



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

BOARD MEETING AGENDA

March 17, 2016

10:00 AM
(estimated duration 2 hours)

**The Parasol
Room 107
948 Incline Way
Incline Village, Nevada
Call in information: 712-432-0360, code 341249#**

Agenda Items

- 1. Call to Order**
- 2. Supervisor Roll Call**
- 3. Pledge of Allegiance**
- 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)**

Possible Changes to Agenda Order and Timing. Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

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. Please contact Mark Thorpe at PO Box 915, Zephyr Cove, NV 89448; or email mthorpe@ntcd.org; or phone 775-586-1610 #21 to obtain supporting material for the agenda. Supporting material may also be found at <http://ntcd.org/html/board.php>

CONSENT CALENDAR

The consent calendar consists of items 6 and 7 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.

Page #

6. Agency Reports, Discussion/Possible Action

- a. **For Possible Action: Natural Resources Conservation Service (NRCS) report**
- b. **For Possible Action: National Association of Conservation Districts (NACD) report.**
- c. **For Possible Action: Department of Conservation and Natural Resources Conservation District Program report.**
- d. **For Possible Action: Nevada Association of Conservation Districts (NvACD) report.**

7. Discussion/Possible Action (Business)

- a. **For Possible Action: Approval of the Board of Supervisors meeting minutes for February 18, 2016.**

1 - 4

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

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

Possible Changes to Agenda Order and Timing. Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

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. Please contact Mark Thorpe at PO Box 915, Zephyr Cove, NV 89448; or email mthorpe@ntcd.org; or phone 775-586-1610 #21 to obtain supporting material for the agenda. Supporting material may also be found at <http://ntcd.org/html/board.php>

8. **For Possible Action: Approval of the NTC D financial reports for February 2016. As of 2/29/16, the District's Fund balance was \$110,187. This represents the District's available spendable resources, or assets less liabilities. February had a surplus of \$10,102. Some abnormal revenues and expenses for the month: the sale of the Tacoma truck, \$13,250; and a bad debt write off of \$960 (overbilling). Excluding these items, the month would have been a deficit of \$2,200. Year to date the District has a deficit of \$19,364. Fortunately, cash is still not an issue.** 5 - 12
9. **For Possible Action: Staff Report/Projects update. Discuss options for filling the District Manager and Administrator duties.**
10. **For Possible Action: Approval of letter to Washoe County and Douglas County requesting an increase of their annual budgeted assistance.**
11. **For Possible Action: Approval of agreement with the Nevada Department of Transportation (NDOT) for the Lake Clarity Crediting Program Registration and Implementation Project. Total project is \$55,783 of which \$53,283 is for the District to complete and administer.** 13
12. **Supervisor's Comments**
13. **Public Interest Comments**
14. **For Possible Action : Motion to Adjourn**

Possible Changes to Agenda Order and Timing. Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

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 NTC D Administrative Office at (775) 586-1610 x21 three days prior to the Board meeting. Please contact Mark Thorpe at PO Box 915, Zephyr Cove, NV 89448; or email mthorpe@ntcd.org; or phone 775-586-1610 #21 to obtain supporting material for the agenda. Supporting material may also be found at <http://ntcd.org/html/board.php>



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

NTCD Board Minutes

February 18, 2016

The Nevada Tahoe Conservation District office
400 Dorla Court, Zephyr Cove, NV

(the meeting was to be held at the Douglas County Library, but the Library was closed
due to snow)

10:40 AM approximate start time

Present:

Supervisor G. Smith
Supervisor McCarthy (via telephone)
Supervisor Cook
Supervisor Sarnoff
Supervisor Martin

Staff/Others

J. Brand, District Manager
M. Thorpe, Administrator

Absent: Supervisor Penzel, Supervisor Perlman-Whyman, and Supervisor Berkbigler

1. Call to Order by Chair Smith.
2. Supervisor Roll Call: see above
3. Pledge of Allegiance
4. Approval of the Agenda: Supervisor Sarnoff moved to approve the Agenda, seconded by Supervisor Cook, motion carried unanimously.
5. Public Interests Comments: Supervisor Cook congratulated Professional Engineer Kelly for recently becoming a member of the Douglas County Parks and Recreation Commission.

CONSENT CALENDAR

Supervisor Sarnoff moved to approve the Consent Calendar, seconded by Supervisor Martin, motion carried unanimously.

6. Agency Reports, Discussion/Possible Action
 - a. For Possible Action: Natural Resources Conservation Service (NRCS) report. No report provided.
 - b. For Possible Action: National Association of Conservation Districts (NACD) report. No report provided.
 - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report. No report provided.
 - d. For Possible Action: Nevada Association of Conservation Districts (NvACD) report. No report provided.

7. Discussion/Possible Action (Business)
 - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for December 17, 2015.
 - b. For Possible Action: Approval of the NTCD Financial reports for December 2015. As of 12/31/15, the District's Fund balance was \$111,391. This represents the District's available spendable resources, or assets less liabilities. December had a deficit of \$8,425. December had an annual \$5,500 audit expense (this is the last audit expense for the year). The deficit was also caused by higher than average unbillable time (1.5 weeks above average; holiday, grant writing, and vacation time).

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

No items were pulled.

8. For Possible Action: Approval of the NTCF financial reports for January 2016. As of 1/31/16, the District's Fund balance was \$100,096. This represents the District's available spendable resources, or assets less liabilities. January had a deficit of \$10,025. January's deficit was caused by higher than average unbillable time (holidays, grant writing, and leave time); a quarterly \$3,000 POOL/PACT expense; the District Manager's lack of billable work; and an annual \$519 QuickBooks payroll fee. Year to date the District has a deficit of \$29,456. Fortunately, cash is still not an issue. During February, the District sold its Toyota Tacoma for \$13,250. The District's use of the vehicle had become minimal and the proceeds will be greatly appreciated. Administrator Thorpe reported the year-end projection is not good, and action needs to be taken immediately. Administrator Thorpe stated combining the Administrator and District Manager positions would save the District approximately \$5,500 per month. There was discussion regarding reducing other expenses like health insurance (possibly requiring the District Staff to share more of the cost). Supervisor Martin moved to approve the January 2016 financials, seconded by Supervisor Cook, motion carried unanimously.

9. For Possible Action: Staff Report/Projects update. The District recently submitted its FY2017 Indirect Cost Rate Proposal with the Department of Interior, requesting a 40% Indirect rate. The assumptions used for the proposal were: combining the District Manager and Administrator positions, reducing rent to \$15,000/year from \$26,400, and reducing some variable expenses. Some topics of discussion: seek a reduction in office rent, work from home, and train the District Manager to do the Administrator's duties and laying off the Administrator or laying off both the District Manager and Administrator and hiring a bookkeeper. The Lake Tahoe Restoration Act will not be of any help to the District for at least three years. The District's project and funding outlook is very weak. Supervisor Martin moved to approve the transfer of the Administrator's duties to the District Manager with a review on a month to month basis, seconded by Supervisor Sarnoff, motion carried unanimously. Supervisor Martin moved to approve a written request to current landlord for a reduction of rent to \$1250/month effective April 1, 2016, seconded by Supervisor Cook, motion carried unanimously.

10. For Possible Action: Approval and creation of a subcommittee for Personnel Management and the revision of the District's Organizational Chart and structure. Supervisor Smith moved to approve the creation of a subcommittee consisting of the Chair and up to three other Board members to consider personnel issues as they arise, seconded by Supervisor Cook, motion carried unanimously.
11. For Possible Action: Approval of agreements with the Nevada Department of Environmental Protection (NDEP), Nevada Division of State Lands (NDSL), and the Nevada Department of Transportation (NDOT) for the Pittman Terrace Water Quality Improvement Project. Total project is \$521,768 of which \$106,000 is for the District to design and administer. District Manager Brand presented the project and reviewed the project budget. The agreements are not finalized yet. Supervisor Martin moved to pre-approve the agreements conditional upon the agreements being standard language per each State agency, seconded by Supervisor Sarnoff, motion carried unanimously.
12. For Possible Action: Update of petition per Nevada Senate Bill No. 476 (An Act requiring the imposition of an annual fee on parcels in a conservation district upon approval of registered voters) requesting the Board of County Commissioners for Washoe and Douglas Counties to submit to the voters, within the Nevada Tahoe Conservation District, a question of whether to impose an annual fee of \$25 per parcel in the conservation district to be used for the purposes of the conservation district. And per Section 5.5 of Senate Bill No. 476, request the election be conducted by mail in, no sooner than March 1, 2016. Douglas County has included the petition on their February 18th Commissioner's agenda. There was some discussion regarding the marketing of the question/vote and the poor timing of this question/vote. Supervisor Sarnoff moved to approve a request to the Counties to remove the District's original request for a ballot issue concerning SB 476 with hopes of County support for a mail in vote during the summer of 2017, seconded by Supervisor McCarthy, motion carried unanimously.
13. Supervisor Comments: Supervisor Cook thanked District Manager Brand for contacting the Douglas County Sewer Improvement District regarding the installation of turbines to create electricity for electrical vehicle charging stations, and thinking "outside the box".
14. Public Interest Comments: None.
15. Motion to Adjourn: Supervisor Martin moved to adjourn, seconded by Supervisor Sarnoff, motion carried unanimously.

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	67%
		NV TAHOE CONSERVATION DIST.	February 2016	YTD July 2015-June 2016	Budget		% of Budget
INCOME	General Fund						
Community Grants-Income							
	Carson City				3,000.00	(3,000.00)	0%
	Douglas County			10,000.00	10,000.00	0.00	100%
	NV Division of Conser. District			4,105.82	4,000.00	105.82	103%
	Washoe County Community Grant					0.00	0%
Total Community Grants-Income			0.00	14,105.82	17,000.00	(2,894.18)	83%
Grants-Income						0.00	
	Administration Fee Income					0.00	
	Personnel Cost Income					0.00	
	Wages Weighted Rate-Grant Income					0.00	
	Grants-Income - Other					0.00	
Total Grants-Income			0.00	0.00		0.00	
Income-Pass Thru Subcontractor						0.00	
Interest						0.00	
Miscellaneous Income			12,289.33	12,289.00		12,289.00	
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)			12,754.33	103,347.41	190,000.00	(86,652.59)	0.54
TOTAL INCOME			25,043.66	129,742.23	207,000.00	(77,257.77)	0.63
EXPENSES							
Advertising-Expense						0.00	0.00
Building Expense							
	Building Repairs/Maint-Expense		90.00	1,440.00	2,340.00	900.00	0.62
Total Building Expense			90.00	1,440.00	2,340.00	900.00	
Conference & Training-Expense							
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees					0.00	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			0.00	0.00	2,000.00	2,000.00	0.00
Deposit Security						0.00	0.00
Donation-Expense						0.00	0.00
Dues and Subscriptions-Expense							0.00
	Membership/Dues District			800.00		(800.00)	1.00
	Membership/Dues Staff			341.00		(341.00)	1.00
	Dues and Subscriptions-Expense - Other				1,000.00	1,000.00	
Total Dues and Subscriptions-Expense			0.00	1,141.00	1,000.00	(141.00)	1.14
Equipment-Expense						0.00	
	Cell Phones						
	Computer Hardware & Software			870.90	3,000.00	2,129.10	
	Computer Maintenance & Repair				500.00	500.00	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	3,134.88	5,000.00	1,865.12	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			391.86	4,005.78	8,500.00	4,494.22	0.47

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	67%
	NV TAHOE CONSERVATION DIST.	February 2016	YTD July 2015-June 2016	Budget		% of Budget
Indirect Cost	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
Total Indirect Cost	See Revenues above	0.00	0.00	0.00	0.00	0.00
Insurance-Expense			5,493.27	5,500.00	6.73	
	E&O/Prop/ Liability Insurance				0.00	0.00
Total Insurance-Expense		0.00	5,493.27	5,500.00	6.73	1.00
Meetings Expense						
		19.56	108.77	500.00	391.23	0.22
Miscellaneous Expense						
Other Expenses				0.00		
Professional Fees-Expense						
	Audit		12,500.00	12,500.00	0.00	
	Bank fees	4.35	203.89	600.00		
	Computer/Software Maintenance		519.00			
	Professional Fees-Expense - Other	21.00	179.55	300.00	120.45	
Total Professional Fees-Expense		26.35	13,402.44	13,400.00	(2.44)	1.00
Rents and Leases						
	Office Space Lease	2,200.00	17,600.00	26,400.00	8,800.00	0.67
	Storage Rents					
	Rents and Leases-Other				0.00	0.00
Total Rents and Leases		2,200.00	17,600.00	26,400.00	8,800.00	0.67
Service Charges					0.00	0.00
Supplies-Expense						
	Office Supplies	49.53	958.98	2,000.00		
	Photocopies					
	Postage and Delivery	357.24	693.27	1,200.00		
	Publication/Printing					
	Supplies-Expense - Other		144.84	500.00	355.18	
Total Supplies-Expense		406.77	1,797.09	3,700.00	1,902.91	0.49
Telecommunications						
	Cell Phone				0.00	
	Internet Fees	120.00	120.00	150.00	30.00	
	Long Distance				0.00	
	Phone Services	471.40	3,537.83	5,000.00	1,462.17	
	Telephone-Expense - Other				0.00	
Total Telecommunications-Expense		591.40	3,657.83	5,150.00	1,492.17	0.71
Vehicles-Expense					0.00	
	District Vehicle Use	(169.02)	(717.00)	(4,500.00)		
	Fuel-Expense		165.21	2,000.00	1,834.79	
	License & Maintenance		608.63	1,500.00	891.37	
	Mileage Reimbursement Expense			100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
Total Vehicles-Expense		(169.02)	56.84	(900.00)	(956.84)	(0.06)
Wages						
	Payroll Clearing Account	(971.11)	1,001.29			
	Professional Engineer (MG)	848.60	10,377.07			
	Professional Engineer (MK)	1,161.52	12,988.13			

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year =	67%
	NV TAHOE CONSERVATION DIST.	February 2016	YTD July 2015-June 2016	Budget	variance Favorable (Unfavorable)	% of Budget
	Wages-Senior PM	5,586.35	45,740.03			
	Wages-Administrator	5,537.06	45,276.16			
	Wages-District Manager					
	Wages-ES II (2)		806.95			
	Wages-ES III (DF)	1,101.47	8,161.95			
	Wages-ES III (MP)	1,508.01	14,115.68			
	Wages-ES III (KP)					
	Wages - Other	2.24	6.26			
	Uncompensated Absence-Reimb Exp	(3,587.63)	(39,539.83)			
	Total Wages	11,186.51	98,933.69	137,110.00	38,176.31	0.72
	Wages-Overhead/Fringe				0.00	
	Long Term Disability	188.42	1,469.81	2,300.00		
	Total Wages-Overhead/Fringe	188.42	1,469.81		830.19	
	Total Wages/Ovrhead	11,384.93	100,403.50	137,110.00	39,006.50	0.72
	Revolving Account					
	TOTAL EXPENSES (No Indirect included)	14,940.85	149,106.62	207,000.00	57,893.48	0.72
	NET REVENUE OVER/(UNDER) EXPENSES	10,102.81	(19,364.29)			
	Fund Balance	\$ 110,188				

Nevada Tahoe Conservation District
Balance Sheet
 As of February 29, 2016

	Feb 29, 16
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	48,569.04
Total Checking/Savings	48,619.04
Accounts Receivable	
Accounts Receivable	117,042.08
Total Accounts Receivable	117,042.08
Total Current Assets	165,661.12
Other Assets	
Prepaid expenses	2,200.00
Total Other Assets	2,200.00
TOTAL ASSETS	167,861.12
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	22,061.62
Total Accounts Payable	22,061.62
Other Current Liabilities	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income-Tahoe Foundatio	1,861.67
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	27,996.31
Payroll Liabilities	
457 Payable	387.95
CA withholding	321.26
Fed withholding	1,701.00
Medicare Company Payable	210.30
Medicare Employee Payable	210.30
NV Unemployment Bond Factors Pa	399.67
NV Unemployment Payable	881.67
Total Payroll Liabilities	4,112.15
Total Other Current Liabilities	35,611.69
Total Current Liabilities	57,673.31
Total Liabilities	57,673.31
Equity	
Opening Balance	11,724.59
Prior Earnings	117,273.84
Net Income	-18,810.62
Total Equity	110,187.81
TOTAL LIABILITIES & EQUITY	167,861.12

4:03 PM

03/10/16

Nevada Tahoe Conservation District
A/R Aging Summary
As of February 29, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Cal Trans Task #3	2,559.96	112.10	447.97	0.00	1,862.04	4,982.07
Cal Trans Task Order #5	2,149.18	37.61	33.50	0.00	0.00	2,220.29
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Cave Rock	0.00	0.00	0.00	0.00	181.09	181.09
Craig Robinson	0.00	553.67	0.00	0.00	0.00	553.67
Douglas Co - Cave Rock	0.00	0.00	0.00	0.00	95.82	95.82
Douglas Co TRPA BCX	10,343.31	5,595.84	0.00	0.00	0.00	15,939.15
NDOT BRC	0.00	934.26	0.00	0.00	0.00	934.26
NDOT RoadRAM 3	12,184.30	2,908.36	0.00	0.00	0.00	15,092.66
NDOT SLRP2	0.00	0.00	33.50	0.00	1,235.89	1,269.39
NDSL-Invasive Weeds	0.00	0.00	0.00	0.00	5,561.44	5,561.44
NDSL BCX	0.00	12,892.60	0.00	0.00	0.00	12,892.60
NDSL ZCGID	348.76	180.95	0.00	0.00	0.00	529.71
NV Dept of AG	0.00	30.01	308.18	0.00	0.00	338.19
SSWA	0.00	0.00	2,230.14	0.00	0.00	2,230.14
TRCD SNPLMA Monitoring	93.31	969.93	419.68	0.00	298.31	1,781.23
Truckee River Fund	0.00	34.10	197.71	0.00	0.00	231.81
USBOR #10	1,306.49	0.00	0.00	0.00	0.00	1,306.49
USFS BCX	20,154.94	11,384.20	0.00	0.00	0.00	31,539.14
USFS Cave Rock	0.00	0.00	0.00	0.00	751.78	751.78
USFS ZC GID	633.80	3,093.67	0.00	0.00	0.00	3,727.47
Washoe Co LCCP Reg TRPA	6,682.62	7,982.92	0.00	0.00	0.00	14,665.54
Washoe Co Sweeper Sample	149.00	0.00	0.00	0.00	0.00	149.00
TOTAL	56,605.67	46,710.22	3,670.68	0.00	10,055.51	117,042.08

Nevada Tahoe Conservation District
A/R Aging Summary
 As of March 10, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Cal Trans Task #3	0.00	2,559.96	112.10	447.97	0.00	3,120.03
Cal Trans Task Order #5	0.00	2,149.18	37.61	33.50	0.00	2,220.29
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Cave Rock	0.00	0.00	0.00	0.00	181.09	181.09
Craig Robinson	0.00	0.00	553.67	0.00	0.00	553.67
Douglas Co - Cave Rock	0.00	0.00	0.00	0.00	95.82	95.82
Douglas Co TRPA BCX	0.00	10,343.31	0.00	0.00	0.00	10,343.31
NDOT BRC	0.00	0.00	934.26	0.00	0.00	934.26
NDOT RoadRAM 3	0.00	12,184.30	2,908.36	0.00	0.00	15,092.66
NDOT SLRP2	0.00	0.00	0.00	33.50	1,235.89	1,269.39
NDSL-invasive Weeds	0.00	0.00	0.00	0.00	5,561.44	5,561.44
NDSL ZCGID	0.00	348.76	180.95	0.00	0.00	529.71
NV Dept of AG	0.00	0.00	30.01	308.18	0.00	338.19
SSWA	0.00	0.00	0.00	2,230.14	0.00	2,230.14
TRCD SNPLMA Monitoring	0.00	93.31	969.93	0.00	0.00	1,063.24
Truckee River Fund	0.00	0.00	34.10	0.00	0.00	34.10
USBOR #10	0.00	1,306.49	0.00	0.00	0.00	1,306.49
USFS BCX	0.00	20,154.94	11,384.20	0.00	0.00	31,539.14
USFS Cave Rock	0.00	0.00	0.00	0.00	751.78	751.78
USFS ZC GID	0.00	633.80	3,093.67	0.00	0.00	3,727.47
Washoe Co LCCP Reg TRPA	0.00	6,682.62	7,982.92	0.00	0.00	14,665.54
Washoe Co Sweeper Sample	0.00	149.00	0.00	0.00	0.00	149.00
TOTAL	0.00	56,605.67	28,221.78	3,053.29	7,895.16	95,775.90

4:05 PM

03/10/16

Nevada Tahoe Conservation District
A/P Aging Summary
As of February 29, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
2nd Nature	0.00	10,473.75	0.00	0.00	0.00	10,473.75
Asa and Patricia Collins	0.00	0.00	0.00	0.00	49.03	49.03
Cruz Construction	0.00	0.00	425.00	0.00	0.00	425.00
Douglas County Weed Control	0.00	0.00	0.00	0.00	3,836.59	3,836.59
Frontier	0.00	471.40	0.00	0.00	0.00	471.40
Konica Minolta Business Solutions	391.86	0.00	0.00	0.00	0.00	391.86
Village Ace Hardware	12.98	0.00	0.00	0.00	0.00	12.98
Wells Fargo Business Card Kelly	60.40	0.00	0.00	0.00	0.00	60.40
Wells Fargo Business Card Thorpe	50.61	0.00	0.00	0.00	0.00	50.61
Wood Rodgers	0.00	165.00	6,125.00	0.00	0.00	6,290.00
TOTAL	<u>515.85</u>	<u>11,110.15</u>	<u>6,550.00</u>	<u>0.00</u>	<u>3,885.62</u>	<u>22,061.62</u>

4:05 PM

03/10/16

Nevada Tahoe Conservation District
A/P Aging Summary
As of March 10, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
2nd Nature	0.00	8,781.25	1,692.50	0.00	0.00	10,473.75
Asa and Patricia Collins	0.00	0.00	0.00	0.00	49.03	49.03
Douglas County Weed Control	0.00	0.00	0.00	0.00	3,836.59	3,836.59
Frontier	0.00	453.49	0.00	0.00	0.00	453.49
Village Ace Hardware	0.00	12.98	0.00	0.00	0.00	12.98
Wells Fargo Business Card Kelly	0.00	60.40	0.00	0.00	0.00	60.40
Wells Fargo Business Card Thorpe	0.00	50.61	0.00	0.00	0.00	50.61
Wood Rodgers	0.00	165.00	6,125.00	0.00	0.00	6,290.00
TOTAL	0.00	9,523.73	7,817.50	0.00	3,885.62	21,226.85



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

PROJECT SUMMARY
for
Lake Clarity Crediting Program Registration and Implementation

NTCD Program: Nevada Tahoe Conservation District

Contractual Parties: Nevada Tahoe Conservation District (NTCD) and Nevada Department of Transportation (NDOT)

Contract Amount: \$55,783.08 from NDOT (\$53,283.08 for NTCD staff time and supplies)

Effective Dates: March 18, 2016 – December 31, 2017

Project Summary: This project will assist Washoe County and the Nevada Department of Transportation (NDOT) to fulfill obligations and commitments contained in Interlocal Agreements (ILA) with the NDEP. The NTCD will work closely with Washoe County and NDOT to accomplish the Lake Clarity Crediting Program process and document attainment of the ten percent load reduction milestone and associated credit targets for both jurisdictions. Specifically, pollutant controls identified in the jurisdictions' load reduction plans will be registered and inspected using the updated suite of stormwater tools. NTCD will facilitate the update of ILAs currently set to expire in August 2016 by recalculating jurisdictional baseline loads. The \$55,783.08 is NDOT's in-kind match to the total project costs of \$211,566.16.

Scope of Services Summary: The NTCD's tasks include communication and coordination with the project funders (NDEP, Washoe County and NDOT). NTCD will coordinate with jurisdictions and NDEP to identify and determine a catchment registration priority and timeline. NTCD will review and prepare baseline and expected condition modeling scenarios for pollutant control registrations in PLRM V2.1. Then register pollutant controls in CAP. NTCD will be performing BMP RAM or condition inspections which will include; Road RAM inspections, BMP RAM inspections, parcel BMP verifications and results will entered into appropriate database. NTCD will also recalculate jurisdictional baseline loads using PLRMv2.1 & produce a Draft and Final Technical Memo comparing results from PLRMv1. A subcontract of \$2,500 will be included in this agreement for technical assistance from 2NDNature, LLC if needed.

