NV, 89701

Dear Mr. James:

It is our pleasure to have the opportunity to submit this proposal to provide audit services to the Carson Water Subconservancy District (CWSD) for the years ended June 30, 2021 through June 30, 2023.

I would like to take this opportunity to introduce our company, Casey Neilon, Inc. (a Nevada corporation). We are a local public accounting firm with offices in Reno and Carson City, that is dedicated to providing high quality accounting, auditing and tax services to our clients. We are currently staffed with 21 employees including 7 certified public accountants and 6 non licensed accountants. Our staff has a long history of auditing private companies, state and local governmental entities and non profits in the State of Nevada. We currently provide attest and tax services to many companies, NFPs and governmental entities with revenues ranging from a low of less than \$500,000 to a high of over \$300 million.

The contact person for this proposal is:

Nicola Neilon, CPA, CGMA, Shareholder  
503 N Division St, Carson City, NV 89703 (775) 283-  
5555 ext. 102; (775) 283-0494 (fax)  
[nneilon@caseyneilon.com](mailto:nneilon@caseyneilon.com)

Please do not hesitate to contact me for any questions regarding this proposal.

Very truly yours,

Nicola Neilon, CPA, CGMA

503 N. Division St.  
Carson City, NV 89703  
775 . 283 . 5555

+

6770 S. McCarran Blvd, Ste. 200  
Reno, NV 89521  
775 . 329 . 9999

## Table of Contents

Information About Proposer .....	3
Firm Principals and Key Personnel .....	4
Governmental Experience .....	4
Engagement Personnel .....	4
Staff Continuity .....	5
Independence .....	5
License to Practice in Nevada .....	5
Continuing Education .....	5
Insurance Coverage .....	5
Terminations for Default, Settlements or Pending Terminations .....	5
Americans with Disabilities .....	5
Records Retention .....	6
Timeframe for Deliverables .....	6
Work Program .....	6
Audit Plan .....	8
Cost Proposal .....	10
Proposal Acceptance .....	11
SUPPLEMENTAL INFORMATION .....	12
Proposed Staff Resumes .....	13
Nicola Neilon, CPA, CGMA .....	13
Suzanne Olsen, CPA .....	14
Haley Munns .....	15
Jennifer Miller, CPA .....	16
Peer Review Report .....	17

## Information About Proposer

Casey Neilon, Inc. is a Nevada public accounting firm, organized as a corporation. The Company has two offices located in Reno and Carson City. The staff in each office works cooperatively, and the engagement would be staffed from employees of both the Reno and Carson City offices. The Company was formed in 2006 as the result of a demerger from a large regional accounting firm. From our inception, the Company has grown in size and experience and we currently have 21 staff members.

The Company is committed to the education and technical growth of our staff, and all staff that would be assigned to your engagement have had significant accounting and auditing education in the form of inhouse seminars, self-study, and attendance at local and national conferences. This dedication to continuing education is a focal point of our firm. All members of our proposed engagement team receive more than the minimum required education under professional standards, and all of our professional staff (including non licensed staff) receives in excess of 40 hours per year in total continuing education, which exceeds our requirements under state law and professional standards. We encourage our staff to obtain continuing professional education in fields appropriate to the type of accounting work that they are providing; therefore our senior staff have governmental and non profit specific education.

We provide national firm resources and capabilities through our affiliation with Allott Group North America, an association of over 100 public accounting and legal firms worldwide. The Allott Group is an exclusive worldwide association of independent accounting, legal and consulting firms founded to pursue excellence and quality in accounting and business consulting services. Management and staff from these firms work with us to provide the requisite industry and service expertise when required. These resources differentiate us from other proposers as we can provide the staffing and price of a local firm, but also have the resources of a national organization to assist with technical issues.

Our most recent peer review was completed in September 2017, and we have enclosed a copy of the report in the supplemental materials to this proposal. We received a rating of "Pass", which is the highest rating level available. Peer reviews are completed every three years and we are proud to provide our report as part of the proposal/engagement process.

When providing an audit, or any other type of service, the premium value that we provide is much greater than a financial statement. We accompany our reports with actionable advice and a presentation of the financial statements. Helping you realize your full potential is a natural extension of a comprehensive business relationship. You are given recommendations that we feel would improve your efficiency and we look for opportunities that you may capitalize upon. All this is done in a professional manner, making certain that each member of your management team and your staff is treated courteously and with the utmost respect.

We focus on the following key performance parameters:

- *Provide the most beneficial management letter possible* – The training provided to our upper level staff in management advisory skills is unique and valuable.
- *Provide excellent client service* – We are dedicated to the ongoing needs of our clients. We go to great lengths to customize our services to fit our client's specific needs.
- *Develop strong client relationships* – We have an excellent client retention record and our reputation in the State of Nevada is excellent.
- *Maintain efficiency* – We continue to strive to train our audit staff on audit efficiency principles.
- *Maximize partner involvement* – Our partners are involved in all aspects of our engagements, from planning to fieldwork and final review.



## **Firm Principals and Key Personnel**

Darsi Casey, CPA, MST  
Nicola Neilon, CPA, CGMA  
Suzanne Olsen, CPA  
Lucas Gonzalez, CPA  
Leslie Kidd, CPA  
Debra Vaughan

## **Governmental Experience**

The Company has been engaged to perform the following governmental engagements (this list is not exhaustive):

- State of Nevada, Public Employees' Benefit Program, Self-Insurance Trust Fund; financial statement audit; June 30, 2006 – 2020
- State of Nevada, Insurance Premium Trust Fund; financial statement audit; June 30, 2006 – 2020
- State of Nevada, Public Employees' Benefit Program, State Retirees Health and Welfare Benefit Fund; financial statement audit; June 30, 2008 – 2020
- State of Nevada, Retirement Benefits Investment ("Fund"); financial statement audit; June 30, 2013 – 2020
- Tahoe Douglas District, financial statement audit; June 30, 2014 – 2020
- Public Compensation Mutual; financial statement audit, December 31, 2007 – 2020
- Public Risk Mutual; financial statement audit, December 31, 2004 – 2020
- Minden Gardnerville Sanitation District; financial statement audit June 30, 2016 – June 30, 2020
- Nevada State Board of Medical Examiners, financial statement audit; December 31, 2019
- State of Nevada, Nevada Public Employees Deferred Compensation Program, financial statement audit; June 30, 2019 – 2020
- State of Nevada, Nevada FICA Alternative Deferred Compensation Plan, financial statement audit; June 30, 2019 – 2020
- Nevada State Board of Podiatry, financial statement audit; June 30, 2020
- Nevada State Board of Professional Engineers and Land Surveyors, financial statement audit; June 30, 2020
- Carson City Culture and Tourism Authority, financial statement audit; June 30, 2020

Prior single audit experience includes Douglas County, Carson City and the Tahoe Regional Planning Agency.

## **Engagement Personnel**

The Company proposes that the following personnel would be assigned to the audit of the CWSD:

Shareholder in charge – Nicola Neilon, CPA, CGMA – resume included (lead auditor)  
Compliance shareholder – Suzanne Olsen, CPA, resume included  
Single Audit specialist – Jennifer Miller, CPA, resume included  
Senior Accountant/In charge – Haley Munns, resume included

## **Staff Continuity**

Key engagement personnel is expected to remain consistent throughout your engagements. Staff accountants may vary from year to year due to the natural progression from staff accountant to senior accountant. It is not cost effective for multiple seniors to be involved on a single engagement. If the current senior was to be removed from the engagement for any reason, the replacement would be an employee who has been previously staffed on your company's audit.

We are committed to this staff continuity as we believe it increases efficiency and ensures that your engagement's personnel includes staff most familiar with your company and its industry.

## **Independence**

Casey Neilon, Inc. is independent of Carson Water Subconservancy District as defined under professional standards.

Casey Neilon, Inc. has had no professional relationships with CWSD that would constitute a conflict of interest.

Casey Neilon, Inc. does not have any client relationships that may have a financial interest in the outcome of the audit.

Casey Neilon, Inc. commits to provide CWSD with written notice of any professional relationships entered into during the period of this engagement that may cause a conflict of interest.

## **License to Practice in Nevada**

Casey Neilon, Inc. and all key professional staff are properly licensed to provide accounting and auditing services in the State of Nevada. Copies of licensing information are provided in the supplemental materials to this proposal.

## **Continuing Education**

All staff working on, or associated with the engagement to audit CWSD meet the continuing education requirements of professional standards, and have obtained significant hours of continuing education in the field of governmental auditing and accounting.

## **Insurance Coverage**

The Company currently carries the following insurance coverage:

Commercial general liability \$2,000,000 each occurrence, \$4,000,000 aggregate

Workers' compensation statutory

Professional liability \$2,000,000 per claim, \$4,000,000 policy aggregate

## **Terminations for Default, Settlements or Pending Terminations**

The Company has not experienced any terminations for default, settlements or pending terminations.

## **Americans with Disabilities**

The Company is knowledgeable about, and complies with the requirements of the ADA.

## Records Retention

All records related to the engagement will be maintained in accordance with the Company's record retention policy of seven years and will be available to CWSD or its designees for examination upon request.

## Timeframe for Deliverables

Final reports would be available prior to November 30th of each year. A preliminary draft of the audit would be presented or available to be presented to the Board of Directors For the November board meeting.

## Work Program

This engagement plan reflects our commitment to provide CWSD with timely, efficient and constructive audit services. It gives special attention to early identification and resolution of problems and provides for timely response on technical matters.

### Scope of work

**Audit:** The primary purpose of our audit is to express an opinion (examination of the financial statements) on the fairness of presentation of the financial statements of the governmental activities and each major fund of the Carson Water Subconservancy district for the years ended June 30, 2021 through June 30, 2023. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, as included in Statements on Auditing Standards published by the American Institute of Certified Public Accountants; the standards for financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and any other applicable rules, regulations, or accounting standards

If required a single audit prepared for the federal award program would be performed in accordance with American Institute of Certified Public Accountant (AICPA) Standards, Government Auditing Standards, the Single Audit Act Amendments of 1996, and the Office Management and Budget (OMB) Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations.

Final reports are to be delivered to CWSD no later than November 30th. This deadline is dependent on obtaining complete, accurate and timely information from CWSD.

### Deliverables

The deliverables shall include:

- The auditors' report on the financial statements, required supplementary information and supplementary information, government wide and fund financial statements, including required disclosures and compliance reports and schedules including single audit reports and schedule of expenditures of federal awards, if necessary.

- A management letter that details any areas that we have identified that are not considered to be significant deficiencies or material weaknesses, but that could assist management in improving internal controls or operating effectiveness.
- We will provide a written communication to those charged with governance as required by AU-C Section 260 that details the significant audit findings, including:
  - qualitative aspects of accounting practices, ○ difficulties encountered in performing the audit, ○ corrected and uncorrected misstatements, ○ disagreements with management, ○ management representations
  - management consultations with other independent accountants
  - other audit findings or issues
- Should a Single Audit be required, we will provide the following:
  - Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133
  - Schedule of Findings and Questioned Costs ○ Opinion (or disclaimer of opinion) as to whether the Authority complied with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program.

Working Papers      All audit work papers shall be retained in accordance with our firm policy, but in no event for less than 7 years, and will be available to the CWSD for examination upon request.

Additional Services      Upon request of CWSD management, we will be available to provide assistance and give advice regarding accounting, reporting, and updates to best practices. Advice and services that fall outside of the scope of the audit and that requires significant research or consultation may be subject to additional fees; but, as stated above, under no circumstances would any additional fees be incurred without consent of CWSD management and amendment to the scope of this proposal. Additional services outside the scope of the audit will be billed at our hourly rates which range from \$75 - \$365 per hour.

Audit Policies and Procedures      Casey Neilon Inc. utilizes framework of audit policies and procedures which enable us to perform quality work in a timely and efficient manner. These policies are designed to implement the profession's standards and utilize advanced concepts of risk identification and analysis.

Appreciation of these concepts particularly facilitates our analysis of three critical audit variables:

- Areas of specific audit risk

- Control measures in place to mitigate such risks □ The effectiveness of these controls

The quality of the audit is ultimately determined by the firm's knowledge and understanding of its client and by appropriate risk assessment procedures, and tailoring of the audit plan to address the risks identified. Because Casey Neilon, Inc. is a local firm, we can effectively relate to our client's business environment and remain accessible to our clients throughout the year.

## **Audit Plan**

We have prepared a preliminary plan for the audit as of June 30, 2021. The final schedule will, of course, be subject to your review and approval; we have the flexibility to make revisions as necessary to meet your needs. The following summarizes our audit approach with a description of each major phase. The work in each phase will be performed by the audit staff under the direct supervision of the project supervisor and partners.

### **Advance planning (Prior to year end)**

Audit planning involves all members of the audit team as required by professional standards. Advance planning involves scheduling and staffing as well as a general risk analysis and a fraud risk analysis to determine areas of general and specific concern and to identify areas where CWSD personnel can be utilized to minimize time and maximize efficiency.

Additionally, as there would be a transition of audit firms, our initial planning would include communication with the predecessor auditor regarding matters of audit significance and a review of their workpapers to enable us to rely on the audit work performed over beginning balances. This review would also provide us with information regarding the consistency of accounting policies and procedures and assist us in identifying matters of concern for the upcoming audit.

An effective and efficient audit must be planned to carefully analyze control procedures in place, to determine that the controls adequately safeguard assets and to ensure accurate and complete accounting data is available to promote operational efficiency and to encourage adherence to managerial policies. If effective controls are in place, we will rely on them in determining the nature, timing and extent of audit tests to be performed. Our documentation of systems and procedures will include questionnaires and narrative descriptions of the transaction flow of major systems.

During this phase, we will obtain an understanding of the five components of internal control that is sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing, and extent of further audit procedures. This evaluation will be done at an opinion unit level. This evaluation will also assist us in planning the audit to obtain reasonable assurance about whether the financial statements, including note disclosures, are free of material misstatement, whether caused by error or fraud, and material misstatements arising from illegal acts that have a direct and material effect on the determination of financial statement amounts, as well as

planning the audit to provide reasonable assurance of detecting material misstatements that result from violations of provisions of contracts or grant agreements that could have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

Professional standards also require communications with other parties providing specialized services that relate to the audit.

During this phase of the audit we will meet with the management of CWSD to identify significant business and environmental factors that impact the financial reporting of CWSD and prepare the confirmations for cash, investments, and any receivables considered necessary. Additionally, we will finalize the timetable for obtaining the records and analyses of accounts to be prepared by the association employees in anticipation of field work. We will also determine the need for a single audit and plan accordingly.

Field work (September - October) of Field work consists primarily of substantive testing and documentation

- Cash
- Accounts, grants and loans receivable
- Fixed assets
- Accrued expenses and liabilities
- Deferred inflows and outflows of resources
- Bond liabilities
- General revenues and operating grants
- Expenses

The audit methodologies employed are a matter of judgment, and are dependent upon our risk analysis. Our engagement team utilizes analytical procedures during our preliminary risk assessment to reduce substantive testing in low risk areas and also during substantive testing for those accounts for which reasonable expectations can be set. We utilize third party confirmations for cash, investment and receivables, and obtain SOCI/SSAE 18 reports from service organizations to assist in identifying controls at these organizations that may reduce our required audit procedures. For accounts with a significant volume of transactions we employ a combination of statistical sampling and scope testing depending on the risk involved in the accounts. We have invested heavily in technology to ensure that data is transferred securely and that audit procedures are performed efficiently and effectively.

Draft reports At the conclusion of field work October ; audit comments pertaining to the prepared draft financial statements will be forwarded to CWSD for review and comment. Once comments have been received from CWSD the draft report will be submitted for Compliance Review.

Compliance Review The financial statements will be reviewed by a shareholder independent

( November )	of fieldwork and skilled in financial reporting requirements. This review is to ensure compliance with presentation and disclosure standards as well as compliance with firm quality control standards.
Exit conference ( November )	We will review the draft financial statements with CWSD management. At this time the management letter will be available for review. This letter will communicate material audit findings and recommendations affecting the financial statements, internal control system, accounting systems, computer systems and any other matters. Findings may include reportable conditions, material weaknesses and management comments as considered necessary. Discussions will occur throughout the audit cycle to keep management apprised of our findings and concerns.
Final reports ( November )	Once the draft reports have been approved by both CWSD management and the compliance partner, electronic and hard copies of the final reports and management letter will be issued.
Report Presentation	The financial statement audit will be presented to the Board of Directors at the November board meeting.

We assert that the timelines set forth in this proposal can be achieved, and we commit to ensuring that these timelines are met provided that all data required from CWSD is received in a timely manner.

### **Cost Proposal**

Our proposed fee for each year of the three year audit period \$13,900 for the financial statement audit and \$2,200 for a single audit if necessary.

Any out-of-pocket expenses incurred would be charged at their cost to us. These fees are expected to be less than \$100 and are primarily for electronic confirmations.

We appreciate the opportunity to provide you with this proposal, and look forward to your consideration of it. If you have any questions, do not hesitate to call us.

Very truly yours,



Nicola Neilon, CPA, CGMA

### **Proposal Acceptance**

Accepted by:

---

Carson Water Conservancy District

## SUPPLEMENTAL INFORMATION

<b>Name:</b>	<b>Nicola Neilon, CPA, CGMA</b> <i>Shareholder</i>	<b>Key Personnel: (Yes/No)</b>	<b>YES</b>
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### BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Ms. Neilon is a shareholder of the public accounting firm of Casey, Neilon Inc. From 2001 to 2006, Ms. Neilon was a manager and then a partner at the public accounting firm of KBCA, LLC, and prior to that a manager in the statewide accounting firm of Kafoury, Armstrong & Co.

Ms. Neilon has over twenty years of experience in the public accounting field, and during that time has provided strategic growth and technical tax strategies for closely held businesses and business owners. Ms. Neilon specializes in accounting, tax and auditing services for state and local governments and special districts, captive insurance companies, business and tax consulting for small to medium sized businesses, non profits and individuals. The consulting work has included working with trust and estate planning, and working co-operatively with other service providers to develop sound strategies for estate planning.

### ENGAGEMENT EXPERIENCE

Ms. Neilon's experience with auditing began in 1997 working with state and local governments, special districts, non profits, self-insured groups, and since then has included auditing insurance funds of the State of Nevada, and tax, auditing and consulting services for pure, agency and cell captives as well as risk retention groups. Ms. Neilon provides tax and audit services to many non profit organizations Ms. Neilon is currently the engagement shareholder on many of the audit engagements of the firm.

### EDUCATION

Bachelor of General Studies, University of Nevada, Reno – May/1995  
Accounting Licensure Program, University of Nevada, Reno – May/1997  
Graduate Certificate in Taxation, Golden Gate University – August/2002

### CERTIFICATIONS

Certified Public Accountant – 6/30/1999

### COMMUNITY INVOLVEMENT

Treasurer, Nevada Public Health Foundation  
Member, Carson Tahoe Health Foundation Advisory Council (former Foundation Treasurer)  
Treasurer, Friends of the Governor's Mansion  
Member, Nevada State Board of Accountancy



<b>Name:</b>	<b>Suzanne Olsen, CPA</b> <i>Shareholder</i>	<b>Key Personnel:</b> <b>(Yes/No)</b>	<b>YES</b>
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<b>BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE</b>
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Ms. Olsen is a shareholder at the public accounting firm of Casey Neilon, Inc., From June 2005 to October 2006, Ms. Olsen was a staff accountant at the public accounting firm of KBCA, LLC.

Ms. Olsen has fifteen years of experience in the public accounting field. During that time she has gained experience in the preparation of both individual and business tax returns, auditing and attestation services for funds of the State of Nevada, small to medium sized businesses, non-profit organizations, and insurance enterprises.

<b>RELEVANT EXPERIENCE</b>
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Ms. Olsen's experience with auditing began in 2006 working with funds of the State of Nevada, and since then has included auditing additional funds of the State of Nevada, as well as audit, review, full disclosure compilation services, tax return preparation and consulting for private enterprises and non profits. Ms. Olsen is currently an engagement shareholder on many attest engagements of the firm.

<b>EDUCATION</b>
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Bachelor of Science in Business Administration, University of Phoenix – June/2004 Accounting Licensure Program, University of Nevada, Reno – June/2010

<b>CERTIFICATIONS</b>
-----------------------

Certified Public Accountant – 1/17/2012

<b>COMMUNITY INVOLVEMENT</b>
------------------------------

Past Treasurer, Dayton Pop Warner Football League  
Past President, Western Chapter NVCPA

	<b>Haley Munns</b> <i>Senior Accountant</i>	<b>Key Personnel:</b> <b>(Yes/No)</b>	<b>YES</b>
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<b>BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE</b>
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Ms. Munns is a senior accountant at the public accounting firm of Casey Neilon, Inc., which was founded in October 2006. From January 2017 to April 2018, Ms. Munns was an intern at Casey Neilon. From June 2018 to August 2018, she was an audit intern at the public accounting firm of Grant Thornton, LLP.

Ms. Munns has gained valuable experience in the public accounting field during this time; she has experience in the preparation of both individual and business tax returns, auditing and attestation services for governments, small to medium sized businesses, non-profit organizations, and insurance enterprises.

#### RELEVANT EXPERIENCE

Ms. Munns' experience with governmental auditing began in 2018.

Relevant financial statement audit experience includes auditing funds of the State of Nevada, auditing special districts and local authorities as well as audit, review, full disclosure compilation services, tax return preparation and consulting for private enterprises and non profits.

#### EDUCATION

Masters of Accountancy, University of Nevada, Reno – May 2019

Bachelor of Science in Business Administration, Accounting, University of Nevada, Reno – May 2018

#### CERTIFICATIONS

Certified Public Accountant – Estimated Licensure January 2021

<b>Name:</b>	<b>Jennifer Miller, CPA</b> <i>Supervisor</i>	<b>Key Personnel: (Yes/No)</b>	<b>YES</b>
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#### BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE.

Ms. Jennifer Miller is an audit supervisor at the public accounting firm Bowman & Company, LLP. The firm is located in Stockton, California and was founded in 1949.

Ms. Miller previously worked for a regional accounting firm and has over eight years of auditing experience with non profit and for-profit organizations, employee benefit plans, affordable housing projects, and government agencies. Jennifer is a specialist in Uniform Guidance and is a member of her firm's in-house Uniform Guidance Team.

#### RELEVANT EXPERIENCE

Ms. Miller's specialties include audits, reviews, compilations, financial statement preparation, and Uniform Guidance specifically in nonprofit organizations, government agencies, and other federal or state funded agencies.

#### EDUCATION

Bachelor of Science in Business Administration, University of California, Berkeley

#### CERTIFICATIONS

Certified Public Accountant

# Grant Bennett Associates

A PROFESSIONAL CORPORATION

## Report on the Firm's System of Quality Control

September 26, 2017

To the Members of Casey Neilon, Inc. (formerly known as Casey, Neilon & Associates LLC) and the Peer Review Committee of the Nevada Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Casey Neilon, Inc. (formerly known as Casey, Neilon & Associates LLC) (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Casey Neilon, Inc. (formerly known as Casey, Neilon & Associates LLC) in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Casey Neilon, Inc. (formerly known as Casey, Neilon & Associates LLC) has received a peer review rating of *pass*.

*Grant Bennett Associates*

GRANT BENNETT ASSOCIATES  
A PROFESSIONAL CORPORATION  
Certified Public Accountants



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916/922-5109 FAX 916/641-5200

P.O. Box 223096  
Princeville, HI 96722  
888/769-7323

## **AGENDA ITEM #12**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #12 – For Discussion Only: A presentation by CWSD staff to give an overview of CWSD activities and financials.

---

**DISCUSSION:** Staff was hoping to conduct a strategic workshop but due to the COVID restrictions and board members availability, staff will give a presentation on CWSD activities and financials. Attached are the three presentations that will be presented by CWSD staff.

**STAFF RECOMMENDATION:** Receive and file.

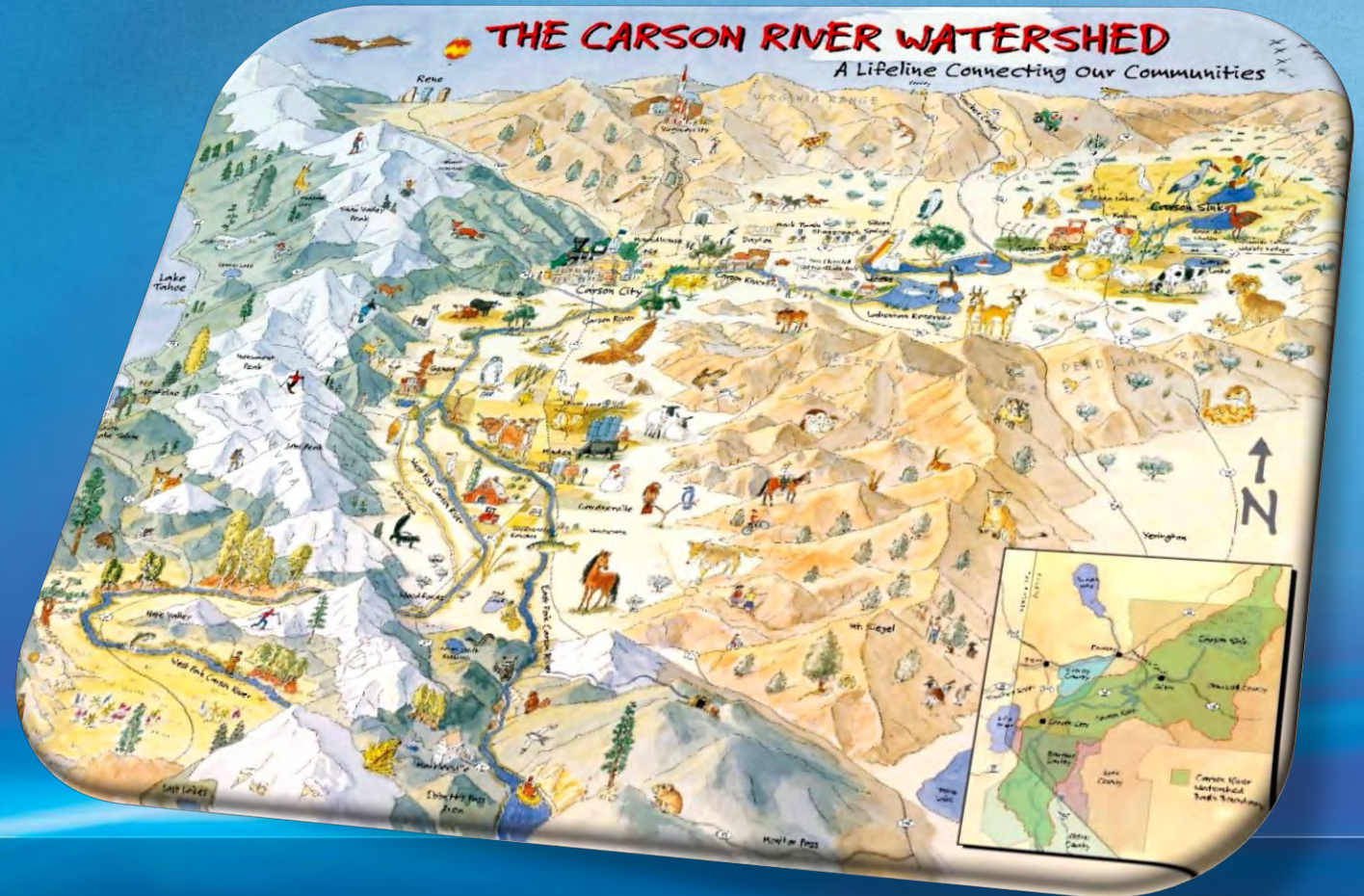
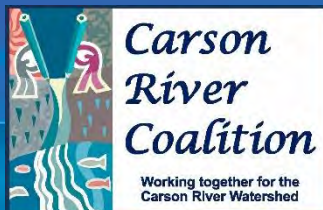


# Carson River Integrated Watershed Management Program

2021 Strategic Planning  
CWSD Board Meeting  
February 17, 2021

Brenda Hunt  
Watershed Program Manager  
Shane Fryer  
Watershed Program Specialist  
Katie Smith  
Watershed Program Technician – AmeriCorps

Made possible by:





# Carson River Watershed



Carson City



Douglas County



Alpine County, CA



Carson Canyon-  
Carson City/Lyon County



Storey  
County



Lyon  
County

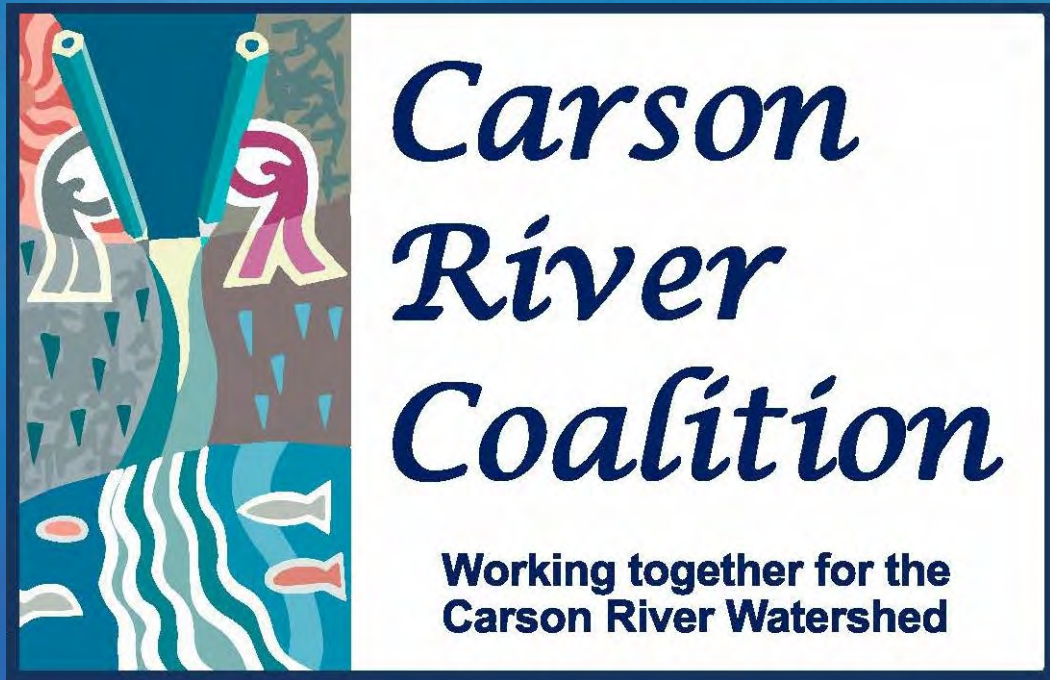


Churchill County



# Watershed Program Primary Goal

- Oversee and coordinate the Integrated Watershed Planning Process (IWPP) for the Carson River Watershed.





# Our Work:

CWSD works with local, state, and federal partners to plan, coordinate, and fund projects and programs that provide regional benefits.

We strive to:

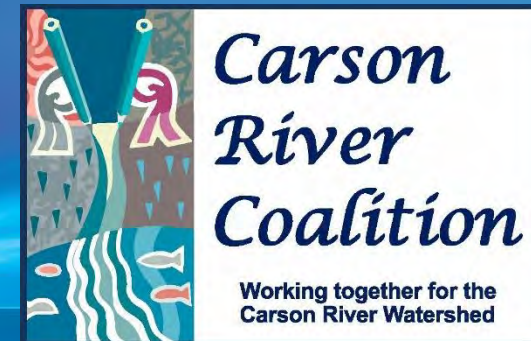
- meet the various future water needs
- enhance the health and water quality of the river system
- protect the floodplains, and
- provide outreach and information to the community





# Carson River Coalition

- Formed in 1998
- All Counties adopted CRC Guiding Principles
- Funding from CWSD & NDEP for Watershed Coordination Program
- Critical element of watershed process
- Working Groups
  - Education
  - Floodplain Management
  - Invasive Species
- Regular meetings & forums, tours, conferences
- Eblast list
- Bi-annual Newsletters

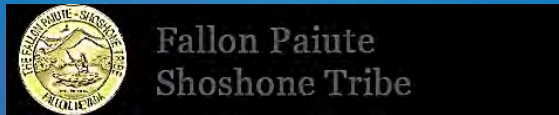




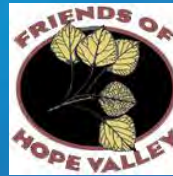
# Carson River Coalition



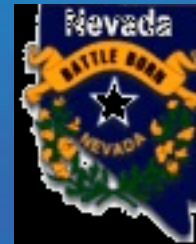
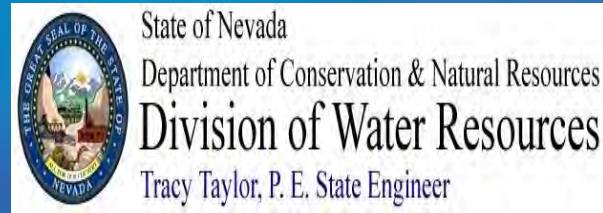
Conservation  
Districts:  
Carson Valley  
Dayton Valley  
Lahontan



CWMAs

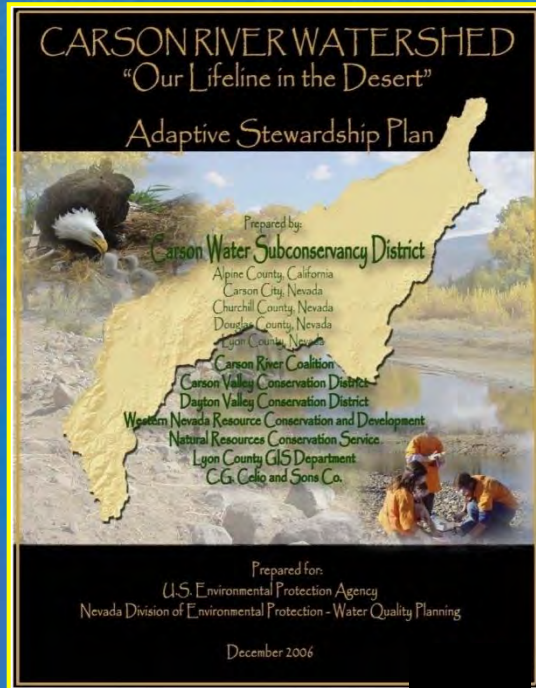


Private Citizens

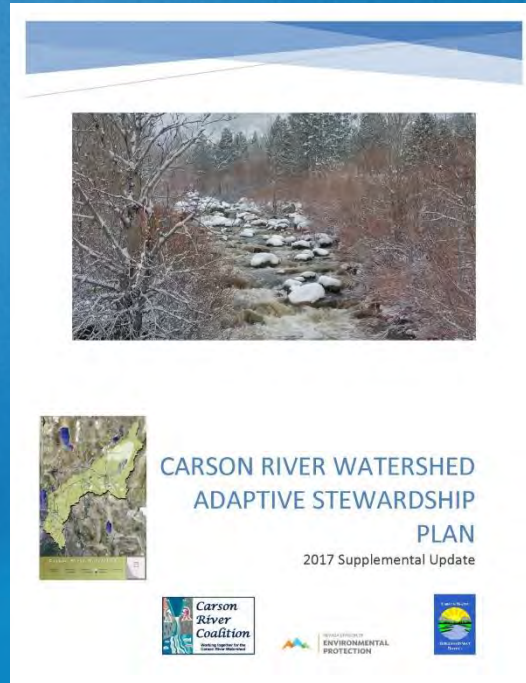




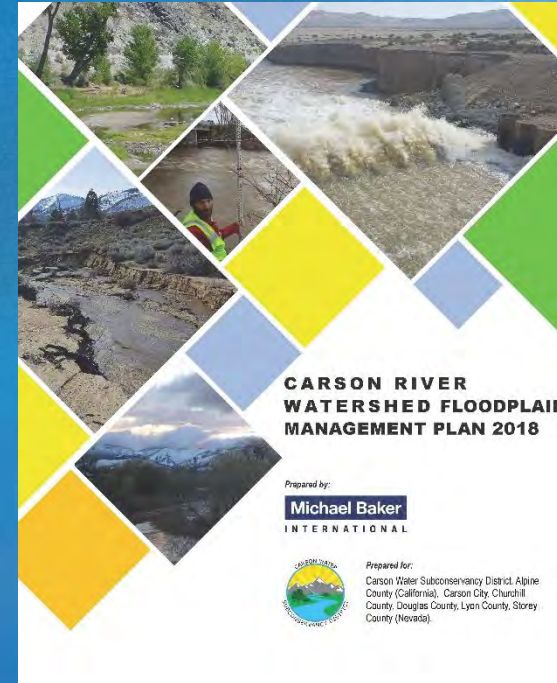
# Effective Planning



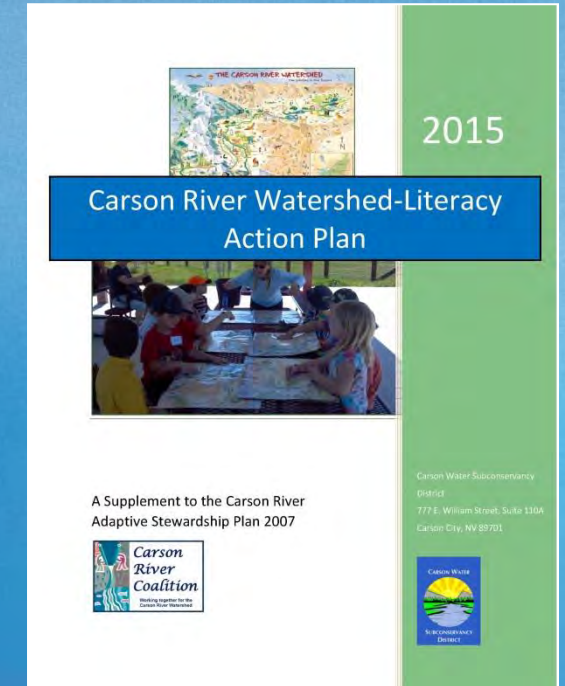
***Adopted by  
CWSD in 2007***



***Adopted by  
CWSD Jan 2018***



***Formally adopted  
by all 5 counties  
along the Carson  
River in 2008 and  
2018***



***Adopted by  
CWSD in  
April 2015***

***Both original and updated Stewardship  
Plans meet EPA 319 criteria for  
watershed plans***



[illegible]

CWSD works at a regional level helping to plan, coordinate and fund projects in these categories...

- Floodplain Management
- Water Quality
- River Restoration/Rehabilitation
- Invasive Species
- Outreach and Education
- Water Quantity
- Recreation



# Current Challenges



Reno Gazette Journal





# Floodplain Management

## Purpose:

To support the adopted ***Living River Approach*** in river and floodplain management and to reduce flood damage impacts in the Carson River Watershed.





# Floodplain Plan Suggested Action Categories

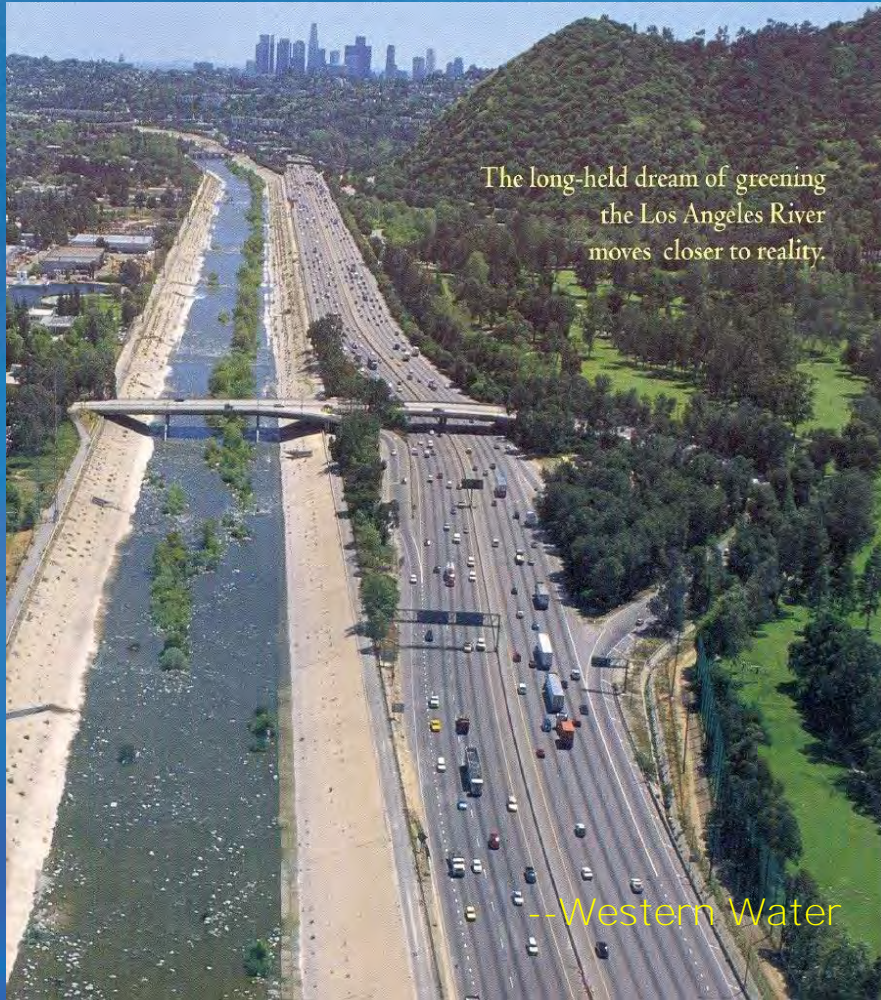
- Protect Floodplain Natural Functions & Values
- Set Higher Regulatory Standards
- Collect Flood Data Information and Management
- Balance Channel Migration and Bank Erosion Monitoring
- Increase Floodplain & Flood Hazard Outreach and Education
- Reduce Infrastructure Impacts
- Map/Study Alluvial Fans
- Minimize Stormwater Impacts



Photo by Wolf



# Alternative Futures for Carson River



The long-held dream of greening  
the Los Angeles River  
moves closer to reality.

--Western Water

**Concrete flood channel  
containing Los Angeles River**



--John Warpeha

**Carson River through lands owned by the  
Washoe Tribe of Nevada**



# Water Quality

## Clean Water Act Responsibilities

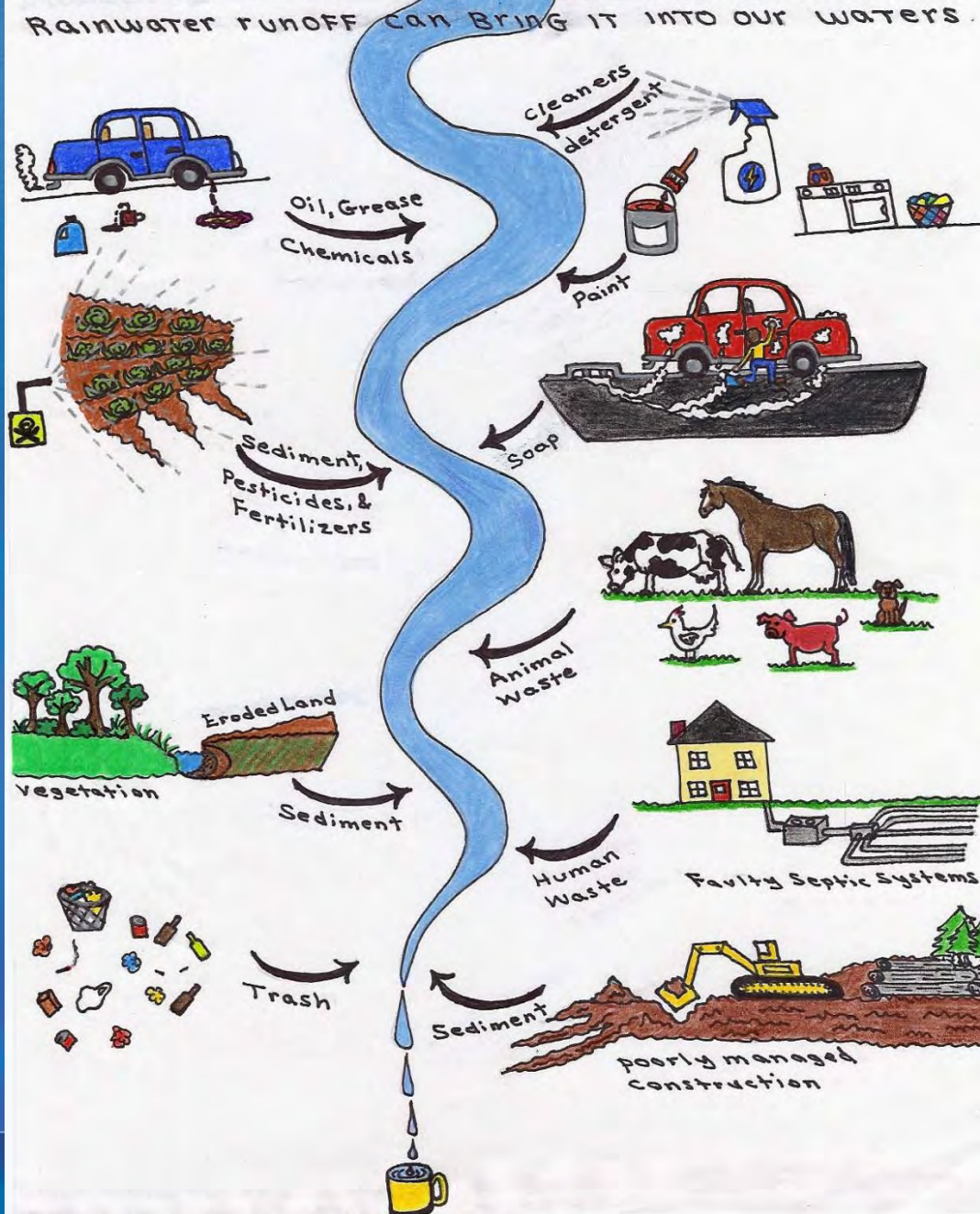
- 303(d) Impaired Waters
- Several TMDLs
- 208 Planning
  - Algae Studies
  - Low Impact Development
- 319(h) Programs
  - Watershed Program
  - Watershed-Literacy Implementation





# NON-POINT SOURCE POLLUTION

Rainwater runoff can bring it into our waters.



Non-point  
Source Pollution  
or polluted  
run-off comes  
from  
you and me.



# Historical Human Impacts on WQ

- Historic mining impacts
- Superfund Sites
  - Leviathan Mine
    - 22 million tons overburden with sulfide to region
  - Carson River Mercury Site
    - Comstock Mining Era
    - 186 mills, 16 on river
    - 14 million lbs mercury
    - 40 yrs wood drives
- Channelization & levees
  - 70 miles of river channelized in 1960's
- Diversion structures



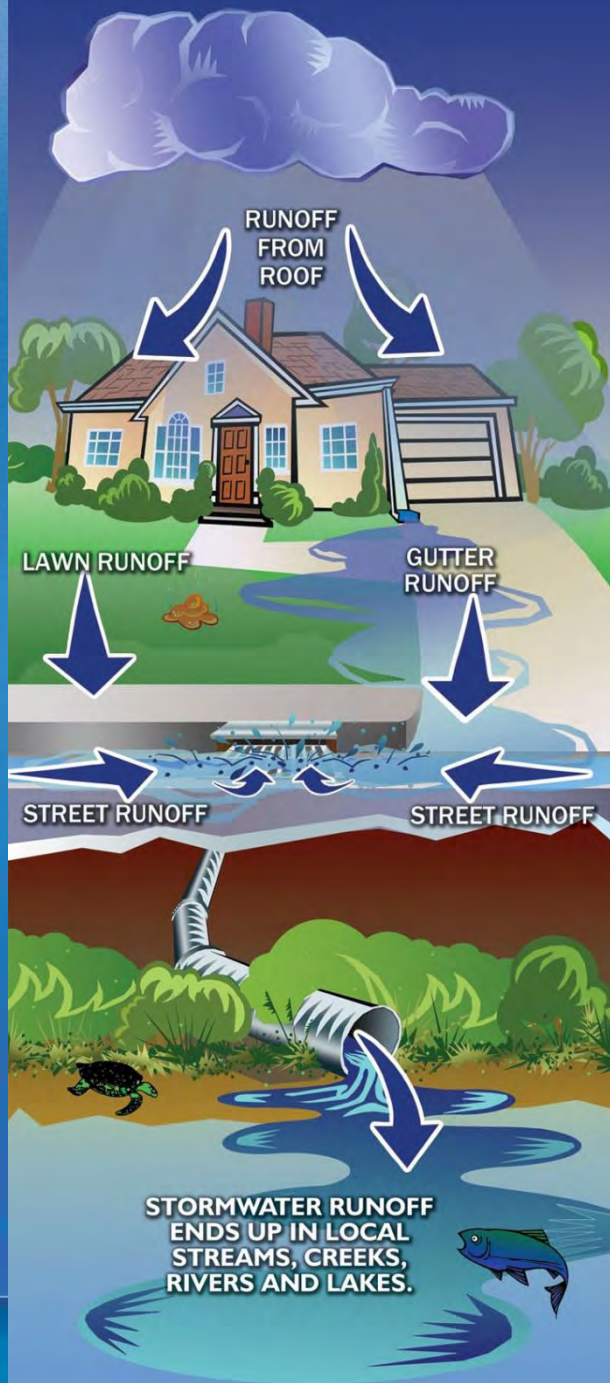
Wood drive on the East Fork of the Carson. Holding the wood at Young's Crossing, waiting for a head of water that would permit floating it through Carson Valley. (Courtesy of Nevada State Museum)



Leviathan Mine Superfund Site



# Current Human Impacts on WQ



Courtesy NCDENR

- Stormwater
  - MS4s
  - BMPs
  - LID
- Septic Tanks
  - Throughout Watershed
- Contaminant Plumes
  - Bently and Mallory plumes
- Waste Water Treatment Facilities
  - Variety throughout Watershed



# River Stabilization & Rehabilitation

- Conservation District Projects



- AWG River Restoration Projects





# Invasive Species Management

- CWMA's – CWSD funds \$15k per year
- Coordinate the Invasive Species Working Group
- Actively participate in watershed CWMA's
- Aquatic Invasive Species proactive action



# Education & Outreach

**I AM  
CARSON  
RIVER  
WATERSHED**

**I AM  
CARSON RIVER  
WATERSHED, AND  
YOU ARE TOO!**

We live in a wonderful watershed. Here's what you can do to keep pollutants out of our waters.



BAG IT



CURB CHEMICAL USE



USE A CAR WASH



RECYCLE MOTOR OIL

Be proud and display your sticker on your vehicle, water bottle or window!

[IAmCarsonRiver.org](http://IAmCarsonRiver.org)



# Environmental Education

## CRC Education Working Group

- Watershed Map & website
- Baseline Watershed-Literacy Survey
- Watershed-Literacy Campaign
- Watershed School Programs
- Carson River Workdays
- Annual SnapShot Day
- Watershed Education Roundtable
- Water festivals & other community events



*Dayton High Students Identifying River  
Macroinvertebrates*



# Water Quantity



- Irrigation
- Drinking (groundwater)
- Interties
- Recreation
- Fish and wildlife habitat
- Wastewater Reuse



# Recreation

***“Protect and support opportunities for public recreational access to natural areas throughout the watershed – including the river corridor – where appropriate”.***

- Carson River Aquatic Trail
- Bailey Fishing Pond in Carson City
- Sheckler Cut-off River Park Design Study for Churchill County
- Carson River Park
- USFS East Fork Strategy Plan





# Questions?







# **Floodplain Management & Water Supply in the Carson River Watershed**

**Deborah Neddenriep, Water Resource Specialist 2, CFM**

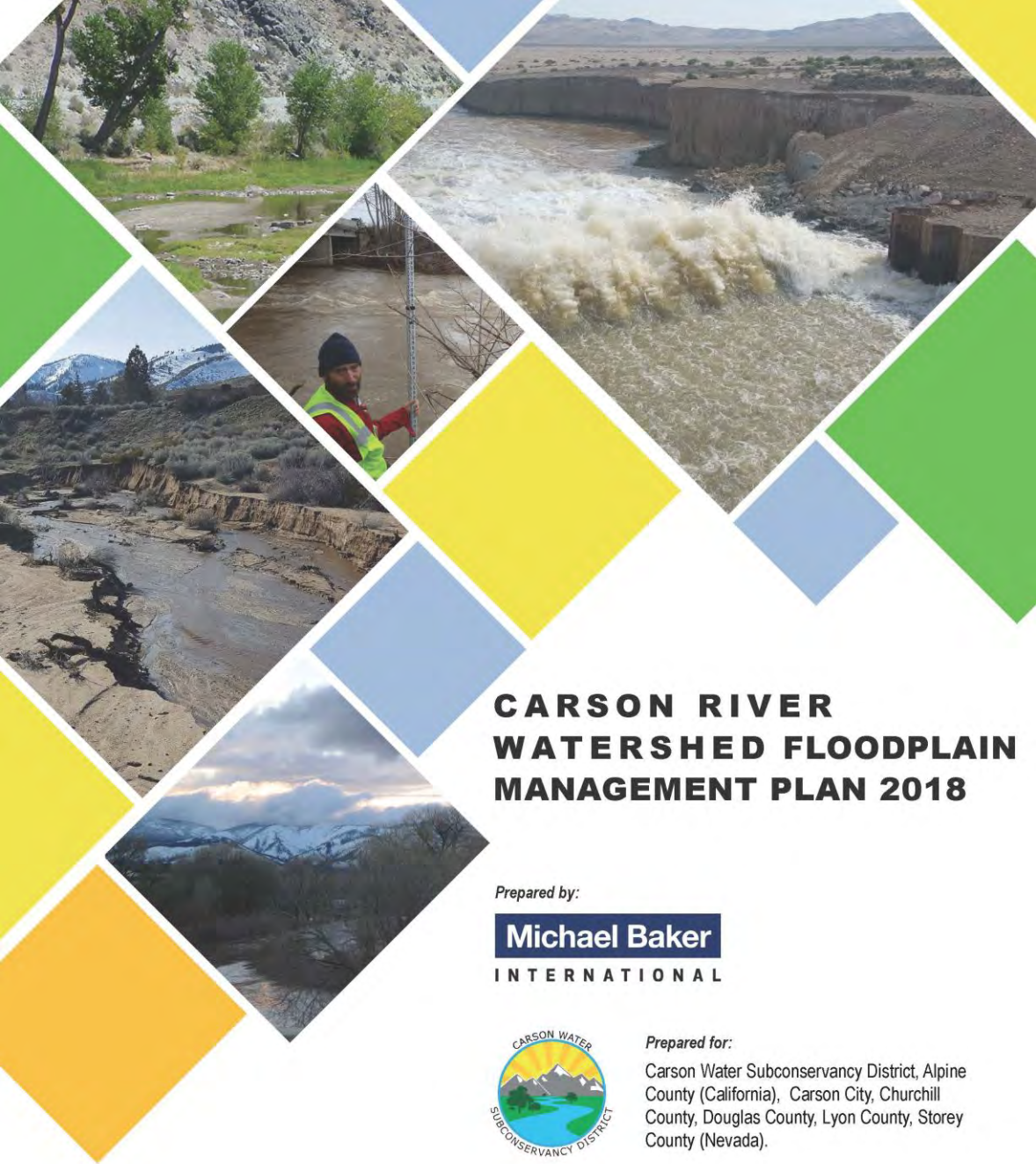
**775-887-1260, [debbie@cwdsd.org](mailto:debbie@cwdsd.org)**





# Floodplain Management





**Adopted by all 6 counties  
in the Watershed**



**Provides Community  
Rating System points to  
Carson City, Douglas  
County and Storey County**



**8 flood mitigation  
strategies**



**48 suggested actions to  
implement strategies**

	ADOPT CODE	ABOVE CODE	BUILDING RETROFIT	LIFELINE RETROFIT	FEDERAL GRANTS
Overall Benefit-Cost Ratio	11:1	4:1	4:1	4:1	6:1
Cost (\$ billion)	\$1 <sub>/year</sub>	\$4 <sub>/year</sub>	\$520	\$0.6	\$27
Benefit (\$ billion)	\$13 <sub>/year</sub>	\$16 <sub>/year</sub>	\$2200	\$2.5	\$160
Riverine Flood	6:1	5:1	6:1	8:1	7:1

**Communities / Businesses save \$6 in disaster costs for every \$1 spent on hazard mitigation.**

**CWSD leverages mitigation funding so counties can hold onto their \$\$\$.**

- Natural Hazard Mitigation Saves: 2019 Interim Report, National Institute of Business Sciences
- <https://www.nibs.org/page/mitigationsaves>



**2014  
Douglas County**







**Lyon County  
2018**



**Carson City  
2017**









## STRATEGIES TO MITIGATE FLOOD HAZARDS:

1. Protect Natural Floodplain Function and Values
2. Set Higher Regulatory Standards
3. Collect Flood Data Information and Maintenance
4. Balance Channel Migration and Bank Erosion Monitoring
5. Increase Floodplain and Flood Hazard Outreach and Education
6. Reduce Infrastructure Impact
7. Map/Study Alluvial Fans
8. Minimize Stormwater Impacts



# Cooperating Technical Partner - 2005



**2012 FEMA Risk Map  
Charter**



**Participates in Nevada  
Silver Jackets**



**11 funding awards since  
2011**



**FEMA**

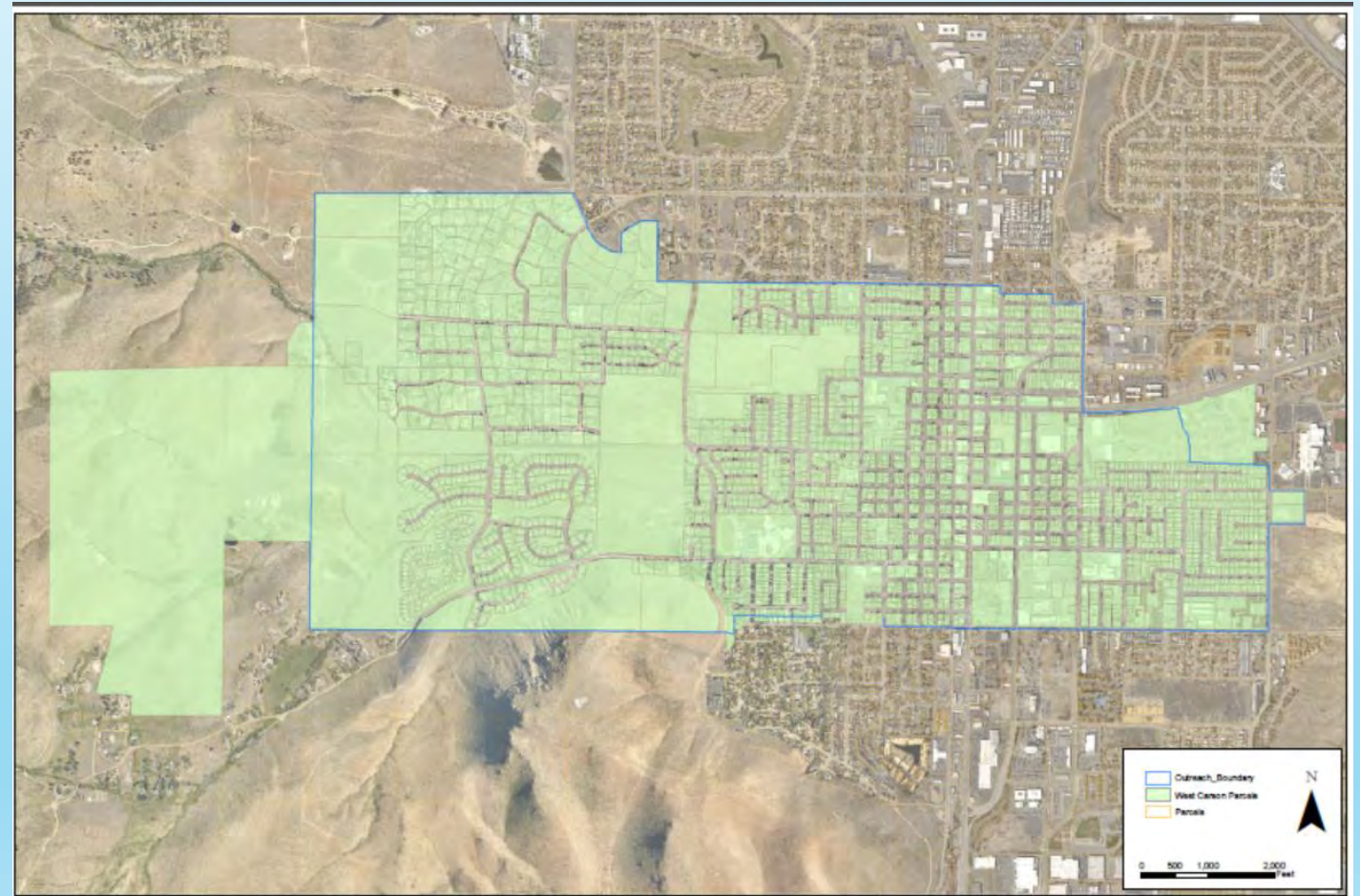
## Mapping Activity Statement (MAS)

MAS #1	Carson River Remap and Restudy - Lahontan to Dayton Valley & Discovery	\$ 300,000
MAS #2	Carson River Remap and Restudy - Dayton Valley - Carson City	\$ 300,000
MAS #3	Carson River Remap and Restudy - Carson Valley Phase 1 (H & H for Carson River)	\$ 375,000
MAS #4	Carson River Remap and Restudy - Carson Valley Phase 2 Added Community Outreach	\$ 290,000
MAS #5	Eagle Valley & Alpine Creek Letters of Map Revision (LOMRs), Smelter Creek & Sheckler Shunt Mitigation Studies & Community Engagment	\$ 375,000
MAS #6	Goni Canyon & Ramsey Canyon Letters of Map Revision (LOMRs), Inundation Maps, & Stephanie Lane Mitigation Study & Community Engagment	\$ 327,000
MAS #7	Johnson Lane Area Drainage Master Plan (ADMP), Update FP Mgt Plan/Discovery, Saliman/Voltaire LOMR & Community Outreach	\$ 475,000
MAS #8	(North) Dayton Valley ADMP, Floodplain Ordinance Update, & Community Outreach	\$ 403,360
MAS #9	South Dayton Valley ADMP, N. Carson City Drainage Study, PineNut Creek LOMR & Community Outreach	\$ 649,803
MAS #10	Churchill County Physical Map Revision, Ruhenstroth ADMP Phase 1, Carson City Drainage Study, & Community Outreach	\$ 645,550
MAS #11	Ruhenstroth ADMP Phase 2, Clear Creek & Smelter Creek LOMRs, Flood Forecast Model, Web Access System, & Community Outreach	\$ 640,000
<b>Total</b>		<b>\$ 4,780,713</b>



**Learn more about these projects at [CWSD plans](#) or contact staff.**

<b>MAS #12 Projects Identified</b>
<b>Buckeye Creek Detention Mitigation</b>
<b>Virginia City Drainage Study</b>
<b>East Carson City Area Drainage Plan</b>
<b>Southeast Carson City Area Drainage Study</b>
<b>Six Mile Canyon Hazard Mitigation</b>
<b>Community Outreach</b>





**Floodplains are Worth Protecting**





# Water Supply

[Learn more about the Marlette Water System's History!](#)







# Regulatory Frameworks



**Alpine Decree  
regulates surface  
water**



**Nevada State  
Engineer regulates  
groundwater**

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IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF NEVADA

THE UNITED STATES OF AMERICA, Civil No. D-183 BRT  
Plaintiff,  
vs.  
ALPINE LAND & RESERVOIR COMPANY,  
a corporation, et al.,  
Defendants.

O P I N I O N

This is a quiet title suit to adjudicate the rights to the use of the water of Carson River in Nevada and California. The case was tried before the Court and John V. Mueller, a Special Master, the Master having heretofore submitted proposed findings of fact, conclusions of law and decree. Objections to the Master's report have been filed by the parties and further trial proceedings to resolve those objections have been held before the Court as provided by the proposed preliminary pretrial order heretofore filed and approved by the Court on October 20, 1977.

This Court has jurisdiction over this matter under 28 U.S.C. §1345 and the Act of September 19, 1922, 42 Stat. 849. The question of the jurisdiction of the Court over successors in interest to the original defendants, including

**CARSON RIVER WATERSHED WATER MARKET  
(EXCHANGE/TRANSFER) PROGRAM**

Water Smart Grant Application; FOA # BOR-DO-18-F010; Funding Group 1



Edwin D. James, General Manager  
777 E. William Street, Carson City, NV 89701  
775.887.7456  
edjames@cwsd.org

## Project Goals:



**Meet Future Water Demands**



**Reduce Water Conflicts**



**Develop Potential Off-stream Storage Matrix**



**Determine legal & physical constraints to water exchange/transfer program**



# Water Supply Workshop

[Watch the Supply Workshop!](#)



## Addressing Nevada Water Supply Challenges in the Carson River Watershed

### Wednesday, October 14, 2020

8:30 AM	<b>Welcome</b> Carson Water Subconservancy District (CWSD) video
8:40 AM	<b>Plans for Planning: Water Planning and Drought Resiliency Section Goals</b> <i>Bunny Bishop, Chief, Nevada Division of Water Resources (NV DWR), Water Planning &amp; Drought Resiliency Section</i>
9:00 AM	<b>So you need a Water Conservation Plan? A look at NRS 540 Requirements</b> <i>Nicole Goehring, NV DWR Water Resource Specialist</i>
9:20 AM	<b>Overview of Surface and Groundwater Data for the Carson River Watershed</b> <i>Ed James, General Manager, CWSD</i>
9:40 AM	<b>Carson River Water Marketing Study: Findings and Next Steps</b> <i>Nick Charles, Lumos &amp; Associates</i>
10:10 AM	Break
10:30 AM	<b>"Stream capture under varying streamflow conditions, lessons learned from the Humboldt River capture study".</b> <i>Kip Allander, Steven Jepsen, and Kyle Davis, United State Geological Survey (USGS)</i>
11:00 AM	<b>Humboldt River Basin Conjunctive Management: Challenges and Statewide Implications</b> <i>Jon Benedict, NV DWR</i>
11:30 AM	<b>"Assessing Potential Effects of Changes in Water Use in the Middle Carson River Basin with a Numerical Groundwater-Flow Model for Eagle, Dayton, and Churchill Valleys, West-Central, Nevada"</b> <i>Eric Morway, USGS</i>
12:00 PM	Lunch

Contact Catrina information to register for this event and be sent a Zoom link.

[catrina@cwsd.org](mailto:catrina@cwsd.org)



## Funds surface & groundwater data collection



**Creates annual Water Rate Advisory Report**



**Collects & Reports on Alpine County Groundwater**



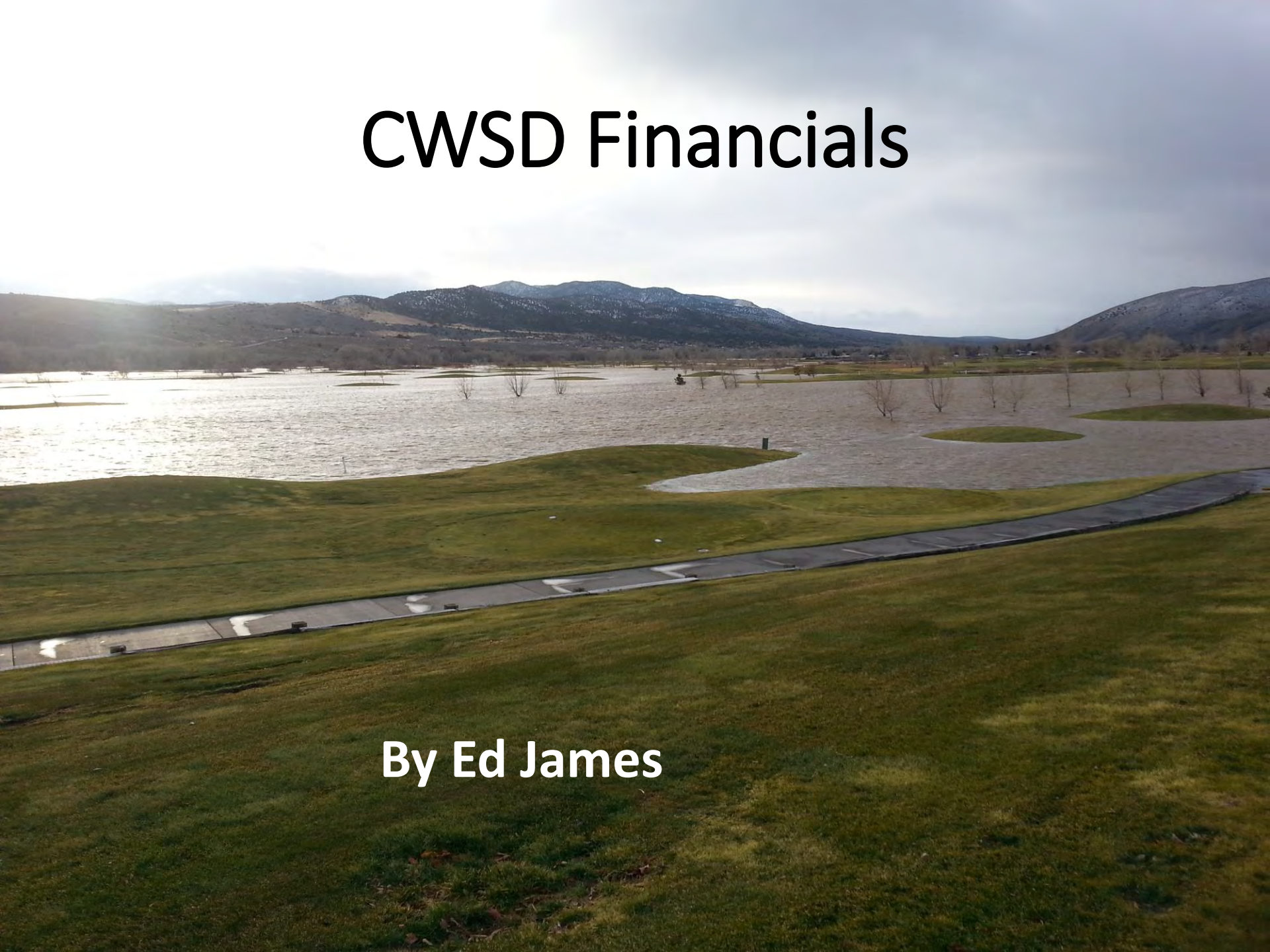
Questions?



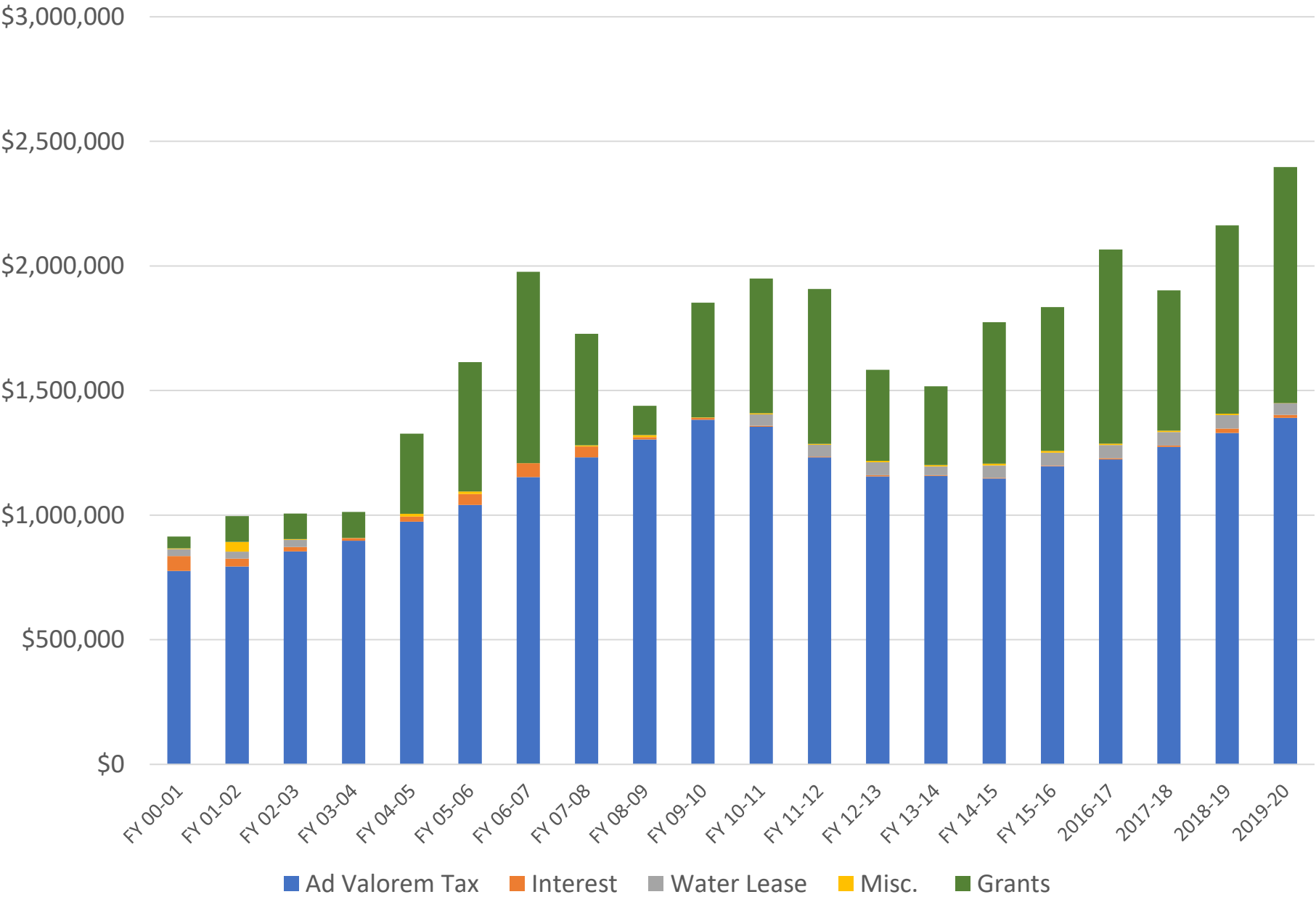


# CWSD Financials

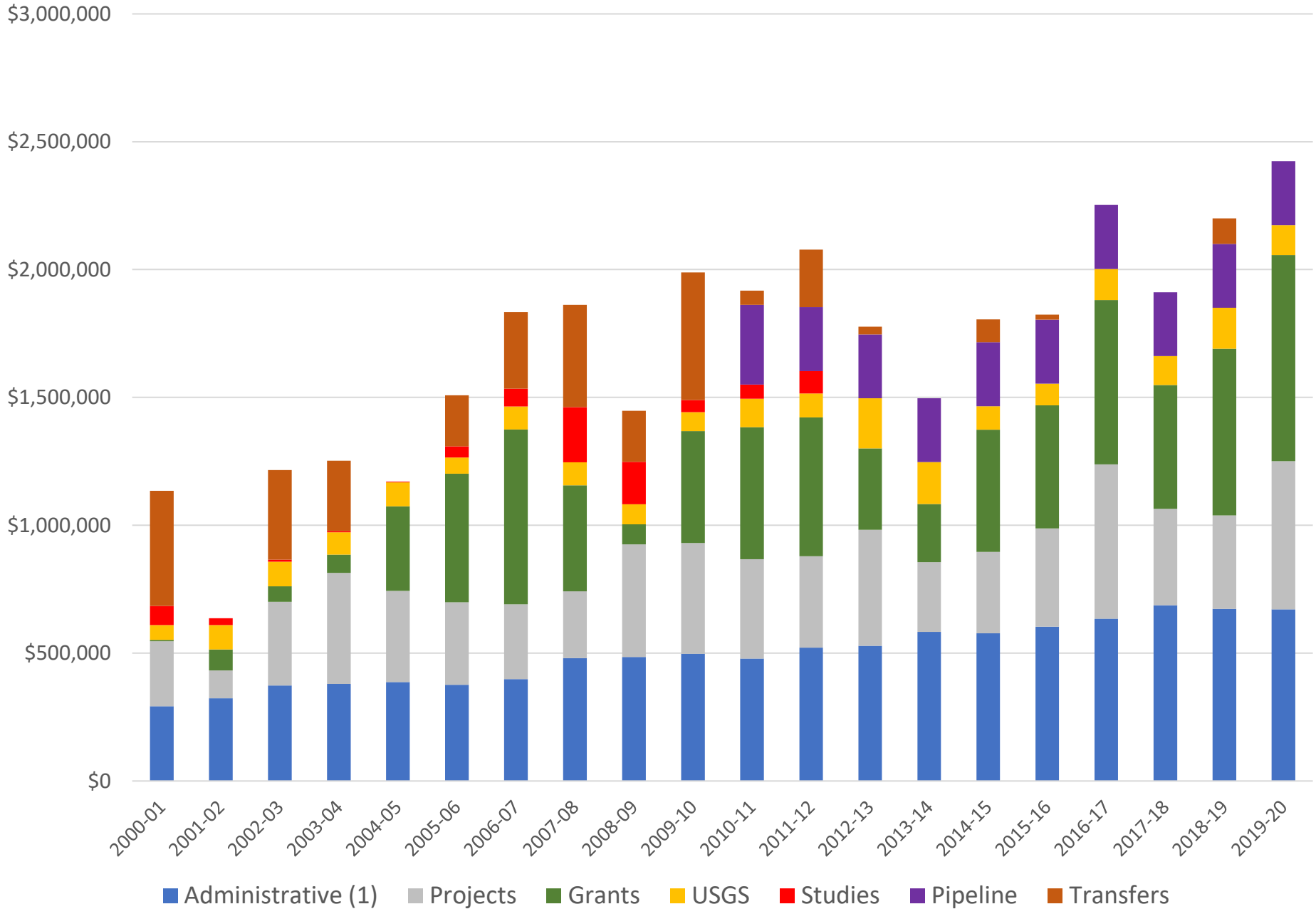
By Ed James



# Income

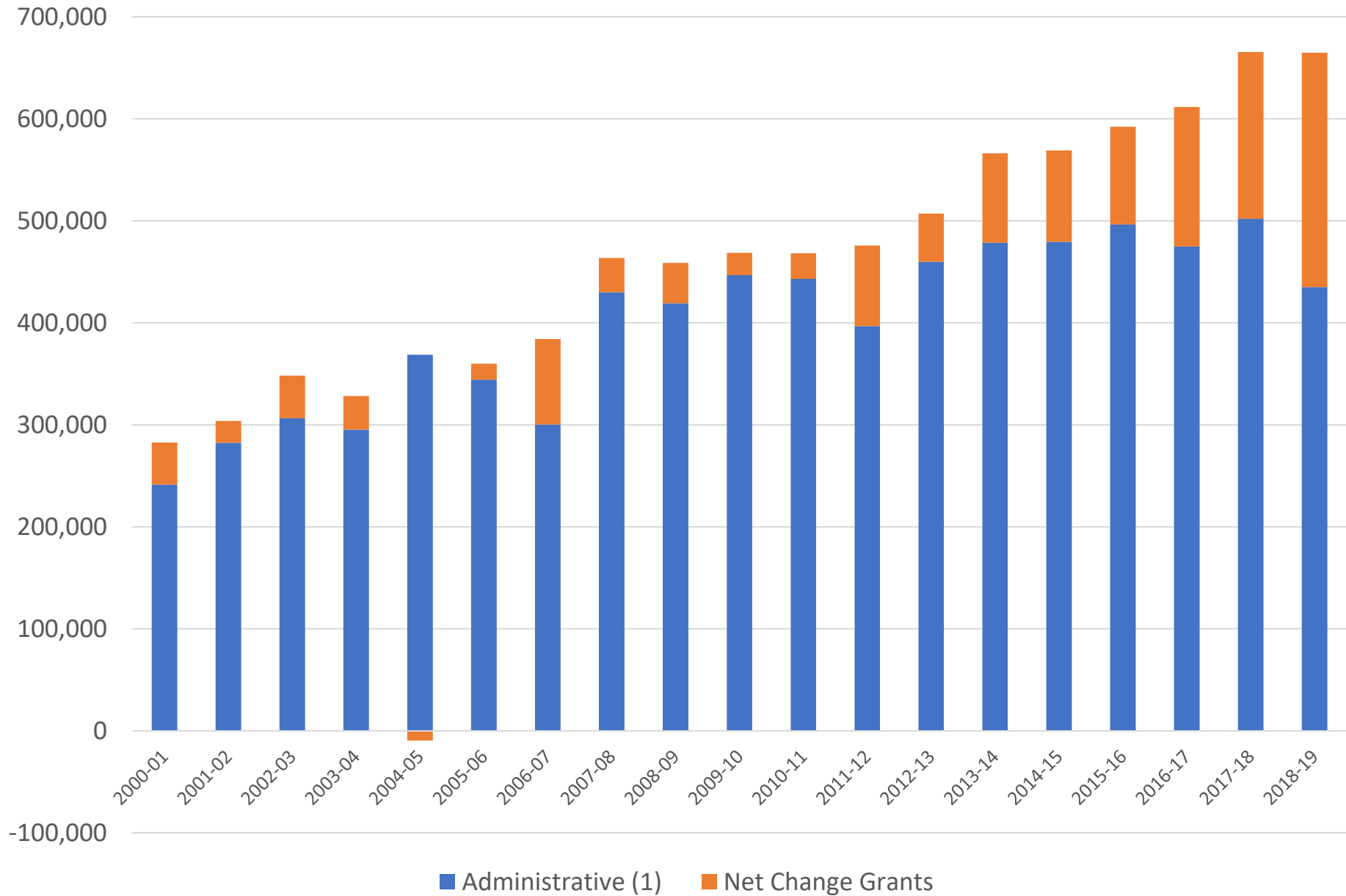


## Expenses





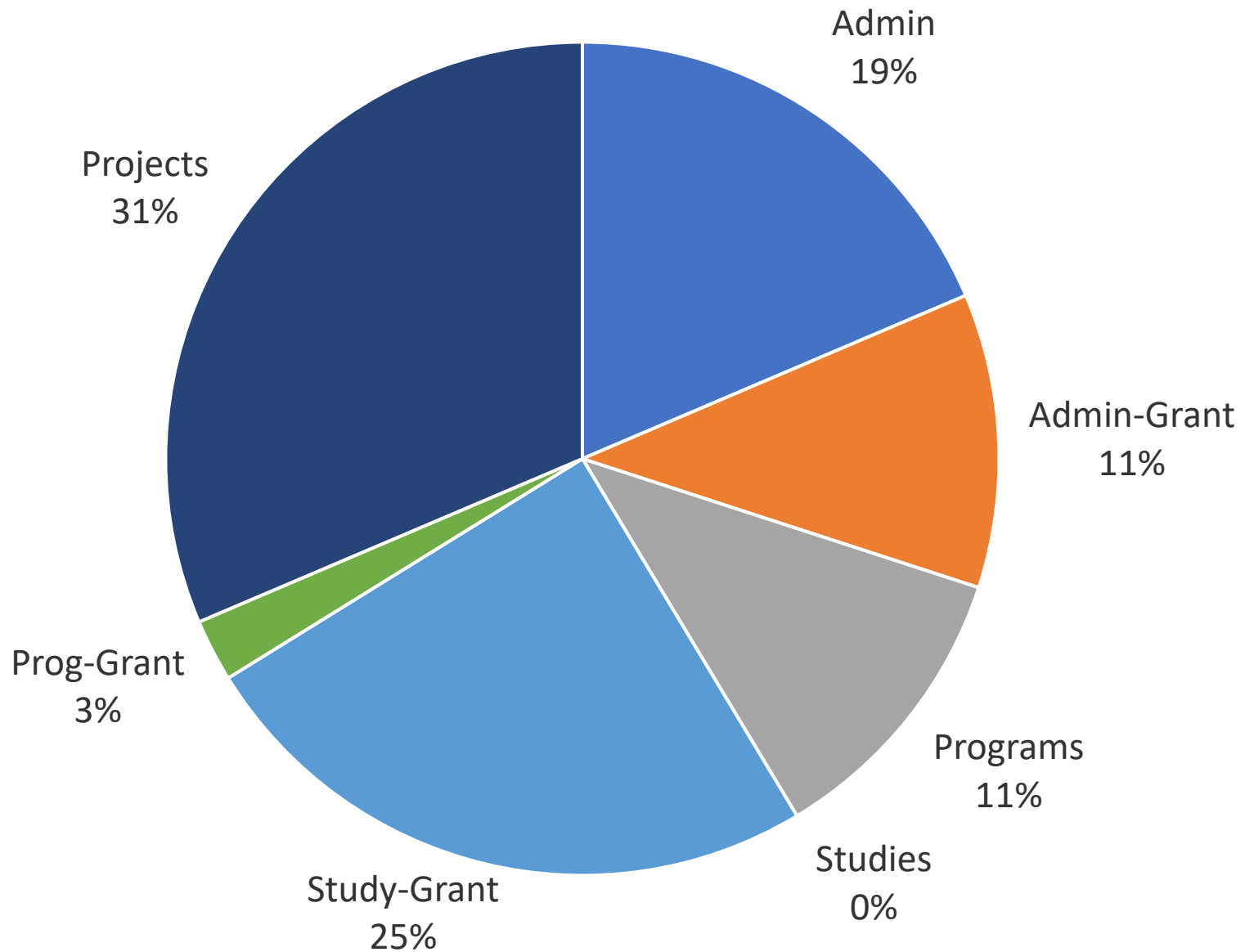
## Administrative Costs



# Funding Priorities

- **Streambank and River Restoration Projects**
- **Water Supply and Demand**
- **Floodplain Management**
- **Invasive Species**
- **Outreach and Education**
- **Water Quality**
- **Recreation**
- **Studies**

# Projected FY 2020-21 General Fund





# Acquisition/Construction Fund

	Proposed Project Costs
<b>Beginning Fund Balance (6-30-20)</b>	<b>\$781,850</b>
<b>Proposed Projects for FY 20-21</b>	
<b>Upstream Storage Evaluation</b>	<b>\$ 34,000</b>
<b>Lyon County Right-A-Way Project</b>	<b>\$125,000</b>
<b>Total Expenses</b>	<b>- \$159,000</b>
<b>Transfer From General Fund</b>	<b>\$145,000</b>
<b>Ending Fund Balance</b>	<b>\$767,850</b>

# Proposed Future Regional Water System Projects

<b>South Douglas County Pipeline Upsize</b>	<b>\$750,000</b>
<b>Gardnerville Water Co-GRGID Intertie</b>	<b>\$700,000</b>
<b>Lyon County/Stagecoach Upsize</b>	<b>\$300,000</b>
<b>Churchill County Regional Pipeline Upsize</b>	<b><u>\$460,000</u></b>
<b>Estimated Total</b>	<b>\$ 2,210,00</b>
<b>Upstream Storage Project</b>	<b>????</b>

**Regional Water System List  
Past Projects  
Acquis./Const. Fund  
(Since 1998)**

<b>Lost Lakes</b>	<b>\$330 K</b>
<b>CC Hwy 50 Pipeline Upsizing</b>	<b>\$259 K</b>
<b>Heybourne Pipeline Upsizing</b>	<b>\$350 K</b>
<b>Stagecoach Pipeline Upsizing</b>	<b>\$112 K</b>
<b>N. Do Co Reg Pipeline Design</b>	<b>\$500 K</b>
<b>Minden Reg Pipeline Design</b>	<b>\$100 K</b>
<b>Minden Reg Booster Station</b>	<b>\$200 K</b>
<b>Do Co Reg Booster Station</b>	<b>\$250 K</b>
<b>Do Co Reg Sierra Estates System</b>	<b>\$ 25 K</b>
<b>CC/Do Intertie Vista</b>	<b>\$180 K</b>
<b>Total Expenditures</b>	<b>\$2,566 K</b>



# **Floodplain Management Fund**

<b>Beginning Fund Balance (6-30-20)</b>	<b>\$405,127</b>
<b>Proposed Projects for FY 20-21</b>	
<b>Flood Project SR 88-Minden</b>	<b>\$ 40,000</b>
<b>TCID Flood Gate Project</b>	<b>\$ 35,000</b>
<b>Total Expenses for All Projects</b>	<b>\$ 75,000</b>
<b>Ending Fund Balance</b>	<b>\$ 330,127</b>

# Questions



## **AGENDA ITEM #13**



## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #13 – For Discussion Only: Review the draft Community Drinking video.

---

**DISCUSSION:** Staff will present the draft Community Drinking Water video to the CWSD Board. The video is approximately 1:20 minutes long and is the second in our *I AM CARSON RIVER WATERSHED* outreach campaign. The video is scheduled to premiere in March during one of our Watershed Wednesdays Forum series mornings. Staff will show the video, provide an overview of the campaign, and discuss next steps.

**STAFF RECOMMENDATION:** Receive and file.

## **AGENDA ITEM #14**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #14 – For Discussion Only: Presentation on the Watershed Wednesdays Forum App

---

**DISCUSSION:** Staff are internally developing an Android/iOs/browser App for the Watershed Wednesdays Forum. A beta-build of the App will be demonstrated to the CWSD Board. Staff are using a developer's tool call "Glide" to create the App. In a nutshell, Glide interprets an online database which contains all the images, text, and links for the app. The App will create a shortcut on the end user's devices to the online database on which Glide displays as programmed.

The key benefits are that both the software and hosting are completely free, updates happen at the cloud level, and CWSD is not saving anything to the end user's devices. No special access, nor permissions are required.

There will be a short presentation on how to add the App to your device and how to operate the App. During the demonstration highlights and updates on the Watershed Wednesdays Forum will be given.

**STAFF RECOMMENDATION:** Receive and file.



## **AGENDA ITEM #15**

## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** FEBRUARY 17, 2021

**SUBJECT:** Agenda Item #15 – For Discussion Only: Update on 2021 Water Year

---

**DISCUSSION:** Staff will give an overview of the water picture for the Carson River Watershed

**STAFF RECOMMENDATION:** Receive and file.

## STAFF REPORTS



## CARSON WATER SUBCONSERVANCY DISTRICT

**TO:** BOARD OF DIRECTORS

**FROM:** EDWIN D. JAMES

**DATE:** February 17, 2021

**SUBJECT:** Agenda Item #16- For Information Only: Staff Report

---

**DISCUSSION:** The following is a list of meetings/activities (mostly virtual) attended by Ed James and staff since the last Board meeting on January 20, 2021:

- 1/20/20 – Shane presented Drone update to NDEP
- 1/21/21 – Shane presented to NWRA Conference
- 1/21/21 – Ed attended NWS Drought Briefing
- 1/21/21 – Ed attended NWRA Geothermal Tour
- 1/21/21 – Debbie attended FEMA & Counties Mtg re: Potential High-Water Mark Project
- 1/22/21 – Ed attended NWRA meeting
- 1/25/21 – 1/28/21 -Ed attended NWRA Conference
- 1/25/21 – Shane attended/supported NWRA Conference
- 1/26/21 – Ed & Debbie attended meeting to review draft of Churchill County Flood Maps
- 1/26/1 – Ed & Catrina with Director Schank interviewed Auditor Casey Neilon
- 1/26/21 – Brenda, Shane, Debbie & Katie held Watershed Wednesdays Planning Session
- 1/27/21 – Ed & Debbie attended USACE Silver Jackets meeting
- 1/28/21 – Ed attended NRCS Conservation Planning meeting
- 1/29/21 – Ed attended NWRA meeting
- 1/29/21 – Ed attended NWRA post conference meeting
- 2/1/21 – Ed & Catrina hosted CWSD Legislative Committee meeting
- 2/1/21 – Brenda, Shane, & Debbie attended TNC meeting
- 2/1/21 - Brenda attended Carson Valley Meet & Greet with Mauricia Baca, the new TNC State Director

- 2/2/21 – Staff meeting (All)
- 2/2/21 – Ed attended meeting with State Engineer
- 2/3/21 – Ed, Debbie & Shane attended Web Access mtg w/ CC Staff
- 2/9/21 - Staff received presentation on the Truckee River Source Water/Watershed Plan from NDEP and RCI
- 2/9/21 – Ed attended CTWCD meeting
- 2/11/21 – Debbie gave demonstration at NDWR NV Flood Awareness Week mtg
- 2/17/21 – Ed, Shane and Debbie attend meeting to discuss ArcGIS Options for Online Drainage Study Maps w/ESRI
- 2/17/21 – Ed gave presentation to Douglas County on Water Supply

**STAFF RECOMMENDATION:** Receive and file.

# **CORRESPONDENCE**



January 22, 2021

Re: Andy Aldax Award

To all the CWSD board members I would like to again thank you for choosing me as the 2021 recipient of the Andy Aldax Award.

Before receiving the award I read through the list of previous recipients. There were a few names that I was very acquainted with, and a few names that I have heard of before. Having my name appear on this list with such outstanding people is humbling.

It is my hope that the work I have done, and continue to do, with students provides our youth with a concern for the health of the Carson River, and an appreciation for its natural beauty. We truly live in a wonderful watershed.

Sincerely,  
Phyllis Atkinson

# Overflowing with influence

Local teacher recognized for inspiring students to sustain Carson River Watershed

By Jessica Garcia  
jgarcia@nevadaappeal.com

Linda Conlin of the Dayton River Wranglers always appreciated Carson City teacher Phyllis Atkinson's natural ability to engage students with nature at the source.

Recalling a hike with a group of students along a trail in Ambrose Park in Washoe County, Conlin described Atkinson's classroom management skills and aptitude for stimulating their curiosity about the importance of watersheds and the surrounding mountains.

"There's one spot where you hit the beach, and it's an expansive view of the surrounding mountains of Carson," Conlin said. "I always remember her hiking with kids and stopping at one point and asking what the word 'watershed' means. Most adults, frankly, don't know what it

means."

The CWSD has chosen Atkinson to receive the 2021 Andy Aldax Carson River Watershed Award for Exemplary Service in Conservation and Protection of the Carson River Watershed. The honor originated in 2007 and was named for CWSD board member and Carson Valley resident Aldax who died last February.

Recipients are selected based on their commitment to the watershed by remaining engaged in various activities for 10 years or more, producing certain accomplishments toward goals outlined in the Carson River Watershed Vision Statement and being a landowner, community member or employee of a federal, state or local agency or working in the watershed.

"It's quite an honor to be recognized in the same breath as they have been," Atkinson said of being

named among past recipients, including Conlin, Richard Wilkinson, Lynn Zonge, Pete Livermore, Norm and Sue Frey and Aldax himself with many others.

Atkinson retired in 2019 from Pioneer High School after 25 years in education and spent 24 of them with the Carson City School District. She was nominated for the award by the River Wranglers, a nonprofit that supports water quality issues by collecting data for local agencies, educating local students and the public and collaborating with state and federal agencies through various events and programs. The organization in the past has exhausted grant funding from the University of Nevada, Reno Cooperative Extension but has been kept alive through individual volunteers' and sponsors' efforts.

Atkinson came from Pittsburgh after being offered a position with the Bureau of Land Management and wound up in Ely at first. She came to

Carson City with her family in 1993 and obtained her first teaching position two years later.

Conlin, now project coordinator for the Wranglers but recently retired as its executive director, initially met Atkinson in Silver Springs. While Conlin approached Atkinson initially when she was teaching at Carson Middle School about providing students with field experience along the Carson River. Conlin recalled Atkinson as being "completely open and excited" about working in the classroom. She asked if Atkinson would put her eagerness for water quality education to use through field trips for students.

"Linda Conlin wanted to know if my classes would be interested, but I was in over my head," Atkinson said. "It was really hard for me with two small kids of my own. I said I would love to, that I would love to do that. Then, the principal came to me and said, 'Linda has done so much, you are going to go on this field trip!'"

That led to the next 20 years of her teaching career and a partnership with the Wranglers, inevitably resulting in Atkinson refining the curriculum in ways that made it more enjoyable for students to learn. Kids were able to check the pH and temperature of the river water as well as more practical for staff to teach through chemical test kits and materials, goggles and gloves. It also became more accessible and manageable for the nonprofit to maintain.

"We just really connected," Atkinson said of Conlin. "She taught me about life."

She also taught Conlin's daughter, Molly, and the respect as educators was reciprocated. Conlin said Atkinson's water monitoring trunk, provided by the Nevada Division of Water Quality Planning, were just the right tools to motivate students to entering whatever fields they decided to later as scientists, teachers, manufacturers or even as artists or politicians, all the while appreciating Nevada's natural landscapes.

"A good teacher is excited about what they teach," Conlin said. "She has passion and that is what helped her to link what she is teaching, from the concept that she is teaching in the classroom, to the river,



COURTESY

Phyllis Atkinson

in her science project or in her science class. She was being paid to teach, but she certainly wasn't being paid to go above and beyond to teach about the Carson River."

Atkinson finally retired from Pioneer High School last year after 25 years in education. She had transferred there seeking something new after her time at CMS, she said. She was honored by PHS Principal Jason Zona at the school's Employee of the Year recognition event. Zona complimented her for her positive attitude and willingness to take the "path less traveled," he noted.

"Along with Phyllis' professionalism, leadership, success as science and CTE teacher and department lead at Pioneer, she always had a pleasant and helpful attitude," Zona said. "She mentored new teachers and represented PHS at CTE (Career and Technical Education) meetings to help keep our program supported in spite of our small size."

Darcy Phillips, executive director of the River Wranglers, said Atkinson's contributions have been invaluable for the organization's ongoing work, noting her ability to take the work virtual and asking Atkinson to become a consultant to transform the field trip activities back into a classroom setting again.

"She is that once-in-a-lifetime teacher that sticks with you," Phillips said. "She's the kind of teacher that makes me want to go back to high school to be

in her class! We are so fortunate that we get to work with amazing teachers all throughout the Carson River watershed – truly – but Phyllis is one of a kind. When COVID hit, we had to reinvent ourselves completely because we are normally out at the river with 100-plus kids.

"She kept us on task in terms of standards and how teachers work. ... We could not have done it without Phyllis. She's amazing. We love her dearly."

Atkinson was honored Wednesday with this year's Andy Aldax award during the CWSD's monthly meeting, where board members shared their thoughts on her as the best candidate this year and others noting her work as a board member on the River Wranglers and Friends of Silver Saddle Ranch, as well as a High Sierra Resources workshop instructor.

Kevin Piper of the Dayton Valley Conservation District said he has learned more from three influential educators on water issues, including Atkinson, Conlin and Dayton High School science teacher Sue Moreda.

"They've built quite a pedestal and the work they've done is insurmountable," Piper said.

Atkinson expressed her thanks to the board for the honor.

"It's overwhelming," she said, adding, "It's great to get out with the kids. You never think about you're going to get honored for something just because you have a passion for it."

## VALENTINE'S DAY

# Love Notes

**SEND YOUR MESSAGE TO A LOVED ONE TO MAKE THEM FEEL SPECIAL**

THIS PAGE WILL PUBLISH IN THE NEVADA APPEAL / RECORD COURIER ON

FEB. 13

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