



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

NOTICE OF PUBLIC MEETING

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

DATE: April 19, 2023
TIME: 6:30 pm
LOCATION: CWSD Conference Room
777 E. William Street, Ste. 209, Carson City, NV 89701

CWSD encourages Board Members attendance to be in-person meetings, but virtual attendance is available via [Zoom](#). If you prefer to phone in, call (669)900 9128. Meeting ID: 842 1770 0871; Passcode: 989129.

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 3 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 March 15, 2023

****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 March 2023
8. For Possible Action: Approval of Payment of Bills for March 2023
9. For Possible Action: Approval of #2023-12 Contract with Neon for Watershed Moments PSA campaign not to exceed \$15,000

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

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

10. For Discussion Only: County Updates for Floodplain Management & Projects
11. For Discussion Only: Mesa Vista Groundwater Monitoring Program Presentation
12. For Discussion Only: Presentation on the V-Line Weir Water Release & Flood Damage of Upper Allerman Canal
13. For Possible Action: Revision to DVCD Contract #2021-3 Exhibit A
14. For Possible Action: Approval of Compensatory Time Off In-Lieu of Overtime & Emergency Closing or Early Release Policies
15. For Possible Action: Approval of Funding Assistance for Emergency Flood Damage Policy
16. For Possible Action: Approval of Carson Valley Conservation District Emergency Funding Requests for 4 projects totaling \$208,805
17. For Discussion Only: Overview of the Water Picture for the Carson River Watershed
18. For Discussion Only: Staff Reports
 - General Manager
 - Legal
 - Correspondence
19. For Discussion Only: Directors & Committee Members Reports
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

Storey County Clerk's Office
26 S. B Street
Virginia City, 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., Suite 209
Carson City, NV

Alpine County Government Center
99 Water St.
Markleeville, CA

Minden Inn
1594 Esmeralda Avenue
Minden, NV

CWSD Website: <https://www.cwsd.org>

State Public Meetings Website: <http://notice.nv.gov>

AFFIDAVIT OF POSTING

The undersigned affirms that on or before 10 am on April 13, 2023, he/she posted a copy of the *Notice of Public Meeting and Agenda* for the April 19, 2023, 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
March 15, 2023

Draft Minutes

Chairperson Workman called the meeting of the Carson Water Subconservancy District (CWSD) to order at 6:30pm in the CWSD Conference Room, 777 E. William Street, Suite 209, Carson City, NV 89701. Roll call of the CWSD Board was taken and a quorum was determined to be present.

CWSD Directors present:

Mark Gardner
Stacey Giomi
Sharla Hales
Tammy Hendrix
Jim Hindle

Cassi Koerner (*via Zoom*)
Dave Nelson
Ernie Schank (*via Zoom*)
Lisa Schuette
Mike Workman

Directors Absent: Bus Scharmann and Fred Stodieck

Roll call included CWSD Committee Members present – Charlie Dobson (*via Zoom*) and David Griffith.

CWSD Staff & Guests present:

Kathy Canfield, Storey County Planer
Shane Fryer, CWSD
Brenda Hunt, CWSD
Edwin James, CWSD

Patrick King, CWSD Attorney
Scott Keller, Lyon County BOCC
Max Robinson, CWSD
Catrina Schambra, CWSD

Chairperson Workman led the pledge of allegiance.

Item #4 – Discussion Only: Public Comment –

Chairperson Workman introduced new CWSD Director, Tammy Hendrix, Lyon County Commissioner District 3. She was appointed to complete Ken Gray's term after his election to Nevada Assembly Legislator. Director Hendrix lives in Silver Springs and is a retired after a 30-year career in Civil Engineering and Land Surveying. She is happy to be able to serve on the CWSD Board.

Item #5 – For Possible Action: Approval of Agenda

Committee Member Griffith made a motion to approve the March 15, 2023, Agenda, as presented. The motion was seconded by Director Hindle and unanimously approved by the Board.

Item #6 – For Possible Action: Approval of the Board Meeting Minutes of Feb. 15, 2023

Director Giomi made a motion to approve the Board Meeting Minutes of February 15, 2023, as presented. The motion was seconded by Committee Member Griffith and unanimously approved by the Board.

****CONSENT AGENDA****

Item #7 – For Possible Action: Approval of Treasurer’s Report for February 2023

Item #8 – For Possible Action: Approval of Payment of Bills for February 2023

Item #9 – For Possible Action: Approval of Interlocal Contract #2023-2 with Carson City for High Water Mark Project not to exceed \$23,000

Item #10 – For Possible Action: Request to use \$3,000 from the Outside Professional Account to pay for food for the two-day Watershed Forum on April 18 and 19

Item #11 – For Possible Action: Approval of the 2023 Water and Sewer Rate Report for the Carson River Watershed

Item #12 – For Possible Action: Approval of Extension to DVCD Interlocal Contract #2022-8

Director Schank made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Nelson and unanimously approved by the Board.

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

Item #13 - For Discussion Only: Staff presentation on the Water Diversions Map for the Carson River

Mr. Robinson gave a presentation on the Water Diversions Map for the Carson River he and Mr. Fryer have been working on. The ditch mapping will be a great tool by modernizing historical data and providing easy access to the information. They have been using existing maps and Google Earth up to this point in the project. Next step will be field work and drone use to confirm and further identify sites. Mr. James stated that identifying river projects is another goal in this project. Director Schank complimented Mr. James and his staff for making this happen, stating we have wanted this for years. [Click here to view the presentation slides.](#)

No action taken.

Item #14 - For Possible Action: Approval of the Tentative Fiscal Year 2023-24 budgets

Mr. James thanked the Finance Committee for their 5 hours of hard work balancing the proposed budgets while still being able to fully fund the grant requests. It is not an easy task and he appreciates their time and effort as always.

Mr. James reported that after the Finance Committee meeting of February 27, 2023, CWSD was awarded the NDEP 310 grant of \$147,000. The tentative budgets recommended out of the Finance Committee did not include this funding. Based on this additional income, there were contingent proposed changes to the approved budget by the Finance Committee. Most of the changes reflect funds coming and going out of the grant. Because the grant does cover some of staff’s salaries, it is being proposed that the car allowance be reinstated and additional funds be transferred to the Floodplain Account.

Director Schank made a motion to approve the FY 2023-24 Tentative Budgets for the Acquisition/Construction Fund and the Floodplain Management Fund as presented; and approve the General Fund with the Department of Taxation Ad Valorem tax figures to be inserted when they

become available. The motion was seconded by Committee Member Griffith and unanimously approved by the Board.

Item #15 - For Possible Action: Approval Lumos Contract #2023-2 for 30-Year Regional Drought & Water Sustainability Plan not to exceed \$165,000 and authorize the General Manager to execute change orders up to 10% of the contract amount

Mr. James reported the funding for this project will be paid for through a grant from Nevada Department of Emergency Management (NDEM). The select committee reviewed the various proposals and recommended hiring Lumos for this project.

Committee Member Griffith stated he did not see recycling in the contract. Mr. James explained that we currently use 100% of reclaimed water in the Carson River Watershed and the current demand for reclaimed water is greater than the supply.

Director Giomi made a motion to approve Lumos Contract #2023-2 for the 30-Year Regional Drought & Water Sustainability Plan not to exceed \$165,000 and to authorize the General Manager to execute change orders up to 10% of the contract amount if funding is available in the grant from NDEM as presented. The motion was seconded by Director Schuette and unanimously approved by the Board.

Item #16 - For Discussion Only: Update on Upcoming CWSD Events

- 1) Mr. Fryer gave an overview of the **2023 Watershed Forum**, April 18 & 19 at Ruvo Hall at the Governor's Mansion. Keynote speakers will be Chris Smallcomb (NWS) on Tuesday, and James Settlemyer (DCNR) on Wednesday. There will be an assortment of presentations, speakers & panels both days. Lunch will be provided. Director Schank suggested that the PSA video series should be shown during the event. Mr. Hunt said a sizzle reel of the Watershed Moments series will be shown. [Click here to view final draft of 2023 Watershed Forum Schedule.](#)
- 2) CWSD is hosting the first **Get On The Bus Tour** since 2018. The much anticipated 2-day tour will visit most of the watershed on June 13 & 14. The itinerary includes (Day 1) Minden LID Project, Faith Valley, Hope Valley, Ace Herford Ranch, Dangberg Ranch, Wild Harmony Ranch & River Fork Ranch; (Day 2) Carson River Park, Rolling A Water Treatment Plant, Western State Hemp, Lahontan Dam & Fort Churchill State Park. There will be speakers & tour guides participating throughout the journey. Lunch is provided both days. Ticket for both days is \$150 per person.
- 3) CWSD is planning an **East Fork River Float** in late June for Board Members & local dignitaries. This is a 6-hour float from Markleeville to Ruhenstroth, stopping at the Hot Springs for lunch. There are also plans to float Genoa Lane to Cradlebaugh and the Brunswick, too. This will be a good year for river rafting. Director Giomi suggests July 12 for a birthday float!

All Board members are encouraged to participate in all CWSD events whenever they can. There is no charge for the Get on the Bus tour for Board members. Information will be sent out soon for registration to reserve your seat.

No action taken.

Item #17 - For Possible Action: Discussion regarding the 2023 Nevada Legislation Session

Mr. James reported on a list of water bills working their way through the legislative session and suggested CWSD support the following:

- [AB 19 – Enables Tribes to receive Channel Clearance funds](#)
- [AB 20 – Clean Water State Revolving Fund](#)
- [SB 102 – Funding to develop water resource plans](#)
- [AB 109- Establish a Soil Health Advisory Board & Initiative](#)

Director Giomi made a motion for CWSD to support AB 19, AB20, SB102 & AB108 as presented. The motion was seconded by Director Gardner and unanimously approved by the Board.

Item #18 - For Discussion Only: Overview of the Water Picture for the Carson River Watershed

Mr. James presented slides of the record-breaking water picture for the Carson River watershed to date. Director Schank stated that per the Water Master, this is the most snow received on record since 1880. [Click here to view the presentation slides.](#)

No action taken.

Item #19 - For Discussion Only: Staff Reports

Mr. James reported the following:

- He will be making a presentation to the Legislative Session on March 16.
- He will be late to the April 19 Board meeting due to a speaking engagement that was changed by the host organization.

Mrs. Hunt reported the following:

- Please see correspondence email to Ms. Bennett at KTNV Channel 2 regarding her Carson River Mercury Super Fund feature reporting. She has not heard from her since that date. Also, Andy Bain told her that EPA is still studying the issue so the interim decision on the Super Fund site is not the end.

Ms. Schambra reported on the following:

- Board field trips will be starting with the May 17 meeting. Please be thinking about where you would like the Board to tour in your county. We have Lyon County set for June, all other dates are open. Please email your ideas so we can begin to schedule rooms, meals and tours.

Legal – No report.

Correspondence –

Correspondence (1) Email- KTNV Channel 2 re CRMSS

Correspondence (2) NDEP 319 Grant Award Letter

No action was taken.

Item #14 – For Discussion Only: Directors Reports –

- Director Gardner stated the model created by Courtney Walker last year for Smelter Creek worked perfectly this year.
- Director Giomi reported Carson City received a Southern Nevada Public Lands Management Act (SNPLMA) grant of \$1.9 million to acquire Stream Water Rights at Buzzy' s Ranch for a wetland enhancement project. Carson City plans to maintain the natural area as a critical habitat for waterfowl and migratory birds with walkways for public use in the future.
- Ms. Canfield reported for Storey County. Six Mile Canyon was blown out from the storms. The city is meeting with USEPA to discuss Super Fund (1st Operational Unit) designation hurts funding and property sales. Storey County is applying for funding to rebuild bridges. FY 24-25 grants are available with no match required.

No action was taken.

Item #15 - For Discussion Only: Update on activities in Alpine County –

- Committee Member Griffith reported there has been work moving forward on the JPA update and proposed draft should be available for review at the April meeting.

No action was taken.

Item #21 – For Discussion Only: Public Comment – None

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

Respectfully submitted,

Catrina Schambra

Secretary to the Board

AGENDA ITEM #7

TREASURER'S REPORT

10:22 AM
03/31/23
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Balance Sheet
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1013-00 · Cash in Checking - U. S. Bank	102,122.23
1014-00 · Local Gov't Inv. Pool-Regular	830,813.05
1030-00 · Petty Cash	133.60
Total Checking/Savings	933,068.88
Other Current Assets	
1055-00 · Payroll Deposit - Carson City	500.00
Total Other Current Assets	500.00
Total Current Assets	933,568.88
TOTAL ASSETS	933,568.88
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	596,569.44
Net Income	246,685.08
Total Equity	843,254.52
TOTAL LIABILITIES & EQUITY	933,568.88

10:23 AM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/31/23

Profit & Loss Budget vs. Actual

Cash Basis

July 2022 through March 2023

	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5007-00 · Storey County Contribution	16,775.92	16,775.92		100.0%
5008-00 · Alpine Co. Joint Powers contrib	12,276.07	12,276.07		100.0%
5009-00 · Churchill County Ad Valorem	142,941.98	244,771.60	-101,829.62	58.4%
5010-00 · Lyon County Ad Valorem	141,099.21	216,545.36	-75,446.15	65.2%
5011-00 · Douglas County Ad Valorem	628,709.19	701,475.82	-72,766.63	89.6%
5012-00 · Carson City Ad Valorem	442,263.20	507,228.23	-64,965.03	87.2%
5022-00 · Water Lease - Mud Lake		58,000.00	-58,000.00	
5031-00 · Interest Income-LGIP Reg.	13,788.56	2,110.04	11,678.52	653.5%
5050-00 · Watershed Coordinator Grant				
5050-14 · NDEP-WS COORD V 1/1-12/31/2022	88,730.13	64,677.65	24,052.48	137.2%
Total 5050-00 · Watershed Coordinator Grant	88,730.13	64,677.65	24,052.48	137.2%
5058-00 · 208 Water Quality Plan				
5058-06 · NDEP 208 Water Quality AG	13,064.51	18,924.00	-5,859.49	69.0%
Total 5058-00 · 208 Water Quality Plan	13,064.51	18,924.00	-5,859.49	69.0%
5060-00 · Misc. Income/Watershed Tour		6,000.00	-6,000.00	
5082-00 · Alpine Co.-CASGEM Grant	1,182.76	800.00	382.76	147.8%
5083-00 · Al.Co.-Mesa GW Monitoring Grant	3,716.40	800.00	2,916.40	464.6%
5101-00 · State Parks Aquatic Trail Grant		60,000.00	-60,000.00	
6006-00 · FEMA-MAS #11	113,914.08	77,629.00	36,285.08	146.7%
6007-00 · FEMA-MAS #12	404,990.32	582,202.00	-177,211.68	69.6%
6008-00 · FEMA - COMS #1	83,730.74		83,730.74	100.0%
Total Income	2,107,183.07	2,570,215.69	-463,032.62	82.0%
Expense				
7015-00 · Salaries & Wages	385,214.48	506,147.00	-120,932.52	76.1%
7020-00 · Employee Benefits	144,048.13	193,600.00	-49,551.87	74.4%
7021-00 · Workers Comp Ins.	146.92	1,000.00	-853.08	14.7%
7101-00 · Director's Fees				
7101-01 · Director Benefits	107.73		107.73	100.0%
7101-02 · Director's Fees-Alpine Co.	1,360.00		1,360.00	100.0%
7101-00 · Director's Fees - Other	7,037.55	18,000.00	-10,962.45	39.1%
Total 7101-00 · Director's Fees	8,505.28	18,000.00	-9,494.72	47.3%
7102-00 · Insurance	5,067.21	5,400.00	-332.79	93.8%
7103-00 · Office Supplies	2,789.09	3,200.00	-410.91	87.2%
7104-00 · Postage	1,084.25	1,500.00	-415.75	72.3%
7105-00 · Rent	29,363.10	39,300.00	-9,936.90	74.7%
7106-00 · Telephone/Internet	3,879.59	3,500.00	379.59	110.8%
7107-00 · Travel-transport/meals/lodging				
7107-01 · Car Allowance	4,750.00		4,750.00	100.0%
7107-00 · Travel-transport/meals/lodging - Other	4,038.96	16,000.00	-11,961.04	25.2%
Total 7107-00 · Travel-transport/meals/lodging	8,788.96	16,000.00	-7,211.04	54.9%
7108-00 · Dues & Publications	1,021.06	1,200.00	-178.94	85.1%
7109-00 · Miscellaneous Expense		1,000.00	-1,000.00	
7110-00 · Conferences & Education	1,495.00	1,700.00	-205.00	87.9%
7111-00 · Office Equipment	6,701.94	6,000.00	701.94	111.7%
7112-00 · Bank Charges	25.00	50.00	-25.00	50.0%
7114-00 · Outside Professional Services	11,295.77	30,000.00	-18,704.23	37.7%
7115-00 · Accounting	840.00	16,800.00	-15,960.00	5.0%
7116-00 · Legal	16,000.00	30,000.00	-14,000.00	53.3%
7117-00 · Lost Lakes Expenses	10,691.10	14,700.00	-4,008.90	72.7%
7118-00 · Mud Lake O & M		1,400.00	-1,400.00	
7120-00 · Integrated Watershed Programs				
7120-07 · Watershed Tour		7,000.00	-7,000.00	
7120-44 · NDEP WS Coord V -1/1-12/31/2023				
7120-49 · WS COORD-REIMBURSABLE				

10:23 AM
03/31/23
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
7120-51 · WS COORD REIMB - Travel	431.28		431.28	100.0%
7120-52 · WS COORD REIMB- Operations	648.95		648.95	100.0%
7120-53 · WS COORD REIMB- NEON	21,400.00		21,400.00	100.0%
7120-54 · NCE-Web Access System CRASP	13,095.00		13,095.00	100.0%
Total 7120-49 · WS COORD-REIMBURSABLE	35,575.23		35,575.23	100.0%
7120-44 · NDEP WS Coord V -1/1-12/31/2023 - Other		14,373.65	-14,373.65	
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023	35,575.23	14,373.65	21,201.58	247.5%
Total 7120-00 · Integrated Watershed Programs	35,575.23	21,373.65	14,201.58	166.4%
7126-01 · NDEM Grant 2023	38.91		38.91	100.0%
7127-00 · State Parks Aquatic Trail		40,000.00	-40,000.00	
7332-00 · Carson River Work Days				
7332-08 · CR Work Days 2022-23	4,161.21	30,000.00	-25,838.79	13.9%
Total 7332-00 · Carson River Work Days	4,161.21	30,000.00	-25,838.79	13.9%
7337-00 · Carson River Restoration				
7337-01 · Carson Valley Conserv District				
7337-28 · CVCD - West Fork Bank 2021-22		210,000.00	-210,000.00	
7337-29 · Genoa River Restoration 2022-23	128,697.09		128,697.09	100.0%
Total 7337-01 · Carson Valley Conserv District	128,697.09	210,000.00	-81,302.91	61.3%
7337-02 · Dayton Valley Conservation Dist				
7337-37 · DVCD - Projects Inventory (EXT)		45,000.00	-45,000.00	
7337-38 · DVCD Bank Stab & Dayton Bridge				
7337-34 · DVCD Bank Stab/Dayton Br (EXT)		118,000.00	-118,000.00	
Total 7337-38 · DVCD Bank Stab & Dayton Bridge		118,000.00	-118,000.00	
7337-39 · DVCD Pardere Ricci Project	15,720.13	118,000.00	-102,279.87	13.3%
Total 7337-02 · Dayton Valley Conservation Dist	15,720.13	281,000.00	-265,279.87	5.6%
7337-03 · The Nature Conservancy				
7337-50 · Riparian Reveg & Bank Stabilize	20,563.92	25,142.00	-4,578.08	81.8%
Total 7337-03 · The Nature Conservancy	20,563.92	25,142.00	-4,578.08	81.8%
7337-04 · Lahontan Conserv.Dist				
7337-45 · LCD Clearing & Sand Bar Removal		27,000.00	-27,000.00	
Total 7337-04 · Lahontan Conserv.Dist		27,000.00	-27,000.00	
Total 7337-00 · Carson River Restoration	164,981.14	543,142.00	-378,160.86	30.4%
7404-00 · Noxious Weeds Control-CR Wtrshd		85,000.00	-85,000.00	
7406-00 · 208 Water Quality Mgmt. Plan				
7406-04 · NDEP 208 Water Qual AG 2022-23	557.13	2,200.00	-1,642.87	25.3%
Total 7406-00 · 208 Water Quality Mgmt. Plan	557.13	2,200.00	-1,642.87	25.3%
7440-00 · FEMA - MAS #11				
7440-15 · Conference(Travel/Meals/Hotel)	68.75		68.75	100.0%
7440-31 · Smelter Creek LOMR -Kimley Horn	5,573.50		5,573.50	100.0%
7440-40 · 2022 Flood Awareness	8,550.52		8,550.52	100.0%
7440-51 · Clear Creek LOMR -Cardno	35,307.50		35,307.50	100.0%
7440-61 · CV Flood Forecast Model -HDR	24,279.35		24,279.35	100.0%
7440-71 · Web Access System-Michael Baker	18,769.07		18,769.07	100.0%
7440-00 · FEMA - MAS #11 - Other	98.14	43,206.00	-43,107.86	0.2%
Total 7440-00 · FEMA - MAS #11	92,646.83	43,206.00	49,440.83	214.4%
7440-72 · MB Web Access Match		7,200.00	-7,200.00	
7441-00 · FEMA - MAS #12				
7441-01 · CC EAST ADMP-MB	121,290.38		121,290.38	100.0%
7441-02 · CC Southeast ADMP - KH	71,857.50		71,857.50	100.0%

10:23 AM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/31/23

Profit & Loss Budget vs. Actual

Cash Basis

July 2022 through March 2023

	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
7441-03 · VC 6-Mile Cyn ADMP-Lumos	112,453.85		112,453.85	100.0%
7441-04 · Buckeye Creek -JEF	71,805.40		71,805.40	100.0%
7441-05 · Ramsey Cyn Flood Study-HMC	248.99		248.99	100.0%
7441-07 · Trvl/Hotel/Meals/Conf/Mileage	11.12		11.12	100.0%
7441-08 · FAW -2023	15.58		15.58	100.0%
7441-09 · Mural Project-Jungle Designs	1,713.95		1,713.95	100.0%
7441-00 · FEMA - MAS #12 - Other	40.18	541,300.00	-541,259.82	0.0%
Total 7441-00 · FEMA - MAS #12	379,436.95	541,300.00	-161,863.05	70.1%
7442-00 · FEMA - COMS 1				
7442-01 · Stagecoach ADMP - JEF	50,504.05		50,504.05	100.0%
7442-02 · North Silver Springs ADMP - KH	8,550.00		8,550.00	100.0%
7442-00 · FEMA - COMS 1 - Other	156.16		156.16	100.0%
Total 7442-00 · FEMA - COMS 1	59,210.21		59,210.21	100.0%
7500-00 · USGS Stream Gage Contract				
7500-04 · USGS Stream Flow Gauges 21-23	39,781.75	81,089.00	-41,307.25	49.1%
Total 7500-00 · USGS Stream Gage Contract	39,781.75	81,089.00	-41,307.25	49.1%
7508-00 · USGS Do.Co.WQ & GW Monitoring				
7508-04 · DoCo WQ/GW Mon. 2021-23	8,961.25	17,580.00	-8,618.75	51.0%
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring	8,961.25	17,580.00	-8,618.75	51.0%
7524-00 · USGS-GW Lvl & WQ in Ch.Co.				
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22	1,640.44	4,921.33	-3,280.89	33.3%
Total 7524-00 · USGS-GW Lvl & WQ in Ch.Co.	1,640.44	4,921.33	-3,280.89	33.3%
7526-01 · USGS Middle Carson GW 2020-22	5,228.88	15,250.00	-10,021.12	34.3%
7529-00 · USGS Water Resources 2022-24	19,102.50	44,375.00	-25,272.50	43.0%
7600-00 · Alpine County Projects				
7600-09 · Al.Co.-CASGEM	1.30	5.00	-3.70	26.0%
7600-10 · Al.Co.-Mesa GW Monitoring	43.65	2.00	41.65	2,182.5%
7600-14 · AWG Programs 22-23	15,000.00	30,000.00	-15,000.00	50.0%
Total 7600-00 · Alpine County Projects	15,044.95	30,007.00	-14,962.05	50.1%
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		100,000.00	-100,000.00	
Total 7630-00 · Lyon County Projects		100,000.00	-100,000.00	
7640-00 · Churchill County Projects				
7640-20 · Lahontan Vly.Wtr.Lvl. 2021-24	7,953.00	14,500.00	-6,547.00	54.8%
7640-22 · Dixie Valley Wtr Lvl 2022-25	14,920.73	23,000.00	-8,079.27	64.9%
Total 7640-00 · Churchill County Projects	22,873.73	37,500.00	-14,626.27	61.0%
Total Expense	1,673,697.99	2,784,640.98	-1,110,942.99	60.1%
Net Ordinary Income	433,485.08	-214,425.29	647,910.37	-202.2%
Other Income/Expense				
Other Income				
8005-00 · Beginning Equity		703,347.45	-703,347.45	
8009-00 · Trans. In-Floodplain Mgmt. Fd.		7,200.00	-7,200.00	

10:23 AM
03/31/23
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	<u>Jul '22 - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
8015-00 · Trans. In-Acq/Const. Fund		100,000.00	-100,000.00	
Total Other Income		810,547.45	-810,547.45	
Other Expense				
8002-00 · Transfer Out-Acq/Const Fund	135,000.00	135,000.00		100.0%
8008-00 · Preliminary Planning		400,000.00	-400,000.00	
8014-00 · Trans. Out-Floodplain Mgmt. Fd.	51,800.00	51,800.00		100.0%
Total Other Expense	186,800.00	586,800.00	-400,000.00	31.8%
Net Other Income	-186,800.00	223,747.45	-410,547.45	-83.5%
Net Income	<u>246,685.08</u>	<u>9,322.16</u>	<u>237,362.92</u>	<u>2,646.2%</u>

10:24 AM

03/31/23

Cash Basis

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

March 2023

	Mar 23	Jul '22 - Mar 23
Ordinary Income/Expense		
Income		
5007-00 · Storey County Contribution		16,775.92
5008-00 · Alpine Co. Joint Powers contrib		12,276.07
5009-00 · Churchill County Ad Valorem		142,941.98
5010-00 · Lyon County Ad Valorem		141,099.21
5011-00 · Douglas County Ad Valorem	68,737.17	628,709.19
5012-00 · Carson City Ad Valorem	82,281.90	442,263.20
5031-00 · Interest Income-LGIP Reg.	1,886.38	13,788.56
5050-00 · Watershed Coordinator Grant		
5050-14 · NDEP-WS COORD V 1/1-12/31/2022		88,730.13
Total 5050-00 · Watershed Coordinator Grant		88,730.13
5058-00 · 208 Water Quality Plan		
5058-06 · NDEP 208 Water Quality AG		13,064.51
Total 5058-00 · 208 Water Quality Plan		13,064.51
5082-00 · Alpine Co.-CASGEM Grant		1,182.76
5083-00 · Al.Co.-Mesa GW Monitoring Grant		3,716.40
6005-00 · FEMA -MAS #10		
6006-00 · FEMA-MAS #11		113,914.08
6007-00 · FEMA-MAS #12	52,679.64	404,990.32
6008-00 · FEMA - COMS #1	35,771.42	83,730.74
Total Income	241,356.51	2,107,183.07
Expense		
7015-00 · Salaries & Wages	61,795.75	385,214.48
7020-00 · Employee Benefits	20,973.07	144,048.13
7021-00 · Workers Comp Ins.		146.92
7101-00 · Director's Fees		
7101-01 · Director Benefits	33.64	107.73
7101-02 · Director's Fees-Alpine Co.	480.00	1,360.00
7101-00 · Director's Fees - Other	2,320.00	7,037.55
Total 7101-00 · Director's Fees	2,833.64	8,505.28
7102-00 · Insurance		5,067.21
7103-00 · Office Supplies	156.02	2,789.09
7104-00 · Postage	106.15	1,084.25
7105-00 · Rent	3,307.70	29,363.10
7106-00 · Telephone/Internet	443.96	3,879.59
7107-00 · Travel-transport/meals/lodging		
7107-01 · Car Allowance	750.00	4,750.00
7107-00 · Travel-transport/meals/lodging - Other	942.60	4,038.96
Total 7107-00 · Travel-transport/meals/lodging	1,692.60	8,788.96
7108-00 · Dues & Publications		1,021.06
7110-00 · Conferences & Education		1,495.00
7111-00 · Office Equipment		6,701.94
7112-00 · Bank Charges	-10.00	25.00
7114-00 · Outside Professional Services	546.25	11,295.77
7115-00 · Accounting		840.00
7116-00 · Legal	2,000.00	16,000.00
7117-00 · Lost Lakes Expenses	10,070.00	10,691.10
7120-00 · Integrated Watershed Programs		
7120-44 · NDEP WS Coord V -1/1-12/31/2023		
7120-49 · WS COORD-REIMBURSABLE		
7120-51 · WS COORD REIMB - Travel		431.28
7120-52 · WS COORD REIMB- Operations	5.59	648.95
7120-53 · WS COORD REIMB- NEON		21,400.00
7120-54 · NCE-Web Access System CRASP		13,095.00
Total 7120-49 · WS COORD-REIMBURSABLE	5.59	35,575.23
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023	5.59	35,575.23
Total 7120-00 · Integrated Watershed Programs	5.59	35,575.23
7126-01 · NDEM Grant 2023		38.91
7332-00 · Carson River Work Days		
7332-07 · CR Work Days 2021-22		
7332-08 · CR Work Days 2022-23		4,161.21

10:24 AM

03/31/23

Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND**Profit & Loss YTD Comparison****March 2023**

	Mar 23	Jul '22 - Mar 23
Total 7332-00 · Carson River Work Days		4,161.21
7337-00 · Carson River Restoration		
7337-01 · Carson Valley Conserv District		
7337-29 · Genoa River Restoration 2022-23		128,697.09
Total 7337-01 · Carson Valley Conserv District		128,697.09
7337-02 · Dayton Valley Conservation Dist		
7337-37 · DVCD - Projects Inventory (EXT)		
7337-39 · DVCD Pardere Ricci Project		15,720.13
Total 7337-02 · Dayton Valley Conservation Dist		15,720.13
7337-03 · The Nature Conservancy		
7337-50 · Riparian Reveg & Bank Stabilize		20,563.92
Total 7337-03 · The Nature Conservancy		20,563.92
Total 7337-00 · Carson River Restoration		164,981.14
7404-00 · Noxious Weeds Control-CR Wtrshd		
7404-01 · Noxious Weed Control-Alpine Co.		
7404-02 · Noxious Weed Control-Douglas Co		
7404-03 · Noxious Weed Control-CarsonCity		
7404-04 · Noxious Weed Control-Lyon Co.		
7404-05 · Noxious Weed Control-Churchill		
Total 7404-00 · Noxious Weeds Control-CR Wtrshd		
7406-00 · 208 Water Quality Mgmt. Plan		
7406-04 · NDEP 208 Water Qual AG 2022-23	0.12	557.13
Total 7406-00 · 208 Water Quality Mgmt. Plan	0.12	557.13
7439-00 · FEMA MAS #10		
7439-05 · Ch Cty Flood Maps (HDR)		
Total 7439-00 · FEMA MAS #10		
7440-00 · FEMA - MAS #11		
7440-15 · Conference(Travel/Meals/Hotel)		68.75
7440-31 · Smelter Creek LOMR -Kimley Horn		5,573.50
7440-40 · 2022 Flood Awareness		8,550.52
7440-51 · Clear Creek LOMR -Cardno		35,307.50
7440-61 · CV Flood Forecast Model -HDR		24,279.35
7440-71 · Web Access System-Michael Baker		18,769.07
7440-00 · FEMA - MAS #11 - Other		98.14
Total 7440-00 · FEMA - MAS #11		92,646.83
7441-00 · FEMA - MAS #12		
7441-01 · CC EAST ADMP-MB	26,249.09	121,290.38
7441-02 · CC Southeast ADMP - KH	3,188.00	71,857.50
7441-03 · VC 6-Mile Cyn ADMP-Lumos	13,433.25	112,453.85
7441-04 · Buckeye Creek -JEF	6,908.16	71,805.40
7441-05 · Ramsey Cyn Flood Study-HMC		248.99
7441-07 · Trvl/Hotel/Meals/Conf/Mileage		11.12
7441-08 · FAW -2023		15.58
7441-09 · Mural Project-Jungle Designs		1,713.95
7441-00 · FEMA - MAS #12 - Other	3.90	40.18
Total 7441-00 · FEMA - MAS #12	49,782.40	379,436.95
7442-00 · FEMA - COMS 1		
7442-01 · Stagecoach ADMP - JEF	25,411.05	50,504.05
7442-02 · North Silver Springs ADMP - KH	6,450.00	8,550.00
7442-00 · FEMA - COMS 1 - Other	6.10	156.16
Total 7442-00 · FEMA - COMS 1	31,867.15	59,210.21
7500-00 · USGS Stream Gage Contract		
7500-04 · USGS Stream Flow Gauges 21-23		39,781.75
Total 7500-00 · USGS Stream Gage Contract		39,781.75
7508-00 · USGS Do.Co.WQ & GW Monitoring		
7508-04 · DoCo WQ/GW Mon. 2021-23		8,961.25
Total 7508-00 · USGS Do.Co.WQ & GW Monitoring		8,961.25
7524-00 · USGS-GW Lvl & WQ in Ch.Co.		

10:24 AM

03/31/23

Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Profit & Loss YTD Comparison

March 2023

	Mar 23	Jul '22 - Mar 23
7524-02 · USGS-GW Lvl & WQ-ChCo 2018-22		1,640.44
Total 7524-00 · USGS-GW Lvl & WQ In Ch.Co.		1,640.44
7526-01 · USGS Middle Carson GW 2020-22		5,228.88
7529-00 · USGS Water Resources 2022-24		19,102.50
7600-00 · Alpine County Projects		
7600-09 · Al.Co.-CASGEM		1.30
7600-10 · Al.Co.-Mesa GW Monitoring		43.65
7600-14 · AWG Programs 22-23		15,000.00
Total 7600-00 · Alpine County Projects		15,044.95
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
7640-00 · Churchill County Projects		
7640-18 · Dixie Vlt Wtr Lvl Meas 2019-22		
7640-20 · Lahontan Vly.Wtr.Lvl. 2021-24	3,903.00	7,953.00
7640-22 · Dixie Valley Wtr Lvl 2022-25	10,169.23	14,920.73
Total 7640-00 · Churchill County Projects	14,072.23	22,873.73
Total Expense	199,642.63	1,673,697.99
Net Ordinary Income	41,713.88	433,485.08
Other Income/Expense		
Other Expense		
8002-00 · Transfer Out-Acq/Const Fund		135,000.00
8014-00 · Trans. Out-Floodplain Mgmt. Fd.		51,800.00
Total Other Expense		186,800.00
Net Other Income		-186,800.00
Net Income	41,713.88	246,685.08

Floodplain Management Fund
Balance Sheet
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1013-03 · LGIP - Floodplain	399,750.27
Total Checking/Savings	399,750.27
Total Current Assets	399,750.27
TOTAL ASSETS	399,750.27
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	341,519.51
Net Income	58,230.76
Total Equity	399,750.27
TOTAL LIABILITIES & EQUITY	399,750.27

10:34 AM

03/31/23

Cash Basis

Floodplain Management Fund
Profit & Loss Budget vs. Actual
 July 2022 through March 2023

	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5032-03 · Int. Inc.-LGIP-Floodplain	6,430.76	918.60	5,512.16	700.1%
Total Income	6,430.76	918.60	5,512.16	700.1%
Expense				
8009-01 · Reg. Flood Preliminary Planning	0.00	300,000.00	-300,000.00	0.0%
8009-07 · Web Hosting (MB)	0.00	7,200.00	-7,200.00	0.0%
Total Expense	0.00	307,200.00	-307,200.00	0.0%
Net Ordinary Income	6,430.76	-306,281.40	312,712.16	-2.1%
Other Income/Expense				
Other Income				
8000-03 · Beginning Equity	0.00	306,200.00	-306,200.00	0.0%
8001-03 · Trans. In	51,800.00	51,800.00	0.00	100.0%
Total Other Income	51,800.00	358,000.00	-306,200.00	14.5%
Net Other Income	51,800.00	358,000.00	-306,200.00	14.5%
Net Income	58,230.76	51,718.60	6,512.16	112.6%

10:35 AM
03/31/23
Cash Basis

Floodplain Management Fund
Profit & Loss YTD Comparison
March 2023

	Mar 23	Jul '22 - Mar 23
Ordinary Income/Expense		
Income		
5032-03 · Int. Inc.-LGIP-Floodplain	1,091.59	6,430.76
Total Income	1,091.59	6,430.76
Net Ordinary Income	1,091.59	6,430.76
Other Income/Expense		
Other Income		
8001-03 · Trans. In	0.00	51,800.00
Total Other Income	0.00	51,800.00
Net Other Income	0.00	51,800.00
Net Income	1,091.59	58,230.76

10:39 AM

CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

03/31/23

Balance Sheet

Cash Basis

As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1013-01 · Local Gov't Inv.Pool-Reserve	1,191,489.66
Total Checking/Savings	1,191,489.66
Total Current Assets	1,191,489.66
TOTAL ASSETS	1,191,489.66
LIABILITIES & EQUITY	
Equity	
4000-01 · Fund Balance - Capital Project	1,037,143.62
Net Income	154,346.04
Total Equity	1,191,489.66
TOTAL LIABILITIES & EQUITY	1,191,489.66

Profit & Loss Budget vs. Actual

July 2022 through March 2023

	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5032-01 · Interest Income - LGIP Res.	19,346.04	2,971.37	16,374.67	651.1%
Total Income	19,346.04	2,971.37	16,374.67	651.1%
Expense				
8015-04 · Construction Projects		900,000.00	-900,000.00	
8015-05 · Right-A-Way Lyon Cty Utility SS		100,000.00	-100,000.00	
Total Expense		1,000,000.00	-1,000,000.00	
Net Ordinary Income	19,346.04	-997,028.63	1,016,374.67	-1.9%
Other Income/Expense				
Other Income				
8000-01 · Beginning Equity		990,458.00	-990,458.00	
8001-01 · Transfer In	135,000.00	135,000.00		100.0%
Total Other Income	135,000.00	1,125,458.00	-990,458.00	12.0%
Other Expense				
8002-01 · Transfer Out		100,000.00	-100,000.00	
Total Other Expense		100,000.00	-100,000.00	
Net Other Income	135,000.00	1,025,458.00	-890,458.00	13.2%
Net Income	154,346.04	28,429.37	125,916.67	542.9%

12:39 PM

CARSON WTR SUBCONSERVANCY DIST - ACQUISITION/CONSTRUCTION

03/31/23

Profit & Loss YTD Comparison

Cash Basis

March 2023

	Mar 23	Jul '22 - Mar 23
Ordinary Income/Expense		
Income		
5032-01 · Interest Income - LGIP Res.	3,253.57	19,346.04
Total Income	3,253.57	19,346.04
Net Ordinary Income	3,253.57	19,346.04
Other Income/Expense		
Other Income		
8001-01 · Transfer In		135,000.00
Total Other Income		135,000.00
Net Other Income		135,000.00
Net Income	3,253.57	154,346.04

AGENDA ITEM #8

PAYMENT OF BILLS

10:22 AM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/31/23

Transaction Detail by Account

Cash Basis

March 2023

Type	Date	Num	Name	Memo	Paid Amount	Balance
1013-00 - Cash in Checking - U. S. Bank						
Check	03/03/2023	10871	Carson City	CWSD Payroll #5	-28,886.94	-28,886.94
Check	03/03/2023	10872	Kimley-Horn & Associates, Inc.	24123215 & 24123216	-9,638.00	-38,524.94
Check	03/03/2023	10873	King & Russo, Ltd.	Professional Services February 2023	-2,000.00	-40,524.94
Check	03/03/2023	10874	Charter Communications	Acct#8354110011312511	-117.97	-40,642.91
Check	03/03/2023	10875	JE Fuller Hydrology & Geomorpholog...	#P3832.01-9 & #P3987.01-2	-32,319.21	-72,962.12
Check	03/03/2023	10876	Charles Dobson	Al Cty Director Fees - February	-160.00	-73,122.12
Check	03/03/2023	10877	David Griffith	February Alpine County Director Fees	-160.00	-73,282.12
Check	03/03/2023	10878	RDM Infinity, LLC	Invoice #42778 Tech Support/Service	-546.25	-73,828.37
Check	03/03/2023	10879	Euronev, Ltd.	#74334 March Rent	-3,307.70	-77,136.07
Deposit	03/09/2023			Deposit	30,227.31	-46,908.76
Check	03/09/2023	10880	Edwin James	Reimbursement	-76.44	-46,985.20
General Jo...	03/10/2023		Miscellaneous	Reversed Wire Fee	10.00	-46,975.20
Check	03/13/2023	10881	Lumos & Assoc., Inc.	Inv#116848 Proj#10679	-13,433.25	-60,408.45
Check	03/13/2023	10882	Michael Baker International, Inc.	Inv#1173507	-26,249.09	-86,657.54
Check	03/13/2023	10883	VOID	VOID		-86,657.54
Check	03/15/2023	10884	Pacific Office Automation	Acct#710047	-61.47	-86,719.01
Deposit	03/17/2023			Deposit	88,451.06	-1,732.05
Deposit	03/20/2023			Deposit	68,737.17	70,469.22
Check	03/20/2023	10885	Carson City	CWSD Payroll #6	-29,918.05	40,551.17
Check	03/21/2023	10886	Charles Dobson	1st Quarter Mileage Reimbursement	-51.16	40,500.01
Check	03/21/2023	10887	Mark Gardner	1st Qtr Mileage Reimbursement	-54.73	40,445.28
Check	03/21/2023	10888	David Griffith	March Director Fee/Mileage Reimbursement	-156.06	40,289.22
Check	03/21/2023	10889	Sharla Hales	1st Qtr Mileage Reimbursement	-46.22	40,243.00
Check	03/21/2023	10890	Tammy Hendrix	1st Qtr Mileage Reimbursement	-47.34	40,195.66
Check	03/21/2023	10891	D. Jim Hindle	1st Qtr Mileage Reimbursement	-38.25	40,157.41
Check	03/21/2023	10892	David Nelson	1st Qtr Mileage Reimbursement	-30.01	40,127.40
Check	03/21/2023	10893	Ernest Schank	1st Qtr Mileage Reimbursement	-83.25	40,044.15
Check	03/21/2023	10894	Harry L. Scharmann	1st Qtr Mileage Reimbursement	-80.46	39,963.69
Check	03/21/2023	10895	Lisa Schuette	1st Qtr Mileage Reimbursement	-24.43	39,939.26
Check	03/21/2023	10896	Cassi Koerner	1st Qtr Mileage Reimbursement	-49.07	39,890.19
Check	03/21/2023	10897	Mike Workman	1st Qtr Mileage Reimbursement	-78.93	39,811.26
Check	03/21/2023	10898	Charlie Dobson	MAR Director Fees	-80.00	39,731.26
Check	03/21/2023	10899	Tammy Hendrix	1st Qtr Mileage Reimbursement	-47.34	39,683.92
Check	03/23/2023	10900	CA Dept.of Water Resources	Cust#3565/Inv#1800155831	-10,070.00	29,613.92
Deposit	03/27/2023			Deposit	52,054.59	81,668.51
Check	03/27/2023	10901	Local Government Investment Pool	For deposit/CWSD General	-40,000.00	41,668.51
Check	03/27/2023	10902	Charter Communications	Acct#8354110011312511	-117.97	41,550.54
Check	03/27/2023	10903	Bank of America	Acct. #4024 4910 0003 3949	-513.74	41,036.80
Check	03/27/2023	10904	Churchill County	Lahontan Vly. & Dixie Vly. Wtr. Lvl. Meas.	-14,072.23	26,964.57
Check	03/29/2023	10905	H. Bus Scharmann		-80.46	26,884.11
Check	03/31/2023	10906	Carson City	CWSD Payroll #7	-27,067.47	-183.36
Total 1013-00 - Cash in Checking - U. S. Bank					-183.36	-183.36
1014-00 - Local Gov't Inv. Pool-Regular						
Deposit	03/01/2023			Interest	1,886.38	1,886.38
Check	03/27/2023	10901	Local Government Investment Pool	CWSD investment in General Fund LGIP	40,000.00	41,886.38
Total 1014-00 - Local Gov't Inv. Pool-Regular					41,886.38	41,886.38
1030-00 - Petty Cash						
General Jo...	03/31/2023			MAR Petty Cash Replenishment/Balance	10.86	10.86
Total 1030-00 - Petty Cash					10.86	10.86
3307-00 - CC Payroll Due						
General Jo...	03/03/2023			Payroll #5 (2/10/2023-2/23/2023)	-28,886.94	-28,886.94
Check	03/03/2023	10871	Carson City	Payroll #5 (2/10/2023-2/23/2023)	28,886.94	
General Jo...	03/20/2023			Payroll #6 (2/24/2023-3/9/2023)	-29,918.05	-29,918.05
Check	03/20/2023	10885	Carson City	Payroll #6 (2/24/2023-3/9/2023)	29,918.05	
General Jo...	03/31/2023			Payroll #7 (3/10/2023-3/23/2023)	-27,067.47	-27,067.47
Check	03/31/2023	10906	Carson City	Payroll #7 (3/10/2023-3/23/2023)	27,067.47	
Total 3307-00 - CC Payroll Due						
5011-00 - Douglas County Ad Valorem						
Deposit	03/20/2023	737238	Douglas County Treasurer	February Ad Valorem Taxes	-68,737.17	-68,737.17
Total 5011-00 - Douglas County Ad Valorem					-68,737.17	-68,737.17
5012-00 - Carson City Ad Valorem						
Deposit	03/09/2023	90310...	Carson City	January Ad Valorem Taxes	-30,227.31	-30,227.31
Deposit	03/27/2023	90310...	Carson City	February Ad Valorem Taxes	-52,054.59	-82,281.90
Total 5012-00 - Carson City Ad Valorem					-82,281.90	-82,281.90
5031-00 - Interest Income-LGIP Reg.						
Deposit	03/01/2023			Interest	-1,886.38	-1,886.38

10:22 AM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/31/23

Transaction Detail by Account

Cash Basis

March 2023

Type	Date	Num	Name	Memo	Paid Amount	Balance
Total 5031-00 · Interest Income-LGIP Reg.					-1,886.38	-1,886.38
6007-00 · FEMA-MAS #12						
Deposit	03/17/2023	FEMA		Draw 12	-52,679.64	-52,679.64
Total 6007-00 · FEMA-MAS #12					-52,679.64	-52,679.64
6008-00 · FEMA - COMS #1						
Deposit	03/17/2023	FEMA		Draw 3	-35,771.42	-35,771.42
Total 6008-00 · FEMA - COMS #1					-35,771.42	-35,771.42
7015-00 · Salaries & Wages						
General Jo...	03/03/2023			Salary Payroll #5 Fryer	2,930.78	2,930.78
General Jo...	03/03/2023			Salary Payroll #5 Hunt	3,261.06	6,191.84
General Jo...	03/03/2023			Salary Payroll #5 James	6,552.60	12,744.44
General Jo...	03/03/2023			Salary Payroll #5 Neddenriep	2,538.09	15,282.53
General Jo...	03/03/2023			Salary Payroll #5 Robinson	2,679.57	17,962.10
General Jo...	03/03/2023			Salary Payroll #5 Schambra	2,930.70	20,892.80
General Jo...	03/20/2023			Salary Payroll #6 Fryer	2,573.85	23,466.65
General Jo...	03/20/2023			Salary Payroll #6 Hunt	3,432.71	26,899.36
General Jo...	03/20/2023			Salary Payroll #6 James	6,552.60	33,451.96
General Jo...	03/20/2023			Salary Payroll #6 Neddenriep	2,508.35	35,960.31
General Jo...	03/20/2023			Salary Payroll #6 Robinson	2,553.32	38,513.63
General Jo...	03/20/2023			Salary Payroll #6 Schambra	2,930.70	41,444.33
General Jo...	03/31/2023			Salary Payroll #7 Fryer	2,795.86	44,240.19
General Jo...	03/31/2023			Salary Payroll #7 Hunt	2,991.34	47,231.53
General Jo...	03/31/2023			Salary Payroll #7 James	6,552.60	53,784.13
General Jo...	03/31/2023			Salary Payroll #7 Neddenriep	2,538.09	56,322.22
General Jo...	03/31/2023			Salary Payroll #7 Robinson	2,542.83	58,865.05
General Jo...	03/31/2023			Salary Payroll #7 Schambra	2,930.70	61,795.75
Total 7015-00 · Salaries & Wages					61,795.75	61,795.75
7020-00 · Employee Benefits						
General Jo...	03/03/2023			Benies Payroll #5 Fryer	868.37	868.37
General Jo...	03/03/2023			Benies Payroll #5 Hunt	1,629.71	2,498.08
General Jo...	03/03/2023			Benies Payroll #5 James	2,680.96	5,179.04
General Jo...	03/03/2023			Benies Payroll #5 Neddenriep	1,215.01	6,394.05
General Jo...	03/03/2023			Benies Payroll #5 Robinson	430.20	6,824.25
General Jo...	03/03/2023			Benies Payroll #5 Schambra	919.89	7,744.14
General Jo...	03/20/2023			Benies Payroll #6 Fryer	757.00	8,501.14
General Jo...	03/20/2023			Benies Payroll #6 Hunt	1,683.26	10,184.40
General Jo...	03/20/2023			Benies Payroll #6 James	2,680.96	12,865.36
General Jo...	03/20/2023			Benies Payroll #6 Neddenriep	1,205.73	14,071.09
General Jo...	03/20/2023			Benies Payroll #6 Robinson	408.80	14,479.89
General Jo...	03/20/2023			Benies Payroll #6 Schambra	919.89	15,399.78
General Jo...	03/31/2023			Benies Payroll #7 Fryer	872.31	16,272.09
General Jo...	03/31/2023			Benies Payroll #7 Hunt	933.29	17,205.38
General Jo...	03/31/2023			Benies Payroll #7 James	2,048.04	19,253.42
General Jo...	03/31/2023			Benies Payroll #7 Neddenriep	791.88	20,045.30
General Jo...	03/31/2023			Benies Payroll #7 Robinson	431.01	20,476.31
General Jo...	03/31/2023			Benies Payroll #7 Schambra	496.76	20,973.07
Total 7020-00 · Employee Benefits					20,973.07	20,973.07
7101-00 · Director's Fees						
7101-01 · Director Benefits						
General Jo...	03/03/2023			Director Benies Payroll #5 Gardner		
General Jo...	03/03/2023			Director Benies Payroll #5 Giomi		
General Jo...	03/03/2023			Director Benies Payroll #5 Gray		
General Jo...	03/03/2023			Director Benies Payroll #5 Hindle		
General Jo...	03/03/2023			Director Benies Payroll #5 Koerner		
General Jo...	03/03/2023			Director Benies Payroll #5 Nelson		
General Jo...	03/03/2023			Director Benies Payroll #5 Schank		
General Jo...	03/03/2023			Director Benies Payroll #5 Schuette		
General Jo...	03/03/2023			Director Benies Payroll #5 Stodieck		
General Jo...	03/03/2023			Director Benies Payroll #5 Workman		
General Jo...	03/20/2023			Director Benies Payroll #6 Gardner		
General Jo...	03/20/2023			Director Benies Payroll #6 Giomi	2.32	2.32
General Jo...	03/20/2023			Director Benies Payroll #6 Gray	2.32	4.64
General Jo...	03/20/2023			Director Benies Payroll #6 Hindle	2.32	6.96
General Jo...	03/20/2023			Director Benies Payroll #6 Koerner	1.16	8.12
General Jo...	03/20/2023			Director Benies Payroll #6 Nelson	1.16	9.28
General Jo...	03/20/2023			Director Benies Payroll #6 Schank	3.48	12.76
General Jo...	03/20/2023			Director Benies Payroll #6 Schuette	3.48	16.24
General Jo...	03/20/2023			Director Benies Payroll #6 Stodieck	1.16	17.40
General Jo...	03/20/2023			Director Benies Payroll #6 Workman	3.48	20.88
General Jo...	03/31/2023			Director Benies Payroll #7 Gardner	1.16	22.04
General Jo...	03/31/2023			Director Benies Payroll #7 Giomi	1.16	23.20

10:22 AM
03/31/23
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

Transaction Detail by Account

March 2023

Type	Date	Num	Name	Memo	Paid Amount	Balance
General Jo...	03/31/2023			Director Benies Payroll #7 Hales	2.32	25.52
General Jo...	03/31/2023			Director Benies Payroll #7 Hendrix	1.16	26.68
General Jo...	03/31/2023			Director Benies Payroll #7 Hindle	1.16	27.84
General Jo...	03/31/2023			Director Benies Payroll #7 Koerner	1.16	29.00
General Jo...	03/31/2023			Director Benies Payroll #7 Nelson	1.16	30.16
General Jo...	03/31/2023			Director Benies Payroll #7 Schank	1.16	31.32
General Jo...	03/31/2023			Director Benies Payroll #7 Schuette	1.16	32.48
General Jo...	03/31/2023			Director Benies Payroll #7 Stodieck		32.48
General Jo...	03/31/2023			Director Benies Payroll #7 Workman	1.16	33.64
Total 7101-01 · Director Benefits					33.64	33.64
7101-02 · Director's Fees-Alpine Co.						
Check	03/03/2023	10876	Charles Dobson	Al Cty Director Fees - February	160.00	160.00
Check	03/03/2023	10877	David Griffith	February Alpine County Director Fees	160.00	320.00
Check	03/21/2023	10888	David Griffith	March Alpine County Director Fees	80.00	400.00
Check	03/21/2023	10898	Charlie Dobson	MAR Alpine County Director Fees	80.00	480.00
Total 7101-02 · Director's Fees-Alpine Co.					480.00	480.00
7101-00 · Director's Fees - Other						
General Jo...	03/03/2023			Director Fee Payroll #5 Gardner		
General Jo...	03/03/2023			Director Fee Payroll #5 Giomi		
General Jo...	03/03/2023			Director Fee Payroll #5 Gray		
General Jo...	03/03/2023			Director Fee Payroll #5 Hindle		
General Jo...	03/03/2023			Director Fee Payroll #5 Koerner		
General Jo...	03/03/2023			Director Fee Payroll #5 Nelson		
General Jo...	03/03/2023			Director Fee Payroll #5 Schank		
General Jo...	03/03/2023			Director Fee Payroll #5 Schuette		
General Jo...	03/03/2023			Director Fee Payroll #5 Stodieck		
General Jo...	03/03/2023			Director Fee Payroll #5 Workman		
General Jo...	03/20/2023			Director Fee Payroll #6 Gardner		
General Jo...	03/20/2023			Director Fee Payroll #6 Giomi	160.00	160.00
General Jo...	03/20/2023			Director Fee Payroll #6 Gray	160.00	320.00
General Jo...	03/20/2023			Director Fee Payroll #6 Hindle	160.00	480.00
General Jo...	03/20/2023			Director Fee Payroll #6 Koerner	80.00	560.00
General Jo...	03/20/2023			Director Fee Payroll #6 Nelson	80.00	640.00
General Jo...	03/20/2023			Director Fee Payroll #6 Schank	240.00	880.00
General Jo...	03/20/2023			Director Fee Payroll #6 Schuette	240.00	1,120.00
General Jo...	03/20/2023			Director Fee Payroll #6 Stodieck	80.00	1,200.00
General Jo...	03/20/2023			Director Fee Payroll #6 Workman	240.00	1,440.00
General Jo...	03/31/2023			Director Fee Payroll #7 Gardner	80.00	1,520.00
General Jo...	03/31/2023			Director Fee Payroll #7 Giomi	80.00	1,600.00
General Jo...	03/31/2023			Director Fee Payroll #7 Hales	160.00	1,760.00
General Jo...	03/31/2023			Director Fee Payroll #7 Hendrix	80.00	1,840.00
General Jo...	03/31/2023			Director Fee Payroll #7 Hindle	80.00	1,920.00
General Jo...	03/31/2023			Director Fee Payroll #7 Koerner	80.00	2,000.00
General Jo...	03/31/2023			Director Fee Payroll #7 Nelson	80.00	2,080.00
General Jo...	03/31/2023			Director Fee Payroll #7 Schank	80.00	2,160.00
General Jo...	03/31/2023			Director Fee Payroll #7 Schuette	80.00	2,240.00
General Jo...	03/31/2023			Director Fee Payroll #7 Stodieck		2,240.00
General Jo...	03/31/2023			Director Fee Payroll #7 Workman	80.00	2,320.00
Total 7101-00 · Director's Fees - Other					2,320.00	2,320.00
Total 7101-00 · Director's Fees					2,833.64	2,833.64
7103-00 · Office Supplies						
Check	03/15/2023	10884	Pacific Office Automation	FEB Color Copies	47.52	47.52
Check	03/15/2023	10884	Pacific Office Automation	FEB B&W Copies	13.95	61.47
Check	03/27/2023	10903	Bank of America	Binding Combs	15.19	76.66
Check	03/27/2023	10903	Bank of America	Binding Combs & Copier Paper	115.58	192.24
General Jo...	03/31/2023			March Copies	-15.71	176.53
General Jo...	03/31/2023			Mark Gardner - Christmas Guest Meal	-20.51	156.02
Total 7103-00 · Office Supplies					156.02	156.02
7104-00 · Postage						
Check	03/27/2023	10903	Bank of America	Board Meeting Agenda Pkg mailing	96.50	96.50
General Jo...	03/31/2023			Ed James - Postage to mail Bd Pkg to Charlie Dobson	9.65	106.15
Total 7104-00 · Postage					106.15	106.15
7105-00 · Rent						
Check	03/03/2023	10879	Euronev, Ltd.	March Rent	3,307.70	3,307.70
Total 7105-00 · Rent					3,307.70	3,307.70
7106-00 · Telephone/Internet						
Check	03/03/2023	10874	Charter Communications	February Wi-Fi /Internet Svcs.	117.97	117.97
Check	03/27/2023	10902	Charter Communications	March Wi-Fi /Internet Svcs.	117.97	235.94

For internal & discussion purposes only.

10:22 AM

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND

03/31/23

Transaction Detail by Account

Cash Basis

March 2023

Type	Date	Num	Name	Memo	Paid Amount	Balance
Check	03/27/2023	10903	Bank of America	March ZOOM	14.99	250.93
Check	03/27/2023	10903	Bank of America	Vonage Phone System - February	112.03	362.96
Check	03/27/2023	10903	Bank of America	March - Microsoft Internet	75.00	437.96
Check	03/27/2023	10903	Bank of America	March- Microsoft 395	6.00	443.96
Total 7106-00 · Telephone/Internet					443.96	443.96
7107-00 · Travel-transport/meals/lodging						
7107-01 · Car Allowance						
General Jo...	03/03/2023			Car Allowance Payroll #5 James	250.00	250.00
General Jo...	03/20/2023			Car Allowance Payroll #6 James	250.00	500.00
General Jo...	03/31/2023			Car Allowance Payroll #7 James	250.00	750.00
Total 7107-01 · Car Allowance					750.00	750.00
7107-00 · Travel-transport/meals/lodging - Other						
Check	03/09/2023	10880	Edwin James	Lunch Meeting w/Workman, Hendrix & Keller	76.44	76.44
Check	03/21/2023	10886	Charles Dobson	1st Quarter Mileage Reimbursement	51.16	127.60
Check	03/21/2023	10887	Mark Gardner	1st Qtr Mileage Reimbursement	54.73	182.33
Check	03/21/2023	10888	David Griffith	1st Qtr Mileage Reimbursement	76.06	258.39
Check	03/21/2023	10889	Sharla Hales	1st Qtr Mileage Reimbursement	46.22	304.61
Check	03/21/2023	10890	Tammy Hendrix	1st Qtr Mileage Reimbursement	47.34	351.95
Check	03/21/2023	10891	D. Jim Hindle	1st Qtr Mileage Reimbursement	38.25	390.20
Check	03/21/2023	10892	David Nelson	1st Qtr Mileage Reimbursement	30.01	420.21
Check	03/21/2023	10893	Ernest Schank	1st Qtr Mileage Reimbursement	83.25	503.46
Check	03/21/2023	10894	Harry L. Scharmann	1st Qtr Mileage Reimbursement	80.46	583.92
Check	03/21/2023	10895	Lisa Schuette	1st Qtr Mileage Reimbursement	24.43	608.35
Check	03/21/2023	10896	Cassi Koerner	1st Qtr Mileage Reimbursement	49.07	657.42
Check	03/21/2023	10897	Mike Workman	1st Qtr Mileage Reimbursement	78.93	736.35
Check	03/21/2023	10899	Tammy Hendrix	1st Qtr Mileage Reimbursement	47.34	783.69
Check	03/27/2023	10903	Bank of America	Lunch Meeting Finance Committee 2/27/23 -Ed James	78.45	862.14
Check	03/29/2023	10905	H. Bus Scharmann	RT mileage for 3/15/23	80.46	942.60
Total 7107-00 · Travel-transport/meals/lodging - Other					942.60	942.60
Total 7107-00 · Travel-transport/meals/lodging					1,692.60	1,692.60
7112-00 · Bank Charges						
General Jo...	03/10/2023		Miscellaneous	Reversed Wire Fee	-10.00	-10.00
Total 7112-00 · Bank Charges					-10.00	-10.00
7114-00 · Outside Professional Services						
Check	03/03/2023	10878	RDM Infinity, LLC	Invoice #42778 Office Tech Support/Service	546.25	546.25
Total 7114-00 · Outside Professional Services					546.25	546.25
7116-00 · Legal						
Check	03/03/2023	10873	King & Russo, Ltd.	Professional Services FEBRUARY 2023	2,000.00	2,000.00
Total 7116-00 · Legal					2,000.00	2,000.00
7117-00 · Lost Lakes Expenses						
Check	03/23/2023	10900	CA Dept.of Water Resources	Lost Lakes Dam Fees FY 23/24	10,070.00	10,070.00
Total 7117-00 · Lost Lakes Expenses					10,070.00	10,070.00
7120-00 · Integrated Watershed Programs						
7120-44 · NDEP WS Coord V -1/1-12/31/2023						
7120-49 · WS COORD-REIMBURSABLE						
7120-52 · WS COORD REIMB- Operations						
General Jo...	03/31/2023			March Copies	5.59	5.59
Total 7120-52 · WS COORD REIMB- Operations					5.59	5.59
Total 7120-49 · WS COORD-REIMBURSABLE					5.59	5.59
Total 7120-44 · NDEP WS Coord V -1/1-12/31/2023					5.59	5.59
Total 7120-00 · Integrated Watershed Programs					5.59	5.59
7406-00 · 208 Water Quality Mgmt. Plan						
7406-04 · NDEP 208 Water Qual AG 2022-23						
General Jo...	03/31/2023			March Copies	0.12	0.12
Total 7406-04 · NDEP 208 Water Qual AG 2022-23					0.12	0.12
Total 7406-00 · 208 Water Quality Mgmt. Plan					0.12	0.12
7441-00 · FEMA - MAS #12						
7441-01 · CC EAST ADMP-MB						
Check	03/13/2023	10882	Michael Baker International, Inc.	Services thru 2/28/2023	26,249.09	26,249.09

10:22 AM
03/31/23
Cash Basis

CARSON WATER SUBCONSERVANCY DISTRICT - GENERAL FUND
Transaction Detail by Account
March 2023

Type	Date	Num	Name	Memo	Paid Amount	Balance
Total 7441-01 · CC EAST ADMP-MB					26,249.09	26,249.09
7441-02 · CC Southeast ADMP - KH						
Check	03/03/2023	10872	Kimley-Horn & Associates, Inc.	SECC ADMP - Svcs thru February 28, 2023	3,188.00	3,188.00
Total 7441-02 · CC Southeast ADMP - KH					3,188.00	3,188.00
7441-03 · VC 6-Mile Cyn ADMP-Lumos						
Check	03/13/2023	10881	Lumos & Assoc., Inc.	Professional Services 2/1/2023-2/28/2023	13,433.25	13,433.25
Total 7441-03 · VC 6-Mile Cyn ADMP-Lumos					13,433.25	13,433.25
7441-04 · Buckeye Creek -JEF						
Check	03/03/2023	10875	JE Fuller Hydrology & Geomorpholog...	Buckeye Creek - 2/1/2023-2/28/2023	6,908.16	6,908.16
Total 7441-04 · Buckeye Creek -JEF					6,908.16	6,908.16
7441-00 · FEMA - MAS #12 - Other						
General Jo...	03/31/2023			March Copies	3.90	3.90
Total 7441-00 · FEMA - MAS #12 - Other					3.90	3.90
Total 7441-00 · FEMA - MAS #12					49,782.40	49,782.40
7442-00 · FEMA - COMS 1						
7442-01 · Stagecoach ADMP - JEF						
Check	03/03/2023	10875	JE Fuller Hydrology & Geomorpholog...	Stagecoach - 2/1/2023- 2/28/2023	25,411.05	25,411.05
Total 7442-01 · Stagecoach ADMP - JEF					25,411.05	25,411.05
7442-02 · North Silver Springs ADMP - KH						
Check	03/03/2023	10872	Kimley-Horn & Associates, Inc.	N. Silver Springs ADMP -Svcs thru February 28, 2023	6,450.00	6,450.00
Total 7442-02 · North Silver Springs ADMP - KH					6,450.00	6,450.00
7442-00 · FEMA - COMS 1 - Other						
General Jo...	03/31/2023			March Copies	6.10	6.10
Total 7442-00 · FEMA - COMS 1 - Other					6.10	6.10
Total 7442-00 · FEMA - COMS 1					31,867.15	31,867.15
7640-00 · Churchill County Projects						
7640-20 · Lahontan Vly.Wtr.Lvl. 2021-24						
Check	03/27/2023	10904	Churchill County	Oct - Dec 2022, Lahontan Vly. Wtr. Lvl. Meas.	3,903.00	3,903.00
Total 7640-20 · Lahontan Vly.Wtr.Lvl. 2021-24					3,903.00	3,903.00
7640-22 · Dixie Valley Wtr Lvl 2022-25						
Check	03/27/2023	10904	Churchill County	Oct - Dec 2022, Dixie Valley Wtr. Lvl. Meas.	10,169.23	10,169.23
Total 7640-22 · Dixie Valley Wtr Lvl 2022-25					10,169.23	10,169.23
Total 7640-00 · Churchill County Projects					14,072.23	14,072.23
TOTAL						

AGENDA ITEM #9

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #9 – For Possible Action: Approval of #2023-12 Contract with Neon for Watershed Moments PSA campaign not to exceed \$15,000

DISCUSSION: As part of the new NDEP 319 grant there is funding to enhance the market media for Watershed Awareness. CWSD will hire NEON to modify Watershed Moments videos to shorter length 30-second PSAs for TV and radio spots. NEON will assist in promoting the I Am Carson River campaign.

STAFF RECOMMENDATION: Approve contract #2023-12 with NEON as presented.



DRAFT

Agreement

Carson Water Subconservancy District (hereinafter "**CWSD**") and NEON Agency (hereinafter "**NEON**") hereby enter into an agreement whereby NEON will continue to develop assets for the "I am Carson River Watershed" Marketing and Outreach Campaign to promote Watershed-Literacy for CWSD in accordance with and subject to the following terms and conditions:

1) **ASSIGNMENT**

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

Professionally edit a minimum of 7 of the existing Watershed Moments videos to shorter length 30-second Public Service Announcements (PSAs) which continue to target our main messaging. PSAs will be abbreviated to make them usable for both television (visual) and radio (audible) spots. The contractor will seek free, and fee-based ad space from local media groups such as Sinclair, Sierra and others. The contractor will continue providing social media to promote all videos and the translated Spanish splash page. Tasks are further identified and described in attached Exhibit A. The compensation paid to NEON for support and Watershed Moments tasks shall not exceed **\$15,000**.

2) **INDEMNITIES**

- (a) To the fullest extent permitted by law NEON 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 NEON, its officers, employees and agents.
- (b) CWSD will indemnify and hold NEON harmless with respect to any claims or actions instituted by third parties which result from the use by NEON of material furnished by CWSD or where material created by NEON is substantially changed by CWSD. Information or data obtained by NEON from CWSD to substantiate claims made in advertising shall be deemed to be "materials furnished by CWSD."
- (c) In the event of any proceeding against CWSD by any regulatory agency or in the event of any court action or self-regulatory action challenging any advertising prepared by NEON, NEON shall assist in the preparation of the defense of such action or proceeding and cooperate with CWSD and CWSD's attorneys. CWSD will reimburse NEON any out-of-pocket costs NEON 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 NEON 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) NEON shall name CWSD as an additional insured and deliver a certificate to CWSD.
- d) If NEON 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 continue in full force and effect until **6/30/24**, unless extended by written agreement of the parties.
- b) NEON will submit quarterly invoices with a detailed written description of activities performed per task.



Invoices shall be submitted to CWSD quarterly on the following dates:

- Quarter 1 (Jul-Sept) due 8/1/23
- Quarter 2 (Oct-Dec) due 1/2/24
- Quarter 3 (Jan-Mar) due 4/1/24
- Quarter 4 (Apr-Jun) due 6/30/24

- c) In the event of termination of this Agreement, the rights, duties, and responsibilities of NEON 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 NEON.

5) **PERFORMANCE**

Should NEON fail to perform any of the services provided for in Exhibit A, CWSD shall notify NEON of such non-performance and allow thirty (30) days for NEON 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: NEON Scope of Work
- b) Exhibit B: Project Schedule & Fees

7) **INDEPENDENT CONTRACTOR**

NEON 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 NEON (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 NEON upon completion, termination, or cancellation of this Agreement. NEON shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of NEON'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 NEON 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 NEON to provide the goods or services required by this Agreement is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
 - (3) If NEON 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 NEON'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) NEON shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the CWSD;
 - (3) NEON shall execute any documents and take any actions necessary to effectuate an assignment of this Agreement if so requested by the CWSD; and
 - (4) NEON 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, NEON 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 NEON has informed CWSD
- (b) Upon termination, no rights or liabilities shall arise out of this relationship, regardless of any plans which may have been made for future advertising, except that any non-cancelable contracts made on CWSD authorization and still existing at termination hereof, which contracts were not or could not be assigned by NEON to CWSD or someone designated by CWSD, shall be carried to completion by NEON and paid for by CWSD in the manner described in Exhibit B.

11) **BREACH REMEDIES.**

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

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

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

12) **PUBLIC RECORDS**

Pursuant to NRS 239.010, information or documents received from NEON 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. NEON may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that NEON thereby agrees to indemnify CWSD for honoring such a designation. The failure to so label any document that is released by CWSD shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

13) **NOTICES**

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

Attn.: Edwin James
Carson Watershed Subconservancy District
777 E William Street, Suite 209
Carson City, NV 89701

Attn.: Steve Cook
NEON Agency
1065 Sharon Way
Reno, NV 89509

**14) FORCE MAJEURE**

Neither party shall be held responsible for any delay or failure in performance of any part of this Agreement to the extent such delay or failure is caused by fire, flood, explosion, war, embargo, government requirement, civil or military authority, act of God, pandemic, or other similar causes beyond its control and without the fault or negligence of the delayed or non-performing party. The affected party will notify the other party in writing within ten (10) days after the beginning of any such cause that would affect its performance. Notwithstanding, if a party's performance is delayed for a period exceeding thirty (30) days from the date the other party receives notice under this paragraph, the non-affected party will have the right, without any liability to the other party, to terminate this agreement. This Agreement is made in anticipation of conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the Consultant does not control. Notwithstanding any other provision of this Agreement, NEON shall not have liability for or be deemed in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, or acts of CWSD, third parties, or governmental agencies.

15) HEADINGS

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

16) ENTIRE AGREEMENT

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

17) SEVERABILITY

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

18) GOVERNING LAW

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

Accepted and Agreed on behalf of:
Carson Water Subconservancy District

Accepted and Agreed on behalf of:
NEON Agency

Signature *Date*
Edwin D. James
General Manager

Signature *Date*
Steve Cook
President, Managing Director



EXHIBIT A

NEON Scope of Work

The “I Am Carson River Watershed” Education/Outreach Campaign is the pillar of CWSD’s Watershed-Literacy Program (WLP). The WLP aims to increase community knowledge of watershed issues, encourage and track actions that reduce nonpoint source pollution (polluted run-off); ultimately leading to water quality improvements.

Context and Background:

1. Carson River Watershed Coordination/Watershed-Literacy Project Objectives and Goals

The Watershed-Literacy survey (2015) provided baseline information about watershed resident's knowledge allowing CWSD to target Environmental Education (EE) efforts. The Carson River Coalition’s (CRC) vision is: “A Carson River watershed community that believes their behavior impacts watershed wellness and applies their knowledge to act in ways that benefit the watershed as a whole.” Thus, educating and providing example actions people can take is critical to improving water quality and reducing Nonpoint Source (NPS) pollution in the Watershed.

2. Watershed-Literacy Implementation Goals:

- a) The Watershed-Literacy Program and the “I Am Carson River Watershed” Campaign is consistent with the concept and objectives 1, 4-6 in the 2015 Watershed-Literacy Action Plan (WLAP), Watershed-Literacy survey results, and recommendations from the Marketing and Communications Plan, the 2016 EE Roundtable, and other relevant research.

Objective 1. Determine how existing programs address main messages and reach target audiences.

Objective 4. Create new and/or modify existing messages and programs. Develop new partnerships that will enhance existing programs and fill identified gaps (in survey analysis).

Objective 5. Conduct a watershed-wide media campaign to increase basic understanding of watershed concept main themes based on gap analysis. Focus on particular audience groups (adult public, youth, and policy/decision makers) using specific messages for particular topics. Messages should be developed using the seven main driving forces.

Objective 6. Implement an on-line interactive Stewardship Pledge that tracks commitments to activities that indicate behavior change.

- b) Implementation of relevant portions of [Carson River Marketing and Communication Strategy 2016](#) to be achieved through this project. See Recommendations on Page 87.
- c) With the targeted audience recommendations, continue creation of “I Am Carson River Watershed” assets supported by targeted, action-oriented, message delivery methods. The campaign will build on the existing campaign and specify actions that residents can take to improve water quality and the health of the Carson River Watershed. Obtaining community created content “Watershed Moments” to show actual actions being taken by residents in the watershed, along with the Stewardship Pledge outlined in Objective 6 above.



- d) The ultimate goal is for CR Watershed communities to remember the campaign and act on what they learned or saw others doing and for that to be evident in our next watershed-wide survey proposed for FY2024/25.

3. Build on existing “I Am Carson River Watershed” Campaign and “Watershed Moments” Campaign.

Overall NEON is responsible for creating and communicating informative, engaging, and compelling print, social media/online advertisements, educational materials, videos/public service announcements, and other campaign materials. Neon will continue to implement *I am Carson River Watershed* campaign using assets created over the past few years including stickers, splash page, short videos, and watershed moments. The watershed moments will continue to be promoted through traditional news and social media platforms over 2023-2024 and will be housed on our splash page at iamcarsonriver.org. Neon will use their independent expert knowledge and ideas to spread education and outreach messages through low or no-cost channels to as many Carson River Watershed residents, business owners and property owners as possible. CWSD will be the lead contact agency and will coordinate involvement with our broader CRC-EE partners. Neon will deliver a portfolio of creative assets in a usable digital form to CWSD based on the tasks below and the contents of this contract.

Neon will do the following tasks and provide the following deliverables:

- (a) Continue to implement overarching media campaign/strategy to engage residents to improve water quality and the health of the watershed. Create targeted media message content, graphical elements, Public Service Announcements (PSA videos) and incorporate existing and new campaign assets into various social media platforms, standard media (e.g., newspapers, online news outlets) and into the web interface/splash page for the “I Am Carson River Watershed” Campaign. NEON will coordinate media buys.

Deliverables:

- i. Media design and content for existing sites (Facebook, Instagram and CWSD’s website), and the “I Am Carson River Watershed” Splash Page updates.
 - ii. Any new media created such as press releases, point of sale advertising, or newspaper ads.
 - iii. Media activities tracked using hashtags and provide tracking analysis using means provided by each platform and/or agreed upon tracking/analytics with CWSD.
 - iv. Quarterly analytics to inform CWSD’s Quarterly report to NDEP and CWSD’s Board.
 - v. Media buy documentation.
- (b) Professionally edit existing "Watershed Moments" (videos) to produce seven 30secs long films for both television (visual) and radio (audio) time. These edited Watershed Moments will maintain their original theme encouraging local people to make personal changes and take actions to protect the watershed and limit the effects of non-point source pollution. 30 second videos will be completed in both English and in Spanish.

Deliverables:

- i. Work with CWSD and NDEP to choose a minimum of seven Watershed Moments to edit and create 30-second-long assets for radio and television spots associated with the original “Watershed Moments” created by NEON in English.



- ii. Minimum of seven, 30-second-long radio and television spots in Spanish.
- iii. Update Campaign Splash Page/Spanish access for all the "Watershed Moments."

- (c) Neon will seek free, and fee-based ad space from local media groups such as Sinclair, Sierra and others to promote the new seven 30-second-long radio and television spots in English and Spanish, or the original long format videos when possible.

Deliverables:

- i. Media coordination and buy documentation.
- ii. Statistics on timing and viewership.

- (d) Continue to promote a targeted social media campaign designed to obtain additional community created "Watershed Moments." Use the existing 15 videos and newly created PSAs to encourage our community to create additional "Watershed Moments" and/or sign the pledge. Obtaining these community created vignettes and commitments will document actual actions being taken by residents in the watershed and is our updated form of our Stewardship Pledge outlined in Objective 6 above. Neon will provide their professional expertise in designing easy to follow steps for the public to create their own "Watershed Moments" and will work with CWSD and the CRC to determine the parameters.

Deliverables:

- i. Targeted Campaign documentation.
- ii. Any community created content.
- iii. Summary of tracking analytics and analysis.

- (e) Adaption of Floodplains as Community Assets PSAs with into I AM CARSON RIVER WATERSHED campaign. Update with new logos.

Deliverables:

- i. Adapted Floodplains as Community Assets videos with new logos.

- (f) An analysis of the "I AM CARSON RIVER WATERSHED" campaign 2023/2024 Social Media push to determine what worked well and what could be done differently in the future.

Deliverables:

- i. Provide a written strategic feedback summary and outcomes to CWSD to assist with final reporting and work on follow up campaigns.

- (g) CWSD may, at any time prior to the completion of the Work, direct in writing, change the Work including but not limited to the revision of the Work's scope, time period, or schedule of performance. NEON shall perform such changes to the Work as directed by CWSD in writing and shall be paid for such Work at rates established by the Agreement.



EXHIBIT B

Project Schedule & Fees

Project Schedule

- Send contract to Neon for review – April 2023
- Send contract to CWSD Board Packet – April 2023
- Contract approval – Board Meeting – April 2023
- Send CWSD Board approved contract to Neon – April 2023
- Edit minimum of seven 30 second long 'Watershed Moments' for TV and Radio– May 2023-December 2023
- Begin 'Watershed Moments' campaign outreach planning and implementation – May 2023
- Deliver up to seven 30 seconds long 'Watershed Moments' films and radio spots – December 2023
- Update splash page to host the seven 30 second long 'Watershed Moments' or Sizzle Real and audio radio spots– May 2023-December 2023
- Update Spanish splash page to host the seven 30 second long 'Watershed Moments' or Sizzle Real and Spanish radio spots – June 2023-Dec 2023
- 'Watershed Moments' Campaign Launch and Push – May 2023-May 2024
 - i. Social media outreach (Facebook, Instagram, other platforms TBD)
 - ii. Partner outreach (define as part of strategy)
 - iii. Community outreach (the people in film + other community leaders)
 - iv. Press release and campaign (list local press and social media engagement, etc.)
 - v. TV and radio spots with new assets
- Adaption of Floodplains as Community Assets with campaign logos – December 2023
- 'Watershed Moments' Campaign wrap up and review – June 2024
- Analysis report "I AM CARSON RIVER WATERSHED" campaign 2023/2024 Media push – June 2024
- Provide Statistics and metrics for reporting – June 2024

Fees

1. NEON shall bill CWSD for meetings, design, public relations, production, and creative work. Billing will include all editing, web development and design, graphic design, art direction, creative direction, and copy / translation services. Media Buys and Production Studio Time shall be billed at cost.
2. The total budget for this Agreement is not to exceed \$15,000, unless CWSD approves additional funding in writing. Budget includes staffing for creative including messages, scripts, website, social media posts; subcontracted filming; editing and production; advertising; media buys; printing costs; and asset promotion.

AGENDA ITEM #10

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #10 – For Discussion Only: County Updates for Floodplain Management & Projects

DISCUSSION: Staff will give a presentation on county Floodplain Management and projects.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #11

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #11 – For Discussion Only: Mesa Vista Groundwater Monitoring Program Presentation

DISCUSSION: Staff will give a presentation on the Mesa Vista Groundwater Monitoring Program.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #12

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #12 – For Discussion Only: Presentation on the V-Line Weir Water Release & Flood Damage of Upper Allerman Canal

DISCUSSION: Staff will give a presentation on the V-Line Weir water release in Churchill County and flood damage of upper Allerman canal in Douglas County.

STAFF RECOMMENDATION: Receive and file.

AGENDA ITEM #13

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #13 – For Possible Action: Revision to DVCD Contract #2021-3, Exhibit A

DISCUSSION: CWSD supports Dayton Valley Conservation District in its vital role in the health of the Carson River watershed. Contract #2021-3 with DVCD is to conduct an inventory of projects along the Carson River and prioritize river projects that need repairs. DVCD has also been using part of the fund to cover their general operating administrative costs. This is the only source of funds they have to cover these costs. Although CWSD has allowed DVCD to use grant funds to cover their general operating administrative costs this is not spelled out in Exhibit A.

Staff is requesting DVCD Contract #2021-3 Exhibit A be revised to include statement *“Expenses charged to this contract will include project activities as described above and DVCD general operating administrative costs.”* See draft of revised Exhibit A attached. All future DVCD contracts will include this statement.

STAFF RECOMMENDATION: Approve revision to DVCD Contract #2021-3, Exhibit A as presented.



DRAFT

CWSD STATE CONTRACT #2021-3

EXHIBIT A

Project Description

This project is designed to survey present condition of completed projects, establish a prioritized list of repairs based on various criteria, and begin repairs accordingly. Additionally, this project addresses the need for an updated and current project inventory (location, construction type/size, etc.) for submission to State Lands as part of an ongoing effort to inventory projects completed on State property, and to establish an efficient permitting process for maintenance of those projects. This is part of DVCD's plan to address severe and ongoing bank erosion, loss of mature cottonwood trees (into the river), and loss of private agricultural land. The project objectives are (1) Thoroughly inspect each project site (30+) and establish a prioritized list of project repairs (based on multiple factors including affected infrastructure, utilities present, riparian function, mercury sequestration, cottonwood gallery protection, etc.); (2) Establish project site list (including all completed projects regardless of repair needs) for State Land's use in establishing inventory and efficient multi-year permitting; and (3) Begin implementing repair efforts based on the aforementioned priorities.

Expenses charged to this contract will include project activities as described above and DVCD general operating administrative costs.

AGENDA ITEM #%

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #14 – For Possible Action: Approval of Compensatory Time Off In-Lieu of Overtime & Emergency Closing or Early Release Policies

DISCUSSION: Staff proposes adding the attached policy sections to the [CWSD Personnel Policy Manual](#) to provide protocol for earning compensatory time off in lieu of overtime payment and emergency closings of the office. Neither of these policies are specifically addressed in the manual and should be included to alleviate any confusion on these items. There is also a consent form required to be in the employee personnel file for earning compensatory time off in lieu of overtime payment. This form is also attached.

STAFF RECOMMENDATION: Approve Section 4.8 Emergency Closing or Early Release and Section 4.11 Compensatory Time Off In-Lieu of Overtime policies to be added to the CWSD Personnel Policy Manual as presented.

4.8 Emergency Closing or Early Release

Carson Water Subconservancy District may suspend operations or release employees because of an emergency such as power failure, hazardous weather conditions, or severe transportation difficulties. Authority to close CWSD or release employees from work due to an emergency situation rests with the General Manager or the Administrative Assistant in his/her absence.

An emergency closing is not in the nature of a holiday. Holiday pay policies do not apply, and all employees do not necessarily receive an equal amount of time off or additional pay.

Only employees regularly scheduled to work on a day of closing are eligible for closing pay. An employee absent for any reason, including vacation, sick leave, or any other authorized leave, with or without pay, receives no time off or pay for an emergency closing or early release. Employees regularly scheduled to work a fixed number of hours on a day of a closing or release will be paid for the regularly scheduled hours, consistent with this policy. Employees who work a variable schedule and who are allowed to leave their work site early due to an early release will be paid until the end of their normal workday. In no case may an employee on a variable schedule receive payment for emergency closing or early release if including those hours causes them to exceed their number of normally scheduled hours for the week.

Employees who are able to work remotely, including those on a hybrid schedule, are generally expected to work their regularly scheduled hours, without regard to the closing or early release. However, employees who cannot work their regular hours remotely for reasons connected with the closing will be paid for those regularly scheduled hours. For example, during an emergency closing due to a snowstorm, an employee may not be able to work their regular hours because of a loss of power, shoveling, or family members home due to closure of their school or day care due to that snowstorm; in such a case, the employees should work the hours they are able, and will be paid for their regularly scheduled work hours. Employees must notify their managers if they cannot work their regular hours because of the emergency.

A local emergency, power outage, or disruption that disrupts an employee's off-site work but does not affect the Institute or their regular on-site work location is not an "emergency closing" and the employee is not eligible for emergency closing pay if they were unable to work their usual hours remotely. The employee may choose to use any available vacation or personal time in order to be paid for the hours not worked.

Exceptional situations should be discussed with the General Manager.

In the case of a pandemic or other wide-spread health emergency, or in the case of an emergency closing longer than two days, special policies on leave, pay and other related policies may be announced.

4.11. Compensatory Time Off in Lieu of Overtime Pay for Staff

In order to compensate staff for time spent on the job in excess of a 40-hour week, the General Manager may allow the employee a period of time away from the job in lieu of overtime pay. U.S. 29 CFR 553.23 permits an agreement or understanding between a public agency and an employee to provide for compensatory time in lieu of cash payment. Absent such an agreement, overtime must be paid in cash.

Staff must be paid at the rate of one and one-half the regular hourly rate for all hours worked in excess of forty (40) in a week. Compensatory time off in lieu of payment for overtime hours worked is allowed only if it is given at the rate of one and one-half times the number of overtime hours worked.

ELECTION OF COMPENSATORY TIME IN LIEU OF OVERTIME PAY

U.S. 29 CFR 553.23 permits an agreement or understanding between a public agency and an employee to provide for compensatory time in lieu of cash payment. Absent such an agreement, overtime must be paid in cash.

For the purposes of overtime compensation, I hereby elect to receive compensatory time in lieu of cash payment. I understand that by electing compensatory time off in lieu of cash payment, compensatory time off must be used within 30 days of the date earned.

Entered into this _____ day of _____ in the year _____

Employee:			
	(Print Name)	Signature	Date

Supervisor:			
	(Print Name)	Signature	Date

Distribution: Employee
 Department/Division
 Agency Personnel File

AGENDA ITEM #15

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #15 – For Possible Action: Approval of Funding Assistance for Emergency Flood Damage Policy

DISCUSSION: Staff proposes this policy be adopted to address emergency funding in the event of damage to the Carson River during an extreme weather event. Because of the urgency of the needed repair, this policy will expediate the process of approving and confirming funds to the requesting entity so they can get the work done immediately. All financial assistance in accordance with this policy will come from the Flood Management Fund.

STAFF RECOMMENDATION: Approve Funding Assistance for Emergency Flood Damage Policy and authorize Finance Committee to approve emergency funding requests in accordance with this policy.

**CARSON WATER SUBCONSERVANCY DISTRICT
FUNDING ASSISTANCE FOR EMERGENCY STREAMBANK DAMAGE
POLICY AND PROCEDURE**

POLICY:

This policy of Carson Water Subconservancy District (CWSD) is to establish policy and procedures for which CWSD will provide funding assistance to protect and repair damage along Carson River caused by extreme weather conditions.

PURPOSE AND OBJECTIVE:

To establish uniform guidelines for providing financial assistance to Carson River Watershed counties and conservation districts for damage to the Carson River Streambanks that requires immediate repairs or mitigation to maintain integrity of the stream bank and to limit further erosion. This funding assistance is only to be used for damage to the banks of the Carson River. This policy only refers to the CWSD funds deposited in the CWSD Flood Management Account.

GENERAL PROCEDURES, GUIDELINES, AND RESPONSIBILITIES:

Preapproval:

The entity requesting CWSD disaster emergency funding must notify CWSD in writing of the need for emergency funds, estimated cost, and location of location damages to be repaired. The CWSD General Manager will evaluate the request and if eligible, CWSD will provide a confirmation of funding in a not to exceed agreement approved by the CWSD Finance Committee. The CWSD Board of Directors grants the Finance Committee authority to approve funding of emergency Carson River streambank repairs in accordance with this policy.

General Procedures:

The requesting entity is entirely responsible for contracting repair services and payment to contractor for all charges.

Funding Procedures:

The requesting entity will provide CWSD with supporting materials of completed repairs and CWSD will provide reimbursement of the previously agreed funding amount.



CARSON WATER SUBCONSERVANCY DISTRICT
777 E. William Street, #209, Carson City, NV 89701
775/887-7450, FAX 775/887-7457
cwsd.org

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

April 19, 2023

Rich Wilkinson, Grants Manager
Carson Valley Conservation District
1702 County Rd., Ste. A
Minden, NV 89423

Emergency Funding Confirmation

Dear Mr. Wilkinson,

Per our emergency flood damage policy, the CWSD Finance Committee has approved use of Flood Management Funds to assist with the emergency repair project _____ in an amount not to exceed _____.

CWSD will reimburse CVCD an amount not to exceed _____ upon receipt of supporting documentation of the costs incurred by this emergency repair to the Carson River.

Sincerely,

Edwin James
General Manager
Carson Water Subconservancy District

AGENDA ITEM #%

CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #16 – For Possible Action: Approval of Carson Valley Conservation District Emergency Funding Request for 4 projects totaling \$208,805

DISCUSSION: Several streambanks along the Carson River are experiencing damage due to high runoff. Carson Valley Conservation District (CVCD) has documented the damage and is requesting emergency funds to address these projects before the high spring runoff starts.

See attached:

- 1) Emergency Funding Request Buzzy's Ranch \$80,060
- 2) Emergency Funding Request Charney River Restoration Site #4 \$50,000
- 3) Emergency Funding Request Highway 88 Bridge \$64,560
- 4) Emergency Funding Request Riverview Bridge \$14,185

Total Emergency Funds Request: \$208,805.

All financial assistance would be in accordance with the CWSD Funding Assistance for Emergency Flood Damage Policy and will come from the Flood Management Fund. The current balance of this fund is \$399,750.

STAFF RECOMMENDATION: Provide direction to staff.

Emergency Funding Request Proposal

Project Location: Buzzys Ranch

Project Need for funding: Mitigate the accelerated erosion due to higher-than-expected river flows. The west bank of the Carson River has lost approximately 25 feet and is migrating to the west near the Buzzys Ranch. The erosion is about to knock out a cattle fence and impact a multiple use hiking trail.

Project Scope of Work: Temporarily haul and place large rip-rap boulders along the toe of the eroding riverbank approximately 500 feet.

Estimated Project Costs:

Mob/Demob of equipment \$2,560.00

Hauling and placing large rip-rap boulders \$155.00/foot @ 500 feet = \$77,500.00

Total Project Cost: \$80,060.00

Picture Of Project Site:



Emergency Funding Request Proposal

Project Location: Charney River Restoration Site #4

Project Need for funding: Accelerated erosion due to higher-than-expected river flows. The south bank of the Carson River has lost approximately 10 feet and is migrating to the south and damaging a recent restoration project in Douglas County. All materials used for shaping the bank have washed away.

Project Scope of Work: Temporarily haul, place, shape bank and compact materials along the tow of the eroding riverbank approximately 900 feet.

Estimated Project Costs:

Mob/Demob of equipment \$4,000.00

Haul, Place and Compact fill for eroded riverbank \$51.12/foot @ 900 feet = \$46,000.00

Total Project Cost: \$50,000.00

Picture Of Project Site:



Emergency Funding Request Proposal

Project Location: Highway 88 Bridge

Project Need for funding: Accelerated erosion due to higher-than-expected river flows. The south bank of the Carson River has lost approximately 50 feet and is migrating to the south and under-cutting large Cottonwood trees. If the trees fall in the river, they will block flows through the bridge causing impacts to the bridge and vehicle traffic.

Project Scope of Work: Temporarily haul, place, large rock riprap along the toe of the riverbank approximately 400 feet.

Estimated Project Costs:

Mob/Demob of equipment \$2,560.00

Haul, Place and Compact fill for eroded riverbank \$155/foot @ 400 feet = \$62,000.00

Total Project Cost: \$64,560.00

Picture Of Project Site:



Emergency Funding Request Proposal

Project Location: Riverview Bridge

Project Need for funding: Accelerated erosion due to higher-than-expected river flows. The south bank of the Carson River has lost approximately 20 feet and is migrating to the south downstream of the Riverview Bridge in Douglas County. The erosion is cutting into a Nevada Energy Easement Road and threatening landowners who live along Glenwood Drive.

Project Scope of Work: Temporarily haul and place large rip-rap boulder along the toe of the eroding riverbank approximately 75 feet.

Estimated Project Costs:

Mob/Demob of equipment \$2,560.00

Hauling and placing large rip-rap boulders \$155.00/foot @ 75 feet = \$11,625.00

Total Project Cost: \$14,185.00

Picture Of Project Site:



CARSON WATER SUBCONSERVANCY DISTRICT

TO: Board of Directors

FROM: Edwin James

DATE: April 19, 2023

SUBJECT: Agenda Item #17 – For Discussion Only: Overview of the Water Picture for the Carson River Watershed

DISCUSSION: Staff will give an update on the water year.

STAFF RECOMMENDATION: Receive and file.

STAFF REPORTS

CARSON WATER SUBCONSERVANCY DISTRICT

TO: BOARD OF DIRECTORS

FROM: EDWIN D. JAMES

DATE: April 19, 2023

SUBJECT: Agenda Item #18 - For Information Only: Staff Report

DISCUSSION: The following is a list of meetings/activities attended by Ed James and staff since the last Board meeting on March 15, 2023:

- 3/16/23 - Max attended NWRA 2023 Conference Debrief & 2024 Planning Meeting
- 3/20/23 - Max attended Flood Risk Mitigation Workshops Project Wrap-up meeting
- 3/20/23 - Ed attended monthly County Managers lunch meeting in Minden
- 3/20/23 - Max attended Flood Awareness Week (FAW) & Local Flood Plain Managers (FPM) meeting
- 3/21/23 - Ed, Debbie & Max gave a presentation to the Alpine County Board of Supervisors on the well measuring study
- 3/21/23 - Ed, Debbie & Max attended FEMA Region 9 Quarterly Cooperative Technical Partners (CTP) meeting
- 3/22/23 - Ed attended Carson City CSWP Plan Update team meeting
- 3/22/23 - Ed & Max attended USGS meeting re: 30-Year Drought & Water Sustainability Plan
- 3/23/23 - Debbie & Kelly attended High-Water Mark (HWM) meeting with Carson City & Douglas County reps
- 3/23/23 - Ed, Shane & Max went to Churchill County to look at the shunt off the V Ditch and the Big Dig
- 3/24/23 - Ed met with Vidler Water to discuss Pipeline east of Dayton
- 3/24/23 - Shane flew drone for footage of Allerman Canal flood damage in Douglas County
- 3/24/23 - Debbie & Max met with Walker River entities to discuss Walker River Flood Risk Study
- 3/27/23 - Ed & Max attended NDWR Pumpage Inventory Report meeting at Bryant Bldg.
- 3/28/23 - Ed, Debbie & Max attended East Carson City ADMP Report Review meeting
- 3/29/23 - Ed, Debbie & Max met with Douglas County staff re: flooding in county
- 3/30/23 - Debbie & Max participated in River Wranglers Flood Awareness event at Carson Valley Middle School
- 3/30/23 - Ed & Max met with USGS & Lumos re: 30-Year Regional Water Plan
- 3/31/23 - Ed & Debbie met with FEMA, Churchill County, TCID, City of Fallon and HDR re: TCID operation of the Carson Diversion
- 4/4/23 - Ed & Max attended FEMA CTP Post-Preliminary Process (PPP) Training

- 4/4/23 - Ed, Debbie, Max & Kelly attended NWS Water Supply & Spring Flood meeting
- 4/5/23 - Debbie & Kelly participated in River Wranglers FAW event with Hugh Gallagher Elementary School students(Virginia City) at the Rolling A Ranch in Dayton
- 4/11/23 - Ed attended CTWCD Board meeting
- 4/11/23 - Ed, Debbie & Max attended FEMA High Water Mark Outreach monthly meeting
- 4/11/23 - Ed & Debbie attended FEMA monthly CTP CoP meeting
- 4/11/23 - Ed attended NDWR Northern Nevada Streamflow, Reservoir, and Weather Forecast Meeting
- 4/12/23 - Brenda, Shane & Kelly met with Joe Frey at his ranch for soil sampling
- 4/13/23 - Catrina attended POOL/PACT Special Districts Quarterly Roundtable meeting
- 4/17/23 - Max participated in River Wranglers FAW event at River Fork Ranch
- 4/18/23 & 4/19/23 - All CWSD staff hosted CRC/CWSD Watershed Forum at Ruvo Hall
- 4/19/23 - Ed gave a presentation on water issues to the Carson City Leisure Club

STAFF RECOMMENDATION: Receive and file.

CORRESPONDENCE

Carson River Coalition hosts 2-day Carson River Watershed Management forum

Submitted by Carson Now Reader on Tue, 03/28/2023 - 7:35am



Event Date:

April 18, 2023 - 9:00am

April 19, 2023 - 9:00am

Kelly Nicholas, CWSD AmeriCorps

The Carson River Coalition, in conjunction with the Carson Water Subconservancy District, invites you to the 2023 Carson River Watershed Management Forum April 18-19. This year's event will focus on actions that protect water quality and the health of the Carson River Watershed.

Join us in the Ruvo Stateroom at the Governor's Mansion, 606 Mountain St, Carson City, Nev.

Tuesday, April 18, 9 a.m. – 4 p.m.

Day 1 will cover flood mitigation and environmental planning, agriculture's soil and water-quality connection, weather and climate, and low-impact development.

Wednesday, April 19, 9 a.m. – 4 p.m.

Day 2 presenters will speak about environmental education, watershed rehabilitation. river projects, and funding opportunities.

Visit <http://www.cwsd.org> to see the preliminary agenda.

The two-day forum is free. However, space is limited, and you must register to reserve lunch. Complete the online registration form [here](#) or visit the forum link at <http://www.cwsd.org>.

Professional development hours are being sought from the American Institute of Certified Planners and Engineers. Attendees will have a chance each day to win a free spot on CWSD's "Get on the Bus" watershed tour June 13 and 14, as well as a spot on a Carson River float later this year.

The Carson River Watershed is truly "A Lifeline Connecting Our Communities." Carefully managing this important resource helps provide our communities with clean drinking water, economic stability, and sustainable natural landscapes.

The Carson River Watershed Management Forum is your opportunity to learn about the extraordinary efforts by multiple organizations working together to manage, conserve, and protect our watershed, its floodplains and natural resources. This year marks the 25th anniversary of the CRC's formation.