



PO Box 915  
Zephyr Cove, NV 89448  
775-586-1610 ext 21

### BOARD MEETING AGENDA

**January 17, 2013**

**10:00 AM (estimated duration 2 hours)**

**The Parasol Building  
Trepp Room  
948 Incline Way  
Incline Village, Nevada**

#### **Agenda Items**

- 1. Call to Order**
- 2. Oath of Office for newly elected and appointed Supervisors**
- 3. Supervisor Roll Call**
- 4. Approval of the Agenda:** This is the tentative schedule for the meeting. The Board reserves the right to take items in a different order to accomplish business in the most efficient manner. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay the discussion relating to an item on the agenda at anytime.
- 5. Public Interest Comments (No Action)**
- 6. Roundtable Discussion with Stephanie Walker, Aide to Congressman Mark Amodei**

**Posted:** Nevada Tahoe Conservation District Administrative Office, Douglas County Clerk, Washoe County Clerk, NV Division of Conservation Districts.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to telephone the NTCD Administrative Office at (775) 586-1610 x21 three days prior to the Board meeting.

## CONSENT CALENDAR

The consent calendar consists of items 7 and 8 below. Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Supervisor or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar.

- |   | <u>Page #</u> |
|---|---------------|
| <b>7. Agency Reports, Discussion/Possible Action</b>  |               |
| a. For Possible Action: NRCS report   | 1 - 2         |
| b. For Possible Action: NACD report.  |               |
| c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report.  |               |
| d. For Possible Action: NvACD report  |               |
| e. For Possible Action: Staff report.   |               |
| <br>  |               |
| <b>8. Discussion/Possible Action (Business)</b>   |               |
| a. For Possible Action: Approval of the Board of Supervisors meeting minutes for December 20, 2012.   | 3 - 6         |
| b. For Possible Action: Approval of the NTCD financial reports for December 2012. As of 12/31/12, the District's Fund balance was \$113,478. This represents the District's available spendable resources, or assets less liabilities. December had a deficit of \$5,317. Year to date the deficit is \$24,560. December's deficit was the result of: four equivalent weeks of non-billable time (vacations, sick time, and holidays); and the non-work related employee injury (loss of revenue). Cash was not an issue for December, and January is looking favorable, but much tighter. January is projected to be a deficit of approximately \$9,000. | 7 - 12        |
| c. For Possible Action: Approval of signing authority for the Chief of Operations in the absence of the District Manager  |               |

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**ADMINISTRATIVE CALENDAR**

**CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

Item(s) pulled from the Consent Calendar will be heard at this time.

	<b><u>Page #</u></b>
<b>9. For Possible Action: Approval of agreement with HDR Engineering On the Zephyr Cove GID project</b>	<b>13 - 14</b>
<b>10. Presentation: Recently submitted proposals, including Erosion Control Grants and EPA Community Watershed Program workplan</b>	
<b>11. Supervisor's Comments</b>	
<b>12. Public Interest Comments</b>	
<b>13. Motion to Adjourn</b>	

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Lake Tahoe Basin  
NRCS Activity Report  
November 2012

**Backyard Conservation Program (BCP):**

- Chuck dried the sediment and filter bags collected from NRCS Sediment Trap Field Trial project. The weight and volume of sediment captured was recorded along with water test performance data.
- Through the BMP Check Up program, Chuck assisted homeowners with BMP maintenance. Those who participated in the program were very pleased to know they would not have to sift the gravel in their upgraded drywell again if they maintained their new sediment trap. BMP Upgrades included a sediment trap on driveway systems with a removable, cleanable and replaceable filter bag.
- Quality assurance reviews continue.
- Woody met with TRPA, NTCD, UNCE and TRCD to discuss the future of the BMP Program

**Community Watershed Partnership:**

- NRCS continues to share what is being learned from our filter bag field trial. All the samples are prepped and ready to send to the national lab.

**Conservation Technical Assistance:**

- Woody presented soils information to the local master gardeners club.
- Woody continues to perform soils analysis for private residence BMPs upon request.

**Financial & Administration:**

- Chuck Taylor's last day is January 31'st. Chuck has been working extra hard to tie up any loose ends.

Respectfully Submitted by  
Woody Loftis, District Conservationist  
NRCS – South Lake Tahoe Field Office

**Lake Tahoe Basin  
NRCS Activity Report  
December 2012**

**Backyard Conservation Program (BCP):**

- Chuck completed processing of the sediment samples collected from NRCS Sediment Trap Field Trial project. This included sifting 60 sediment samples to determine the percent passing the 75 micron sieve in order to estimate the portion of fine sediment. This information helps further the design of sediment traps that pre-treat runoff and keep infiltration systems working with the least cost and effort.
- The results of the BMP Checkups are being recorded so that the findings can be shared with partner agencies. In general, the data is revealing that driveway BMPs require a high degree of maintenance. BMPs designed and installed according to NRCS newest approved standard drawings are easier to maintain and last longer. Designs that allowed untreated stormwater to enter underground infiltration systems were not considered sustainable because of the financial burden on the owner and waste of resources.
- Quality assurance reviews are wrapping up for the season.
- Woody is currently working on incorporating a new trench sizing formula into the current BMP Sizing Spreadsheet (commonly known as the calc sheet).

**Community Watershed Partnership:**

- NRCS continues to discuss the last year of this effort (with NRCS as lead) with the districts, EPA, Extension and TRPA.

**Financial & Administration:**

- Funding for Chuck Taylor's engineering position has come to the end and that marks the beginning of Chuck plans to separate from federal service and open business as a consulting civil engineer. His last day is January 31<sup>st</sup> and we wish him well in his new career.

**Respectfully Submitted by  
Woody Loftis, District Conservationist  
NRCS – South Lake Tahoe Field Office**



Po Box 915  
Zephyr Cove, Nevada 89448  
775-586-1610 x21

**NTCD Board Minutes**

December 20, 2012

The Tahoe Douglas Fire District, Training Room

193 Elks Point Road, Round Hill, NV

10:00 AM Start Time

**Present:**

Supervisor Smith  
Supervisor Endicott  
Supervisor McCarthy (via telephone)  
Supervisor Sarnoff  
Supervisor Perlman-Whyman  
Supervisor Freeman

**Staff/Others**

D. Martin, District Manager  
M. Thorpe, Administrator  
E. Nilssen, Douglas County  
Engineer

**Absent:**

Supervisor Breternitz

1. Call to Order by Chair Smith.
2. Oath of Office for Newly Appointed Supervisor representing Douglas County:  
This item postponed until next Board meeting.
3. Supervisor Roll Call: see above
4. Approval of the Agenda: Supervisor Freeman moved to approve the Agenda, seconded by Supervisor Endicott, motion carried unanimously.
5. Public Interests Comments: Erik Nilssen, Douglas County Engineer, introduced himself.

## CONSENT CALENDAR

Item 7c and 7d were pulled from the consent calendar for further discussion.

Supervisor Perlman-Whyman moved to approve the Consent Calendar (items 6 and 7, with items 7c and 7d pulled), seconded by Supervisor Freeman, motion carried unanimously.

6. Agency Reports, Discussion/Possible Action
  - a. For Possible Action: NRCS report: No update provided
  - b. For Possible Action: NACD report: No update provided
  - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report: No update provided
  - d. For Possible Action NvACD report: No update provided
  - e. For Possible Action: Staff report: No update provided
  
7. Discussion/Possible Action (Business)
  - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for November 8, 2012.
  - b. For Possible Action: Approval of the Board of Supervisors meeting minutes for December 4, 2012.
  - c. Moved to Administrative Calendar
  - d. Moved to Administrative Calendar.

## ADMINISTRATIVE CALENDAR

### CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

Item 7c) For Possible Action: Approval of the NTCD financial reports for October 2012. As of 10/31/12, the District's Fund balance was \$121,659. This represents the District's available spendable resources, or assets less liabilities. October had a deficit of \$4,328, due to 3 equivalent weeks of non-billable time (vacation days, and a holiday). We received \$2,500 from the Conservation District Program, but had two \$4,000 invoices for the audit and the quarterly Workers Comp payment.



Item 7d) For Possible Action: Approval of the NTCD financial reports for November 2012. As of 11/30/12, The District's Fund balance was \$119,769. This represents the District's available spendable resources, or assets less liabilities. November had a deficit of \$9,880, due to 7.5 equivalent weeks of non-billable time (vacation days, three holidays, and an employee injury outside of work). Year to date the deficit is \$19,200. The District hired a part-time temporary employee to help with the decreased revenue/time due to the employee injury (outside of work). Cash was not an issue for November, and cash for December is looking favorable. December's deficit is projected to be approximately \$8,000; therefore, cash is projected to be an issue for January and February. District Manager Martin reported NDSL has agreed to the District's Indirect cost rate for future projects and the current Glenbrook project. Supervisor Sarnoff moved to approve October 2012 (Item 7c) and November 2012 (Item 7d) financial reports, seconded by Supervisor Perlman-Whyman, motion carried unanimously.

There was some discussion regarding the District's merit increase policy for 2013. For 2012, the Board approved merit increases of up to 4%. There was discussion, and support, for returning to the District's regular policy of up to 6% merit increases. Supervisor Sarnoff moved to approve for 2013 merit increases of up to 6%, seconded by Supervisor Endicott, motion carried unanimously.

8. For Possible Action: Discussion of possible cost reductions. The administrative staff has reduced its hours as low as possible. The District Manager is only working 6 hours per week, and the Administrator has reduced his salary 25%. Reducing rent for office space is a possible cost reduction. Currently, the District pays \$42,000 annually on office space rent. One option is to find a smaller space in the Round Hill area and take advantage of the free space being provided by Washoe County in Incline Village. Supervisor Sarnoff suggested asking the current landlord for a rent reduction. Another option is to ask Washoe County for a larger rent free space in Incline Village. The Round Hill/Stateline area is closer to the decision making. Supervisor Perlman-Whyman stated more visibility in Incline Village would be positive. Supervisor Endicott suggested asking Douglas County regarding empty Douglas County office space.
9. Informational, No Action Required: Presentation Video on Rosewood Creek Restoration: After watching the video, some comments: highlight the problem some more; discuss the phases of the project; who is target audience; the video is fast, pause images and discuss the images in detail; show what the finished product would look like when revegetation is complete; overall a great video; and Supervisor Perlman-Whyman stated the video could be used to win a national award.

10. For Possible Action: Discussion/Approval of Reorganizational Chart: Supervisor McCarthy noted “supervises personnel” should be added to the Senior Engineer job description. Supervisor Sarnoff moved to approve the organizational chart, seconded by Supervisor Freeman, motion carried unanimously.
11. Supervisor Comments: Supervisor Perlman-Whyman reported Nevada had 629,000 acres of large fires last year. Washoe County and Douglas County make up 12% of the total. NvACD is having a special business meeting in Elko, January 9, 2013. Everyone is invited; please contact Supervisor Perlman-Whyman if you are interested in attending. January 10, 2013, in Elko, there will be a Nevada Section Society for Range Management workshop regarding restoration of sage grouse habitat. Supervisor McCarthy reported the Tahoe Regional Plan Update has been approved.
12. Public Interest Comments: District Manager Martin stated the District is currently negotiating with EPA for CWP and has identified a task for Nevada communities to work together on area-wide plan efforts. Supervisor McCarthy stated the Tahoe Regional Plan Update, even though approved, has a 60 day waiting period and hopefully there are no legal actions within 60 days. If approved, Nevada will hopefully repeal the anti-TRPA bill.
13. Motion to Adjourn: Supervisor Sarnoff moved to adjourn, seconded by Supervisor Freeman, motion carried unanimously.

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	December 2012	YTD July 2012-June 2013	Budget	Variance Favorable (Unfavorable)	% of Budget
INCOME	General Fund						
<b>Community Grants-Income</b>							
	Carson City				3,000.00	(3,000.00)	0%
	Douglas County				10,000.00	(10,000.00)	0%
	NV Division of Conser. District			2,500.00	2,500.00	0.00	100%
	Washoe County Community Grant					0.00	0%
<b>Total Community Grants-Income</b>			<b>0.00</b>	<b>2,500.00</b>	<b>15,500.00</b>	<b>(13,000.00)</b>	<b>16%</b>
<b>Grants-Income</b>							
	Administration Fee Income					0.00	
	Personal Cost Income					0.00	
	Wages Weighted Rate-Grant Income					0.00	
	Grants-Income - Other					0.00	
<b>Total Grants-Income</b>			<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	
<b>Income-Pass Thru Subcontractor</b>							
	Interest					0.00	
	Miscellaneous Income					0.00	
	Prior Year Income					0.00	
	Services Rendered						
	Vehicle Use Income					0.00	
	Wage Reimbursements					0.00	
	Indirect Cost Income-General (GL Shows in Expense Category)		9,504.41	81,094.97	205,000.00	(123,905.03)	0.40
<b>TOTAL INCOME</b>			<b>9,504.41</b>	<b>83,594.97</b>	<b>220,500.00</b>	<b>(138,905.03)</b>	<b>0.38</b>
<b>EXPENSES</b>							
	Advertising-Expense			278.45		(278.45)	1.00
<b>Building Expense</b>							
	Building Repairs/Maint-Expense		180.00	1,170.00	2,340.00	1,170.00	
<b>Total Building Expense</b>			<b>180.00</b>	<b>1,170.00</b>	<b>2,340.00</b>	<b>1,170.00</b>	
<b>Conference &amp; Training-Expense</b>							
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees					0.00	
	Travel/Transportation				1,360.00	1,360.00	
	Conference & Training-Expense - Other					0.00	0.00
<b>Total Conference &amp; Training-Expense</b>			<b>0.00</b>	<b>0.00</b>	<b>1,360.00</b>	<b>1,360.00</b>	<b>0.00</b>
	Deposit Security		(100.00)	0.00		0.00	0.00
<b>Donation-Expense</b>							
	Donation-Expense					0.00	0.00
<b>Dues and Subscriptions-Expense</b>							
	Membership/Dues District			200.00		(200.00)	1.00
	Membership/Dues Staff			115.00		(115.00)	1.00
	Dues and Subscriptions-Expense - Other				1,000.00	1,000.00	
<b>Total Dues and Subscriptions-Expense</b>			<b>0.00</b>	<b>315.00</b>	<b>1,000.00</b>	<b>685.00</b>	<b>0.32</b>
<b>Equipment-Expense</b>							
	Cell Phones						
	Computer Hardware & Software				500.00	500.00	
	Computer Maintenance & Repair			152.90	500.00	347.10	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		522.68	3,502.41	6,500.00	2,997.59	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
<b>Total Equipment-Expense</b>			<b>522.68</b>	<b>3,655.31</b>	<b>7,500.00</b>	<b>3,844.69</b>	<b>0.49</b>

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
	NV TAHOE CONSERVATION DIST.	December 2012	YTD July 2012-June 2013	Budget	Variance Favorable (Unfavorable)	% of Budget
Indirect Cost	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
<b>Total Indirect Cost</b>	<b>See Revenues above</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Insurance-Expense</b>				5,000.00	5,000.00	
	E&O/Prop/ Liability Insurance				0.00	0.00
<b>Total Insurance-Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>
<b>Meetings Expense</b>						
	Meals-Expense		22.95	500.00	477.05	0.05
<b>Miscellaneous Expense</b>						
<b>Other Expenses</b>				0.00		
<b>Professional Fees-Expense</b>						
	Audit		12,000.00	12,000.00	0.00	
	Bank fees		100.62	600.00		
	Professional Fees-Expense - Other	27.55	162.40	750.00	587.60	
<b>Total Professional Fees-Expense</b>		<b>27.55</b>	<b>12,263.02</b>	<b>13,350.00</b>	<b>1,086.98</b>	<b>0.92</b>
<b>Rents and Leases</b>						
	Office Space Lease	3,500.00	21,000.00	42,000.00	21,000.00	0.50
	Storage Rents		4.00			
	Rents and Leases-Other		(1,199.30)	(1,500.00)	(300.70)	0.80
<b>Total Rents and Leases</b>		<b>3,500.00</b>	<b>19,804.70</b>	<b>40,500.00</b>	<b>20,695.30</b>	<b>0.49</b>
<b>Service Charges</b>					0.00	0.00
<b>Subcontractor Fees-Expense</b>					0.00	
	2nd Nature				0.00	
	Biological by Design				0.00	
	High Sierra Water Lab				0.00	
	Hughes Weed Control				0.00	
	Jacobs, Jack P.E.				0.00	
	Nichols Consulting Engineers				0.00	
	Round Hill GID				0.00	
	Other			0.00	0.00	
<b>Total Subcontractor Fees-Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Supplies-Expense</b>						
	Office Supplies	179.15	993.45	2,000.00		
	Photocopies					
	Postage and Delivery	5.95	483.86	1,000.00		
	Publication/Printing					
	Supplies-Expense - Other			500.00	500.00	
<b>Total Supplies-Expense</b>		<b>185.10</b>	<b>1,477.31</b>	<b>3,500.00</b>	<b>2,022.69</b>	<b>0.42</b>
<b>Telecommunications</b>						
	Cell Phone	134.90	807.67	1,700.00	892.33	
	Internet Fees				0.00	
	Long Distance				0.00	
	Phone Services	410.67	2,722.97	5,000.00	2,277.03	
	Telephone-Expense - Other				0.00	
<b>Total Telecommunications-Expense</b>		<b>545.57</b>	<b>3,530.64</b>	<b>6,700.00</b>	<b>3,169.36</b>	<b>0.53</b>
<b>Vehicles-Expense</b>					0.00	
	District Vehicle Use	(228.12)	(3,886.81)	(6,500.00)		
	Fuel-Expense	111.14	1,393.76	2,500.00	1,106.24	

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	December 2012	YTD July 2012-June 2013	Budget	Variance Favorable (Unfavorable)	% of Budget
	License & Maintenance			53.55	650.00	596.45	
	Mileage Reimbursement Expense				100.00		
	Vehicle Fuel Reimbursement Expense						
	Vehicle						
	<b>Total Vehicles-Expense</b>		<b>(116.98)</b>	<b>(2,439.50)</b>	<b>(3,250.00)</b>	<b>(810.50)</b>	<b>0.75</b>
<b>Wages</b>							
	Payroll Clearing Account		(467.76)	1,546.71			
	Professional Engineer		1,174.39	3,631.27			
	Professional Engineer (2)			1,722.94			
	Wages-Senior PM-CPG		884.08	7,222.27			
	Wages-Senior PM-WRG			88.26			
	Wages-Administrator		6,068.41	35,525.56			
	Wages-ES II-CPG (1)						
	Wages-District Manager		4,260.51	25,150.78			
	Wages-ES III (1)-WRG		637.22	4,014.47			
	Wages-ES III (2)-WRG		688.46	4,571.38			
	Wages-ES III-WRG		3,681.73	8,190.02			
	Wages-Senior Engineer Technician		0.00	7,586.96			
	Wages - Other		1.97	22.64			
	Uncompensated Absence-Reimb Exp		(7,061.58)	(32,611.42)			
	<b>Total Wages</b>		<b>9,847.43</b>	<b>66,661.84</b>	<b>142,000.00</b>	<b>75,338.16</b>	<b>0.47</b>
	<b>Wages-Overhead/Fringe</b>					<b>0.00</b>	
	Long Term Disability		230.29	1,415.34	3,000.00		
	<b>Total Wages-Overhead/Fringe</b>		<b>230.29</b>	<b>1,415.34</b>		<b>(1,415.34)</b>	
	<b>Total Wages/Ovrhead</b>		<b>10,077.72</b>	<b>68,077.18</b>	<b>142,000.00</b>	<b>73,922.82</b>	<b>0.47</b>
<b>Revolving Account</b>							
	<b>TOTAL EXPENSES (No indirect included)</b>		<b>14,821.64</b>	<b>108,155.06</b>	<b>220,500.00</b>	<b>112,344.94</b>	<b>0.49</b>
	<b>NET REVENUE OVER/(UNDER) EXPENSES</b>		<b>(5,317.23)</b>	<b>(24,560.09)</b>			
	<b>Fund Balance</b>		<b>\$ 113,478</b>				

**Nevada Tahoe Conservation District**  
**Balance Sheet**  
 As of December 31, 2012

	Dec 31, 12
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	69,067.90
<b>Total Checking/Savings</b>	69,117.90
<b>Accounts Receivable</b>	
Accounts Receivable	155,498.06
<b>Total Accounts Receivable</b>	155,498.06
<b>Total Current Assets</b>	224,615.96
<b>Other Assets</b>	
Prepaid expenses	3,500.00
<b>Total Other Assets</b>	3,500.00
<b>TOTAL ASSETS</b>	228,115.96
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	43,490.34
<b>Total Accounts Payable</b>	43,490.34
<b>Other Current Liabilities</b>	
Deferred Income-Glenbrk Prposal	-15.45
Deferred Income-Moody donations	806.91
Deferred Income-USBOR #10	35,506.02
Deferred Income - DC TMDL Cost	-0.06
Deferred Income - Demo garden	750.00
Deferred Income - Rwd Crk Mace	0.90
Deferred Income - TRPA Mit - Hy	-2.24
Deferred Income - TRPA Mit - W	-1.76
Liab.Uncompensated Absences	30,148.69
<b>Payroll Liabilities</b>	
457 Payable	864.54
CA withholding	236.02
Colonial Payable	-13.05
Fed withholding	2,055.00
Medicare Company Payable	269.00
Medicare Employee Payable	269.00
NV Unemployment Payable	50.83
Payroll Liabilities - Other	223.14
<b>Total Payroll Liabilities</b>	3,954.48
<b>Total Other Current Liabilities</b>	71,147.49
<b>Total Current Liabilities</b>	114,637.83
<b>Total Liabilities</b>	114,637.83
<b>Equity</b>	
Opening Balance	11,724.59
Prior Earnings	126,875.63
Net Income	-25,122.09
<b>Total Equity</b>	113,478.13
<b>TOTAL LIABILITIES &amp; EQUITY</b>	228,115.96

2:27 PM

01/10/13

**Nevada Tahoe Conservation District**  
**A/R Aging Summary**  
**As of December 31, 2012**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Cave Rock	1,404.44	0.00	0.00	0.00	0.00	1,404.44
Douglas Co - SEZ BRC	8,484.01	0.00	4,037.18	0.00	0.00	12,521.19
Douglas County - PLRM	1,127.46	0.00	3,348.39	0.00	0.00	4,475.85
Douglas County - Stormwater	1,486.69	0.00	996.47	0.00	3,275.88	5,759.04
ENLC	0.00	0.00	0.00	0.00	84.14	84.14
Glenbrook Homeowners Assoc.	0.00	0.00	0.00	0.00	99.29	99.29
Miscellaneous1	0.00	0.00	0.00	0.00	0.00	0.00
NDEP - MPD	1,725.26	0.00	1,519.00	0.00	0.00	3,244.26
NDEP 319 (03-07)	11,063.91	0.00	0.00	0.00	0.00	11,063.91
NDEP DC/NDOT	0.00	0.00	0.00	0.00	122.05	122.05
NDF	83.72	0.00	1,248.75	465.34	264.15	2,061.96
NDOT WCI	0.00	0.00	0.00	0.00	4,537.44	4,537.44
NDSL-Invasive Weeds	686.22	0.00	327.15	0.00	0.00	1,013.37
NDSL - Glenbrook	2,307.57	0.00	1,210.67	1,882.03	2,053.92	7,454.19
NDSL - Hybrid	3,564.07	0.00	1,825.11	0.00	0.00	5,389.18
NDSL - MPD	1,094.52	0.00	1,076.52	2,375.68	0.00	4,546.72
NDSL - WQ EC	0.00	0.00	2,791.15	0.00	0.00	2,791.15
NDSL RWC Construction	517.88	0.00	1,246.09	11,157.50	4,421.01	17,342.48
NDSL Sweeper	0.00	0.00	0.00	0.00	-60.01	-60.01
NRCS CPG	9,043.01	0.00	8,256.33	13,966.50	0.00	31,265.84
SLRP	8,766.95	0.00	9,942.89	10,322.04	0.00	29,031.88
SSWA	0.00	0.00	1,300.15	0.00	0.00	1,300.15
The Glenbrook Project	0.00	0.00	6,474.74	0.00	0.00	6,474.74
USFS - BRC	0.00	0.00	0.00	961.57	0.00	961.57
USFS R10 WCI	424.96	0.00	442.89	0.00	1,745.38	2,613.23
<b>TOTAL</b>	<b><u>51,780.67</u></b>	<b><u>0.00</u></b>	<b><u>46,043.48</u></b>	<b><u>41,130.66</u></b>	<b><u>16,543.25</u></b>	<b><u>155,498.06</u></b>

**Nevada Tahoe Conservation District**  
**A/R Aging Summary**  
 As of January 11, 2013

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Cave Rock	0.00	1,404.44	0.00	0.00	0.00	1,404.44
Douglas Co - SEZ BRC	0.00	8,484.01	0.00	0.00	0.00	8,484.01
Douglas County - PLRM	0.00	1,127.46	3,348.39	0.00	0.00	4,475.85
Douglas County - Stormwater	0.00	1,486.69	996.47	0.00	3,275.88	5,759.04
ENLC	0.00	0.00	0.00	0.00	84.14	84.14
Glenbrook Homeowners Assoc.	0.00	0.00	0.00	0.00	99.29	99.29
Miscellaneous1	0.00	0.00	0.00	0.00	0.00	0.00
NDEP - MPD	0.00	1,725.26	0.00	0.00	0.00	1,725.26
NDEP 319 (03-07)	0.00	11,063.91	0.00	0.00	0.00	11,063.91
NDEP DC/NDOT	0.00	0.00	0.00	0.00	122.05	122.05
NDF	0.00	83.72	1,248.75	465.34	264.15	2,061.96
NDOT WCI	0.00	0.00	0.00	0.00	4,537.44	4,537.44
NDSL-Invasive Weeds	0.00	686.22	0.00	0.00	0.00	686.22
NDSL - Glenbrook	0.00	2,307.57	0.00	0.00	0.00	2,307.57
NDSL - Hybrid	0.00	3,564.07	0.00	0.00	0.00	3,564.07
NDSL - MPD	0.00	1,094.52	1,076.52	2,375.68	0.00	4,546.72
NDSL - WQ EC	0.00	0.00	2,791.15	0.00	0.00	2,791.15
NDSL RWC Construction	0.00	517.88	1,246.09	11,157.50	4,421.01	17,342.48
NDSL Sweeper	0.00	0.00	0.00	0.00	-60.01	-60.01
NRCS CPG	0.00	9,043.01	8,256.33	13,966.50	0.00	31,265.84
SLRP	0.00	8,766.95	9,942.89	10,322.04	0.00	29,031.88
SSWA	0.00	0.00	1,300.15	0.00	0.00	1,300.15
The Glenbrook Project	0.00	0.00	6,474.74	0.00	0.00	6,474.74
USFS R10 WCI	0.00	424.96	442.89	0.00	0.00	867.85
<b>TOTAL</b>	<b>0.00</b>	<b>51,780.67</b>	<b>37,124.37</b>	<b>38,287.06</b>	<b>12,743.95</b>	<b>139,936.05</b>





Po Box 915  
Zephyr Cove, Nevada 89448  
775-586-1610 x21

## INTERLOCAL AGREEMENT SUMMARY

### ZEPHYR COVE WATER QUALITY IMPROVEMENT PROJECT

**NTCD Program:** Zephyr Cove Water Quality Improvement Project, EIP 01.01.01.15

**Contractual Parties:** Nevada Tahoe Conservation District (NTCD), HDR Engineering, Inc. (HDR)

**Contract Amount:** \$137,000

**Effective Dates:** January 1, 2013 – December 31, 2015

**Contract Summary of Deliverables:** This contract will result in the engineering design of infiltration basins on properties adjacent to Zephyr Cove GID. The principal drainage improvements proposed with this project are a series of two sedimentation/infiltration basins constructed on adjacent Forest Service property. HDR will assist NTCD with project coordination, permitting, engineering design plans and specifications, and design report. HDR will work with NTCD staff engineer to complete the project collaboratively.

**Contract Summary of Scope of Services:** The goal of this project is to improve stormwater runoff patterns and to intercept sediment before it reaches Lake Tahoe. The Lake Tahoe Total Maximum Daily Load (TMDL) is based on reducing the transport of fine sediment and nutrients from upland, urban catchments. This will require construction of stormwater infrastructure for water quality to prevent transport of fine sediment particles and nutrients from known sources in areas that are considered hydrologically directly connected to Lake Tahoe (Lake). Road traction material in this area is ground into fine sediment particles (FSP) by vehicular traffic and is conveyed via stormwater to the Lake. Insufficient stormwater infrastructure, especially treatment and retention structures, can accelerate the delivery of this fine sediment to the Lake during rainfall or snowmelt runoff. This project can be considered a water quality improvement project for the urban stormwater runoff contributed from ZCGID residential area and flows originating upstream of this area. The project involves the cooperation of several entities including ZCGID, Douglas County, NDOT, and the USFS. Currently, all flows within the GID and that which enters the GID from upstream are collected and conveyed directly to the Lake. There is currently no actual “treatment” of the stormwater for FSP or nutrients. Multiple “coffin-like” deep concrete vaults and a conveyance

system to route stormwater to them have been installed. These vaults will capture sediment, but are inefficient at retaining FSP and nutrients, the pollutants of concern.

This project proposes to use the Forest Service land adjacent to Church Street to construct infiltration basins to achieve the overall goal of improving the stormwater runoff quality discharging to the Lake. The proposal is to install water quality treatment basins in two different locations. One will be installed in the Forest Service parcel adjacent to Church Street and Hwy-50. Another will be installed on the Forest Service parcel north of the intersection of Church Street and Lincoln Highway in the open space between the Lake and the cottages. These basins, individually and in succession, should remove a large portion of FSP entering the Lake at this location. A reduction in phosphorus and nitrogen is also expected. Improvements or modifications to the stormwater conveyance system will be necessary to route all of the project area flows to the infiltration basins.