



Carson Water Subconservancy District Board of Directors & Carson River Watershed Committee

NOTICE OF PUBLIC MEETING/BUDGET HEARING

*A healthy watershed
that meets the water
needs of all users*

DATE: May 18, 2022
TIME: 6:30 pm
LOCATION: Genoa Town Hall
2287 Main Street, Genoa, NV 89423

The meeting will be preceded by a tour of Carson Valley Conservation District river restoration projects. The Board will meet at 4pm in the parking lot of Mormon Station State Park in downtown Genoa, 2295 Main St, Genoa, NV 89411. We will have dinner at 5:45 pm and our Board meeting at 6:30pm in the Genoa Town Hall. A quorum of the CWSD Directors may be present at the events preceding the board meeting, but no action will be taken.

CWSD encourages Board Members attendance at field trips to be in-person meetings, but virtual attendance is available via [Zoom](#). If you prefer to phone in, call (669)900 9128. Meeting ID: 817 8923 2678; Passcode: 663370

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 limited ability to speak, write, or understand English and/or to those with disabilities who wish to join the meeting. Please contact Catrina Schambra at (775)887-7450 or email: 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 Possible Action: Approval of Agenda
6. For Possible Action: Approval of the Board Meeting Minutes of April 20, 2022

****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.

7. For Possible Action: Approval of Treasurer's Report for April 2022
8. For Possible Action: Approval of Payment of Bills for April 2022

To promote cooperative actions with communities to protect the Carson River Watershed.

9. For Possible Action: Approval of River Wranglers 3-Year FEMA FAW Agreement # 2022-5 not to exceed \$19,100
10. For Possible Action: Approval of Addendum to Cardno Contract #2021-23 to add \$4,680 and extend end date to June 30, 2023

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

11. For Possible Action: CWSD will conduct a Public Hearing on its FY 2022-23 Tentative Budget
12. For Possible Action: Approval of NCE Agreement #2022-6 in a total amount of \$15,000 with the possibility of future expenses in a total additional amount of \$40,000
13. For Discussion Only: Presentation of "Explore the Watershed" Video
14. For Discussion Only: Review Strategic Planning Session Survey Results
15. For Possible Action: Approval of the General Fund, Acquisition/Construction Fund, and Floodplain Management Fund FY 2022-23 Final Budgets
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

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

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

Dayton Utilities Complex
34 Lakes Blvd
Dayton, NV

Minden Inn Office Complex
1594 Esmeralda Avenue
Minden, NV

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

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

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

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

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

CWSD website:
<https://www.cwsd.org>
State public meetings website:
<http://notice.nv.gov>

AFFIDAVIT OF POSTING

The undersigned affirms that on or before 9:00 am on May 11, 2022, he/she posted a copy of the *Notice of Public Meeting/Budget Hearing and Agenda* for the May 18, 2022, meeting of the Carson Water Subconservancy District Board of Directors, in accordance with NRS 241.020; said agenda was posted at the following location:

SIGNATURE

Name: _____

Title: _____

Date & Time of Posting: _____

AGENDA ITEM #6

**MINUTES OF LAST
BOARD MEETING**

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

Draft Minutes

Chairman Giomi called the meeting of the Carson Water Subconservancy District (CWSD) to order at 6:30pm in the Bonanza Room at the Carson City Community Center at 851 East William Street in Carson City. Roll call of the CWSD Board was taken and a quorum was determined to be present.

CWSD Directors present:

Mark Gardner
Stacey Giomi
Ken Gray
Jim Hindle
Dave Nelson
Lisa Schuette
Fred Stodieck
Mike Workman

Directors Absent: John Engels, Pete Olsen, and Ernie Schank.

Roll call of the Carson River Watershed Committee included CWSD Directors and Committee Members present - David Griffith and January Riddle.

CWSD Staff & Guests present:

Kathy Canfield, Storey County Planner
Brenda Hunt, Watershed Program Manager
Edwin James, General Manager
Patrick King, CWSD Attorney
Debbie Neddenriep, Water Resources Specialist II

The Pledge of Allegiance was led by Chairman Giomi.

Item #4 – Discussion Only: Public Comment – None

Item #5 – For Possible Action: Approval of Agenda

*Chairman Giomi asked for any objections to the Agenda as presented.
There being none, the Agenda approved by the Board.*

Item #6 – For Possible Action: Approval of the Board Meeting Minutes of March 16, 2022

Committee Member Griffith made a motion to approve the Board Meeting Minutes of March 16, 2022, as presented. The motion was seconded by Director Workman and unanimously approved by the Board.

****CONSENT AGENDA****

Item #7 - For Possible Action: Approval of Treasurer's Report for March 2022

Item #8 - For Possible Action: Approval of Payment of Bills for March 2022

Item #9 - For Possible Action: Approval of Civil Rights provisions in Federal Funding language being added to CWSD contract language (§ 200.321)

Item #10 - For Discussion Only: CRC Watershed Forum March 29-30, 2022

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

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

Item #11 - For Possible Action: Strategic Planning Session

Mr. James opened the strategic planning meeting by having everyone introduce themselves. Mr. James then showed the CWSD video. Ms. Hunt then reviewed the Carson River Coalition (CRC) process and programs, Ms. Neddenriep reviewed the flood programs, and Mr. James discussed the regional water system study. After those presentations the Board Members discussed what projects and programs CWSD should pursue. After discussing various topics, the Board directed staff to prepare a survey based on the meeting notes and send it out to the Board Members. The results of the survey would be presented at the next Board Meeting.

No action taken but direction was given.

Item #12 – For Discussion Only: Staff Reports – None

Legal – None

Correspondence – None

Item #13 – For Discussion Only: Directors Reports – None

Item #14 – For Discussion Only: Update on activities in Alpine County – None

Item #15– For Discussion Only: Update on activities in Storey County – None

Item #16 – For Discussion Only: Public Comment – None

There being no further business to come before the Board, Chairman Giomi adjourned the meeting at 7:10 pm.

Respectfully submitted,

Ed James
General Manager

AGENDA ITEM #7

TREASURER'S REPORT

Floodplain Management Fund
Balance Sheet
As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1013-03 · LGIP - Floodplain	348,406.66
Total Checking/Savings	348,406.66
Total Current Assets	348,406.66
TOTAL ASSETS	348,406.66
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	366,869.29
Net Income	-18,462.63
Total Equity	348,406.66
TOTAL LIABILITIES & EQUITY	348,406.66

4:55 PM

05/01/22

Cash Basis

Floodplain Management Fund
Profit & Loss Budget vs. Actual
 July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5032-03 · Int. Inc.-LGIP-Floodplain	446.37	1,164.19	-717.82	38.3%
5032-04 · Storey County Contribution	16,091.00	0.00	16,091.00	100.0%
Total Income	16,537.37	1,164.19	15,373.18	1,420.5%
Expense				
8009-01 · Reg. Flood Preliminary Planning	0.00	300,000.00	-300,000.00	0.0%
8009-06 · TCID Flood Project	35,000.00	0.00	35,000.00	100.0%
Total Expense	35,000.00	300,000.00	-265,000.00	11.7%
Net Ordinary Income	-18,462.63	-298,835.81	280,373.18	6.2%
Other Income/Expense				
Other Income				
8000-03 · Beginning Equity	0.00	332,627.00	-332,627.00	0.0%
Total Other Income	0.00	332,627.00	-332,627.00	0.0%
Net Other Income	0.00	332,627.00	-332,627.00	0.0%
Net Income	-18,462.63	33,791.19	-52,253.82	-54.6%

4:56 PM

05/01/22

Cash Basis

Floodplain Management Fund
Profit & Loss YTD Comparison
April 2022

	<u>Apr 22</u>	<u>Jul '21 - Apr 22</u>
Ordinary Income/Expense		
Income		
5032-03 · Int. Inc.-LGIP-Floodplain	84.09	446.37
5032-04 · Storey County Contribution	0.00	16,091.00
Total Income	84.09	16,537.37
Expense		
8009-06 · TCID Flood Project	0.00	35,000.00
Total Expense	0.00	35,000.00
Net Ordinary Income	84.09	-18,462.63
Net Income	<u>84.09</u>	<u>-18,462.63</u>

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Balance Sheet

As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1013-00 · Cash in Checking - U. S. Bank	199,203.30
1014-00 · Local Gov't Inv. Pool-Regular	825,812.78
1030-00 · Petty Cash	114.71
Total Checking/Savings	1,025,130.79
Other Current Assets	
1055-00 · Payroll Deposit - Carson City	500.00
Total Other Current Assets	500.00
Total Current Assets	1,025,630.79
TOTAL ASSETS	1,025,630.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
3360-00 · Accrued Vacation	24,979.38
3362-00 · Accrued sick leave	65,334.98
Total Other Current Liabilities	90,314.36
Total Current Liabilities	90,314.36
Total Liabilities	90,314.36
Equity	
4000-00 · Fund Balance	574,532.94
Net Income	360,783.49
Total Equity	935,316.43
TOTAL LIABILITIES & EQUITY	1,025,630.79

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Profit & Loss Budget vs. Actual

Cash Basis

July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5008-00 · Alpine Co. Joint Powers contrib	11,423.11	10,897.74	525.37	104.8%
5009-00 · Churchill County Ad Valorem	197,255.09	224,981.67	-27,726.58	87.7%
5010-00 · Lyon County Ad Valorem	190,812.85	200,242.41	-9,429.56	95.3%
5011-00 · Douglas County Ad Valorem	637,954.46	650,989.68	-13,035.22	98.0%
5012-00 · Carson City Ad Valorem	387,093.60	477,771.17	-90,677.57	81.0%
5022-00 · Water Lease - Mud Lake		55,500.00	-55,500.00	
5023-00 · Water Lease-Lost Lakes	642.00		642.00	100.0%
5031-00 · Interest Income-LGIP Reg.	989.48	2,025.41	-1,035.93	48.9%
5050-00 · Watershed Coordinator Grant				
5050-13 · NDEP-WS Coord IV 2019-2022	75,230.58	86,925.00	-11,694.42	86.5%
Total 5050-00 · Watershed Coordinator Grant	75,230.58	86,925.00	-11,694.42	86.5%
5060-00 · Misc. Income		6,000.00	-6,000.00	
5082-00 · Alpine Co.-CASGEM Grant	1,601.82	400.00	1,201.82	400.5%
5083-00 · Al.Co.-Mesa GW Monitoring Grant	1,605.06	300.00	1,305.06	535.0%
5101-00 · State Parks Aquatic Trail Grant		85,000.00	-85,000.00	
6005-00 · FEMA -MAS #10	102,498.70	85,486.00	17,012.70	119.9%
6006-00 · FEMA-MAS #11	345,239.58	417,395.00	-72,155.42	82.7%
6007-00 · FEMA-MAS #12	40,650.71		40,650.71	100.0%
Total Income	1,992,997.04	2,303,914.08	-310,917.04	86.5%
Expense				
66900 · Reconciliation Discrepancies	-0.01		-0.01	100.0%
7015-00 · Salaries & Wages	368,396.70	422,280.00	-53,883.30	87.2%
7020-00 · Employee Benefits	143,817.39	179,170.00	-35,352.61	80.3%
7021-00 · Workers Comp Ins.	989.92	2,300.00	-1,310.08	43.0%
7101-00 · Director's Fees				
7101-01 · Director Benefits	117.92		117.92	100.0%
7101-02 · Director's Fees-Alpine Co.	1,921.81	1,920.00	1.81	100.1%
7101-00 · Director's Fees - Other	7,845.15	14,080.00	-6,234.85	55.7%
Total 7101-00 · Director's Fees	9,884.88	16,000.00	-6,115.12	61.8%
7102-00 · Insurance	5,106.03	5,100.00	6.03	100.1%
7103-00 · Office Supplies	2,489.21	2,000.00	489.21	124.5%
7104-00 · Postage	1,168.26	1,250.00	-81.74	93.5%
7105-00 · Rent	32,400.00	38,885.00	-6,485.00	83.3%
7106-00 · Telephone/Internet	5,200.47	6,400.00	-1,199.53	81.3%
7107-00 · Travel-transport/meals/lodging				
7107-02 Staff Indirect Mileage	142.69		142.69	100.0%
7107-01 · Car Allowance	5,250.00	6,500.00	-1,250.00	80.8%
7107-00 · Travel-transport/meals/lodging - Other	3,893.80	9,500.00	-5,606.20	41.0%
Total 7107-00 · Travel-transport/meals/lodging	9,286.49	16,000.00	-6,713.51	58.0%
7108-00 · Dues & Publications	627.00	1,400.00	-773.00	44.8%
7109-00 · Miscellaneous Expense		1,000.00	-1,000.00	
7110-00 · Seminars & Education	330.00	1,500.00	-1,170.00	22.0%
7111-00 · Office Equipment	2,472.31	3,000.00	-527.69	82.4%
7112-00 · Bank Charges	25.00	50.00	-25.00	50.0%
7114-00 · Outside Professional Services	11,360.02	30,000.00	-18,639.98	37.9%
7115-00 · Accounting	13,900.00	16,800.00	-2,900.00	82.7%
7116-00 · Legal	18,000.00	32,000.00	-14,000.00	56.3%
7117-00 · Lost Lakes Expenses	10,948.55	14,000.00	-3,051.45	78.2%
7118-00 · Mud Lake O & M	1,153.07	1,250.00	-96.93	92.2%
7120-00 · Integrated Watershed Programs				
7120-07 · Watershed Tour		6,000.00	-6,000.00	
7120-33 · Watershed Coord IV 2019-22				
7120-34 · WS Coord Grant MATCH 2019-22				
7120-35 · WS COORD MATCH - Travel	325.36		325.36	100.0%
7120-36 · WS COORD MATCH - Operations	217.00		217.00	100.0%

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Profit & Loss Budget vs. Actual

Cash Basis

July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
7120-34 · WS Coord Grant MATCH 2019-22 - Other		16,608.00	-16,608.00	
Total 7120-34 · WS Coord Grant MATCH 2019-22	542.36	16,608.00	-16,065.64	3.3%
7120-38 · WS COORD-REIMBURSABLE				
7120-39 · WS COORD REIMB - Travel	349.27		349.27	100.0%
7120-40 · WS COORD REIMB- Operations	240.87		240.87	100.0%
7120-43 · WS COORD REIMB- NEON	21,300.00		21,300.00	100.0%
Total 7120-38 · WS COORD-REIMBURSABLE	21,890.14		21,890.14	100.0%
7120-33 · Watershed Coord IV 2019-22 - Other	118.51	28,800.00	-28,681.49	0.4%
Total 7120-33 · Watershed Coord IV 2019-22	22,551.01	45,408.00	-22,856.99	49.7%
7120-44 · NDEP WS Coord V -1/1-12/31/2023				
7120-45 · WS Coord Grant MATCH 2022-23				
7120-46 · WS COORD MATCH-Travel	290.79		290.79	100.0%
7120-47 · WS COORD MATCH - Operations	2,305.16		2,305.16	100.0%
7120-48 · WS COORD MATCH -NEON	1,700.00		1,700.00	100.0%
Total 7120-45 · WS Coord Grant MATCH 2022-23	4,295.95		4,295.95	100.0%
7120-49 · WS COORD-REIMBURSABLE				
7120-52 · WS COORD REIMB- Operations	117.50		117.50	100.0%
7120-53 · WS COORD REIMB- NEON	2,350.00		2,350.00	100.0%
Total 7120-49 · WS COORD-REIMBURSABLE	2,467.50		2,467.50	100.0%
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023	6,763.45		6,763.45	100.0%
Total 7120-00 · Integrated Watershed Programs	29,314.46	51,408.00	-22,093.54	57.0%
7127-00 · State Parks Aquatic Trail 21-22		80,000.00	-80,000.00	
7215-00 · Sierra NV Journeys-Family Night				
7215-02 · SNJ 2021-22		3,279.00	-3,279.00	
Total 7215-00 · Sierra NV Journeys-Family Night		3,279.00	-3,279.00	
7217-00 · Alluvial Fan Study (match)	1.12		1.12	100.0%
7218-00 · Douglas Cty LID Project (match)	266.70		266.70	100.0%
7332-00 · Carson River Work Days				
7332-07 · CR Work Days 2021-22	20,392.26	36,000.00	-15,607.74	56.6%
Total 7332-00 · Carson River Work Days	20,392.26	36,000.00	-15,607.74	56.6%
7337-00 · Carson River Restoration				
7337-01 · Carson Valley Conserv District				
7337-27 · CVCD - Bio & Debris Remove 21-22	24,276.99	75,000.00	-50,723.01	32.4%
7337-28 · CVCD - West Fork Bank 2021-22	100,000.00	100,000.00		100.0%
Total 7337-01 · Carson Valley Conserv District	124,276.99	175,000.00	-50,723.01	71.0%
7337-03 · Dayton Valley Conserv				
7337-37 · DVCD - Projects Inventory 21-22		100,000.00	-100,000.00	
Total 7337-03 · Dayton Valley Conserv		100,000.00	-100,000.00	
7337-04 · Lahontan Conserv.Dist				
7337-44 · LCD- Lower Carson Project 21-22		25,000.00	-25,000.00	
Total 7337-04 · Lahontan Conserv.Dist		25,000.00	-25,000.00	
Total 7337-00 · Carson River Restoration	124,276.99	300,000.00	-175,723.01	41.4%
7404-00 · Noxious Weeds Control-CR Wtrshd				
7404-01 · Noxious Weed Control-Alpine Co.		15,000.00	-15,000.00	
7404-02 · Noxious Weed Control-Douglas Co		15,000.00	-15,000.00	
7404-03 · Noxious Weed Control-CarsonCity		15,000.00	-15,000.00	
7404-04 · Noxious Weed Control-Lyon Co.		15,000.00	-15,000.00	
7404-05 · Noxious Weed Control-Churchill		15,000.00	-15,000.00	

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Profit & Loss Budget vs. Actual

Cash Basis

July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Total 7404-00 · Noxious Weeds Control-CR Wtrshd		75,000.00	-75,000.00	
7439-00 · FEMA MAS #10				
7439-02 · West CC Study (Kimley-Horn)	169.57		169.57	100.0%
7439-05 · Ch Cty Flood Maps (HDR)	77,755.96		77,755.96	100.0%
7439-06 · FEMA Training & Conferences	350.00		350.00	100.0%
7439-07 · River Wranglers	4,459.93		4,459.93	100.0%
7439-00 · FEMA MAS #10 - Other	3,111.07	68,905.00	-65,793.93	4.5%
Total 7439-00 · FEMA MAS #10	85,846.53	68,905.00	16,941.53	124.6%
7440-00 · FEMA - MAS #11				
7440-12 · Travel	732.63		732.63	100.0%
7440-15 · Conference	45.00		45.00	100.0%
7440-21 · Ruhenstroth ADMP -JE Fuller	57,942.80		57,942.80	100.0%
7440-31 · Smelter Creek LOMR -Kimley Horn	61,335.50		61,335.50	100.0%
7440-51 · Clear Creek LOMR -Cardno	65,446.25		65,446.25	100.0%
7440-61 · CV Flood Forecast Model -HDR	36,503.82		36,503.82	100.0%
7440-71 · Web Access System-Michael Baker	115,227.72		115,227.72	100.0%
7440-00 · FEMA - MAS #11 - Other	145.98	384,995.00	-384,849.02	0.0%
Total 7440-00 · FEMA - MAS #11	337,379.70	384,995.00	-47,615.30	87.6%
7441-00 · FEMA - MAS #12				
7441-05 · Ramsey Cyn Flood Study-HMC	8,550.00		8,550.00	100.0%
7441-06 · DoCty CV Flood Study-HDR	8,325.70		8,325.70	100.0%
7441-07 · Trvl/Hotel/Meals/Conf/Mileage	17.26		17.26	100.0%
7441-09 · Mural Project-Jungle Designs	1,200.00		1,200.00	100.0%
7441-00 · FEMA - MAS #12 - Other	308.78		308.78	100.0%
Total 7441-00 · FEMA - MAS #12	18,401.74		18,401.74	100.0%
7500-00 · USGS Stream Gage Contract				
7500-04 · USGS Stream Flow Gauges 21-23	58,275.50	77,022.00	-18,746.50	75.7%
Total 7500-00 · USGS Stream Gage Contract	58,275.50	77,022.00	-18,746.50	75.7%
7508-00 · USGS Do.Co.WQ & GW Monitoring				
7508-04 · DoCo WQ/GW Mon. 2021-23	10,792.50	16,800.00	-6,007.50	64.2%
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring	10,792.50	16,800.00	-6,007.50	64.2%
7524-00 · USGS-GW Lvl & WQ in Ch.Co.				
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22	3,153.17	5,930.00	-2,776.83	53.2%
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.	3,153.17	5,930.00	-2,776.83	53.2%
7526-01 · USGS Middle Carson GW 2020-22	7,625.00	15,250.00	-7,625.00	50.0%
7529-00 · USGS Water Resources 2022-24	13,900.00		13,900.00	100.0%
7600-00 · Alpine County Projects				
7600-09 · Al.Co.-CASGEM	4.95	5.00	-0.05	99.0%
7600-10 · Al.Co.-Mesa GW Monitoring	41.17	2.00	39.17	2,058.5%
7600-13 · AWG Programs 2021-22	25,000.00	25,000.00		100.0%
Total 7600-00 · Alpine County Projects	25,046.12	25,007.00	39.12	100.2%
7610-00 · Douglas County Projects				
7610-10 · Do.Co.Reg.Pipeline Debt Service	125,000.00	125,000.00		100.0%
Total 7610-00 · Douglas County Projects	125,000.00	125,000.00		100.0%
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%
7630-00 · Lyon County Projects				
7630-12 · HWY 50 Right-of-Way Project Exp	172.00		172.00	100.0%
Total 7630-00 · Lyon County Projects	172.00		172.00	100.0%

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Profit & Loss Budget vs. Actual

Cash Basis

July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
7640-00 · Churchill County Projects				
7640-09 · Lahontan Vly.Wtr.Lvl. 2018-21	8,295.00		8,295.00	100.0%
7640-18 · Dixie Vlt Wtr Lvl Meas 2019-22	14,019.47	23,000.00	-8,980.53	61.0%
7640-20 · Lahontan Vly.Wtr.Lvl. 2021-24		14,500.00	-14,500.00	
7640-21 · TCID-Diversion Dam 2021-22	50,000.00	50,000.00		100.0%
Total 7640-00 · Churchill County Projects	72,314.47	87,500.00	-15,185.53	82.6%
Total Expense	1,632,213.55	2,267,481.00	-635,267.45	72.0%
Net Ordinary Income	360,783.49	36,433.08	324,350.41	990.3%
Other Income/Expense				
Other Income				
8005-00 · Beginning Equity		578,688.35	-578,688.35	
Total Other Income		578,688.35	-578,688.35	
Other Expense				
8002-00 · Transfer Out-Acq/Const Fund		105,000.00	-105,000.00	
8008-00 · Preliminary Planning		400,000.00	-400,000.00	
Total Other Expense		505,000.00	-505,000.00	
Net Other Income		73,688.35	-73,688.35	
Net Income	360,783.49	110,121.43	250,662.06	327.6%

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Profit & Loss YTD Comparison

Cash Basis

April 2022

	Apr 22	Jul '21 - Apr 22
Ordinary Income/Expense		
Income		
5007-00 · Storey County Contribution		11,423.11
5008-00 · Alpine Co. Joint Powers contrib		197,255.09
5009-00 · Churchill County Ad Valorem	77,334.60	190,812.85
5010-00 · Lyon County Ad Valorem	59,189.74	637,954.46
5011-00 · Douglas County Ad Valorem	88,569.51	387,093.60
5012-00 · Carson City Ad Valorem		642.00
5022-00 · Water Lease - Mud Lake		989.48
5023-00 · Water Lease-Lost Lakes		
5031-00 · Interest Income-LGIP Reg.	199.30	
5050-00 · Watershed Coordinator Grant		
5050-13 · NDEP-WS Coord IV 2019-2022		75,230.58
Total 5050-00 · Watershed Coordinator Grant		75,230.58
5082-00 · Alpine Co.-CASGEM Grant		1,601.82
5083-00 · Al.Co.-Mesa GW Monitoring Grant		1,605.06
6004-00 · BOR WaterSMART Grant		
6005-00 · FEMA -MAS #10	7,034.92	102,498.70
6006-00 · FEMA-MAS #11	48,314.74	345,239.58
6007-00 · FEMA-MAS #12	22,735.91	40,650.71
Total Income	303,378.72	1,992,997.04
Expense		
66900 · Reconciliation Discrepancies		-0.01
7015-00 · Salaries & Wages	53,096.04	368,396.70
7020-00 · Employee Benefits	18,757.04	143,817.39
7021-00 · Workers Comp Ins.	536.58	989.92
7101-00 · Director's Fees		
7101-01 · Director Benefits	18.56	117.92
7101-02 · Director's Fees-Alpine Co.	160.00	1,921.81
7101-00 · Director's Fees - Other	1,280.00	7,845.15
Total 7101-00 · Director's Fees	1,458.56	9,884.88
7102-00 · Insurance		5,106.03
7103-00 · Office Supplies	240.58	2,489.21
7104-00 · Postage	164.21	1,168.26
7105-00 · Rent	3,240.00	32,400.00
7106-00 · Telephone/Internet	458.48	5,200.47
7107-00 · Travel-transport/meals/lodging		
7107-02 Staff Indirect Mileage	2.05	142.69
7107-01 · Car Allowance	750.00	5,250.00
7107-00 · Travel-transport/meals/lodging - Other	633.45	3,893.80
Total 7107-00 · Travel-transport/meals/lodging	1,385.50	9,286.49
7108-00 · Dues & Publications	108.00	627.00
7110-00 · Seminars & Education		330.00
7111-00 · Office Equipment		2,472.31
7112-00 · Bank Charges		25.00
7114-00 · Outside Professional Services	825.00	11,360.02
7115-00 · Accounting		13,900.00
7116-00 · Legal	2,000.00	18,000.00
7117-00 · Lost Lakes Expenses	9,353.00	10,948.55
7118-00 · Mud Lake O & M	1,153.07	1,153.07
7120-00 · Integrated Watershed Programs		
7120-33 · Watershed Coord IV 2019-22		
7120-34 · WS Coord Grant MATCH 2019-22		
7120-35 · WS COORD MATCH - Travel		325.36
7120-36 · WS COORD MATCH - Operations		217.00
Total 7120-34 · WS Coord Grant MATCH 2019-22		542.36
7120-38 · WS COORD-REIMBURSABLE		
7120-39 · WS COORD REIMB - Travel		349.27
7120-40 · WS COORD REIMB- Operations		240.87
7120-43 · WS COORD REIMB- NEON		21,300.00
Total 7120-38 · WS COORD-REIMBURSABLE		21,890.14
7120-33 · Watershed Coord IV 2019-22 - Other		118.51
Total 7120-33 · Watershed Coord IV 2019-22		22,551.01
7120-44 · NDEP WS Coord V -1/1-12/31/2023		

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Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Profit & Loss YTD Comparison

April 2022

	Apr 22	Jul '21 - Apr 22
7120-45 · WS Coord Grant MATCH 2022-23		
7120-46 · WS COORD MATCH-Travel	290.79	290.79
7120-47 · WS COORD MATCH - Operations	1,005.97	2,305.16
7120-48 · WS COORD MATCH -NEON	1,700.00	1,700.00
Total 7120-45 · WS Coord Grant MATCH 2022-23	2,996.76	4,295.95
7120-49 · WS COORD-REIMBURSABLE		
7120-52 · WS COORD REIMB- Operations	49.78	117.50
7120-53 · WS COORD REIMB- NEON	2,350.00	2,350.00
Total 7120-49 · WS COORD-REIMBURSABLE	2,399.78	2,467.50
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023	5,396.54	6,763.45
Total 7120-00 · Integrated Watershed Programs	5,396.54	29,314.46
7217-00 · Alluvial Fan Study (match)		1.12
7218-00 · Douglas Cty LID Project (match)		266.70
7332-00 · Carson River Work Days		
7332-06 · CR Work Days 2020-21		
7332-07 · CR Work Days 2021-22		20,392.26
Total 7332-00 · Carson River Work Days		20,392.26
7337-00 · Carson River Restoration		
7337-01 · Carson Valley Conserv District		
7337-26 · CVCD - Westwood Channel 2020-21		
7337-27 · CVCD - Bio & Debris Remove 21-22		24,276.99
7337-28 · CVCD - West Fork Bank 2021-22		100,000.00
Total 7337-01 · Carson Valley Conserv District		124,276.99
7337-03 · Dayton Valley Conserv		
7337-34 · DVCD Bank Stab/Dayton Br (EXT)		
7337-36 · DVCD - Fort Churchill 2020-21		
Total 7337-03 · Dayton Valley Conserv		
Total 7337-00 · Carson River Restoration		124,276.99
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		
7438-00 · BOR WaterSMART Market Program		
7438-01 · Water Mktg Study-LUMOS 2019-21		
7438-02 · BOR WaterSmart-LUMOS MATCH		
7438-01 · Water Mktg Study-LUMOS 2019-21 - Other		
Total 7438-01 · Water Mktg Study-LUMOS 2019-21		
Total 7438-00 · BOR WaterSMART Market Program		
7439-00 · FEMA MAS #10		
7439-02 · West CC Study (Kimley-Horn)		169.57
7439-05 · Ch Cty Flood Maps (HDR)	4,441.45	77,755.96
7439-06 · FEMA Training & Conferences		350.00
7439-07 · River Wranglers		4,459.93
7439-00 · FEMA MAS #10 - Other	9.59	3,111.07
Total 7439-00 · FEMA MAS #10	4,451.04	85,846.53
7440-00 · FEMA - MAS #11		
7440-12 · Travel	703.08	732.63
7440-15 · Conference		45.00
7440-21 · Ruhenstroth ADMP -JE Fuller		57,942.80
7440-31 · Smelter Creek LOMR -Kimley Horn		61,335.50
7440-51 · Clear Creek LOMR -Cardno	3,536.25	65,446.25
7440-61 · CV Flood Forecast Model -HDR	13,539.97	36,503.82
7440-71 · Web Access System-Michael Baker		
7440-72 · MB Web Access Match	7,200.00	7,200.00
7440-71 · Web Access System-Michael Baker - Other	28,286.70	108,027.72
Total 7440-71 · Web Access System-Michael Baker	35,486.70	115,227.72

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Cash Basis

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

April 2022

	Apr 22	Jul '21 - Apr 22
7440-00 · FEMA - MAS #11 - Other	57.27	145.98
Total 7440-00 · FEMA - MAS #11	53,323.27	337,379.70
7441-00 · FEMA - MAS #12		
7441-05 · Ramsey Cyn Flood Study-HMC	4,275.00	8,550.00
7441-06 · DoCty CV Flood Study-HDR	4,370.10	8,325.70
7441-07 · Trvl/Hotel/Meals/Conf/Mileage	17.26	17.26
7441-09 · Mural Project-Jungle Designs	1,200.00	1,200.00
7441-00 · FEMA - MAS #12 - Other	20.55	308.78
Total 7441-00 · FEMA - MAS #12	9,882.91	18,401.74
7500-00 · USGS Stream Gage Contract		
7500-03 · USGS Stream Flow Gauges 2019-21		
7500-04 · USGS Stream Flow Gauges 21-23	19,509.75	58,275.50
Total 7500-00 · USGS Stream Gage Contract	19,509.75	58,275.50
7508-00 · USGS Do.Co.WQ & GW Monitoring		
7508-03 · DoCo WQ/GW Mon. 2019-21		
7508-04 · DoCo WQ/GW Mon. 2021-23	3,296.25	10,792.50
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring	3,296.25	10,792.50
7524-00 · USGS-GW Lvl & WQ in Ch.Co.		
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22		3,153.17
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.		3,153.17
7526-01 · USGS Middle Carson GW 2020-22		7,625.00
7529-00 · USGS Water Resources 2022-24	6,950.00	13,900.00
7600-00 · Alpine County Projects		
7600-09 · Al.Co.-CASGEM		4.95
7600-10 · Al.Co.-Mesa GW Monitoring		41.17
7600-13 · AWG Programs 2021-22	12,500.00	25,000.00
Total 7600-00 · Alpine County Projects	12,500.00	25,046.12
7610-00 · Douglas County Projects		
7610-10 · Do.Co.Reg.Pipeline Debt Service		125,000.00
Total 7610-00 · Douglas County Projects		125,000.00
7620-00 · Carson City Projects		
7620-11 · CC Reg.Pipeline Debt Service		62,500.00
Total 7620-00 · Carson City Projects		62,500.00
7630-00 · Lyon County Projects		
7630-12 · HWY 50 Right-of-Way Project Exp		172.00
Total 7630-00 · Lyon County Projects		172.00
7640-00 · Churchill County Projects		
7640-09 · Lahontan Vly.Wtr.Lvl. 2018-21		8,295.00
7640-18 · Dixie Vlt Wtr Lvl Meas 2019-22		14,019.47
7640-21 · TCID-Diversion Dam 2021-22		50,000.00
Total 7640-00 · Churchill County Projects		72,314.47
Total Expense	208,085.82	1,632,213.55
Net Ordinary Income	95,292.90	360,783.49
Other Income/Expense		
Other Income		
8009-00 · Trans. In-Floodplain Mgmt. Fd.		
Total Other Income		
Net Other Income		
Net Income	95,292.90	360,783.49

Balance Sheet

As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1013-01 · Local Gov't Inv.Pool-Reserve	931,298.49
Total Checking/Savings	931,298.49
Total Current Assets	931,298.49
TOTAL ASSETS	931,298.49
LIABILITIES & EQUITY	
Equity	
4000-01 · Fund Balance - Capital Project	930,103.16
Net Income	1,195.33
Total Equity	931,298.49
TOTAL LIABILITIES & EQUITY	931,298.49

CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION
Profit & Loss YTD Comparison
April 2022

	<u>Apr 22</u>	<u>Jul '21 - Apr 22</u>
Ordinary Income/Expense		
Income		
5032-01 · Interest Income - LGIP Res.	224.76	1,195.33
Total Income	224.76	1,195.33
Net Ordinary Income	224.76	1,195.33
Net Income	<u>224.76</u>	<u>1,195.33</u>

Profit & Loss Budget vs. Actual

July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5032-01 · Interest Income - LGIP Res.	1,195.33	2,790.67	-1,595.34	42.8%
Total Income	1,195.33	2,790.67	-1,595.34	42.8%
Expense				
8015-04 · Construction Projects		800,000.00	-800,000.00	
8015-05 · Right-A-Way Lyon Cty Utility SS		25,000.00	-25,000.00	
8015-06 · USBR Regional WS Mgmt Plan		25,000.00	-25,000.00	
Total Expense		850,000.00	-850,000.00	
Net Ordinary Income	1,195.33	-847,209.33	848,404.66	-0.1%
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity		797,333.00	-797,333.00	
8001-01 · Transfer In-General Fund		105,000.00	-105,000.00	
Total Other Income		902,333.00	-902,333.00	
Net Other Income		902,333.00	-902,333.00	
Net Income	1,195.33	55,123.67	-53,928.34	2.2%

AGENDA ITEM #8

PAYMENT OF BILLS

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CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

05/05/22

Transaction Detail by Account

Cash Basis

April 2022

Type	Date	Num	Name	Memo	Paid Amount	Balance
1013-00 · Cash in Checking - U. S. Bank						
Check	04/03/2022	10531	Euronev, Ltd.	#carwater April Rent	-3,240.00	-3,240.00
Check	04/03/2022	10532	King & Russo, Ltd.	Professional Services March 2022	-2,000.00	-5,240.00
Check	04/03/2022	10533	Truckee Meadows Parks Foundation	Americorps Inv #287	-3,450.00	-8,690.00
Check	04/03/2022	10534	Pacific Office Automation	Acct#710047	-161.43	-8,851.43
Check	04/03/2022	10535	Brenda Hunt	Reimbursement	-23.63	-8,875.06
Check	04/03/2022	10536	Edwin James	Reimbursement	-860.80	-9,735.86
Check	04/03/2022	10537	Water Master	Mud Lake Water Right 2021-22	-1,153.07	-10,888.93
Check	04/03/2022	10538	Deborah Neddenriep	1st Qtr mileage reimbursement	-69.32	-10,958.25
Check	04/03/2022	10539	Catrina Schambra	1st Qtr Mileage Reimbursement	-2.05	-10,960.30
Check	04/03/2022	10540	Brenda Hunt	1st Qtr Mileage Reimbursement	-97.11	-11,057.41
Check	04/03/2022	10541	Shane Fryer	1st Qtr Mileage Reimbursement	-95.94	-11,153.35
Check	04/03/2022	10542	Holly Farnham	1st Qtr Mileage Reimbursement	-11.70	-11,165.05
Check	04/03/2022	10543	Carson City	CWSD Payroll #7	-25,378.93	-36,543.98
Check	04/03/2022	10544	Mark Gardner	Mileage	-121.03	-36,665.01
Check	04/03/2022	10545	Ken Gray	1st Qtr Mileage	-36.24	-36,701.25
Check	04/03/2022	10546	David Griffith	1st Qtr Mileage	-132.45	-36,833.70
Check	04/03/2022	10547	D. Jim Hindle	1st Qtr Mileage	-50.54	-36,884.24
Check	04/03/2022	10548	Ernest Schank	1st Qtr Mileage	-140.50	-37,024.74
Check	04/03/2022	10549	Lisa Schuette	1st Qtr Mileage	-19.65	-37,044.39
Check	04/03/2022	10550	Fred Stodieck	1st Qtr Mileage	-46.02	-37,090.41
Check	04/03/2022	10551	Mike Workman	1st Qtr Mileage	-66.87	-37,157.28
Deposit	04/04/2022			Deposit	2,625.00	-34,532.28
Check	04/10/2022	10553	VOID	VOID		-34,532.28
Check	04/10/2022	10552	Department of Water Resources	Inv.#1800149245 Cust#3565 Dam Fees	-9,353.00	-43,885.28
Check	04/10/2022	10554	American Water Works Assn.	Mem#00936512 Dues	-108.00	-43,993.28
Check	04/10/2022	10555	Cardno, Inc.	INV#330012	-3,536.25	-47,529.53
Check	04/10/2022	10556	Jungle Designs		-1,200.00	-48,729.53
Check	04/10/2022	ACH	Nevada Retail Network SIG	1st Qtr Report -Workers Comp	-536.58	-49,266.11
Deposit	04/15/2022			Deposit	59,197.20	9,931.09
Check	04/17/2022	10557	NEON Agency	MARCH INV #1438/39	-4,050.00	5,881.09
Check	04/17/2022	10558	House Moran Consulting, Inc.	INV#1336	-4,275.00	1,606.09
Check	04/17/2022	10559	Michael Baker International, Inc.	Inv#1144407	-35,486.70	-33,880.61
Check	04/17/2022	10560	HDR Engineering, Inc.	March Invoices	-22,351.52	-56,232.13
Check	04/18/2022	10561	Carson City	CWSD Payroll #8	-25,854.00	-82,086.13
Deposit	04/22/2022			Deposit	165,904.11	83,817.98
Check	04/24/2022	10562	Alpine Watershed Group	Inv#2021-22-2 CWSD	-12,500.00	71,317.98
Check	04/24/2022	10563	David Griffith	April Director Fee	-80.00	71,237.98
Check	04/24/2022	10564	January Riddle	AICty Dir Fee - April 2022	-80.00	71,157.98
Check	04/24/2022	ACH	Office Depot Business Credit	Acct #6011 5685 11775 7761	-260.17	70,897.81
Check	04/24/2022	ACH	Charter Communications	Acct#8354110010917880	-329.94	70,567.87
Check	04/24/2022	ACH	U.S. Geological Survey	Qtrly Pymt JFA #22ZJJFA00128	-6,950.00	63,617.87
Check	04/24/2022	ACH	U.S. Geological Survey	Qtrly Pymt JFA #21ZJJFA00122	-3,296.25	60,321.62
Check	04/24/2022	ACH	U.S. Geological Survey	Qtrly Pymt JFA #21ZJJFA00123	-19,509.75	40,811.87
Deposit	04/25/2022			Deposit	78,085.57	118,897.44
Check	04/30/2022	10565	Kaylee Maples	1st Qtr Mileage Reimbursement	-77.86	118,819.58
Check	04/30/2022	10566	Bank of America	Acct. #4024 4910 0003 3949	-1,031.36	117,788.22
Check	04/30/2022	10567	Carson City	CWSD Payroll #9	-22,668.71	95,119.51
Check	04/30/2022	10568	cash	APR 2022 Petty Cash Reimbursement	-25.91	95,093.60
Total 1013-00 · Cash in Checking - U. S. Bank					95,093.60	95,093.60
1014-00 · Local Gov't Inv. Pool-Regular						
Deposit	04/01/2022			Interest	199.30	199.30
Total 1014-00 · Local Gov't Inv. Pool-Regular					199.30	199.30
1030-00 · Petty Cash						
General Jo...	04/30/2022			Petty Cash Replenishment	-25.91	-25.91
Check	04/30/2022	10568	cash	APR 2022 Petty Cash Reimbursement	25.91	
Total 1030-00 · Petty Cash						
3307-00 · CC Payroll Due						
Check	04/03/2022	10543	Carson City	Payroll #7 (3/11/22-3/24/22)	25,378.93	25,378.93
General Jo...	04/03/2022			Payroll #7 (3/11/22-3/24/22)	-25,378.93	
Check	04/18/2022	10561	Carson City	Payroll #8 (3/25/22-4/7/22)	25,854.00	25,854.00
General Jo...	04/24/2022			Payroll #8 (3/25/22-4/7/22)	-25,854.00	
Check	04/30/2022	10567	Carson City	Payroll #9 (4/8/22-4/21/22)	22,668.71	22,668.71
General Jo...	04/30/2022			Payroll #9 (4/8/22-4/21/22)	-22,668.71	
Total 3307-00 · CC Payroll Due						
5009-00 · Churchill County Ad Valorem						
Deposit	04/22/2022	130903	Churchill County Clerk/Treasurer	3rd Qtr. FY 21/22 Ad Valorem Taxes	-77,334.60	-77,334.60
Total 5009-00 · Churchill County Ad Valorem					-77,334.60	-77,334.60
5010-00 · Lyon County Ad Valorem						
Deposit	04/15/2022	162205	Lyon County	1/1-3/31/2022 Ad Valorem Taxes	-59,189.74	-59,189.74

For internal & discussion purposes only.

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05/05/22
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

April 2022

Type	Date	Num	Name	Memo	Paid Amount	Balance
General Jo...	04/03/2022			Director Benies Payroll #7 Nelson	1.16	5.80
General Jo...	04/03/2022			Director Benies Payroll #7 Olsen		5.80
General Jo...	04/03/2022			Director Benies Payroll #7 Schank		5.80
General Jo...	04/03/2022			Director Benies Payroll #7 Schuette	1.16	6.96
General Jo...	04/03/2022			Director Benies Payroll #7 Stodieck	1.16	8.12
General Jo...	04/03/2022			Director Benies Payroll #7 Workman	1.16	9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Gardner		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Giomi		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Gray		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Hindle		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Nelson		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Olsen		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Schank		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Schuette		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Stodieck		9.28
General Jo...	04/24/2022			Director Benies Payroll #8 Workman		9.28
General Jo...	04/30/2022			Director Benies Payroll #9 Gardner	1.16	10.44
General Jo...	04/30/2022			Director Benies Payroll #9 Giomi	1.16	11.60
General Jo...	04/30/2022			Director Benies Payroll #9 Gray		11.60
General Jo...	04/30/2022			Director Benies Payroll #9 Hindle	1.16	12.76
General Jo...	04/30/2022			Director Benies Payroll #9 Nelson	1.16	13.92
General Jo...	04/30/2022			Director Benies Payroll #9 Olsen		13.92
General Jo...	04/30/2022			Director Benies Payroll #9 Schank		13.92
General Jo...	04/30/2022			Director Benies Payroll #9 Schuette	1.16	15.08
General Jo...	04/30/2022			Director Benies Payroll #9 Stodieck	1.16	16.24
General Jo...	04/30/2022			Director Benies Payroll #9 Uhart	1.16	17.40
General Jo...	04/30/2022			Director Benies Payroll #9 Workman	1.16	18.56
Total 7101-01 · Director Benefits					18.56	18.56
7101-02 · Director's Fees-Alpine Co.						
Check	04/24/2022	10563	David Griffith	April Director Fee	80.00	80.00
Check	04/24/2022	10564	January Riddle	AlCty Dir Fee-April 2022	80.00	160.00
Total 7101-02 · Director's Fees-Alpine Co.					160.00	160.00
7101-00 · Director's Fees - Other						
General Jo...	04/03/2022			Director Fee Payroll #7 Gardner	80.00	80.00
General Jo...	04/03/2022			Director Fee Payroll #7 Giomi	80.00	160.00
General Jo...	04/03/2022			Director Fee Payroll #7 Gray	80.00	240.00
General Jo...	04/03/2022			Director Fee Payroll #7 Hindle	80.00	320.00
General Jo...	04/03/2022			Director Fee Payroll #7 Nelson	80.00	400.00
General Jo...	04/03/2022			Director Fee Payroll #7 Olsen		400.00
General Jo...	04/03/2022			Director Fee Payroll #7 Schank		400.00
General Jo...	04/03/2022			Director Fee Payroll #7 Schuette	80.00	480.00
General Jo...	04/03/2022			Director Fee Payroll #7 Stodieck	80.00	560.00
General Jo...	04/03/2022			Director Fee Payroll #7 Workman	80.00	640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Gardner		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Giomi		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Gray		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Hindle		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Nelson		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Olsen		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Schank		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Schuette		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Stodieck		640.00
General Jo...	04/24/2022			Director Fee Payroll #8 Workman		640.00
General Jo...	04/30/2022			Director Fee Payroll #9 Gardner	80.00	720.00
General Jo...	04/30/2022			Director Fee Payroll #9 Giomi	80.00	800.00
General Jo...	04/30/2022			Director Fee Payroll #9 Gray		800.00
General Jo...	04/30/2022			Director Fee Payroll #9 Hindle	80.00	880.00
General Jo...	04/30/2022			Director Fee Payroll #9 Nelson	80.00	960.00
General Jo...	04/30/2022			Director Fee Payroll #9 Olsen		960.00
General Jo...	04/30/2022			Director Fee Payroll #9 Schank		960.00
General Jo...	04/30/2022			Director Fee Payroll #9 Schuette	80.00	1,040.00
General Jo...	04/30/2022			Director Fee Payroll #9 Stodieck	80.00	1,120.00
General Jo...	04/30/2022			Director Fee Payroll #9 Uhart	80.00	1,200.00
General Jo...	04/30/2022			Director Fee Payroll #9 Workman	80.00	1,280.00
Total 7101-00 · Director's Fees - Other					1,280.00	1,280.00
Total 7101-00 · Director's Fees					1,458.56	1,458.56
7103-00 · Office Supplies						
Check	04/03/2022	10534	Pacific Office Automation	MAR Color Copies	133.43	133.43
Check	04/03/2022	10534	Pacific Office Automation	MAR B&W Copies	28.00	161.43
Deposit	04/15/2022	1428	River Wranglers	March copies	-7.46	153.97
Check	04/24/2022	ACH	Office Depot Business Credit	ethernet cable; copy paper; envelopes; misc office s...	197.17	351.14
General Jo...	04/30/2022			Glue sticks	3.00	354.14

9:36 AM
05/05/22
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Transaction Detail by Account
April 2022

Type	Date	Num	Name	Memo	Paid Amount	Balance
7120-45 · WS Coord Grant MATCH 2022-23						
7120-46 · WS COORD MATCH-Travel						
Check	04/03/2022	10538	Deborah Neddenriep	1st Qtr mileage reimbursement	8.18	8.18
Check	04/03/2022	10540	Brenda Hunt	1st Qtr Mileage Reimbursement	97.11	105.29
Check	04/03/2022	10541	Shane Fryer	1st Qtr Mileage Reimbursement	95.94	201.23
Check	04/03/2022	10542	Holly Farnham	1st Qtr Mileage Reimbursement	11.70	212.93
Check	04/30/2022	10565	Kaylee Maples	1st Qtr Mileage Reimbursement	77.86	290.79
Total 7120-46 · WS COORD MATCH-Travel					290.79	290.79
7120-47 · WS COORD MATCH - Operations						
Check	04/03/2022	10536	Edwin James	CRC Forum Meals reimbursement 3/30/22 (match)	860.80	860.80
Check	04/30/2022	10566	Bank of America	WS Forum Supplies (MATCH)	145.17	1,005.97
Total 7120-47 · WS COORD MATCH - Operations					1,005.97	1,005.97
7120-48 · WS COORD MATCH -NEON						
Check	04/17/2022	10557	NEON Agency	MAR inv#1438- Watershed Moments Series of I AM...	1,700.00	1,700.00
Total 7120-48 · WS COORD MATCH -NEON					1,700.00	1,700.00
Total 7120-45 · WS Coord Grant MATCH 2022-23					2,996.76	2,996.76
7120-49 · WS COORD-REIMBURSABLE						
7120-52 · WS COORD REIMB- Operations						
Check	04/03/2022	10535	Brenda Hunt	Coffee Cups /CRCForum	23.63	23.63
General Jo...	04/30/2022			April Copies	26.15	49.78
Total 7120-52 · WS COORD REIMB- Operations					49.78	49.78
7120-53 · WS COORD REIMB- NEON						
Check	04/17/2022	10557	NEON Agency	MAR inv#1439- Watershed Moments Series of I AM...	2,350.00	2,350.00
Total 7120-53 · WS COORD REIMB- NEON					2,350.00	2,350.00
Total 7120-49 · WS COORD-REIMBURSABLE					2,399.78	2,399.78
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023					5,396.54	5,396.54
Total 7120-00 · Integrated Watershed Programs					5,396.54	5,396.54
7439-00 · FEMA MAS #10						
7439-05 · Ch Cty Flood Maps (HDR)						
Check	04/17/2022	10560	HDR Engineering, Inc.	Ch Cty PMR 2/27/22-3/26/22	4,441.45	4,441.45
Total 7439-05 · Ch Cty Flood Maps (HDR)					4,441.45	4,441.45
7439-00 · FEMA MAS #10 - Other						
General Jo...	04/30/2022			April Copies	9.59	9.59
Total 7439-00 · FEMA MAS #10 - Other					9.59	9.59
Total 7439-00 · FEMA MAS #10					4,451.04	4,451.04
7440-00 · FEMA - MAS #11						
7440-12 · Travel						
Check	04/03/2022	10538	Deborah Neddenriep	1st Qtr mileage reimbursement	43.88	43.88
Check	04/30/2022	10566	Bank of America	FEMA Conference Air fare Travel Expense	659.20	703.08
Total 7440-12 · Travel					703.08	703.08
7440-51 · Clear Creek LOMR -Cardno						
Check	04/10/2022	10555	Cardno, Inc.	Inv#330012 thru 3/25/22022	3,536.25	3,536.25
Total 7440-51 · Clear Creek LOMR -Cardno					3,536.25	3,536.25
7440-61 · CV Flood Forecast Model -HDR						
Check	04/17/2022	10560	HDR Engineering, Inc.	CV Flood Forecast Model 2/27/22-3/26/22	13,539.97	13,539.97
Total 7440-61 · CV Flood Forecast Model -HDR					13,539.97	13,539.97
7440-71 · Web Access System-Michael Baker						
7440-72 · MB Web Access Match						
Check	04/17/2022	10559	Michael Baker International, Inc.	Hosting	7,200.00	7,200.00
Total 7440-72 · MB Web Access Match					7,200.00	7,200.00
7440-71 · Web Access System-Michael Baker - Other						
Check	04/17/2022	10559	Michael Baker International, Inc.	Services thru 4/3/2022	28,286.70	28,286.70
Total 7440-71 · Web Access System-Michael Baker - Other					28,286.70	28,286.70
Total 7440-71 · Web Access System-Michael Baker					35,486.70	35,486.70

CWSD Petty Cash Transaction Record
APRIL 2022

<u>Date</u>	<u>G/L No.</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
		Starting Balance			\$100.00
4/6/22	7104-00	Martina Schambra	\$2.76		\$97.24
	Postage	Tent Budget to Tax Dept.			
4/14/22	7103-00	Martina Schambra	\$3.00		\$94.24
	Office Supplies	Glue sticks			
2/23/22	7107-00	Holly Farnham	\$20.15		\$74.09
	Meals	Drinks for 4/20/22 Bd Mtg			
4/30/22	Check #10568	Petty Cash Replenishment		\$25.91	
		PETTY CASH BALANCE			\$100.00

Date: 5/1/22 Prepared by: C Schambra

Approved by: Edwin D. Jamer

:cat

AGENDA ITEM #9

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: May 18, 2022

SUBJECT: Agenda Item #9 – For Possible Action: Approval of River Wranglers
3-Year FEMA FAW Agreement # 2022-5 not to exceed \$19,100

DISCUSSION: Last month, CWSD sent out a Request for Qualifications (RFQ) to assist with CWSD's flood awareness program. CWSD received one proposal from River Wranglers. Funding for this program is coming from FEMA. This program will go from May 18, 2022, to June 30, 2025. Attached is a draft of our standard agreement with River Wranglers.

STAFF RECOMMENDATION: Approve the agreement as submitted.



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 from May 18, 2022, through June 30, 2025 on Carson River Watershed Flood Awareness Projects; and

WHEREAS, CWSD has agreed to set aside \$19,100 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 \$19,100 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 \$19,100.



- f. This Contract shall terminate June 30, 2025, 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. Additional funds may be added and time extensions granted based on mutual agreement by the parties.
- h. 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.
- i. 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.: Rebecca Feldermann
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



DRAFT

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 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.
- 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

Rachel Leach, Co-Chair

Stacey Giomi, Chairman

ATTEST:

ATTEST:

Ed DeCarlo, Co-Chair

Catrina Schambra, Secretary to the Board



Exhibit A



P.O. Box 1612, Dayton, NV 89403

www.riverwranglers.org

775.386.2743

Thank you for allowing River Wranglers to engage our community and students in flood awareness.

PROJECT GOALS

GOAL: Develop interactive, high-quality virtual content via google classroom that is standards-aligned for 3rd 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.

TASKS
Scripting/filming for online curriculum and flood “tour” of the watershed
Recruit teachers, deliver flood booklets, roll out curriculum
Small flood awareness events in at least 4 of the 6 counties
Pre-and Post- tests for participating classrooms, live events if allowed, deliver rewards to students who bring back info sheet
Wrap-up reports, analyze data

EXPENSES
Develop virtual, standards-aligned content
Recruit teachers
Mileage
Scripting/Filming
Small flood awareness events (planning, advertising, executing)
Deliver flood booklets/school events
Survey
Rewards for students/Event take-away
TOTAL: \$19,100



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 #10

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: May 18, 2022

SUBJECT: Agenda Item #10– For Possible Action: Approval of Addendum to Cardno Contract #2021-23 to add \$4,680 and extend end date to June 30, 2023

DISCUSSION: In preparing the new flood maps for Clear Creek, Cardno Engineering firm found that the flood waters go further north than anticipated (see attached memo). To properly model and remap the floodplain the drainage structures crossing I-580 needs to be included into the hydraulic model. The total increase is \$14,040. CWSD and Carson City staffs met with representative from Cardno to discuss the increase in costs. It was agreed that the increase costs would be split three ways. CWSD and Carson City would pay \$4,680 each, and Cardno would reduce their costs by \$4,680. The cost from CWSD will be covered by the FEMA grant. Due to the additional work the project schedule will need to be moved out another five months. Attached is the addendum to the Cardno contract.

STAFF RECOMMENDATION: Approve the Addendum to Cardno Contract #2021-23 to add \$4,680 and extend end date to June 30, 2023

March 22, 2022

RE: Scope, schedule and budget adjustment to Remap and Restudy Clear Creek Project

We have been making progress on the Remap and Restudy Clear Creek Project and are on schedule. The schedule below (Figure 1a) shows our completed efforts in grey. We recently completed the preliminary draft HEC-RAS model and floodway analysis and met with Robb Fellows to review the results. During the meeting Robb and Andrea discussed model results showing an increase in floodplain inundation to the north of the effective mapping that extends to I-580 (Figure 2). These were unexpected (although reasonable) model results. In our original scope of work, we assumed that we would only need to collect structure data where Clear Creek crosses roadways, however, in order to properly model and map the restudied floodplain extents, drainage structures crossing I-580 need to be included in the hydraulic model. We have already submitted a public records request to NDOT for these structures and NDOT confirmed that we can expect receipt of our requested records (or a response indicating they do not have the records) by April 8, 2022.

In addition to the effort to compile the necessary structure information, there is additional effort associated with the Survey task MIP deliverables as well as the effort required to input the structure data into the HEC-RAS model and extend the modeling extents and conduct additional technical meetings with Robb Fellows.

The estimated additional budget is \$14,040, with an estimated completion date of March 21, 2023. We have also included some additional budget in the topography task for the effort that we have already undertaken to extend the topography outside of the 2018 LiDAR footprint, as was required for the hydraulic modeling.

We have included our original Business/Technical Plan with Amendment 1 changes in tracked changes with the comment "Amendment 1" for your reference. Other tracked changes in the document are changes that were made at the initiation of our contract.

Project Management - \$1,620

Additional effort consists of effort associated with coordination of additional subtasks.

Survey Data Capture - \$2,590

Additional effort consists of the following:

- Requesting and acquiring NDOT public record plans for additional structures.
 - Additional structures that require survey information are one storm drain crossing at the intersection of Highway 395 and I-580 and two culvert crossings under I-580 near Snyder Avenue.
- Updating MIP deliverables

Assumptions

- No field survey will be required.
- NDOT will provide requested information by April 8, 2022

Topographic Data Capture - \$1,430

Additional effort consists of acquiring topography south of the USGS 2017 LiDAR to include the Carson River and floodplain, which is the downstream boundary condition for the Clear Creek hydraulic model, and updating MIP deliverables.

Develop Hydrologic Data - \$0

No additional effort is anticipated.

Develop Hydraulic Data \$7,000

Additional effort consists of adding the additional structures to the hydraulic model and expanding the model extents.

Perform Floodplain Mapping - \$1,400

Additional effort consists of additional coordination and technical review meetings with Carson City to properly map the floodplain in the location of I-580.

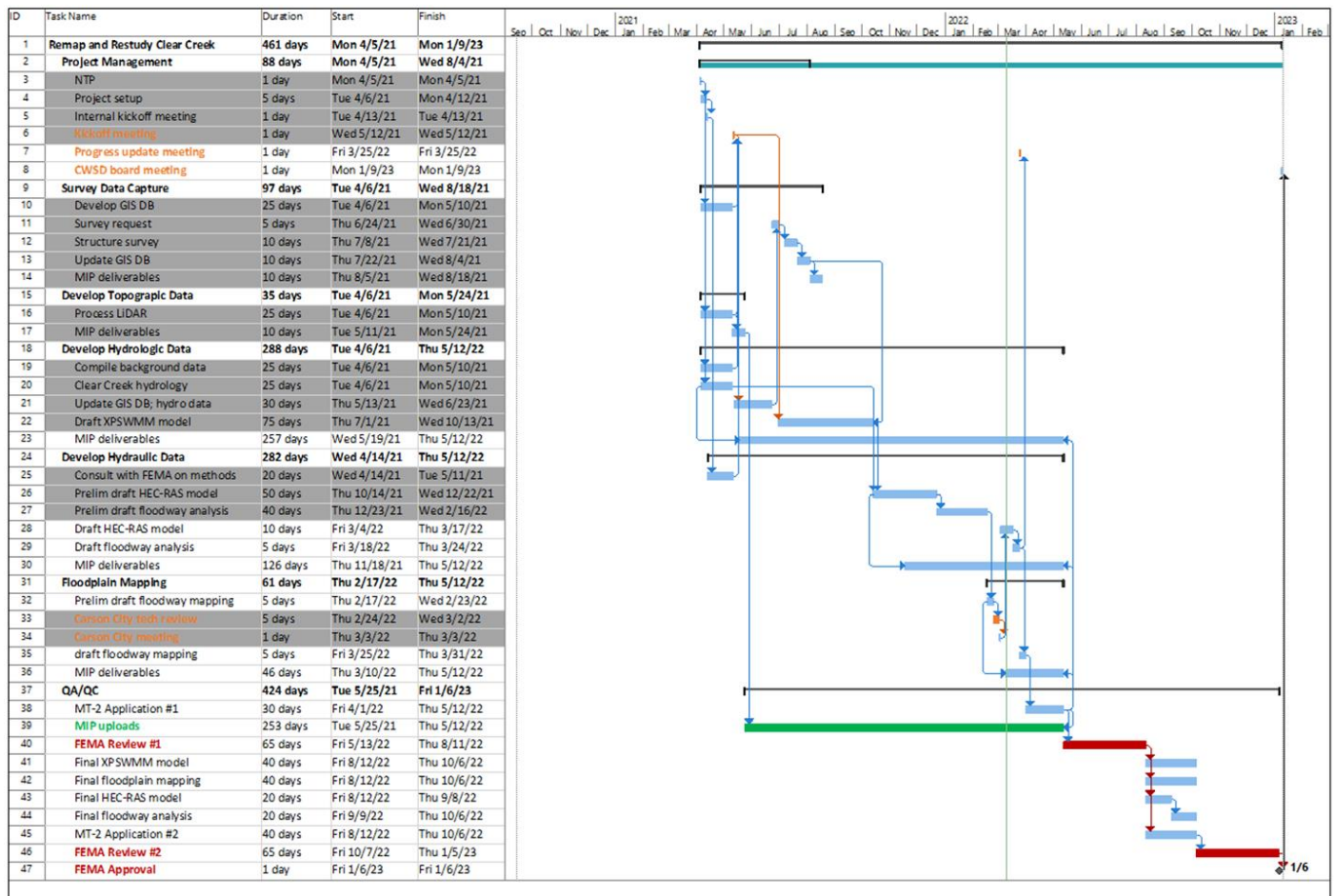


Figure 1a. Contracted schedule with completed tasks in grey.

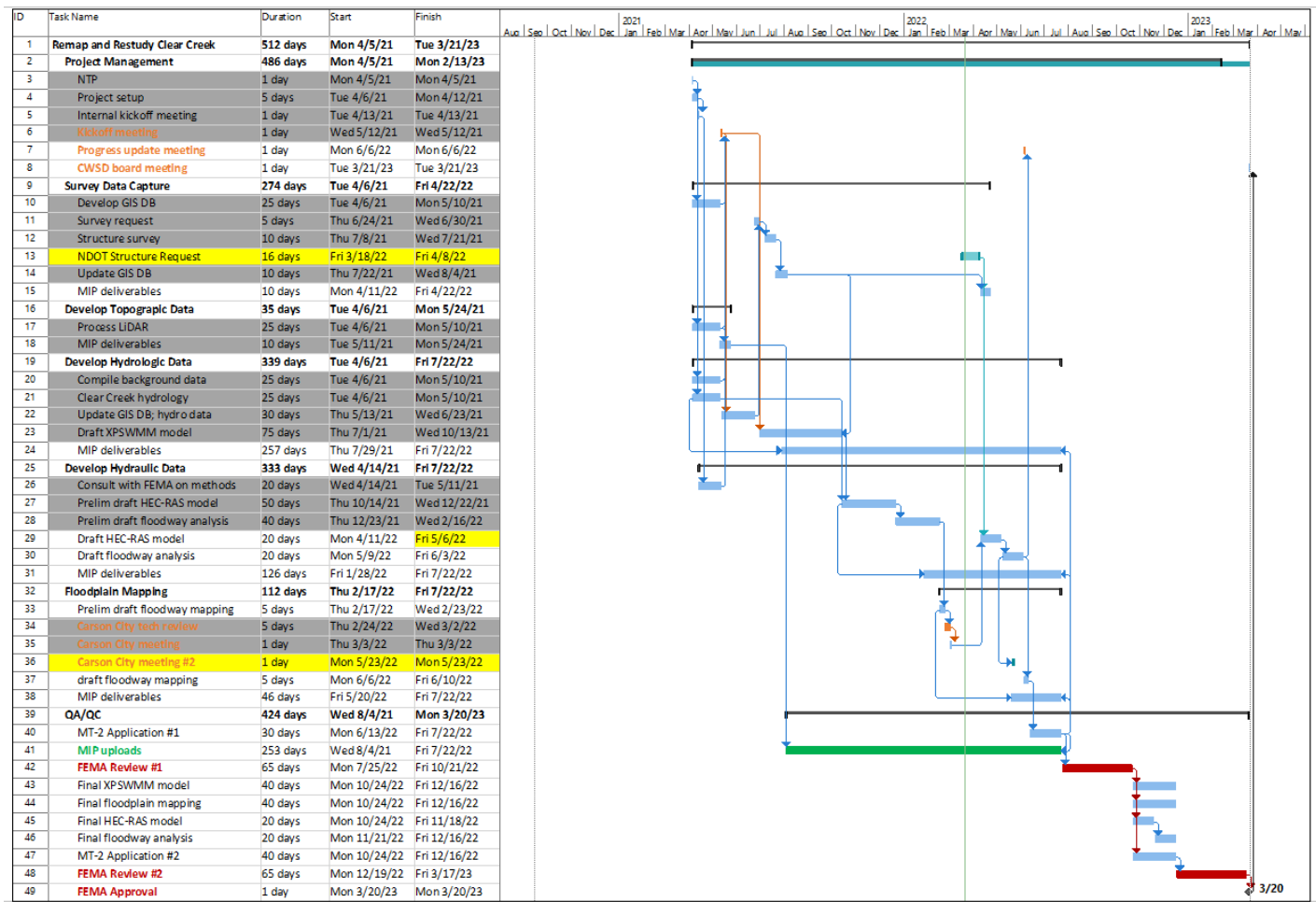


Figure 1b. Amended schedule with modifications highlighted in yellow.

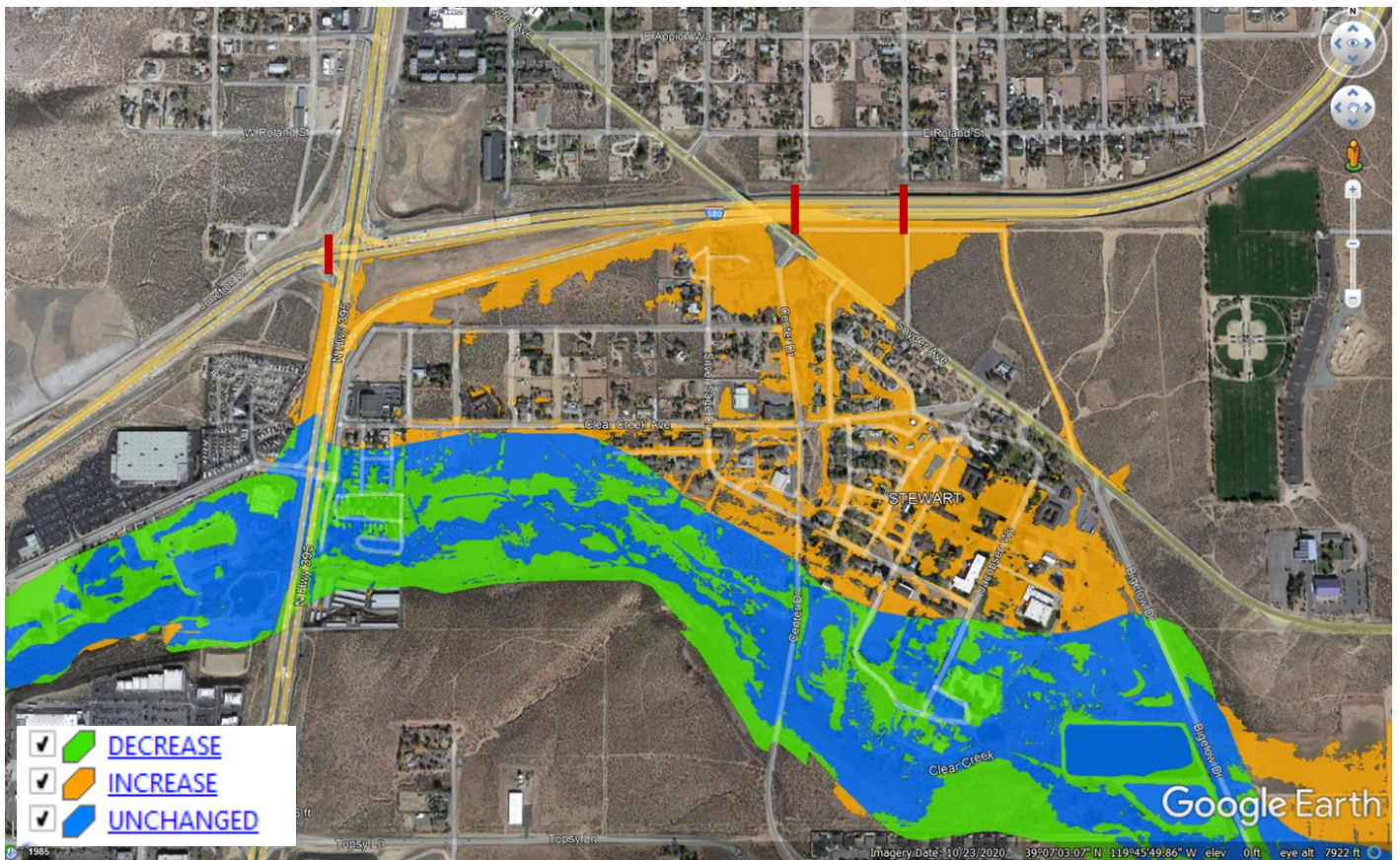


Figure 2. Preliminary draft floodplain mapping with location of additional structures required (in red).



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**ADDENDUM TO CONTRACT #2021-23
AGREEMENT BETWEEN
CARSON WATER SUBCONSERVANCY DISTRICT AND
CARDNO FOR CLEAR CREEK RESTUDY & REMAP PROJECT**

WHEREAS, on March 17, 2021 the CARSON WATER SUBCONSERVANCY DISTRICT (hereinafter referred to "CWSD") and CARDNO entered into a Contractor Agreement (hereinafter "Contractor Agreement #2021-23") addressing funding from CWSD to CARDNO for services in connection with conduct Clear Creek Restudy and Remap Project ("Project"); and

WHEREAS, CWSD has revised the budget for this project to provide CARDNO with additional funding for Clear Creek Restudy and Remap Project; and

WHEREAS, it has been determined that additional funds in the amount not to exceed \$4,680 be added to Contractor Agreement #2021-23 with CARDNO; and

WHEREAS, additional time is needed to complete the project;

NOW, THEREFORE IT IS AGREED:

1. An additional amount not to exceed \$4,680 will be provided to Contractor Agreement #2021-23 with CARDNO.
2. Due to delays to project CARDNO Contract #2021-23 shall be extended and shall terminate June 30, 2023.
3. All other terms of Contractor Agreement #2021-23 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum on the day and year written below.

DATE: _____

CARDNO

Coleen Shade, Senior Environmental Planner

DATE: _____

CARSON WATER
SUBCONSERVANCY DISTRICT

Stacey Giomi, Chairman

AGENDA ITEM #11

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: May 18, 2022

SUBJECT: Agenda Item #11 – For Possible Action: Carson Water Subconservancy District will conduct a Public Hearing on its FY 2022-23 Tentative Budget

DISCUSSION: Under NRS 354.596 all public entities are required to hold a public hearing on the tentative budget. The notice of the public hearing was placed in the Nevada Appeal on May 7, 2022. The Tentative Budget was approved by CWSD at the March 16, 2022, Board meeting and was part of the March Board package posted on the CWSD website.

STAFF RECOMMENDATION: Conduct the public hearing on the CWSD 2022-23 Tentative Budget.

AGENDA ITEM #12

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: May 18, 2022

SUBJECT: Agenda Item #12 – For Possible Action: Approval of NCE Agreement #2022-6 in a total amount of \$15,000 with the possibility of future expenses in a total additional amount of \$40,000

DISCUSSION: Included in our CRC Watershed Coordination Program Grant is a project to develop a web access system that can view and track Carson River Adaptive Stewardship Plan (CRASP). CWSD has chosen NCE an Engineering and Environmental Services firm out of Reno, NV. This project has three phases and only Phase I is currently funded for \$15,000, a reimbursable expense through our NDEP 319(h) grant. The intent of Phase 1: is to use ArcGIS Online (a web Map Viewer platform) to host CRASP project data to allow our partners and public to view CRASP projects, their locations, and status throughout the watershed. Subsequent phases (II & III) have not yet been funded and have an estimated budget of ~\$40,000. These future phases will create a portal where partners can upload information directly to the GIS web viewer and develop a database query tool where CWSD and our partners can track measurable outcomes. The selected firm must be able to implement and support all future phases of this project. CWSD will be seeking to complete subsequent phases II & III subject to future funding availability through NDEP or other reimbursable sources.

Additional projected expenses for CWSD for Phases II & III will include either ArcGIS Online hosting (with NCE) or subscription costs for CWSD. Whether we choose to host with NCE or obtain ESRI ArcGIS Online subscription, CWSD will pursue a separate contract to be funded through our *Outside Professional Services* account. Page six of the attached Exhibit A – Scope of Work show these costs estimates to be \$3200 annually, but this may change depending on the cost ESRI and backup subscriptions when additional funding for Phases II & III is obtained.

STAFF RECOMMENDATION: Approve Contract #2022-6 with NCE for Web Access System with the initial amount not to exceed \$15,000. Phases II & III will occur only after future funding sources have been secured.

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Agreement

Carson Water Subconservancy District (hereinafter “CWSD”) and NCE Engineering, Environmental Services (hereinafter “NCE”) hereby enter into an agreement whereby NCE will develop GIS Assets and a Web Viewer/Partner Portal to view, update, and track the Carson River Adaptive Stewardship Plan (CRASP) projects.

1) **ASSIGNMENT**

NCE’s assignment shall relate to the following product(s) or service(s):

Carson Water Subconservancy District (CWSD) is developing a GIS web access system that can view, update, track, and report on Carson River Adaptive Stewardship Plan (CRASP) projects. Presently only the initial phase (phase I) has been funded with a budget of \$15,000. Subsequent phases (II & III) have not yet been funded and have an estimated budget of \$40,000. See **Exhibit A**: Scope of Work which outlines the Project Purpose and Tasks associated with this agreement.

2) **INDEMNITIES**

- (a) To the fullest extent permitted by law NCE 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 NCE, its officers, employees, and agents.
- (b) CWSD will indemnify and hold NCE harmless with respect to any claims or actions instituted by third parties which result from the use by NCE of material furnished by CWSD or where material created by NCE is substantially changed 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 product prepared by NCE, NCE shall assist in the preparation of the defense of such action or proceeding and cooperate with CWSD and CWSD’s attorneys. CWSD will reimburse NCE any out-of-pocket costs NCE 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 NCE 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; \$2,000,000 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) NCE shall name CWSD as an additional insured and deliver a certificate to CWSD.
- d) If NCE hires a contractor to perform any portion of this project, the contractor shall add CWSD as an additional insured. The contractor must carry the Liability Insurance requirements described in items a-c above.

4) **TERM OF AGREEMENT**

- a) The term of this Agreement will commence on the date of the last signature executed hereon and will



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continue in full force and effect until 12/31/24, unless extended by written agreement of the parties.

- b) NCE will submit quarterly invoices with a detailed written description of activities preformed per task.
- c) In the event of termination of this Agreement, the rights, duties, and responsibilities of NCE 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 NCE.

5) **PERFORMANCE**

Should NCE fail to perform any of the services provided for in Exhibit "A," CWSD shall notify NCE of such non-performance and allow thirty (30) days for NCE 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: NCE Scope of Work

7) **INDEPENDENT CONTRACTOR**

NCE 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 NCE (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 NCE upon completion, termination, or cancellation of this Agreement. NCE shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of NCE'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 and 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 NCE 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 NCE 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



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- (3) If NCE becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or
- (4) If CWSD materially breaches any material duty under this Agreement and any such breach impairs NCE'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) NCE shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the CWSD;
 - (3) NCE shall execute any documents and take any actions necessary to effectuate an assignment of this Agreement if so requested by the CWSD; and
 - (4) NCE shall preserve, protect, and promptly deliver into CWSD possession all information in accordance with Section 8, Ownership.

10) RIGHTS UPON TERMINATION

- (a) Upon termination of this Agreement, NCE 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 NCE 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. The Parties agree that, in the event one Party is awarded attorney's fees against the other for any reason, the rate applied to recoverable attorney's fees shall not exceed the rate of \$125 per hour. The Parties further agree that the liability of CWSD shall be limited as follows:

Phase I: \$15,000 (currently funded), Phase II and III: \$40,000 (subject to funding availability) as appropriated by CWSD for purposes of this contract.

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) NOTICES

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

Attn.: Edwin James
Carson Watershed Subconservancy District
777 E William Street, Suite 110 A
Carson City, NV 89701

Attn.: Kevin Senn
NCE
1885 S. Arlington Ave., Suite 111
Reno, NV 89509



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13) 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 received from NCE 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. NCE may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that NCE 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.
- (h) 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.
- (i) 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.
- (j) 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, 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. 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



- 14) **PROPER AUTHORITY**

- Accepted and Agreed on behalf of:
NCE Agency

<i>Signature</i>	<i>Date</i>
Kevin Senn	
Principal	

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Exhibit A

NCE Scope of Work

Project Understanding

The Carson Watershed Subconservancy District (CWSD) seeks the development of a web access system capable of viewing, editing, and tracking Carson River Adaptive Stewardship Plan (CRASP) projects. The purpose of the CRASP, a collaborative effort involving many local partnerships sharing the common goal of improving the Carson River Watershed, is to:

- provide an overview of the watershed and its challenges
- identify issues related to nonpoint source pollution
- discuss strategies to address identified issues
- provide a project tracking mechanism
- identify future project opportunities
- address specific criteria within Section 319 of the Clean Water Act

Demonstration of meeting Section 319 criteria is critical to funding for future projects. The purpose of this project is to improve the reporting and tracking aspect of the CRASP.

To date, the onus of partnership project tracking has been on the CWSD in the form of piecemeal data entry, project form submission using MS Word, and substantial communication between CRASP partners. Since the development of the CRASP in 2007, this piecemeal process has been adequate but inefficient. NCE has been retained to centralize and improve the tracking and reporting process workflow using an online portal for CRASP partners to add new project areas with consistent attribution for subsequent querying and reporting capabilities.

Project funding is provided by the Nevada Division of Environmental Protection (NDEP) through the Section 319 Program. Due to funding mechanisms, it is necessary to phase the project. Phase I, the currently funded portion of the project, includes base layer gathering and development, data centralization involving the development of a geodatabase, and publishing the data to ArcGIS Online, the new hosting service for CRASP data and subsequent web GIS components.

Phases II and III are not currently funded; however, it is understood NCE will be expected to carry the project to completion. Phase II will involve acquiring the necessary licensing and then standing up an ESRI ArcGIS Online (AGOL) portal for CWSD and partner access to CRASP web GIS components. Phase III will focus on data input workflows, potentially using one of ESRI's mobile applications (Field Maps, Survey123), quality control protocols, and web application development, including the ability to edit and query CRASP data and calculate summary statistics or metrics based on CRASP attribution and/or intersection with various background environmental layers. Depending on the web GIS components chosen, reporting (i.e., Carson River Watershed Project Summary Forms) can be developed as a function of the CRASP Web Application, or it can be an integrated aspect of Survey123 if that mobile application is chosen for this project.

Project Approach

NCE understands the critical constraints for this project: the CWSD currently has limited GIS capabilities, is not set up currently to host a web GIS solution, and there are budget constraints. Regardless, specific goals need to be accomplished. NCE's approach, one focused on simplicity, will help achieve the project goals under the current constraints, using a framework that will become transferrable to the CWSD in the future.

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NCE proposes to focus the development of a CRASP Web Application using ESRI's AGOL framework using out-of-the-box Web AppBuilder tools, hosted on NCE's AGOL account, and implemented through ESRI's AEC Project Delivery Subscription service. A Project Delivery Subscription is necessary because it allows external users (CWSD and its partners) to access their data hosted on NCE's AGOL account. This arrangement is required to meet ESRI's user and licensing agreements. Through the Project Delivery Subscription, a path is created to transfer the web application and its content seamlessly in the future, if desired. In addition, the workflow will also likely involve the deployment of one of ESRI's mobile applications, Field Maps or Survey123, to ensure ease and consistency of CRASP project data entry and subsequent reporting needs.

Licensing and content backup solutions are important considerations for this project. Since CWSD and partner access is necessary for testing, it is assumed initial licensing costs should be considered. The initial cost for a Project Delivery Subscription, additional user accounts, and content backup licensing (e.g., Geo Jobe) will be presented below under the Phase II General Approach. Licensing is maintained annually, so renewals (including additional credit) are not considered part of the project budget.

Initial testing indicates functions desired by the CWSD are achievable with out-of-the-box WebApp Builder development tools, in concert with either the Field Maps or Survey123 mobile application. A goal of the project is to avoid customization, if possible, in order to maintain a hosting solution within the AGOL environment. However, should customization be necessary, NCE is teamed with DFC Orion, capable and experienced in web application and tool customization.

NCE offers the following scope of work to accomplish the goals of Phase I, followed by general approaches to Phases II and III.

Phase I Scope of Work: Geodatabase Development

Based on the discussion from the project scoping meeting held on April 29, 2022, NCE understands the goals of Phase I, including gathering previous CRASP datasets from various sources, consolidating the data into a centralized geodatabase, then further designing the geodatabase to meet the needs of subsequent project phases. Initial data types will include a combination of geospatial data and tabular data. The following tasks outline the steps necessary to accomplish Phase I objectives.

Task 1: Kick-Off Meeting, Data Acquisition & Coordination

Shortly after the Notice to Proceed (NTP) is granted, an in-person kick-off meeting will be scheduled at the CWSD office with the appropriate CRASP partners to discuss the project. Meeting objectives include discussing the overall project approach (including the various web GIS components that can be leveraged to meet project objectives), the schedule, and data needs. Up to three hours is suggested for the meeting. A detailed agenda and meeting notes will be provided to all parties involved.

One of the kick-off meeting outcomes will be a list of data requests required for subsequent tasks. At present, three data sources of past CRASP projects have been identified: Douglas County (point shapefile with limited attribution), CWSD-maintained CRASP tabular data, and NDEP-maintained CRASP tabular data. It is assumed all tabular data will contain XY coordinate information and will be provided to NCE in spreadsheet format for subsequent GIS conversion. In addition, the CWSD will provide several background environmental layers to NCE.

During the kick-off meeting, if desired, NCE will present some example material to discuss web GIS development for the project and the various components under consideration. In particular, the mock CRASP Web Application (developed for NCE's project proposal) will be showcased to demonstrate a few possible application capabilities. The Field Maps and Survey123 mobile applications will also be presented to explain the benefits and drawbacks of each. The objective of the live demonstration is to gain direction and agreement on the data collection workflow and the integrated web GIS development.



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NCE understands participation in a November 2022 board meeting is necessary to explain and/or demonstrate the project's next steps for Phases II and III. NCE will collaborate with CWSD staff regarding the materials to present at the meeting.

Deliverables:

- Kick-off meeting agenda and summary to all parties involved
- CWSD Board Meeting materials

Task 2: Geodatabase Development

Once all data has been gathered, NCE will convert tabular data to GIS (point layers) and consolidate authoritative layers within a single ESRI File Geodatabase (GDB). It is assumed the resulting legacy CRASP project dataset will be point geometry, and background environmental layers may contain point, line, and polygon geometry types.

Following GIS conversion and consolidation, NCE will work with the CWSD to design the new GDB. The first step will determine the minimum/mandatory attributes necessary for subsequent web application development and reporting needs. Based on a review of example Project Summary Forms and the scoping meeting, CRASP project attributes will include, but not be limited to:

- Legacy ID (e.g., Map ID#; other unique identifiers)
- Project ID (new ID – naming convention to be determined)
- Project Name (e.g., “Cradlebaugh River Stabilization”)
- Project Type (e.g., “River Rehabilitation”)
- Project Objective (free form description)
- Date started
- Date Completed
- County
- HUC
- Reach (new attribute)
- Subreach (new attribute)
- Latitude/Longitude
- Location Details (free form description)
- Project Contact Information
- Area Restored/Stabilized
- Estimated Load Reduction
- Project Cost
- Project Partners
- Tracking
 - QAQC (e.g., project management review status by CWSD staff)



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- Project Milestones (e.g., fieldwork completed, construction started, construction completed)

In addition to the CRASP project layer, attribution of the background environmental layers will also need to be agreed upon by the CWSD.

Another aspect of the GDB design to consider is tracking and quality control (QC). The current Project Summary Form calls out a section called “Tracking Updates and Milestones” that identifies such things as the date construction started and when it was completed. Other tracking updates may include when fieldwork was conducted and others to be determined with the CWSD. In addition, currently, there are no QC protocols established for the review of submitted project information. There are several ways to integrate tracking updates and data QC within the design of the GDB – as attributes in the CRASP project layer, as entries in a related table or a combination of both. Below are examples:

- If project data is only anticipated to be reviewed once, attributes such as “QC Date” and “QC By” can be added directly to the CRASP project layer. This type of solution is a one-to-one relationship meaning there will be one project record and one review instance. All information would reside within the CRASP project layer.
- Aspects of project tracking, on the other hand, are potentially handled more efficiently through a related table, making use of a one-to-many relationship with the CRASP project layer (one project entry associated with one or many project updates).

NCE will work with the CWSD to determine the best method for integrating tracking and QC into the GDB design.

Finally, a well-designed GDB will also consider domain controls (e.g., drop-down selections) to ensure data integrity and consistency. In other words, fields such as Project Type, County, HUC, Reach, and Subreach likely can be controlled through domains to limit the available values a user can select (e.g., County domain options are Carson City, Douglas, Washoe, Lyon, etc.).

Based on previous experience collaborating with clients regarding the design of a GDB, NCE will develop a “metadata spreadsheet” outlining each layer and its attributes (the schema) and domains assigned. Aspects of tracking and QC will be included. Up to two rounds of comments are anticipated to finalize the metadata spreadsheet.

Once the metadata spreadsheet has been finalized, all identified layers will be imported into the project GDB for an initial data integrity assessment. The point of the assessment is to identify issues or potential issues with the data, including spatial accuracy (XY locations incorrect) and missing/incorrect attribution. Given Phase I budget limitations, NCE will likely not be able to resolve all issues derived from the source data, such as incorrect locational information or missing attributes. To the extent feasible within the remaining budget, NCE will resolve as many issues as possible. NCE will provide a spreadsheet of layer attributes, calling attention to potentially incorrect and/or missing information. If the CWSD can provide an updated spreadsheet with corrections and missing information filled in, NCE can update the GIS. This exercise aims to make the CRASP dataset as complete and accurate as possible, with consideration of budget constraints, prior to publishing to AGOL.

Deliverables:

- Draft and final metadata spreadsheet
- Data integrity assessment spreadsheet

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Task 3: Data Publication & Workflow Testing

Once an agreement has been reached regarding the design of the CRASP GDB, the content will be published to NCE's AGOL account for web map development and data collection workflow testing. A web map needs to be configured prior to web application development. Configuration consists of setting editing permission on appropriate layers (CRASP project layer vs. environmental background layers), symbolizing layers (colors, transparencies) to optimize viewing, and configuring pop-ups to ensure attributes and attachments (such as photos) are conveyed effectively.

Next, NCE will verify the data input workflow functions as expected using either Field Maps or Survey123 (chosen during Task 1). Once the data collection workflow has been verified, NCE will schedule an in-person meeting with CWSD staff to demonstrate the web map and the data collection workflow. If the CWSD identifies changes to the web map and/or data collection workflow, NCE will incorporate those changes to the extent feasible.

Deliverables:

- Draft and final web map and data collection workflow

Phase II General Approach: Licensing & Portal Access

Phases II and III are not yet funded. CWSD will seek additional grant funding from NDEP to complete these phases.

Phase II involves the development of a portal for CWSD and CRASP partners to access the web and mobile applications, and associated software licensing. For CWSD and CRASP partners to access content hosted on NCE's AGOL account, purchasing an ESRI Project Delivery Subscription (PDS) is necessary. The PDS comes with two Creator level licenses and 1,000 credits. One of the licenses is needed for NCE development, and the other will be for CWSD administrative access. Based on the discussion during the scoping meeting, up to two additional licenses are anticipated for CRASP partner access (Creator level recommended at this time). In addition to these licenses, NCE recommends the purchase of BackupMyOrg by Geo Jobe to back up content stored on AGOL.

The table below identifies licensing costs. The initial purchase of these licenses will be factored into the Phase II budget; however, it is assumed the costs associated with ongoing hosting, license maintenance, and credit consumption will be part of a separate contract. Alternatively, the CWSD will have the option to take ownership of the AGOL content rather than contract with NCE. This can be accomplished by simply transferring the PDS to a future CWSD AGOL account.

License	Vendor	Annual Cost
Project Delivery Subscription	ESRI	\$1,200
*comes with 2 Creator licenses and 1,000 credits		
Creator (2)	ESRI	\$1,000
BackupMyOrg	Geo Jobe	\$1,000
Total		\$3,200

At this time, it is unknown how much credit will be consumed based on content storage and web application geoprocessing (e.g., processes that require additional server resources). It is assumed the credit provided as part of the PDS will be sufficient for this project. If additional credit is needed, a bundle of 1,000 credits may be purchased for \$100 (not scoped).

After licenses have been purchased and configured, NCE will provide a link to the web map developed during Phase I to the CWSD and CRASP partners to verify access and provide test input using Field Maps or Survey123. NCE will also configure BackupMyOrg and establish a scheduled and/or triggered protocol to ensure content is frequently and routinely backed up.



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In order to preserve as much budget as possible for Phase III, a not to exceed amount of \$10,000 is recommended for Phase II.

Deliverables:

- Purchase, installation, and configuration of ESRI and Geo Jobe licensing

Phase III General Approach: Web Application Development & Training

Phase III will focus on the desired functions of the CRASP Web Application and associated reporting needs. Functions and capabilities developed during this phase of the project will include:

- the ability to add new records or edit existing records to the established CRASP project layer;
- acquiring CRASP information derived from predefined queries (e.g., number of projects within Douglas County; number of Bank Stabilization projects within a certain reach; total acres of river restoration/stabilization within the Carson River hydrographic basin, etc.);
- exporting Carson River Watershed Project Summary Forms based on CRASP layer attributes (established during Phase I) – this may be accomplished using the CRASP Web Application or the powerful and flexible Survey123 reporting tool.

Much collaboration and testing are anticipated during this phase. Up to two in-person meetings are suggested to demonstrate draft and final web application capabilities and data collection workflows to CWSD and CRASP partners. At this time, it is suggested to limit editing capabilities within the web application to CWSD staff only. CRASP partners will be able to access and use the functions of the web application and the Survey123 reporting tool (if chosen) but cannot edit CRASP data. Partners will be able to add new CRASP project data using either Field Maps or Survey123. Using this approach, CWSD staff will have more control over the data, an important aspect of QC review.

The suggested QC review process involves simple record flagging, where upon a new project record entry, the QC status is defaulted to “Open.” Periodically (schedule yet to be determined), CWSD staff would check for “Open” records, review values inputted by CRASP partners, and then update the QC Status to “Closed.” A visual infographic can be included in the Web Application to display the number of “Open” records.

With regard to training, once the CRASP Web Application and partner workflow have been agreed upon and established, NCE will include an “About” widget within the web application to inform users how to use the various functions. Application and workflow overview will also be provided during the final in-person meeting mentioned previously. If remaining budget exists, NCE can develop brief hard-copy training materials.

Deliverables:

- Draft and final CRASP Web Application and workflow
- Hardcopy training materials (if budget remains)

Assumptions

- The in-person project kick-off meeting will be up to three hours in length
- Tabular data provided to NCE will contain XY coordinate information and be provided in spreadsheet format for subsequent GIS conversion
 - Once incorporated into the GDB, these legacy CRASP projects will be point type geometry, not requiring additional manipulation (e.g., conversion to polygon)



DRAFT

- Projection issues associated with environmental base layers provided will be able to be resolved with minimal effort (less than four hours). If projection issues cannot be resolved in a timely manner, the CWSD will be contacted for resolution.
- Geoprocessing of CRASP data and environmental base layers will be limited in scope and scale – up to 8 hours is allotted for geoprocessing. The CWSD will be contacted if issues arise with this assumption.
- If attachments are to be included with the legacy data, the CWSD will provide an attachment table that associated photo filenames with a CRASP project ID
- NCE will likely not be able to resolve all issues derived from the source data, such as incorrect locational information or missing attributes
- When material is provided for comment, review timeframes are anticipated to be approximately two weeks or less
- Two rounds of comments will be needed to finalize the metadata spreadsheet
- Initial licensing costs are considered part of the project; however, renewals (annual maintenance) are outside this scope of work
 - NCE will host web GIS content for the CWSD for the project's duration. Upon completion of the project, the CWSD will have the option to take ownership of project content, which will involve purchasing and creating a CWSD AGOL account, or NCE will continue to host the content on an annual basis under a separate contract.
 - Credit provided as part of the PDS will be sufficient for this project (no additional credit purchase is needed)
- Phases II and III will be contracted through amendments to a master contract and detailed scopes of work will be provided upon request

Cost Estimate

The total cost for funding the project is approximately \$55,000; however, only Phase I is funded at this time. The CWSD will seek the additional \$40,000 in funding from NDEP, in future funding cycles

Project Phase	Cost Estimate
Phase I: Geodatabase Development	\$15,000
Phase II: Licensing & Portal Access	\$10,000
Phase III: Web Application Development & Training	\$30,000
Total	\$55,000



DRAFT

Schedule

Based on input from the CWSD and the tasks identified above, NCE offers the following schedule:

- Contract approval – Board Meeting - May 18, 2022
- Send CWSD Board approved contract to NCE – May 20, 2022
- Task 1
 - Kick-off meeting – May-June 2022
 - Data to NCE –June-July 2022
- Task 2
 - Geodatabase development (metadata spreadsheet, data integrity assessment) – June-August 2022
- Task 3
 - Publish final GDB to AGOL and develop web map – September 2022
 - Test workflow with CRC Partners (web map and possibly Survey123 only at this stage) – September-October 2022
- Phase II: Licensing & Portal Access
 - Once funding becomes available, NCE will purchase and configure the necessary licensing and verify CWSD and CRASP partner access – early 2023
- Phase III: Web Application Development & Training
 - If Phase II and III funding can be lumped together, Phase III development can occur immediately following Phase II and be completed by the end of 2023
 - If funding for Phase III will not be released until 2024, development can be completed within an estimated six-month timeframe after the release of funds (mid-2024)

AGENDA ITEM #13

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: May 18, 2022

SUBJECT: Agenda Item #13– For Possible Action: Update on the Watershed Literacy Campaign and present May Watershed Moment “Explore the Watershed” video

DISCUSSION: Staff will give an update on the Watershed Literacy Campaign and show the Explore Your Watershed - Watershed Moment video.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #%

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: May 18, 2022

SUBJECT: Agenda Item #14 – For Possible Action: Review Strategic Planning Session Survey Results

DISCUSSION: Attached is the survey results. Staff will briefly review the results with the Board members to obtain any additional comments. For items that need more direction, staff will set up various committee meetings to develop policies.

STAFF RECOMMENDATION: Provide direction.

2022 Strategic Planning Session Survey Results

Below are the results of the Carson Water Subconservancy District's Board Survey, translated into graphs for ease of viewing. The Survey consisted of 23 questions with three choices of "High", "Medium", and "Low", meant to function as a guide for prioritizing CWSD's future projects and a jumping off point for discussion.

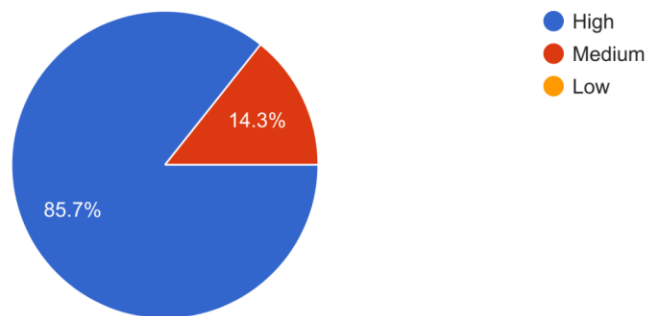
After each graph will be a brief explanation of results, along with any accompanying comments provided by the respondents to the Survey- each question gave an opportunity for the respondent to provide additional input.

All the current 14 Board members responded to our Survey.

Water Supply

1. Continue to develop a 30-year regional water resource plan for the entire Carson River Watershed.

14 responses



Of the 14 respondents, 85.7% (12 respondents) rated continuing to develop a 30-year regional water resource plan for the entire Carson River Watershed as a High priority. Only two respondents (14.3%) viewed it as a Medium priority.

Additional Comments:

"I think this falls under our core mission."

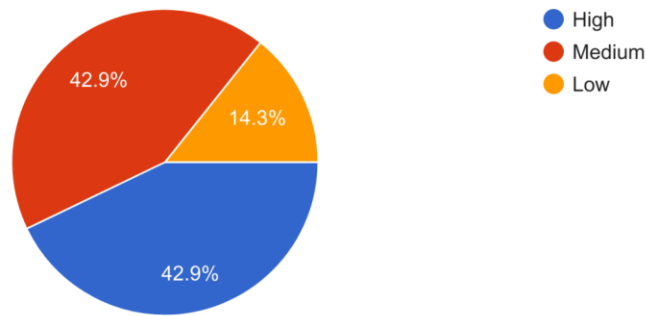
"In light of the changing climate, I believe it's critical to continue to update the 30-year plan."

"This should be done in conjunction with the various counties."

"Counties that work together stay together."

2. Reestablish the list of water supply/facilities eligible for CWSD funding out of the Acquisition/Construction Fund.

14 responses



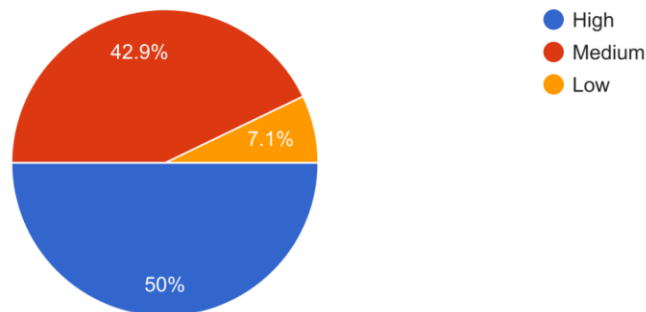
With Question 2, a slim majority of 42.9% (6 respondents) selected the High option regarding re-establishing the list of water supply and facilities eligible for CWSD funding out of the Acquisition/Construction Fund. Medium was the second-most popular section at 42.9% (6 respondents). Of 13 respondents, only two (14.3%) viewed it as a Low priority.

Additional Comments:

"I'm concerned that a set list might discourage applicants. Perhaps general categories would work fine. I think it might be helpful to list examples of things that would have a hard time qualifying."

3. Continue to transfer a minimum of \$75,000 each year from the General Account into the Acquisition/Construction Account.

14 responses



On the continuing yearly transfer of \$75,000 from the General Account to the Acquisition/Construction Account, a majority prioritized this as High (50%, 7 respondents). 42.9% (6 respondents) selected Medium in response to this question, and only 7.1% (1 respondent) selected Low.

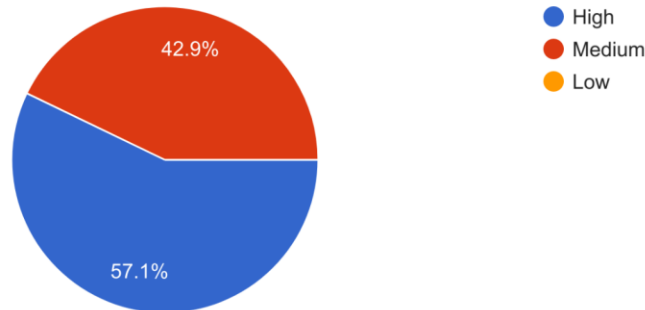
Additional Comments:

"This should be driven by Acquisition/Construction plan and requirements."

Water Quality

4. Continue to pursue NDEP CWA Section 319(h) funding for the CRC/Watershed Coordination Program.

14 responses

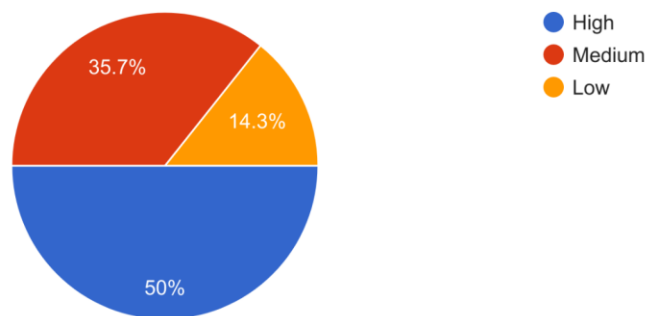


Of continuing to pursue NDEP CWA Section 319(h) funding for the CRC/Watershed Coordination Program, a clear majority of respondents (57.1%, 8 respondents) viewed this as a High priority. 42.9% (6 respondents) selected medium in response to this question. No respondents selected Low.

There were no additional comments to this question.

5. Pursue other funding sources to continue the CRC/Watershed Coordination Program.

14 responses



Pursuing other funding sources to continue the CRC/Watershed Coordination Program was viewed as a High priority by 7 respondents (50%). 5 respondents (35.7%) selected Medium, and 2 respondents (14.3%) selected Low.

Additional Comments:

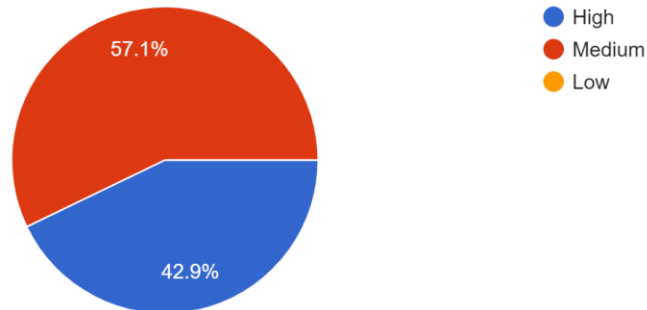
“So long as it doesn’t violate the Alpine decree.”

“we must not enter into any agreement that would cause legal action of Alpine Decree.”

Floodplain Management

6. Develop an annual amount to be transferred from the General Account into the Floodplain Management Account.

14 responses



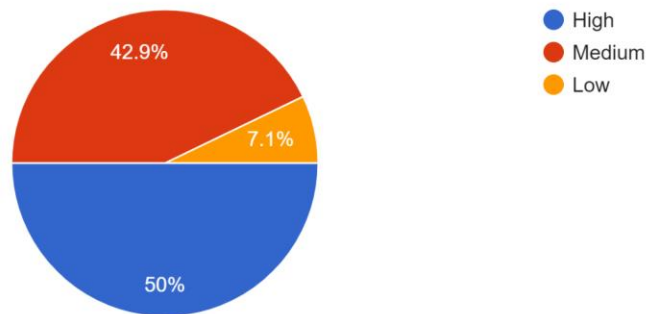
Of developing an annual amount to be transferred from the General Account into the Floodplain Management Account, a majority at 8 respondents (57.1%) viewed this as a Medium priority item. 6 respondents (42.9%) selected High. No respondents selected the Low option.

Additional Comments:

“Does the Floodplain Management Account need more funding/funding help?”

7. Pursue funding to implement regional flood projects throughout the watershed.

14 responses



7 respondents (50%) viewed the pursuit of funding to implement regional flood projects throughout the watershed as a High priority item. 6 respondents (42.9%) viewed this as a Medium priority. Only 1 respondent (7.1%) selected Low.

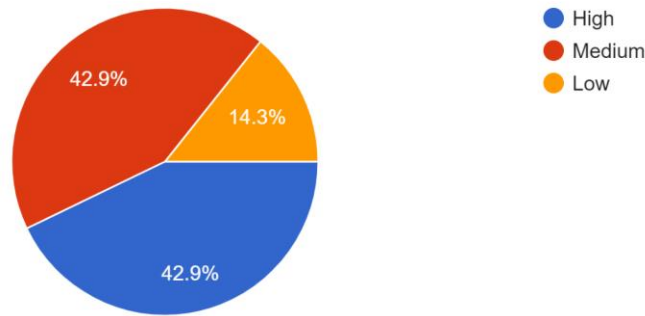
Additional Comments:

“I believe we should be focusing on drought problems not flood problems at this time.”

“This has direct effect and benefit to our client counties.”

8. Participate with Counties in their Hazards Mitigation Plan (HMP) update.

14 responses



On the topic of participating with Counties in their Hazards Mitigation Plan (HMP) updates, an even number of respondents viewed the topic as both a High and Medium priority (6 respondents each, 42.9%). 2 respondents (14.3%) selected Low.

Additional Comments:

“Direct water quality impact.”

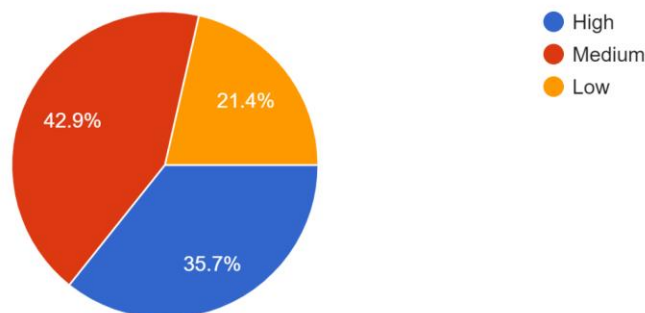
“This should be a coordinated effort.”

“NV Dept of Environmental Protection should take lead.”

Invasive Species Management

9. Host CRC Weed Summit.

14 responses



On hosting a CRC Weed Summit, there was an uneven split of 6 respondents (42.9%) selecting Medium, 5 respondents (35.7%) selecting High, and 3 respondents (21.4%) selecting Low.

Additional Comments:

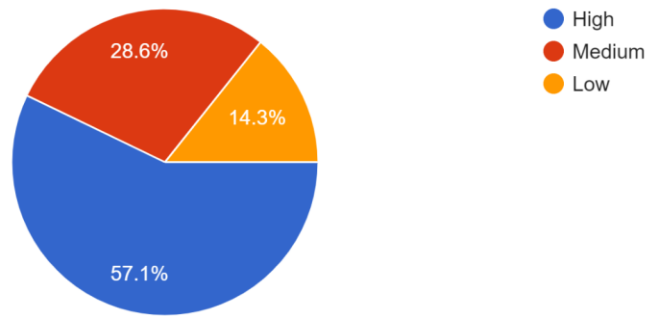
“I’m not sure about this one and would support a higher mark if staff ranks higher.”

“I think this is a great idea, especially as it applies to invasive plants and abatement measures.”

“Many ranchers have trouble with what they call noxious weeds, this should be part of this project.”

10. Continue to coordinate with Cooperative Weed Management Areas to support weed management throughout the watershed.

14 responses



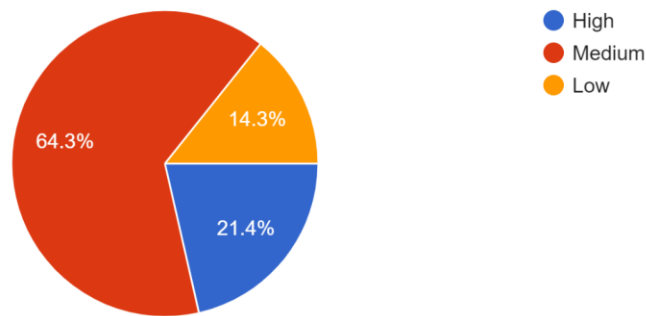
A clear majority of 8 respondents (57.1%) viewed continuing coordination with Cooperative Weed Management Areas to support weed management as a High priority. 4 respondents (28.6%) viewed it as a Medium item, and only 2 respondents (14.3%) selected Low.

Additional Comments:

“While this is a direct benefit it should be done as there is coordination and implementation priorities by the client counties.”

11. Work with our CRC partners to develop a volunteer post weed removal reseeding/replanting program.

14 responses



On the topic of working with our CRC partners to develop a volunteer weed removal/reseeding/replanting program, 9 respondents (64.3%) selected the Medium choice. 3 respondents (21.4%) viewed the development of a weed removal/reseeding/replanting program as a High priority, and 2 respondents (14.3%) thought of it as Low priority.

Additional Comments:

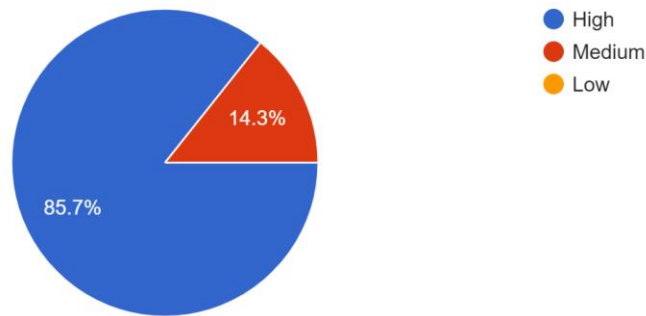
“Volunteer programs are a wonderful way to increase community understanding and support for/about important programs.”

“This should be secondary to bank stabilization.”

River Restoration & Bank Stabilization

12. Complete river rehabilitation structure inventory and mapping database.

14 responses



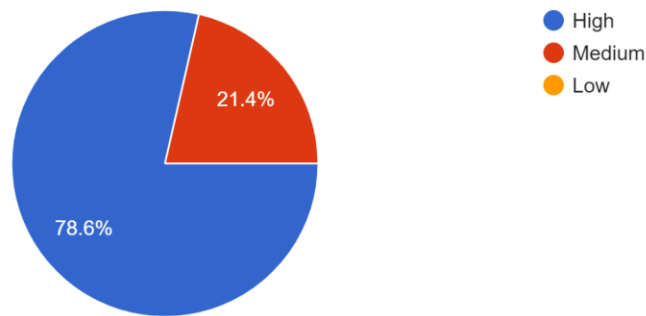
Of completing a river rehabilitation structure inventory and mapping database, a clear majority of 85.7% (12 respondents) selected this as a High priority. 14.3% (2 respondents) viewed this as a Medium priority. No respondents thought of this item as Low priority.

Additional Comments:

“Very important.”

13. Continue to fund and coordinate with partners to complete projects outlined in the Carson River Adaptive Stewardship Plan (CRASP) and the Regional Floodplain Management Plan (RFMP).

14 responses



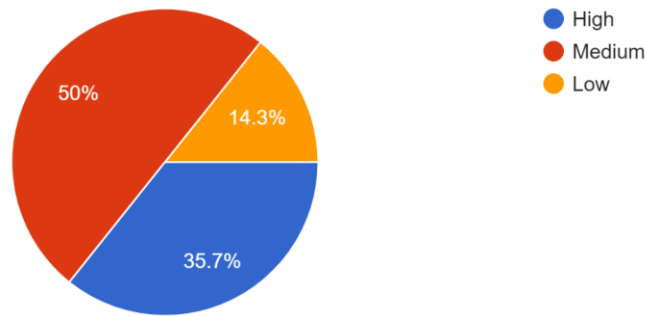
11 respondents (78.6%) viewed the completion of projects outlined in CRASP and RFMP as a High priority, and 3 respondents (21.4%) saw it as a Medium priority. No respondents selected Low.

Additional Comments:

“How is this project shaping up? Is it working as planned?”

14. Pursue funding for Geomorphology and Sediment Transport Plan for the Carson River to help identify and prioritize project implementation.

14 responses



The pursuit of funding for the Geomorphology and Sediment Transport Plan to identify and prioritize project implementation in the Carson River was selected as a Medium priority by half of the respondents (7 respondents, 50%). 5 respondents (35.7%) selected High, while only 2 respondents (14.3%) selected Low in response to this item.

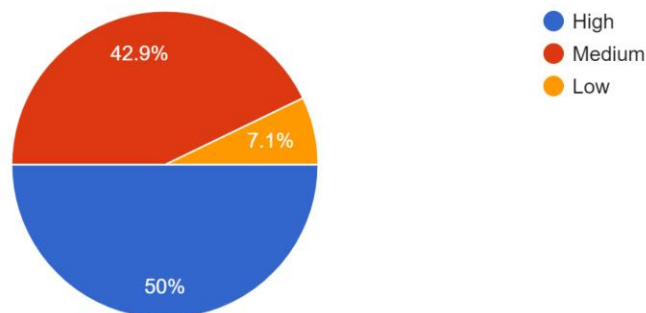
Additional Comments:

“This would be of benefit to the client counties as well as the CWSD strategic plan.”

Outreach & Education

15. Continue to promote the “I Am Carson River Watershed” Healthy Watershed Campaign.

14 responses



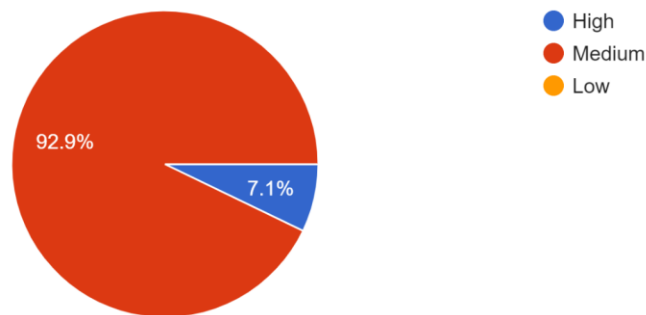
Half of all respondents (50%) selected High regarding the continuation to promote the “I Am Carson River Watershed” campaign. 6 respondents (42.9%) selected Medium, and only 1 respondent responded Low.

Additional Comments:

“While nice PR these are not fundamental to the mission and they require considerable time and production. As resources and grants simultaneously allow for pursuit.”

16. Fund the resurvey of watershed residents regarding watershed-literacy and watershed health to learn how we've moved the bar from our baseline survey in 2015 and how we should move forward.

14 responses

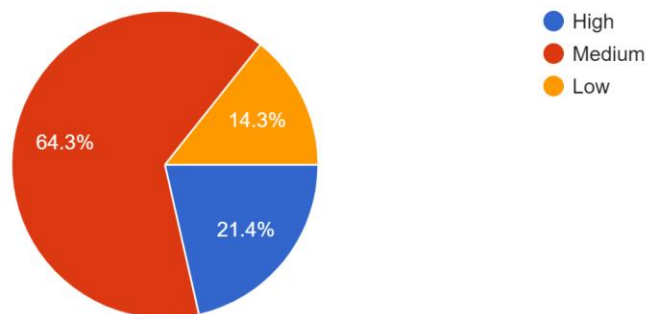


Nearly the entirety of Survey respondents (13, 92.9%) selected Medium in response to the item of re-surveying watershed residents regarding watershed literacy. Only 1 respondent selected High. No respondents selected Low.

There were no additional comments to this question.

17. Update and reformat CWSD's website.

14 responses



On the topic of updating and reformatting the CWSD website, 9 respondents (64.3%) selected this as of Medium importance. 3 respondents (21.4%) selected High, and 2 respondents (14.3%) selected Low.

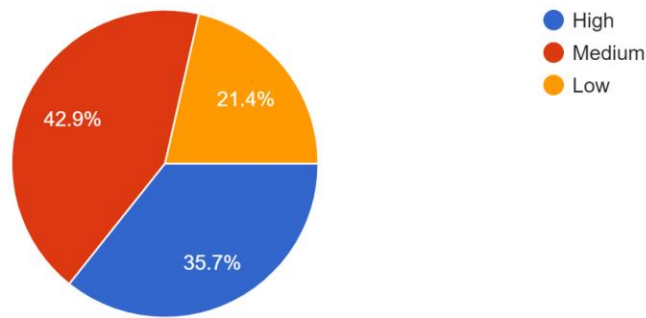
Additional Comments:

"Should be done only after an analysis of page visits and info needs/requests. Need to know the objectives and priorities for info on the website as required clients & constituents."

"Some video presentations."

18. Create bi-weekly watershed articles for local newspapers.

14 responses



6 respondents (42.9%) selected Medium regarding the idea of creating bi-weekly watershed articles for local newspapers, 5 respondents (35.7%) selected High, and 3 respondents (21.4%) selected Low.

Additional Comments:

“The issue here is the balance between advocacy and activism. Advocacy must be within the core mission of watershed planning & management. I fear “mission creep” into activism.”

“We need to keep CWSD in the public eye, and this is a relatively easy thing for staff to do.”

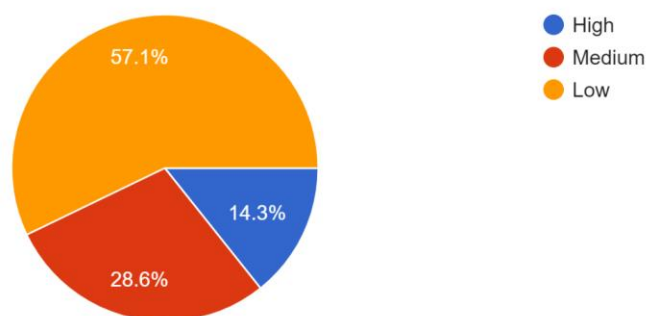
“Perhaps look at monthly, more realistic.”

“Not enough distribution.”

Recreation

19. Promote Expansion of Carson River Aquatic Trail.

14 responses



On the promotion of the expansion of the Carson River Aquatic Trail, a majority of respondents (8, 57.1%) selected Low. 4 respondents (28.6%) selected Medium, and 2 respondents (14.3%) selected High.

Additional Comments:

“I would like more information on this before I vote a high priority to promote expansion.”

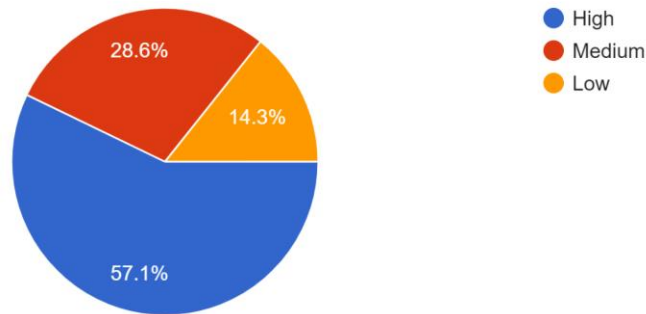
“This is the responsibility of other organizations. Involvement should be limited to that which is direct support of the core mission.”

“People want to protect what they know and use. Volunteer labor from local trail organizations can help with this, and the more people who walk on the trails and see the area, the more people will care about it. Also, consider ADA so everyone can use it.”

“Trails should be very low on our list of important to-dos.”

20. Work with recreational partners to promote watershed health.

14 responses



A majority at 57.1% (8 respondents) selected High regarding working with recreational partners to promote watershed health, 28.6% (4 respondents) selected Medium, and 14.3% (2 respondents) selected Low.

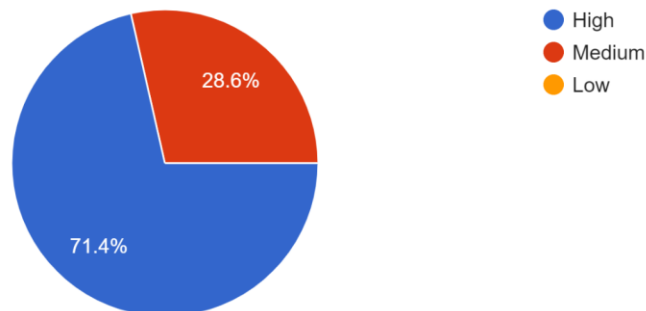
Additional Comments:

“This should involve ranchers as well.”

Other Inquiries

21. Present the Guiding Principles, Stewardship Plan, and the Regional Floodplain Management plan to all the County’s boards and Planning Commissions.

14 responses



On presenting the Guiding Principles, Stewardship Plan, and the Regional Floodplain Management Plan to all the County’s boards and Planning Commissions, a 71.4% majority (10 respondents) selected High, while 28.6% (4 respondents) selected Medium. No respondents selected Low.

Additional Comments:

“Maybe more important to present to county staff, rather than electeds.”

“If this happens, make sure to provide them with a list of achievements and identified issues along the river.”

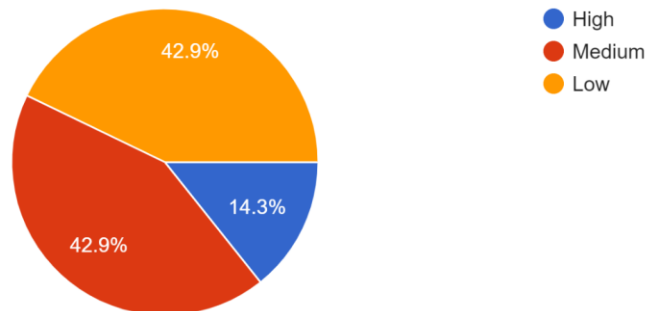
“This is something we should do on an ongoing basis to justify County funding to the District.”

“Once a presentation is created, it can be used for all the boards. This will keep the CWSD in public eye and will make it easier to communicate with local leaders in the future.”

“I would include legislative members as well.”

22. Pursue legislation to amend our authorization in Chapter 621 to include doing business as (DBA) to change CWSD's name.

14 responses



There was an even split between those who saw the pursuit of legislation to amend CWSD's Chapter 621 authorization to include doing business and changing CWSD's name as a Medium or Low selection (6 respondents, 42.9%). Only 2 respondents (14.3%) selected High.

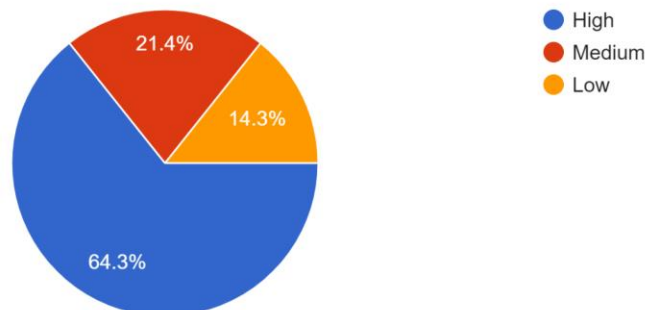
Additional Comments:

“Contingent on the expressed need for better understanding of our mission and activity by our client Counties.”

“Important, Name image is important to express what we are about.”

23. Investigate the possibility of purchasing some of Bently's water rights.

14 responses



Regarding the potential purchase of some of Bently's water rights, 64.3% (9 respondents) selected High. 21.4% (3 respondents) selected Medium, and 14.3% (2 respondents) selected Low.

Additional Comments:

"Water is gold, we need to buy everything we can."

"As long as it does not 'crowd out' private entities that could demonstrate 'higher productive management and use' of the water."

"Water rights are only going to become more rare and expensive. Get them while we can!"

AGENDA ITEM #15

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: May 18, 2022

SUBJECT: Agenda Item #15 – For Possible Action: Approval of the General Fund, Acquisition/Construction Fund, and Floodplain Management Fund FY 2022-23 Final Budgets

DISCUSSION: Attached are the proposed final FY 22-23 budgets for the General Fund, Acquisition/Construction Fund, and Floodplain Management Fund. There are a few changes from the Tentative Budgets to the Final Budgets. Some of the grant expenditures and income have changed. The projected income from the counties was higher than shown in the Tentative Budget. All the non-grant changes are shown in red. The original number in the Tentative Budget is shown in the Notes column. The proposed changes are:

- Employee Benefits are increased by \$7,380 to cover the increase in Health Insurance
- Workers Comp Ins is reduced by \$200
- Telephone costs are reduced by \$6,500. Switching the phone system over to Vonage will reduce the costs significantly while expanding the phone system.
- Office Equipment for both this fiscal year and next fiscal year are increased to cover the new office equipment necessary when we move into our new office. The estimated increase cost for this fiscal year is \$7,000 and the estimated increase cost for next fiscal year is \$3,000.
- FEMA MAS 11 Match is a new account to show the expense of the web access hosting. The cost is \$7,200. The funding is coming from the Floodplain Management Fund.
- Expenses for the USGS Water Resources Study 2022-2024 was added to the current fiscal year. The cost is \$20,805. These funds are coming from the Acquisition/Construction Fund.
- Under Other Income, the transfers from the Floodplain Management and the Acquisition/Construction Funds are shown for the costs associated with the Web Access Hosting and the USGS Water Resources Study 2022-24.

With these proposed changes and increase in property taxes, CWSD has an additional \$70,000. Based on the discussion at the strategic planning meeting, staff is proposing that the transfers to the Acquisition/Construction and Floodplain Management Funds be increased by \$35,000.

To simplify the accounting process, instead of showing the expenses in the Floodplain Management Fund and Acquisition/Construction Fund, going forward the expenses will

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Agenda Item #15 – Approval Final Budget FY 22/23

be shown only in the General Fund. Money coming in and out of the Floodplain Management Fund and Acquisition/Construction Fund will be recorded as transfers. Staff ran this idea by CWSD's auditor and the Department of Taxation and both entities have no concern with this accounting process. The numbers effected by this change are shown in green.

STAFF RECOMMENDATION: Approved the budgets as submitted.

CARSON WATER SUBCONSERVANCY DISTRICT

FY 22-23 Final General Budget

	Proposed Final Budget	Approved Final Budget	Projected Actual	
	Jul '22 - Jun '23	Jul '21 - Jun '22	Jul '21 - Jun '22	Notes
Income				
5007-00 · Storey County Ad Valorem	16,775.92	0.00	16,091.00	From Storey Co.
5008-00 · Alpine County	12,276.07	10,897.74	11,423.11	Based on 7.47 %
5009-00 · Churchill County Ad Valorem	244,771.60	224,981.67	224,981.67	based on 8.8 %
5010-00 · Lyon County Ad Valorem	216,545.36	200,242.41	200,242.41	based on 8.1 %
5011-00 · Douglas County Ad Valorem	701,475.82	650,989.68	650,989.68	based on 7.8 %
5012-00 · Carson City Ad Valorem	507,228.23	477,771.17	477,771.17	based on 6.2 %
5022-00 · Mud Lake Water Lease	58,000.00	55,500.00	55,000.00	
5023-00 · Lost Lake Water Lease	0.00	0.00	0.00	
5031-00 · Interest Income - St Pool Reg	2,110.04	2,025.41	1,000.00	0.30%
5050-13 · Watershed Coord Grant IV 19-22	0.00	86,925.00	81,431.00	Grant
5050-13 · Watershed Coord Grant V 2022	64,677.65	0.00	52,600.00	Grant
5050-07 · CRC Donation	0.00	0.00	0.00	
Aquatic Trail Grant	60,000.00	85,000.00	0.00	Grant
NDEM - USBR WaterSmart Grant	0.00	0.00	0.00	Grant
5058-04 · 208 Water Quality AG	18,924.00	0.00	4,044.00	Grant
5060-00 · Misc. Income / Watershed Tour	6,000.00	6,000.00	0.00	
5082-00 · CASGEM	800.00	400.00	1,600.00	
5083-00 · Alpine Co Mesa GW Study	800.00	300.00	1,600.00	
6005-00 · FEMA - MAS # 10	0.00	85,486.00	141,325.89	Grant
6006-00 · FEMA - MAS # 11	77,629.00	417,395.00	461,512.00	Grant
FEMA MAS 12	582,202.00	0.00	150,255.00	Grant
FEMA MAS 13	0.00	0.00	0.00	Grant
Total Income	2,570,215.70	2,303,914.08	2,531,866.93	
Expense				
ADMINISTRATIVE EXPENSES:				Notes
7015-00 · Salaries & Wages	506,147.00	422,280.00	450,000.00	
7020-00 · Employee Benefits	193,600.00	179,170.00	170,000.00	\$186,220
7021-00 · Workers Comp Ins.	1,000.00	2,300.00	970.00	\$1,200
7101-00 · Director's Fees	18,000.00	16,000.00	13,000.00	
7102-00 · Insurance	5,400.00	5,100.00	5,106.00	
7103-00 · Office Supplies	3,200.00	2,000.00	3,200.00	
7104-00 · Postage	1,500.00	1,250.00	1,400.00	
7105-00 · Rent	39,300.00	38,885.00	38,880.00	
7106-00 · Telephone	3,500.00	6,400.00	6,600.00	\$10,000
7107-00 · Travel-transport/meals/lodging	16,000.00	16,000.00	14,000.00	
7108-00 · Dues & Publications	1,200.00	1,400.00	1,200.00	
7109-00 · Miscellaneous Expense	1,000.00	1,000.00	1,000.00	
7110-00 · Seminars & Education	1,700.00	1,500.00	1,200.00	
7111-00 · Office Equipment	6,000.00	3,000.00	10,000.00	\$3,000/\$3,000
7112-00 · Bank Charges	50.00	50.00	50.00	
7115-00 · Accounting	16,800.00	16,800.00	14,100.00	
7116-00 · Legal	30,000.00	32,000.00	24,000.00	
Subtotal-Administrative Expenses	844,397.00	745,135.00	754,706.00	

CARSON WATER SUBCONSERVANCY DISTRICT

FY 22-23 Final General Budget

Multi Year, Studies, and Grants	Proposed	Revised	Projected	Notes
	Final	Final	Actual	
	Budget	Budget		
PROJECTS:	Jul '22 - Jun '23	Jul '21 - Jun '22	Jul '21 - Jun '22	
7114-00 · Professional Outside Services	30,000.00	30,000.00	25,000.00	
7117-00 · Lost Lakes Expenses	14,700.00	14,000.00	14,000.00	
7118-00 · Mud Lake O & M	1,400.00	1,250.00	1,250.00	
7120-00 · Integrated Watershed Plan	0.00		0.00	
7120-07 · Watershed Tour	7,000.00	6,000.00	0.00	
7120-33 Watershed Coord Grant IV 19-21	0.00	28,800.00	21,432.00	Grant
7120-33 Watershed Coord Match IV 19-21	0.00	16,608.00	250.00	Grant
7120-41 Watershed Coord Grant V 2022	14,373.65	0.00	13,941.35	Grant
7120-42 Watershed Coord Match V 2022	0.00	0.00	4,572.92	Grant
7404-00 · Noxious Weeds Control	85,000.00	75,000.00	75,000.00	
7406-00 · 208 Planning - AG Runoff	2,200.00	0.00	100.00	Grant
7433-10 · State Park Aquatic Trail	40,000.00	80,000.00	0.00	Grant
7439-00 · FEMA MAS #10	0.00	68,905.00	122,556.00	Grant
7440-00 · FEMA MAS #11	43,206.00	384,995.00	439,877.04	Grant
7440-00 · FEMA MAS #11 Match (Flood Fund)	7,200.00		7,200.00	
7441-00 · FEMA MAS #12	541,300.00	0.00	118,585.00	Grant
7442-00 · FEMA MAS #13	0.00	0.00	0.00	Grant
7500-00 · USGS Stream Gage Contracts	81,089.00	77,022.00	77,022.00	
7508-03 · USGS Do. Co. & Lyon Co GW Collection	17,580.00	16,800.00	16,800.00	
7524-01 · USGS GW level & WQ Churchill Co.	4,921.33	5,930.00	3,133.17	
7526-01 · USGS Middle Carson Groundwater	15,250.00	\$ 15,250.0	\$ 15,250.0	
7529-01 · USGS Water Resources 2022-2024	44,375.00	\$ -	20,805.00	
NDEM - USBR WaterSmart Grant	0.00	\$ -	0.00	Grant
7610-10 · Douglas Co Regional Pipeline	125,000.00	125,000.00	125,000.00	
7620-11 · Regional Pipeline Payment to CC	125,000.00	125,000.00	125,000.00	
Subtotal Multi Year & On-going Projects	1,199,594.98	1,070,560.00	1,226,774.48	
Counties and River Projects				
				Notes
7215-00 · Sierra NV Journeys - Family Night	0.00	3,279.00	3,279.00	
7332-00 · Carson River Work Days	0.00	36,000.00	30,000.00	
7337-00 · Carson River Restoration			0.00	
7337-25 · CVCD Bioengineering 2021-22	0.00	75,000.00	75,000.00	
7337-26 · CVCD West Fork Bank Stab 2021-22	0.00	100,000.00	100,000.00	
7337-34 · DVCD Bank Stab & Dayton Bridge	45,000.00	100,000.00	55,000.00	Carryover
7337-04 · LCD Clearing & Sand Bar Removal	0.00	25,000.00	25,000.00	
7600-05 · Alpine Co. Watershed Group.	0.00	25,000.00	25,000.00	
7600-09 · CASGEM	5.00	5.00	5.00	
7600-10 · Mesa GW Measurement Project	2.00	2.00	2.00	
7630-12 · HWY 50 ROW (Cap)	100,000.00	0.00	25,000.00	
7640-20 · Lahontan Valley WTR Level 2021-2024	14,500.00	14,500.00	14,500.00	
7640-18 · Dixie Valley WTR LVL measurement	0.00	23,000.00	23,000.00	
7640-19 TCID Carson Diversion Dam Gate	0.00	50,000.00	50,000.00	
Subtotal Carson River Projects	159,507.00	451,786.00	425,786.00	

CARSON WATER SUBCONSERVANCY DISTRICT

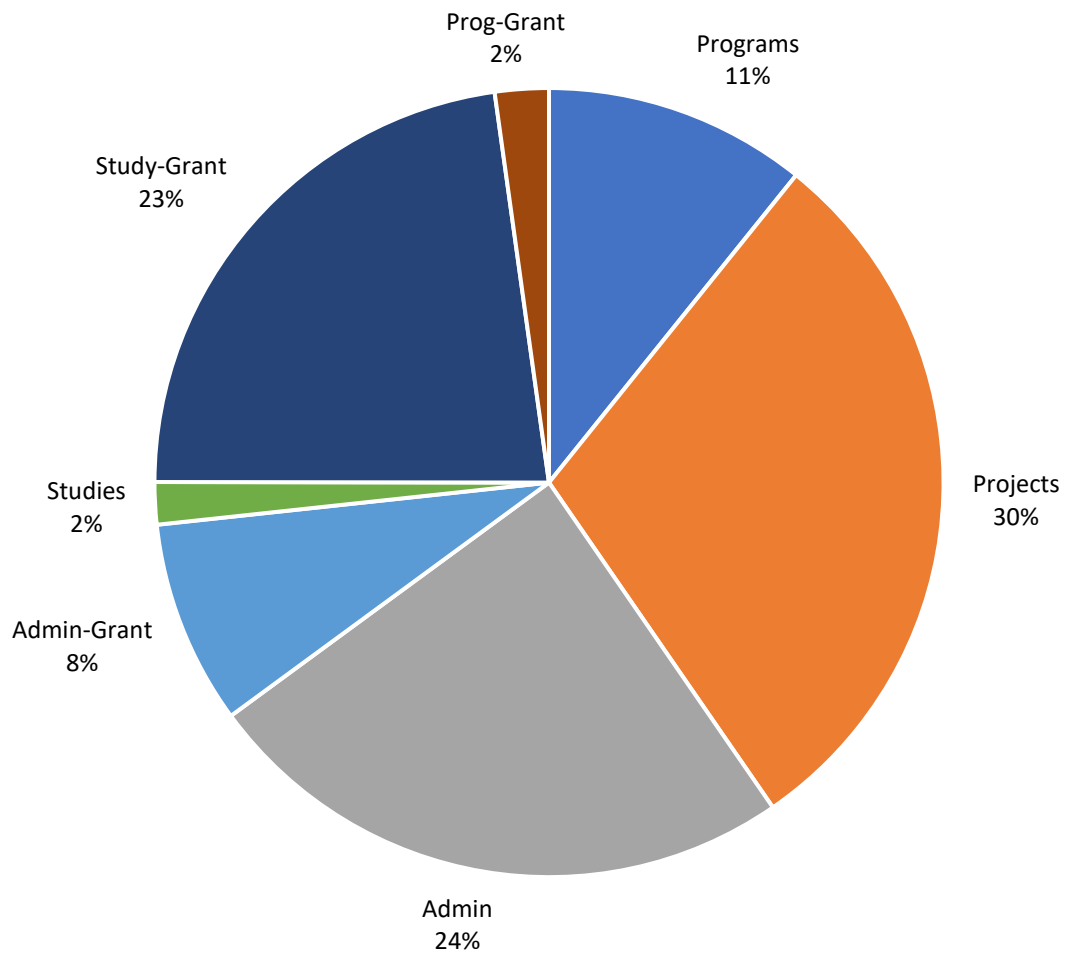
FY 22-23 Final General Budget

New Projects	Recommendation			
	Fin Committee	Notes		
7337-26 · CVCD West Fork Bank Stab 2021-22	\$ 210,000			
7640-18 · Dixie Valley WTR LvL measurement	\$ 23,000			
7332-00 · Carson River Work Days	\$ 30,000			
7337-34 · DVCD Bank Stab & Dayton Bridge	\$ 118,000			
7337-04 · LCD Clearing & Sand Bar Removal	\$ 27,000			
7600-05 · Alpine Co. Watershed Group.	\$ 30,000			
Carson City Pollinator Gardens	\$ -			
TNC Riparian Reveg & bank Stabilization	\$ 25,142			
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Total Expenses for New Projects	463,142.00	0.00	0.00	
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Total Expenditures	2,666,640.98	2,267,481.00	2,407,266.48	
Net Ordinary Income	-96,425.28	36,433.08	124,600.45	
Other Income/ Other Income				
Beginning Equity	703,347.45	578,688.35	646,833.00	*
Transfer from Floodplain Mgt to Gen Fd.	7,200.00	0.00	7,200.00	\$0
Transfer from Acqui/Const. Fd to Gen Fd.	100,000.00	0.00	45,805.00	\$0
	810,547.45	578,688.35	699,838.00	
Total Other Inc Other Expenses				
8008-00 · Preliminary Planning	400,000.00	400,000.00	0.00	
Transfer from Gen. Fd. to Floodplain Fd.	51,800.00	0.00	16,091.00	\$ 16,800
Transfer from Gen. Fd. to Acqui./Const. Fd.	135,000.00	105,000.00	105,000.00	\$ 100,000
Total Other Expenses	586,800.00	505,000.00	121,091.00	
Net Other Income	223,747.45	73,688.35	578,747.00	
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ENDING BALANCE	127,322.17	110,121.43	703,347.45	

* Based on the 2020-21 Audit
4 percent of expenditures

\$ 122,665.64

FY 2022-23
Final General Budget



**CARSON WATER SUBCONSERVANCY DISTRICT
FLOODPLAIN MANAGEMENT FUND
FY 2022-23 Final Budget**

FLOODPLAIN MANAGEMENT FUND	Proposed Final Budget	Adopted Final Budget	Projected Actual	Notes
	Jul '22- Jun '23	Jul '21- Jun '22	Jul '21- Jun '22	
Ordinary Income/Expense				
Income				
5032-01 · Interest Inc - Inv. Pool	918.60	1,164.19	440.00	Based on 0.30%
Net Income	918.60	1,164.19	440.00	
Other Income				
8000-01 · Beginning Equity	306,200.00	332,627.00	331,869.00	
8001-01 · Transfer In-General Fund	51,800.00	0.00	16,091.00	\$ 16,800
Net Other Funds	358,000.00	332,627.00	347,960.00	
Total Available Funds	358,918.60	333,791.19	348,400.00	
Expense				
7203-03 Floodplain Planning	300,000.00	300,000.00	0.00	
TCID Flood Project	0.00	0.00	35,000.00	
Net Expenses	300,000.00	300,000.00	35,000.00	
Transfers out-General Fund				
Web Access Hosting data	7,200.00	0.00	7,200.00	\$ -
Net Transfers Out-General Fund	7,200.00	0.00	7,200.00	
Total Expense	307,200.00	300,000.00	42,200.00	
Ending Balance	51,718.60	33,791.19	306,200.00	

**CARSON WATER SUBCONSERVANCY DISTRICT
ACQUISITION/CONSTRUCTION FUND
2022-23 Final Budget**

ACQUISITION/CONSTRUCTION FUND	Proposed	Approved	Projected	
	Final	Final	Actual	
	Budget	Budget		
	Jul '22 - Jun '23	Jul '21 - Jun '22	Jul '21 - Jun '22	
Ordinary Income/Expense				
Income				
5032-01 · Interest Inc - Inv. Pool	2,971.37	2,790.67	1,160.00	Based on 0.30%
Net Income	2,971.37	2,790.67	1,160.00	
Other Income				
Beginning Equity	990,458.00	797,333.00	930,103.00	
Transfer In- General Fund	135,000.00	105,000.00	105,000.00	\$100,000
Net Other Funds	1,125,458.00	902,333.00	1,035,103.00	
 Total Available funds	 1,128,429.37	 905,123.67	 1,036,263.00	
 Expense				
Upstream Storage Evaluation	0.00	0.00	0.00	
Construction Projects	900,000.00	800,000.00	0.00	
Net Expenses	900,000.00	850,000.00	0.00	
Transfers Out to General Fund				
Right-A-Way Lyon County Utility to Silver Springs	100,000.00	25,000.00	25,000.00	
Proposed USBR Regional Watershed Management Plan	0.00	25,000.00	20,805.00	
Net Transfers Out to General Fund	100,000.00	50,000.00	45,805.00	
Total Expenses	1,000,000.00	900,000.00	45,805.00	
 Ending Balance	 128,429.37	 5,123.67	 990,458.00	

STAFF REPORTS

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: May 18, 2022

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 April 20, 2022:

- 4/21/22 – Brenda & Martina met w/NEON re: Watershed Moments Campaign
- 4/21/22 – Ed attended meeting re: Carson Valley Floodplain Maps
- 4/22/22 – Ed gave presentation during Floodplain Management Association Emerging Professionals Webinar
- 4/26/22 – Brenda met w/Birgit Widegren, Nevada Division of Environmental Protection (NDEP) to discuss Sub-Watershed HUC12 for the National Water Quality Initiative (NWQI)
- 4/27/22 – Debbie attended meeting re: Clear Creek project
- 4/27/22 – Debbie, Brenda & Shane organized & hosted Carson River Coalition Floodplain Management Working group meeting
- 4/28/22 – Debbie attended Nevada Flood Awareness Week (FAW) meeting
- 4/28/22 – Debbie attended Recipient Webinar re: Department of Homeland Security (DHS) Civil Rights Evaluation Tool
- 4/28/22 – Brenda attended virtual tour of Leviathan Mine Superfund site
- 4/28/22 – Brenda & Shane met w/ Truckee Meadows Parks Foundation about extending AmeriCorps
- 4/28/22 – Debbie attended FY22 FEMA Award Process meeting
- 4/29/22 – Brenda & Shane attended Web Viewer Scoping meeting
- 5/3/22 – Shane & Martina filmed Soils Demonstration with NDEP
- 5/4/22 – Brenda, Shane, & Martina attended Internal Data Review meeting
- 5/4/22 – Staff meeting (all)
- 5/5/22 - Martina attended Social Media Onboarding meeting w/ NEON
- 5/5/22 – Brenda & Shane met with Rebecca of River Wranglers re: AmeriCorps & upcoming RW projects
- 5/7/22 – Shane & Martina showed Watershed Moments videos at Washoe Tribe Earth Day Celebration
- 5/7/22 – Debbie demonstrated Watershed Model at Fallon Paiute Shoshone Tribe Earth

Day Celebration

5/9/22 – Ed & Debbie met w/Carson City Staff & Michael Baker reps re: East Carson City project map

5/9/22 – Debbie met w/Robb Fellows re: High-Water Mark project in Carson City

5/9/22 – Debbie met w/Courtney Walker re: High-Water mark project in Douglas County

5/10/22 – Debbie attended High Water Mark Communications Outreach meeting

5/10/22 – Ed & Debbie met w/representatives from San Diego to discuss the CTP program

5/10/22 – Ed met with Tracy Roth re: ongoing and upcoming groundwater efforts

5/11/22 – “Explore your Watershed” Launch

5/11/22 – Ed attended Nevada Flood Mitigation Workshop

5/12/22 – Brenda & Martina attended NWQI/CRASP Discussion with Birgit Widegren

5/15-19/22 – Debbie is attending and is a featured speaker on CWSD’s FEMA processes at the Association of State Floodplain Managers (ASFPM) Conference in Orlando, Florida

5/13/22 – Ed attended meeting in Churchill County re: regional water plan

5/17/22 – Ed attended the Nevada Water Resources Association (NWRA) Board of Trustees meeting

5/19/22 – Brenda, Shane & Martina had creative meeting w/NEON on balance of Watershed Moments campaign

Upcoming Meeting/Activities:

5/23/22 – Ed gave a presentation to the Legislative Subcommittee on Public Lands

5/25/22 – CRC Education Working Group Meeting

STAFF RECOMMENDATION: Receive and file.

NO CORRESPONDENCE