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

BOARD MEETING AGENDA

September 19, 2013 **10:00 AM (estimated duration 2 hours)**

The Douglas County Library
Lake Tahoe Branch
Board Room
233 Warrior Way
Zephyr Cove, Nevada

Agenda Items

1. **Call to Order**
2. **Supervisor Roll Call**
3. **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.
4. **Public Interest Comments (No Action)**

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 5 and 6 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 #
5. Agency Reports, Discussion/Possible Action	
a. For Possible Action: NRCS report	**1 - 4**
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.	
6. Discussion/Possible Action (Business)	
a. For Possible Action: Approval of the Board of Supervisors meeting minutes for July 18, 2013.	**5 - 8**
b. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 6, 2013.	**9 - 10**
c. For Possible Action: Approval of the NTCD financial reports for July 2013. As of 7/31/13, the District's Fund balance was $104,825. This represents the District's available spendable resources, or assets less liabilities. July had a deficit of $3,488. July's deficit was due to: 5.5 weeks of unbillable time (vacations, holiday, and grant writing), and a $1,400 POOL/PACT invoice (Workers Comp Insurance).	**11 - 15**
d. For Possible Action: Approval of the NTCD financial reports for August 2013. As of 8/31/13, the District's Fund balance was $105,492. This represents the District's available spendable resources, or assets less liabilities. August had a surplus of $656. Items of note for August: 4 weeks of unbillable time (vacations, and grant writing), and a $1,500 expense/correction for an incorrect invoice to NDOT (we accidently invoiced more than the grant).	**16 - 21**

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

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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.

	Page #
7. For Possible Action: Approval of FY 2013 Final Financial Report and FY 2013 Annual Report submitted to Department of Conservation and Natural Resources Conservation District Program	**22 - 45**
8. For Possible Action: October meeting and possible cancellation	
9. Supervisor's Comments	
10. Public Interest Comments	
11. Motion to Adjourn	

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

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NRCS Natural Resources Conservation Service

South Lake Tahoe Field Office
District Conservationist: Woody Loftis

Lake Tahoe Basin
NRCS Activity Report
July 2013

Ecoligical Site Update:

- Continued Field work in the meiss meadows area.
- Worked on the Marla soils and ecological sites.
- Continued work on going through existing data.

Conservation Technical Assistance:

- Met withTRPA, TRCD, and NTCD in regards to TRPA's creation of a BMP maintenance and installation video.
- Provided technical assistance to homeowners working on their BMP plans.

Stream Environment Zone (SEZ) Issues:

- Participated in another meeting of the SEZ group. The group is making progress towards a better definition of what is an SEZ.
- Worked on correlating vegetation data and water table depth from the soil survey. This created a very interesting graph of the relationship between national wetland plant indicator status and water table depth. As was predicted, plants as an indicator do not appear to be reliable beyond a water table depth of 30". See attached graph.
- A procurement request was placed for ordering of a set of discs for the go/no-go decision tool. Hopefully that will be approved and work on this can continue.

Financial & Administration:

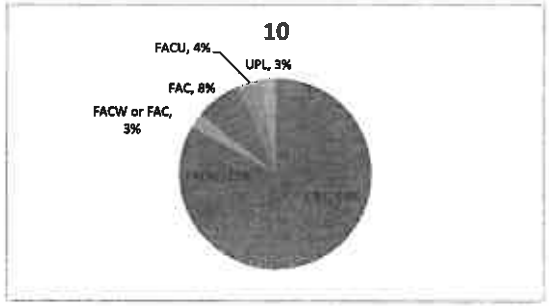
- Area office has removed the furniture from South Lake Tahoe, other than a desk and some chairs.

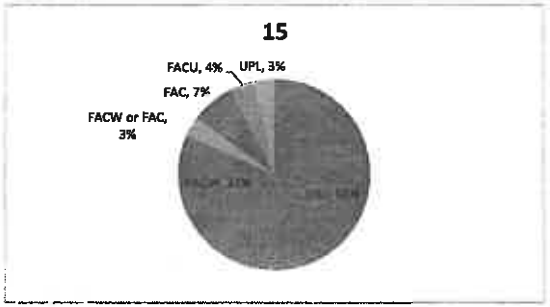
Respectfully Submitted by
Woody Loftis, District Conservationist
NRCS – South Lake Tahoe Field Office

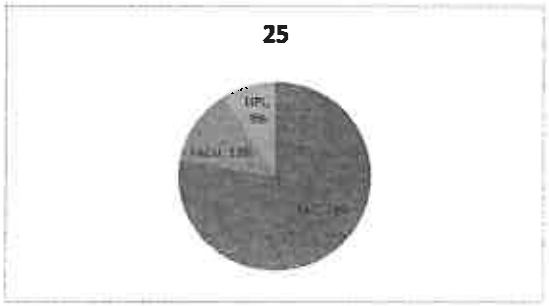
Seasonal High Water Table (cm) vs. Plant Distribution by Wetland Indicator Status

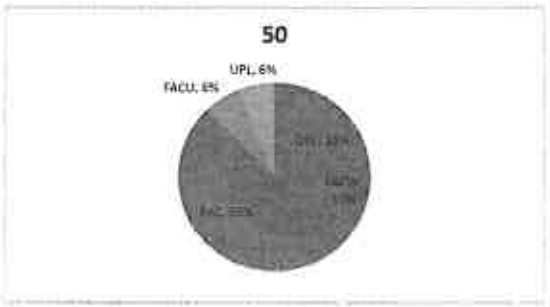
Abbreviations (wetter to drier):

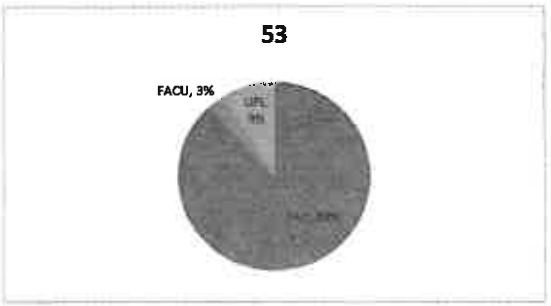
OBL	Obligate
FACW	Facultative wet
FAC	Facultative
FACU	Facultative upland
UPL	Upland

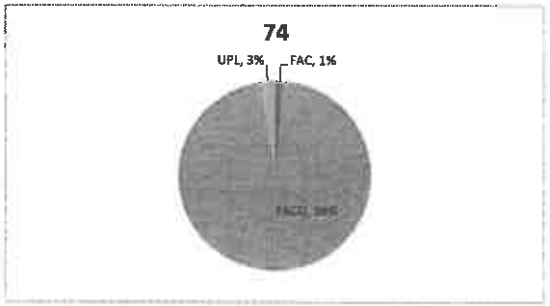


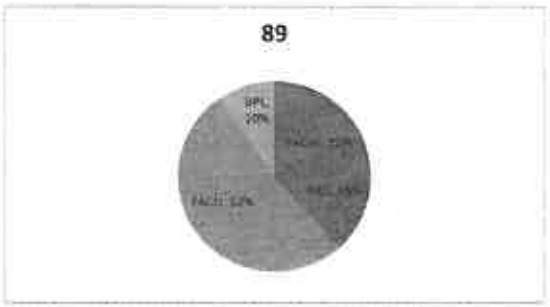


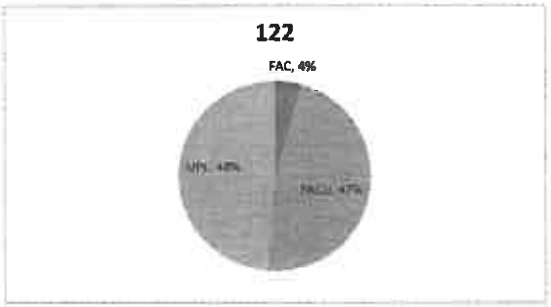


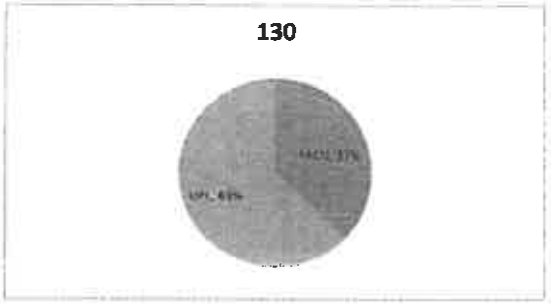


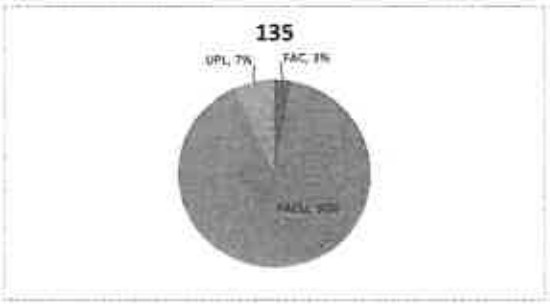


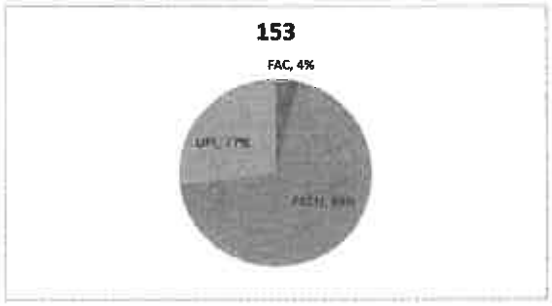












NRCS Natural Resources Conservation Service

South Lake Tahoe Field Office
District Conservationist: Woody Loftis

Lake Tahoe Basin
NRCS Activity Report
August 2013

Ecoligical Site Update:

- Worked on the complex alluvial settings (water depositional ie meadows, floodplains etc.)
- Attended the Tahoe Yellow Cress AMWG meeting. It is hoped that the Ecological Site Update will be beneficial to those working on this plant. Also, the information gathered on the locations of Yellow Cress should be helpful in the development of ecological sites.

Conservation Technical Assistance:

- Continued to work with the Grass Valley office on conservation planning certification.
- Provided technical assistance to homeowners working on their BMP plans. For example, worked with RCD staff on BMP evaluations on properties with suspected water table issues.

Stream Environment Zone (SEZ) Issues:

- Progress is being made on the development of a new definition for Stream Environment Zones (DRAFT attached). It is hoped that this new definition addresses the problems that were evident in the old system. This should eliminate controversy in the field and lead to quicker, more straight forward SEZ determinations.
- Work continues on the go/no-go process for doing equipment work in sensitive areas. Currently drafting a field trip report for work done with Tahoe Baikal Institute

Financial & Administration:

- Office space options are still being negotiated.

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

Attachment A- The draft revised delineation criteria:

SEZ Identification

A stream environment zone (SEZ) shall be determined to be present if any one of the following primary indicators is present or, in absence of a primary indicator, where any two secondary indicators coincide. Plant species and wetland indicator status are those shown on Attachment X, and are derived from the National Wetlands Plant list (2012).

	Key Indicators
A. Vegetation	Canopy cover is dominated (greater than 50% of total canopy cover) by OBL and/or FACW plant species within the delineation.
B. Evidence of Soil Saturation	1- Soils meeting the criteria for Hydric Soils using the latest version of the Field Indicators of Hydric Soils in the United States (NRCS).
C. Geomorphology-Hydrology (presence of any indicator)	1- Aquatic Habitats (channels, lakes, ponds, springs, wetlands) 2- Observable water table at <20" (when soil temperature >5C) 3- Beaches- meeting definition of "backshore" in TRPA code
	Secondary Indicators
A. Vegetation	Canopy cover is dominated (greater than 50% of total canopy cover) by OBL, FAC and/or FACW plant species within the delineation.
B. Evidence of Soil Saturation (presence of any indicator)	1- 2% or more distinct or prominent redoximorphic features in a horizon between 6 and 40 " 2- Reduced Matrix (as defined in keys to soil taxonomy) 3- Positive response to alpha, alpha dipyridyl in a zone between 6 and 40"
C. Hydrology-Geomorphology	FEMA or ACOE delineated Floodplain

Nevada Tahoe Conservation District

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

NTCD Board Minutes
July 18, 2013
The Parasol, Trepp Room
948 Incline Way, Incline Village, NV
10:00 AM Start Time

Present:
Supervisor Smith
Supervisor Perlman-Whyman
Supervisor Freeman
Supervisor McCarthy
Supervisor Penzel
Supervisor Berkbigler

Staff/Others
D. Martin, District Manager
M. Thorpe, Administrator
J. Locurto, CDP
W. Loftis, NRCS
J. Brand, Program Manager
D. Olson, Environ. Scientist

Absent:
Supervisor Sarnoff and Supervisor Endicott

1. Call to Order by Chair Smith.

2. Supervisor Roll Call: see above

3. Approval of the Agenda: Supervisor Perlman-Whyman moved to approve the Agenda, seconded by Supervisor Berkbigler, motion carried unanimously.

4. Public Interests Comments: Supervisor Smith reported the three year concession contract is up for bid at Round Hill Pines Beach and Marina. It will include a lot of improvements, which might mean help/work from the District.

CONSENT CALENDAR

Items 5a, 5b, 5c, 5d, 5e, and 6c were pulled from the consent calendar for further discussion.

Supervisor Berkbigler moved to approve the Consent Calendar (items 6a, 6b, and 6d with all other items pulled), seconded by Supervisor McCarthy, motion carried unanimously.

5. Agency Reports, Discussion/Possible Action
    a. Moved to Administrative calendar.
    b. Moved to Administrative calendar.
    c. Moved to Administrative calendar.
    d. Moved to Administrative calendar.
    e. Moved to Administrative calendar.

6. Discussion/Possible Action (Business)
    a. For Possible Action: Approval of the Board of Supervisors meeting minutes for May 16, 2013.
    b. For Possible Action: Approval of the NTCD financial reports for May 2013. As of 5/31/13, the District's Fund balance was $112,568. This represents the District's available spendable resources, or assets less liabilities. May had a surplus of $467. May had no abnormal expenses or revenue.
    d. For Possible Action: Approval of FY 2014 Proposed Budget and Annual Work Plan submitted to Department of Conservation and Natural Resources Conservation District Program.

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

Item 5a) For Possible Action: NRCS report. W. Loftis of NRCS reported there is a new initiative to update the definition of SEZ. Supervisor McCarthy said agreeing on a definition would be very helpful. The current definitions cause frustration with the local governments. NRCS is working on a concept of using disks for determining where to stop work in SEZ areas. NRCS might move in with TRCD for office space. Supervisor Perlman-Whyman asked Dave White to speak at NvACD's annual meeting. She also supported keeping NRCS's logo.

Item 5b) For Possible Action: NACD report. Supervisor Perlman-Whyman recently attended NACD's Summer Board meeting and Legislative Conference. At the meeting, the water issues panel had a lot of interest for Lake Tahoe. NACD and BLM renewed their MOU. Next year's meeting will be March 2014 in Indianapolis. NACD is helping support climate change science.

Item 5c) For Possible Action: Department of Conservation and Natural Resources Conservation District Program (CDP) report. Joe Locurto, of CDP, reported: CDP is based in Carson City, but Joe does travel throughout the state visiting rural districts; the Sage Grouse Ecosystem Program has been a priority so far; the Sage Grouse Program hired two Conservation Specialists recently and is looking to hire a third; the Legislature increased the annual funding to conservation districts to $3,500 and created a grant pool for conservation districts for sage grouse habitat.

Item 5d) For Possible Action: NvACD report. This item was discussed during items 5a and 5b.

Item 5e) For Possible Action: Staff report. On July 24th the District will present the Hybrid project as part of SWCS's tour. At SWCS's international conference, Environmental Scientist Olson will attend the "Using Social Indicators in Watershed Management" workshop. The August Board meeting has been cancelled. The September Board meeting will be in Douglas County. The Lake Tahoe Summit is August 19th at Sand Harbor.

Item 6c) For Possible Action: Approval of the NTCD financial reports for June 2013. As of 6/30/13, the District's Fund balance was $108,852. This represents the District's available spendable resources, or assets less liabilities. June had a deficit of $1,372. Items of note for June: Received $3,000 from Carson City for the general fund, A/R and A/P are unusually high due to Glenbrook Creek construction, and paid $5,199 for annual liability/property insurance. The year ended with a deficit of $29,748. Thankfully, cash was not an issue during the year. Supervisor Berkbigler moved to approve the June 2013 financial reports, seconded by Supervisor Penzel, motion carried unanimously.

7. For Possible Action: Review and Approval of agreement with USFS for the Burke Creek Hwy 50 crossing project. The agreement was presented by Environmental Scientist Pook. This is for the USFS's portion of the project, $957,896. Supervisor McCarthy moved to approve the agreement (District Manager to sign), seconded by Supervisor Freeman, motion carried unanimously.

8. For Possible Action: Review and approval of agreement with NDEP for the Residential BMP project. The agreement was presented by Program Manager Brand. The only difference from previous BMP grants, the District will be asking the homeowner for a voluntary fee. The request is more of an outreach, in the future BMPs might cost the homeowner due to lack of funding. Supervisor Berkbigler moved to approve the agreement, seconded by Supervisor Freeman, motion carried unanimously.

9. For Possible Action: Review and Approval of agreement with NDSL for the Invasive Weed management project. This is a continuation of a current project, to treat invasive weeds in the Tahoe Basin. Supervisor Freeman moved to approve the agreement, seconded by Supervisor Berkbigler, motion carried unanimously.

10. For Possible Action: Review and Approval of agreement with USFS for SLRP (Stormwater Load Reduction Plans) Phase 2. This is the final step towards implementation of the TMDL. Supervisor McCarthy moved to approve the agreement (District Manager to sign), seconded by Supervisor Berkbigler, motion carried unanimously.

11. For Possible Action: Presentation/Discussion/Update of Tahoe Yellow Cress (TYC) project. The project was presented by Environmental Scientist Olson. TYC is an endangered species in the Tahoe Basin. It only grows in the Tahoe Basin. The lake level affects TYC; it prefers low lake levels. Education is a large portion of the project. It is very difficult contacting and educating the homeowners. This project is trying to keep the plant off the federal endangered species list.

12. Supervisor Comments: Supervisor Perlman-Whyman will be attending the Clean Energy Summit, August 13, in Las Vegas. Supervisor McCarthy reminded everyone the Lake Tahoe Summit is August 19th at Sand Harbor; and there is online registration. Supervisor Freeman reported there are White Satin Moths in the aspen groves on Spooner summit. Supervisor Smith reported the Presbyterian Church in S. Lake Tahoe will have an alternative energy meeting next week.

13. Public Interest Comments: None.

14. Motion to Adjourn: Supervisor Berkbigler moved to adjourn, seconded by Supervisor Freeman, motion carried unanimously.

Nevada Tahoe Conservation District

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

NTCD Board Minutes
September 6, 2013
Nevada Tahoe Conservation District
Conference Room
10:15 AM Start Time

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

Staff/Others
K. Staggs, Environmental Scientist
M. Thorpe, Administrator

Absent:
Supervisor Penzel, Supervisor Berkbigler, and Supervisor Freeman.

1. Call to Order by Chair Smith.
2. Supervisor Roll Call: see above
3. Approval of the Agenda: Supervisor Sarnoff moved to approve the Agenda, seconded by Supervisor Endicott, motion carried unanimously.
4. Public Interests Comments: None.

5. For Possible Action: Review and Approval of Subgrant Agreement with Nevada Division of Environmental Protection (NDEP) for Road Maintenance and Operations Effectiveness Testing. Environmental Scientist Staggs presented the project. This project will help define road operations that are best for the local jurisdictions to achieve credit awards through the Lake Clarity Crediting Program. Supervisor Sarnoff moved to approve the subgrant agreement, seconded by Supervisor Perlman-Whyman, motion carried unanimously.

6. Supervisor Comments: None.

7. Public Interest Comments: None.

8. Motion to Adjourn: Supervisor Perlman-Whyman moved to adjourn, seconded by Supervisor McCarthy, motion carried unanimously.

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	July 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% 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%
	NV Division of Conser. District				3,500.00	(3,500.00)	0%
	Washoe County Community Grant					0.00	0%
Total Community Grants-Income			0.00	0.00	16,500.00	(16,500.00)	0%
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						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)	14,532.09	14,532.09	197,000.00	(182,467.91)	0.07
		TOTAL INCOME	14,532.09	14,532.09	213,500.00	(198,967.91)	0.07
EXPENSES							
Advertising-Expense						0.00	0.00
Building Expense							
	Building Repairs/Maint-Expense		360.00	360.00	2,340.00	1,980.00	
Total Building Expense			360.00	360.00	2,340.00	1,980.00	
Conference & Training-Expense					1,500.00		
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees		335.00	335.00		(335.00)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			335.00	335.00	1,500.00	1,165.00	0.22
Deposit Security				0.00		0.00	0.00
Donation-Expense						0.00	0.00
Dues and Subscriptions-Expense							0.00
	Membership/Dues District					0.00	0.00
	Membership/Dues Staff					0.00	0.00
	Dues and Subscriptions-Expense - Other				1,000.00	1,000.00	
Total Dues and Subscriptions-Expense			0.00	0.00	1,000.00	1,000.00	0.00
Equipment-Expense						0.00	
	Cell Phones						
	Computer Hardware & Software				5,000.00	5,000.00	
	Computer Maintenance & Repair				500.00	500.00	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	391.86	5,100.00	4,708.14	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			391.86	391.86	10,600.00	10,208.14	0.04

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	July 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% 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					5,500.00	5,500.00	
	E&O/Prop/ Liability Insurance					0.00	0.00
Total Insurance-Expense			0.00	0.00	5,500.00	5,500.00	0.00
Meetings Expense							
	Meals-Expense				500.00	500.00	0.00
Miscellaneous Expense			75.00	75.00			
Other Expenses					0.00		
Professional Fees-Expense							
	Audit				12,000.00	12,000.00	
	Bank fees		25.78	25.78	660.00		
	Professional Fees-Expense - Other		23.20	23.20	750.00	726.80	
Total Professional Fees-Expense			48.98	48.98	13,410.00	13,361.02	0.00
Rents and Leases							
	Office Space Lease		2,200.00	2,200.00	26,400.00	24,200.00	0.08
	Storage Rents		150.00	150.00	1,800.00		
	Rents and Leases-Other					0.00	0.00
Total Rents and Leases			2,350.00	2,350.00	28,200.00	25,850.00	0.08
Service Charges						0.00	0.00
Supplies-Expense							
	Office Supplies		231.43	231.43	2,000.00		
	Photocopies						
	Postage and Delivery		86.25	86.25	1,000.00		
	Publication/Printing						
	Supplies-Expense - Other				500.00	500.00	
Total Supplies-Expense			317.68	317.68	3,500.00	3,182.32	0.09
Telecommunications							
	Cell Phone		132.92	132.92	1,700.00	1,567.08	
	Internet Fees					0.00	
	Long Distance					0.00	
	Phone Services		396.32	396.32	5,000.00	4,603.68	
	Telephone-Expense - Other					0.00	
Total Telecommunications-Expense			529.24	529.24	6,700.00	6,170.76	0.08
Vehicles-Expense						0.00	
	District Vehicle Use		(295.52)	(295.52)	(6,500.00)		
	Fuel-Expense		61.02	61.02	2,500.00	2,438.98	
	License & Maintenance				650.00	650.00	
	Mileage Reimbursement Expense				100.00		
	Vehicle Fuel Reimbursement Expense						
	Vehicle						
Total Vehicles-Expense			(234.50)	(234.50)	(3,250.00)	(3,015.50)	0.07
Wages							
	Payroll Clearing Account		391.58	391.58			
	Professional Engineer		2,651.50	2,651.50			
	Wages-Senior PM-CPG		3,792.66	3,792.66			
	Wages-Administrator		7,787.98	7,787.98			

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	July 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% of Budget
	Wages-ES II-CPG (1)						
	Wages-District Manager		3,748.82	3,748.82			
	Wages-ES II-CPG (2)		423.88	423.88			
	Wages-ES III (1)-WRG		1,240.02	1,240.02			
	Wages-ES III (2)-WRG		413.24	413.24			
	Wages-ES III-WRG		1,176.30	1,176.30			
	Wages - Other		(3.86)	(3.86)			
	Uncompensated Absence-Reimb Exp		(7,976.21)	(7,976.21)			
Total Wages			13,645.91	13,645.91	143,500.00	129,854.09	0.10
Wages-Overhead/Fringe						0.00	
	Long Term Disability		201.37	201.37	3,000.00		
Total Wages-Overhead/Fringe			201.37	201.37		(201.37)	
		Total Wages/Ovrhead	13,847.28	13,847.28	143,500.00	129,652.72	0.10
Revolving Account							
	TOTAL EXPENSES (No Indirect Included)		18,020.54	18,020.54	213,500.00	195,479.46	0.08
	NET REVENUE OVER/(UNDER) EXPENSES		(3,488.45)	(3,488.45)			
		Fund Balance	$ 104,825				

Nevada Tahoe Conservation District
Balance Sheet
As of July 31, 2013

	Jul 31, 13
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	61,653.28
Total Checking/Savings	61,703.28
Accounts Receivable	
Accounts Receivable	309,437.71
Total Accounts Receivable	309,437.71
Other Current Assets	
Employee Third Party payments	27.79
Total Other Current Assets	27.79
Total Current Assets	371,168.78
Other Assets	
Prepaid expenses	2,200.00
Total Other Assets	2,200.00
TOTAL ASSETS	**373,368.78**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	225,731.44
Total Accounts Payable	225,731.44
Other Current Liabilities	
Deferred Income-Glenbrk Prposal	-15.45
Deferred Income-Moody donations	806.91
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	37,511.27
Payroll Liabilities	
457 Payable	502.99
CA withholding	272.45
Colonial Payable	42.58
Fed withholding	2,273.00
Medicare Company Payable	278.79
Medicare Employee Payable	278.79
NV Unemployment Payable	114.44
Total Payroll Liabilities	3,763.04
Total Other Current Liabilities	42,812.61
Total Current Liabilities	268,544.05
Total Liabilities	268,544.05
Equity	
Opening Balance	11,724.59
Prior Earnings	96,967.52
Net Income	-3,867.38
Total Equity	104,824.73
TOTAL LIABILITIES & EQUITY	**373,368.78**

Nevada Tahoe Conservation District
A/R Aging Summary
As of July 31, 2013

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Carson City SW	299.56	0.00	969.73	0.00	0.00	1,269.29
Cave Rock	266.35	0.00	8.57	0.00	0.00	274.92
Douglas County - Stormwater	7,774.02	0.00	0.00	0.00	0.00	7,774.02
EPA CWP	13,161.13	0.00	0.00	0.00	0.00	13,161.13
Glenbrook Homeowners Assoc.	3,477.62	0.00	0.00	0.00	0.00	3,477.62
Miscellanous1	0.00	0.00	0.00	0.00	0.00	0.00
NDEP - MPD	0.00	0.00	0.00	0.00	2,434.86	2,434.86
NDF TYC	6,056.52	0.00	0.00	0.00	0.00	6,056.52
NDOT BRC	4,982.52	0.00	7,856.06	0.00	0.00	12,838.58
NDOT WCI	0.00	0.00	0.00	0.00	4,537.44	4,537.44
NDSL-Invasive Weeds	11,691.07	0.00	504.01	0.00	0.00	12,195.08
NDSL - Glenbrook	47,528.68	0.00	91,279.09	0.00	0.00	138,807.77
NDSL - Hybrid	1,508.74	0.00	3,476.74	0.00	0.00	4,985.48
NDSL - MPD	409.36	0.00	0.00	0.00	0.00	409.36
NDSL RWC Construction	5,032.47	0.00	832.09	0.00	0.00	5,864.56
SLRP	7,325.68	0.00	0.00	0.00	0.00	7,325.68
SSWA	1,143.19	0.00	0.00	2,151.66	0.00	3,294.85
TGP Trail	13.21	0.00	2,217.45	0.00	0.00	2,230.66
The Glenbrook Project	1,353.47	0.00	10,016.97	1,110.81	0.00	12,481.25
USBOR #10	298.75	0.00	720.44	0.00	0.00	1,019.19
USBOR 10 Construct	22,993.09	0.00	1,887.27	0.00	0.00	24,880.36
USFS - BRC	2,131.81	0.00	5,739.42	0.00	0.00	7,871.23
USFS Cave Rock	2,595.73	0.00	646.96	0.00	0.00	3,242.69
USFS R10 WCI	0.00	0.00	0.00	0.00	2,148.31	2,148.31
USFS ZC GID	3,789.31	0.00	10,427.00	13,787.35	2,565.46	30,569.12
Washoe County TIST	0.00	0.00	287.74	0.00	0.00	287.74
TOTAL	143,832.28	0.00	136,869.54	17,049.82	11,686.07	309,437.71

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	August 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% 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%
	NV Division of Conser. District				3,500.00	(3,500.00)	0%
	Washoe County Community Grant					0.00	0%
Total Community Grants-Income			0.00	0.00	16,500.00	(16,500.00)	0%
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			(0.01)	(0.01)		(0.01)	
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)	14,919.89	29,468.66	197,000.00	(167,531.34)	0.15
		TOTAL INCOME	14,919.88	29,468.65	213,500.00	(184,031.35)	0.14
EXPENSES							
Advertising-Expense						0.00	0.00
Building Expense							
	Building Repairs/Maint-Expense		0.00	360.00	2,340.00	1,980.00	
Total Building Expense			0.00	360.00	2,340.00	1,980.00	
Conference & Training-Expense					1,500.00		
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees			335.00		(335.00)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			0.00	335.00	1,500.00	1,165.00	0.22
Deposit Security				0.00		0.00	0.00
Donation-Expense						0.00	0.00
Dues and Subscriptions-Expense							0.00
	Membership/Dues District					0.00	0.00
	Membership/Dues Staff					0.00	0.00
	Dues and Subscriptions-Expense - Other				1,000.00	1,000.00	
Total Dues and Subscriptions-Expense			0.00	0.00	1,000.00	1,000.00	0.00
Equipment-Expense						0.00	
	Cell Phones						
	Computer Hardware & Software				5,000.00	5,000.00	
	Computer Maintenance & Repair				500.00	500.00	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	783.72	5,100.00	4,316.28	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			391.86	783.72	10,600.00	9,816.28	0.07

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	August 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% 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					5,500.00	5,500.00	
	E&O/Prop/ Liability Insurance					0.00	0.00
Total Insurance-Expense			0.00	0.00	5,500.00	5,500.00	0.00
Meetings Expense							
	Meals-Expense		125.57	125.57	500.00	374.43	0.25
Miscellaneous Expense			1,560.15	1,635.15			
Other Expenses					0.00		
Professional Fees-Expense							
	Audit				12,000.00	12,000.00	
	Bank fees		49.34	75.12	660.00		
	Professional Fees-Expense - Other		26.10	49.30	750.00	700.70	
Total Professional Fees-Expense			75.44	124.42	13,410.00	13,285.58	0.01
Rents and Leases							
	Office Space Lease		2,200.00	4,400.00	26,400.00	22,000.00	0.17
	Storage Rents		150.00	300.00	1,800.00		
	Rents and Leales-Other					0.00	0.00
Total Rents and Leases			2,350.00	4,700.00	28,200.00	23,500.00	0.17
Service Charges						0.00	0.00
Supplies-Expense							
	Office Supplies		157.16	388.59	2,000.00		
	Photocopies						
	Postage and Delivery			86.25	1,000.00		
	Publication/Printing						
	Supplies-Expense - Other				500.00	500.00	
Total Supplies-Expense			157.16	474.84	3,500.00	3,025.16	0.14
Telecommunications							
	Cell Phone		133.33	266.25	1,700.00	1,433.75	
	Internet Fees					0.00	
	Long Distance					0.00	
	Phone Services		472.78	869.10	5,000.00	4,130.90	
	Telephone-Expense - Other					0.00	
Total Telecommunications-Expense			606.11	1,135.35	6,700.00	5,564.65	0.17
Vehicles-Expense						0.00	
	District Vehicle Use		(393.85)	(689.37)	(6,500.00)		
	Fuel-Expense		160.03	160.03	2,500.00	2,339.97	
	License & Maintenance		129.58	129.58	650.00	520.42	
	Mileage Reimbursement Expense			61.02	100.00		
	Vehicle Fuel Reimbursement Expense						
	Vehicle						
Total Vehicles-Expense			(104.24)	(338.74)	(3,250.00)	(2,911.26)	0.10
Wages							
	Payroll Clearing Account		(1,174.22)	(782.64)			
	Professional Engineer		305.40	2,956.90			
	Wages-Senior PM-CPG		969.06	4,761.72			
	Wages-Administrator		7,647.56	15,435.54			

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	August 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% of Budget
	Wages-ES II-CPG (1)						
	Wages-District Manager		3,609.98	7,358.80			
	Wages-ES II-CPG (2)		621.02	1,044.90			
	Wages-ES III (1)-WRG		1,119.57	2,359.59			
	Wages-ES III (2)-WRG		691.80	1,105.04			
	Wages-ES III-WRG		2,682.97	3,859.27			
	Wages - Other		8.35	4.49			
	Uncompensated Absence-Reimb Exp		(7,580.69)	(15,556.90)			
Total Wages			8,900.80	22,546.71	143,500.00	120,953.29	0.16
Wages-Overhead/Fringe						0.00	
	Long Term Disability		201.37	402.74	3,000.00		
Total Wages-Overhead/Fringe			201.37	402.74		(402.74)	
		Total Wages/Ovrhead	9,102.17	22,949.45	143,500.00	120,550.55	0.16
Revolving Account							
	TOTAL EXPENSES (No Indirect Included)		14,284.22	32,284.76	213,500.00	181,215.24	0.15
	NET REVENUE OVER/(UNDER) EXPENSES		655.66	(2,816.11)			
		Fund Balance	$ 105,492				

Nevada Tahoe Conservation District
Balance Sheet
As of August 31, 2013

	Aug 31, 13
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	51,977.24
Total Checking/Savings	52,027.24
Accounts Receivable	
Accounts Receivable	204,249.95
Total Accounts Receivable	204,249.95
Total Current Assets	256,277.19
Other Assets	
Prepaid expenses	2,200.00
Total Other Assets	2,200.00
TOTAL ASSETS	258,477.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	111,388.44
Total Accounts Payable	111,388.44
Other Current Liabilities	
Deferred Income-Moody donations	806.91
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	36,148.45
Payroll Liabilities	
457 Payable	502.99
CA withholding	276.30
Colonial Payable	42.58
Fed withholding	2,305.00
Medicare Company Payable	281.85
Medicare Employee Payable	281.85
NV Unemployment Payable	201.04
Total Payroll Liabilities	3,891.61
Total Other Current Liabilities	41,596.97
Total Current Liabilities	152,985.41
Total Liabilities	152,985.41
Equity	
Opening Balance	11,724.59
Prior Earnings	96,924.82
Net Income	-3,157.63
Total Equity	105,491.78
TOTAL LIABILITIES & EQUITY	258,477.19

Nevada Tahoe Conservation District
A/R Aging Summary
As of August 31, 2013

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Carson City SW	0.00	69.23	299.56	969.73	0.00	1,338.52
Cave Rock	0.00	0.00	266.35	8.57	0.00	274.92
Douglas Co - Cave Rock	0.00	1,252.65	0.00	0.00	0.00	1,252.65
Douglas County - PLRM	0.00	344.00	0.00	0.00	0.00	344.00
Douglas County - Stormwater	0.00	848.27	5,073.78	0.00	0.00	5,922.05
EPA CWP	0.00	13,774.48	0.00	0.00	0.00	13,774.48
Miscellanous1	0.00	0.00	0.00	0.00	0.00	0.00
NDEP - MPD	0.00	0.00	0.00	0.00	2,434.86	2,434.86
NDEP 319 (03-07)	0.00	3,041.06	0.00	0.00	0.00	3,041.06
NDEP Hybrid	0.00	0.00	66.41	0.00	0.00	66.41
NDF TYC	0.00	7,436.62	0.00	0.00	0.00	7,436.62
NDOT BRC	0.00	1,208.20	4,982.52	7,856.06	0.00	14,046.78
NDSL-Invasive Weeds	0.00	515.41	11,691.07	504.01	0.00	12,710.49
NDSL - Glenbrook	0.00	1,015.47	47,528.68	0.00	0.00	48,544.15
NDSL - Hybrid	0.00	2,429.87	1,459.00	0.00	0.00	3,888.87
NDSL - MPD	0.00	0.00	409.36	0.00	0.00	409.36
NDSL RWC Construction	0.00	2,213.23	5,032.47	832.09	0.00	8,077.79
SLRP	0.00	13,537.33	10,025.94	0.00	0.00	23,563.27
SSWA	0.00	0.00	1,143.19	0.00	0.00	1,143.19
TGP Trail	0.00	0.00	13.21	2,217.45	0.00	2,230.66
The Glenbrook Project	0.00	0.00	1,353.47	4,877.78	0.00	6,231.25
TRCD SNPLMA Monitoring	0.00	763.13	0.00	0.00	0.00	763.13
USBOR #10	0.00	1,278.16	298.75	720.44	0.00	2,297.35
USBOR 10 Construct	0.00	3,519.41	22,993.09	1,887.27	0.00	28,399.77
USFS - BRC	0.00	3,489.97	0.00	0.00	0.00	3,489.97
USFS Cave Rock	0.00	1,190.46	2,595.73	0.00	0.00	3,786.19
USFS ZC GID	0.00	4,992.85	3,789.31	0.00	0.00	8,782.16
TOTAL	0.00	62,919.80	119,021.89	19,873.40	2,434.86	204,249.95

Nevada Tahoe Conservation District
A/R Aging Summary
As of September 12, 2013

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Carson City SW	0.00	69.23	299.56	969.73	0.00	1,338.52
Douglas Co - Cave Rock	0.00	1,252.65	0.00	0.00	0.00	1,252.65
Douglas County - PLRM	0.00	344.00	0.00	0.00	0.00	344.00
Douglas County - Stormwater	0.00	848.27	5,073.78	0.00	0.00	5,922.05
EPA CWP	0.00	13,774.48	0.00	0.00	0.00	13,774.48
Miscellanous1	0.00	0.00	0.00	0.00	0.00	0.00
NDEP - MPD	0.00	0.00	0.00	0.00	2,434.86	2,434.86
NDEP 319 (03-07)	0.00	3,041.06	0.00	0.00	0.00	3,041.06
NDEP Hybrid	0.00	0.00	66.41	0.00	0.00	66.41
NDF TYC	0.00	7,436.62	0.00	0.00	0.00	7,436.62
NDOT BRC	0.00	1,208.20	4,982.52	7,856.06	0.00	14,046.78
NDSL-Invasive Weeds	0.00	515.41	11,691.07	504.01	0.00	12,710.49
NDSL - Glenbrook	0.00	1,015.47	0.00	0.00	0.00	1,015.47
NDSL - Hybrid	0.00	2,429.87	0.00	0.00	0.00	2,429.87
NDSL - MPD	0.00	0.00	409.36	0.00	0.00	409.36
NDSL RWC Construction	0.00	2,213.23	0.00	0.00	0.00	2,213.23
SLRP	0.00	13,537.33	10,025.94	0.00	0.00	23,563.27
SSWA	0.00	0.00	1,143.19	0.00	0.00	1,143.19
TGP Trail	0.00	0.00	13.21	2,217.45	0.00	2,230.66
The Glenbrook Project	0.00	0.00	1,353.47	4,877.78	0.00	6,231.25
TRCD SNPLMA Monitoring	0.00	763.13	0.00	0.00	0.00	763.13
USBOR #10	0.00	1,278.16	0.00	0.00	0.00	1,278.16
USBOR 10 Construct	0.00	3,519.41	0.00	0.00	0.00	3,519.41
USFS - BRC	0.00	3,489.97	0.00	0.00	0.00	3,489.97
USFS Cave Rock	0.00	1,190.46	0.00	0.00	0.00	1,190.46
USFS ZC GID	0.00	4,992.85	3,789.31	0.00	0.00	8,782.16
TOTAL	0.00	62,919.80	36,847.82	16,425.03	2,434.86	120,627.51

YEAR-END FINANCIAL REPORT

NEVADA TAHOE CONSERVATION DISTRICT

SUMMARY OF RECEIPTS

For the Fiscal Year Ending June 30, 2013

RECEIPT SOURCE	AMOUNT
State Funds	2,659
County Funds	10,000
City Funds	3,000
Other Government Funds (specify)	
Administrative Income (specify)	150,358
Interest – CD, Savings and Checking	
Grants for projects (specify)	2,009,252
Rental Income (equipment, etc.)	
Contributions	
Building/Property Rental Fees	
Other Sources of Income	
TOTAL INCOME	2,175,269

YEAR-END FINANCIAL REPORT

FINAL FINANCIAL REPORT DUE SEPT. 30TH
TO: STATE CONSERVATION COMMISSION
CONSERVATION DISTRICTS PROGRAM
901 S. STEWART STREET #101, CARSON CITY, NV 89701
PHONE (775) 684-8600 FAX- (775) 684-2715
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NEVADA TAHOE CONSERVATION DISTRICT

SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2013

EXPENDITURE	AMOUNT
Employee Salary	682,964
Fringe Benefit Expense (included in employee salary)	
Travel	
Building Rent	39,768
Telephone	7,724
Insurance	5,199
Postage	1,347
Copying Expense	6,476
Office Supplies	1,879
Education & Information Expenses	
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	14,099
Dues – NvACD	600
Dues – NACD	200
Dues - Other	285
Mileage	172
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Cumulative subcontractor pass through	1,430,269
Other Expenses (specify)	
Professional Fees	13,005
Other expenses not categorized	1,191
TOTAL EXPENSES	2,205,178

NEVADA TAHOE CONSERVATION DISTRICT
FINANCIAL SUMMARY
For the Fiscal Year Ending June 30, 2013

1. BEGINNING OF YEAR FUND BALANCE:
(Must Equal Funds Reported From End of Previous Fiscal Year)

a.	**List all bank accounts:**	
	Certificate of Deposit	$
	Checking Account	$ 16,459
	Savings Account	$
b.	**Cash on hand**	$ 50
c.	**Total fund balance**	$ 16,509
d.	**Accounts receivable grants**	$ 236,736
e.	**Accounts payable**	$ 82,248
f.	***Total funds available***	$ 170,997

2. END OF YEAR FUND BALANCE:

a.	**List all bank accounts:**	
	Checking Account	$ 35,029
	Savings Account	$
b.	**Cash on hand**	$ 50
c.	**Total fund balance**	$ 35,079*
d.	**Accounts receivable grants**	$ 434,743
	1. Grant #1_____ - $ ____	
	2. Grant #2 _____ - $ ____	
e.	**Accounts payable**	$ 317,391
	1. Item #1_____ - $____	
	2. Item #2 _____= $____	
f.	***Total funds available***	$ 152,431

3. SUMMARY:

a.	**Beginning of year fund balance (1.c. above)**	$ 16,509
b.	**Plus total receipts (from Receipt Summary)**	$ 2,175,269
c.	**Less total expenditures (from Expense Summary)**	$ 2,205,178
d.	**Must equal end-of-year fund balance (2.c. above)**	$ 13,400*

***(3d. will not equal 2c. The revenue reported at 6/30/13 is not fully received.)**

4. ASSETS: List all assets (equipment, land, buildings, etc.) and estimate their value:

a.	**Vehicles**	$ 25,000
b.	**Equipment**	$ 18,000
c.		$

NEVADA TAHOE CONSERVATION DISTRICT

For the Fiscal Year Ending June 30, 2013

USE OF STATE APPROPRIATED MONEY

Amount of State Appropriated Money:	$ 2,659.49
Money Spent:	
Category (specify) Administrative	$ 2,659.49
Matching Funds Spent:	
Category (specify)	$ .00
Balance Remaining:	$ 0.00

Authorized Signature:
Name and Title: Mark Thorpe, Administrator Date: August 28, 2013

NEVADA TAHOE CONSERVATION DISTRICT

Nevada Tahoe Conservation District

NEVADA TAHOE CONSERVATION DISTRICT

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FY 2013 ANNUAL REPORT
July 1st, 2012 to June 30th, 2013

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MISSION STATEMENT

" TO PROMOTE THE CONSERVATION AND IMPROVEMENT OF THE LAKE TAHOE BASIN'S NATURAL RESOURCES BY PROVIDING LEADERSHIP, EDUCATION AND TECHNICAL ASSISTANCE TO ALL BASIN USERS."

VISION STATEMENTS

Organization

"TO BE A HIGHLY RESPECTED AND EFFECTIVE CONSERVATION ORGANIZATION IN THE LAKE TAHOE BASIN WITH SUFFICIENT AND SUSTAINED FUNDING TO MEET OUR CONSERVATION EFFORTS."

Natural Resource

"A NEVADA LAKE TAHOE BASIN WHERE NATURAL RESOURCES AND NATURAL BEAUTY ARE PROTECTED AND ENHANCED IN HARMONY WITH THE USE AND ENJOYMENT OF RESIDENTS AND VISITORS."

DISTRICT SUPERVISORS*

SUPERVISORS – EXECUTIVE COMMITTEE
Glen Smith, Chair
Barbara Perlman-Whyman, Vice Chair
Cary Sarnoff, Secretary/Treasurer

SUPERVISORS
Maureen McCarthy, PhD
Lynn Endicott
Chris Freeman, Representing Carson City
Marsha Berkbigler, Representing Washoe County
Barry Penzel, Representing Douglas County

***NTCD Board of Supervisors as of June 30th, 2013**

KEY DISTRICT STAFF

DOUG MARTIN – DISTRICT MANAGER

MARK THORPE – ADMINISTRATOR

JASON BRAND – PROGRAM MANAGER

MEGHAN KELLY – PROFESSIONAL ENGINEER

INTRODUCTION

Nevada Tahoe Conservation District

The Nevada Tahoe Conservation District (NTCD) is one of approximately 3,000 Conservation Districts functioning in all 50 States and U.S. Territories. Conservation Districts are sub-divisions of State government and are unique locally led conservation agencies. Districts provide resource management and technical assistance to land occupiers (owners, renters, and producers) as well as work cooperatively with Federal, State, and Local governments in the delivery of conservation programs.

The Nevada Tahoe Conservation District is one of 28 Conservation Districts functioning under the auspices of Nevada Revised Statute, Chapter 548. The District is a Governmental Subdivision of the State of Nevada and a public body corporate created in 1976. Prior to July 1st, 1976 the land area that now makes up the NTCD was part of a larger Conservation District known as the Tahoe Verdi Conservation District. Local leaders realized the unique natural resource issues of the Lake Tahoe Basin and realigned District boundaries to create the NTCD. They believed the realignment would allow for more effective conservation management of Lake Tahoe's natural resources. Now the District encompasses all of the land in the Lake Tahoe Basin residing in the State of Nevada including portions of Douglas and Washoe Counties and the Carson City Rural Area.

The Nevada Tahoe Conservation District (NTCD) is Nevada Lake Tahoe's local conservation agency and source for technical assistance in the areas of erosion and conservation management. The District is a non-regulatory and grant funded agency that works closely with its Federal, State, and Local partners to deliver conservation programs to the Nevada Lake Tahoe Community. The District is guided by a Board of Supervisors made up of elected and appointed community leaders. The Board of Supervisors provides direction to the District's full time staff in carrying out the District's mission statement, vision statements, and guiding principles. As described in our mission statement, the District seeks to provide its constituents with superior technical assistance, educational resources, and conservation leadership with the goal of protecting Lake Tahoe's natural resources.

DISTRICT ADMINISTRATION AND OPERATIONS

Included in our accomplishments during the past year was the completion of the FY 2012 audit with an excellent rating (an unqualified or clean audit opinion). The audit showed a financial outlook for the District which continues to reflect a financial position of accountability. Internal controls are in place to insure the solvency of the District's funds.

The District submitted its Indirect Cost Rate with the Department of the Interior for the year 2014. The rate was approved in June 2013.

Other administration and operations accomplishments for fiscal year 2013:

- Successfully held eleven regular board meetings and five special board meetings
- Participation in national and state conservation programs
- Successfully completed two community grants from Carson City and Douglas County
- The FY 2012 audit was completed with no findings.
- Successfully met all deliverable requirements of the Conservation Commission

District Staff and Supervisors continued to provide support for the NvACD.

PROGRAMS:

WATER QUALITY AND EROSION CONTROL PROGRAM

PROGRAM OVERVIEW:

Scientists, researchers, and water quality specialists in the Lake Tahoe Basin have identified untreated storm water runoff, eroding soils, and impaired or disturbed stream environment zones (SEZ) as key threats to the water quality of Lake Tahoe. The District's Water Quality and Erosion Control (WQEC) Program is focused on identifying and correcting areas where point and non-point source pollution from stormwater runoff, eroding soils, and impaired SEZs are negatively impacting the quality of Nevada Lake Tahoe surface and ground waters.

In partnership with the Nevada Division of State Lands (NDSL) and other basin agencies, the District identifies and prioritizes critical areas and projects. Once projects have been identified, the District works diligently to assist project proponents in obtaining funding from Federal, State, and Local sources to design and construct the projects. During design, the District, NDSL, and the Natural Resources Conservation Service (NRCS) provide technical oversight to ensure the project meets the natural resource, water quality, and community objectives of the WQEC Program.

EPA funded project: Stormwater Load Reduction Planning

The purpose of this project is to develop a strategic plan for the Nevada jurisdictions of Washoe County, Douglas County, and NDOT, known as the implementing agencies, to meet stormwater pollutant load reduction targets under the Lake Tahoe Total Maximum Daily Load (TMDL) program. This project is the next step toward implementation of the TMDL in Nevada. Stormwater load reduction plans (SLRPs) are adaptable plans which specify the actions and strategies for improvements that each jurisdiction will implement in order to meet TMDL load reduction requirements for urban stormwater runoff. SLRPs for each jurisdiction will describe cost-effective strategies and on-the-ground actions that will provide a 34% load reduction from the jurisdiction's October 2004 baseline stormwater loads. The results of the load reduction modeling using the PLRM (Pollutant Load Reduction Model) and SLRP protocols will become the basis of developing implementation alternatives for the agencies and will include a timeline and preliminary cost estimates.

NDSL Funded Projects:

NTCD continues working on several Erosion Control (EC) Projects with NDSL under the State of Nevada Tahoe bond act. A significant revision to the program is a change from being part of the selection process for EC projects to being able to apply directly for funding for projects. NDSL is continuing funding to NTCD to have support on existing projects for technical expertise. Projects funded through this program focus primarily on erosion control, storm water runoff, and stream environment zone restoration. The cooperative effort between NTCD and NDSL has led to several design and implementation projects including the Glenbrook Creek Restoration Project.

With support from NDSL, The Glenbrook Project, and the Glenbrook Homeowners Association (GHOA), the Nevada Tahoe Conservation District completed the design, permitting, and bidding for the Glenbrook Creek Restoration Project. In May 2013, construction began to restore approximately 300 linear feet of channel and remove 2 culverts, replacing one with an arch culvert. As of August 2013, project construction is complete and vegetation is growing.

View of the Glenbrook Creek Restoration Project from Old Hwy 50

Fiscal Year 2013 ACCOMPLISHMENTS USDI BUREAU OF RECLAMATION GRANTS:

A Bureau grant was used to fund the final engineering for restoration of Rosewood Creek Area A (between Hwy 28 and Northwood). Additional funding support was provided by NDSL for a portion of the project. The bid was awarded to Burdick Excavating, Inc. in July 2012 and Phase 1 of construction subsequently began. Phase 1 was successfully completed in October 2012 and the project is currently in Phase 2, vegetation seasoning. Phase 3, the final phase of construction is slated for the summer of 2014.

Building Channel during Phase 1 of the Rosewood Creek Area A SEZ Restoration

New channel, culvert, and floodplain at Rosewood Creek Area A SEZ Restoration

MONITORING PROGRAM

PROGRAM OVERVIEW:

NTCD's environmental monitoring program is designed to provide answers to the scientific and natural resource questions of Lake Tahoe's resource managers. The program delivers these answers by the following means:

- Evaluation of environmental restoration projects
- Inventory of Basin-wide project accomplishments
- Inventory of Nevada's stormwater assets
- NDEP compliance monitoring
- Stream health and water quality
- Advanced stormwater treatment analysis

Fiscal Year 2013 ACCOMPLISHMENTS:

Rosewood Creek water quality monitoring: The sampling system below Northwood Blvd. is operational and is monitoring Rosewood Creek flow. Combined with an identical monitoring system operated by DRI downstream of SR28, the data collected will help determine the water quality benefit of constructing the restoration.

Stateline Stormwater Association: The SSWA contract is on a month-to-month basis until the service is re-bid.

Sweeper Study: The final report for the Incline Village Sweeper Study is undergoing revision with the assistance of Nicole Beck at 2nd Nature. The scope of the revisions will determine if additional funds for NTCD are required.

OTHER PROJECTS: (FY 2013)

Washoe County Support Services

Description: Provide GIS, Inventory, and modeling support (time and materials) to Washoe County to help complete a series of products for the TMDL including defining and characterizing an Urban Planning Catchment, mapping all stormwater assets, running several Pollutant Load Reduction Model (PLRM) configurations.

Community Watershed Partnership

Description: NTCD in partnership with NRCS completed a CWP project in portions of the Kingsbury/Edgewood Creek Drainage which included a needs assessment within the communities.

Hybrid BMP Project

Description: After completion of the design and construction of the project NTCD is now conducting monitoring of the several small LID infiltration features within the Washoe County right of way along Village Blvd. between Ace Ct. and Golfers Pass to augment the existing EIP conveyance and treatment system. The idea is that by adding treatment systems not constrained by the 20 year/1 hour sizing requirement (because a TRPA-approved EIP system is already in place), a substantial fraction of the stormwater can be removed from the road and infiltrated. Preliminary monitoring results are very promising and point to project success. Results have been presented to the Nevada Water Environment Association's 2012 annual conference and the California Stormwater Quality Association's 2013 annual conference. A final report will be prepared in FY 2014.

Washoe County Stormwater Asset Inventory

Description: Completion of work was done regarding location and mapping of all stormwater assets in the Tahoe Basin operated by Washoe County and NDOT (including in Carson City (rural) and Douglas County). The preferred approach is to geo-locate CAD drawings in a GIS map. Next is to project PDF or TIFF files in GIS and trace the line work. Finally, we will hand-draw any other asset not found in drawings. Two additional aspects include identifying stormwater outfalls and characterizing them. The final aspect is to assess the performance of key stormwater treatment assets.

Douglas County Stormwater Asset Inventory

Description: The Douglas-Tahoe Stormwater System Asset Inventory represents an initial effort to compile and accurately present a large amount of data on the stormwater infrastructure

of many of the Douglas-Tahoe jurisdictions. This is Version 1 of the region's stormwater asset inventory. The Douglas County Community Development – Engineering will expand and refine the inventory database and maps in the future following a project to accurately field map all existing BMPs in the Douglas County region of Lake Tahoe (Douglas-Tahoe). The Version 1 asset inventory database, GIS map files, and report are available from Douglas County Community Development – Engineering.

The US Forest Service-Lake Tahoe Basin Management Unit, Nevada Division of Environmental Protection (NDEP), Nevada Division of State Lands (NDSL), Douglas County, and Kingsbury, Round Hill, and Cave Rock General Improvement Districts (GIDs) funded this work in 2008 to develop, among other tasks, an inventory of Lake Tahoe Environmental Improvement Program (EIP) projects and assets in Douglas County. The scope of work included development of an inventory of all stormwater assets (using MS Access® 2007) with estimated age, some photos, and key features as needed to provide for future development of life-cycle costs. The assets were also to be geo-referenced in a Geographic information system (GIS) (using ArcMap® 9.3.1) where Computer-Aided Design (CAD) data was available.

The purpose of this data and GIS inventory is to provide jurisdictions in Douglas-Tahoe with a listing and graphical display of the current stormwater assets they manage. This information is intended to help the jurisdictions manage their assets in conjunction with recommended inspection and maintenance practices and maintain records of such. Further, as jurisdictions assess the condition of these assets, this information should be useful in planning for replacements or improvements to meet future needs, including the Total Maximum Daily Load (TMDL) requirements.

BACKYARD CONSERVATION PROGRAM

BACKYARD CONSERVATION PROGRAM and CONSERVATION PLANNING GROUP

Program Overview:

The Nevada Tahoe Conservation District, in cooperation with the USDA Natural Resources Conservation Service (NRCS) and Nevada Division of Environmental Protection (NDEP) provides private landowners with conservation education, technical assistance, and whole parcel conservation plans through the Backyard Conservation Program (BCP). Conservation plans for private parcels include recommendations for runoff management and stormwater treatment, slope stabilization, soil protection, noxious weed removal, re-vegetation with native and adapted plants, water and fertilizer management, pest management, wildlife habitat improvements, forest management and reduction of fire hazards. NTCD promotes the program through a Community Watershed Planning process in individual communities that include workshops, educational publications, and on-site visits with homeowners.

The Backyard Conservation Program enables property owners to implement effective land management, reducing sediment and nutrient impacts on water quality in Lake Tahoe. The program also assists landowners to comply with local ordinances and Basin-wide water quality strategic plans such as the Environmental Improvement Program's project number 16: Best Management Practices (BMP) Retrofit Program.

Fiscal Year 2013 Accomplishments:

During FY 2013 the Backyard Conservation Program (BCP) continued to develop the technical assistance and services provided by the program. A number of program goals were achieved during the year.

The BCP has been successful in securing funding for most of 2014 fiscal year. Primary sources of funding include Nevada Division of Environmental Protection (NDEP), Nevada Division of Forestry (NDF), Nevada Division of State Lands (NDSL) and from United States Environmental Protection Agency (US EPA).

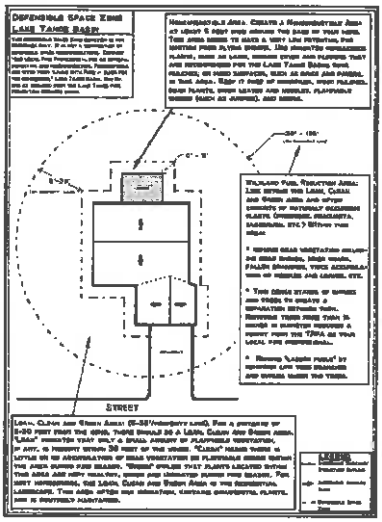
One of the accomplishments was the continued assistance of the North Lake Tahoe Demonstration Garden (NLTDG). During the fiscal year in 2013, NTCD organized several classes and assisted with events at the garden. NTCD continues working with the NLTDG to plan next season's activities and continue with the garden's development. During the FY 2013 work was completed on fire defensible space elements and demonstrations. Elements of a ground cover demonstration were added with UNCE lead John Cobourn in the fall of 2012. The garden is now basically completed and offers visitors great physical examples of properly installed and maintained BMPs.

The Conservation Planning Group (CPG or BCP) made progress on completion of work on deliverables for the 2012-2013 "Invasive Weed Abatement" grant from the Nevada Division of State Lands' "Lake Tahoe License Plate Program". Through this grant the NTCD entered into an interlocal agreement with Douglas County to conduct the treatment and mapping of invasive weeds within the right of way with in Washoe County within the Lake Tahoe Basin. The CPG has worked with NDSL and successfully implemented this work and scope over the past eight field seasons. The project successfully treated large areas of invasive weeds within the "right of way" on the Nevada side of Lake Tahoe's basin.

Invasive Weeds - Bull Thistle and Skeleton Weed

As of June 30th 2013 the Tahoe Regional Planning Agency (TRPA) has mailed a total of 1004 "Accelerated Implementation" or Enforcement letters to residents. In the past, letters were sent to priority one watersheds in Incline Village. This field season letters were sent again to private property owners within Incline Village, NV. In accordance with our agreement with the TRPA, NTCD's BCP provided technical assist with enforcement properties again for the 2013 field season. The BCP staff has assisted over 831 properties with full BMP Site Evaluations or other Technical Assistance. In all, the NTCD has assisted 324 of these "Accelerated Implementation" properties to gain "Certificates of Completion" from TRPA.

In an effort to be consistent with recommendations the NTCD, NRCS and TRPA - BMP evaluators continued to work on collaboration with the Fire Protection Districts and Fire Safe Council Chapters. Together the groups have identified different options for working together and for delivering the same message to homeowners and public on current Fire Defensible Space recommendations. BMP Evaluators and Fire Defensible Space Evaluators continue using the current "Living with Fire" guidelines when making recommendations for Fire Defensible space and BMPs. Conservation Districts continue to hand out information with site plans about the FDS zones.



The CPG staff helped coordinate and present information at the 2013 Contractors Workshop at the Sierra Nevada College and the Contractors Refresher Workshop at TRPA. Presentations were given to contractors on the correct techniques and technology for proper installation of BMPs. The target audience is professionals who install BMPs. The CPG assisted in the coordination of the outdoor session this year. The Contractors Workshop had about 65 participants. The Refresher Workshop had about the same amount of participants.

The CPG has also continued work with Nevada Division of Forestry (NDF) to conduct outreach and education on forest health measures and Fire Defensible Space. The grant paid for the CPG to coordinate outreach activities, including the creation of self guided educational trails and biomass utilization. This funding also provided for the creation of 2 native plant demonstration sites. One site is located at the NTCD office and can be utilized for classes and outreach. The other site is located in Incline Village at the public Library. The project was completed in the fall of 2012.

The Nevada Tahoe Conservation District's CPG attended Tahoe Yellow Cress meetings. The CPG has obtained funding to lead in the outreach and education efforts to inform lake front homeowners about Tahoe Yellow Cress. Work performed toward these efforts is currently

funded by Nevada Division of Forestry. The funding pays for NTCD to conduct these activities and work with the AMWG group on the goal of maintaining habitat for Tahoe Yellow Cress. Coordination activities began in February of 2013 under these funds. During the project period NTCD will coordinate the collection of TYC seed, develop TYC conservation plans for lakefront property owners in Nevada and coordinate the planting of TYC in several areas.

Tahoe Yellow Cress

Another important accomplishment of the past year included completion of **174** BMP site evaluations facilitation of BMP implementations on **175** private residences resulting in a Final Certificate issued from TRPA (source control with site constraints and full storm water infiltration), **138** homeowners received technical assistance over the phone and the delivery of technical assistance to **239** homeowners on a variety of conservation issues. The total assistance provided is over **726** contacts with homeowners.

During FY 2013 the program continued to emphasize the importance of multi-resource conservation planning. The following are examples of projects and priorities implemented by the District during Fiscal Year 2013:

- Began Community Watershed Planning in the Lake Tahoe, Nevada.
- Continued expansion of program to shift focus from Single Family Residential stormwater BMPs to Area Wide Conservation Planning and forest health.

COMMUNITY PARTNERSHIPS

During Fiscal Year 2013, funding was provided by each of the three local county governments within NTCD's boundaries to support NTCD's conservation efforts. The funds provided by Douglas and Washoe Counties, and Carson City has and will continue to be essential to NTCD operations.

DOUGLAS COUNTY BOARD OF COMMISSIONERS

NTCD applied for a community grant from the Board of Douglas County Commissioners. The grant was approved, and received, for $10,000.

CARSON CITY BOARD OF SUPERVISORS

NTCD also applied for and received a community grant from the Carson City Board of Supervisors. Although there are very few developed areas within the Carson City Rural Area, the Board of Supervisors has recognized the benefits of protecting Lake Tahoe Basin natural resources, for the thousands of residents and visitors who vacation and recreate in the basin. The District supports the City's engineering department with residential BMP information.

WASHOE COUNTY BOARD OF COMMISSIONERS

Washoe County provides NTCD with legal support through its District Attorney's office. During the past year the District worked closely with the District Attorney's office to develop cooperative agreements and contracts which were used to provide funding to many of our local partners.

THE FUNDING PROVIDED BY WASHOE AND DOUGLAS COUNTIES AND CARSON CITY IS AN ESSENTIAL PART OF THE NEVADA TAHOE CONSERVATION DISTRICT'S ABILITY TO CONTINUE OPERATIONS AND WE CAN NOT THANK THEM ENOUGH FOR THEIR SUPPORT.

OTHER PARTNERS

NTCD is involved in several other partnerships in addition to our Community Partnerships. NTCD currently has Memorandums of Understanding with the USDA Natural Resources Conservation Service, the United States Environmental Protection Agency, the Nevada Division of Environmental Protection, the Nevada Division of State Lands, and the Tahoe Regional Planning Agency. We are fortunate to have such a diverse and engaged group of partners who are dedicated to natural resource issues at Lake Tahoe.

Working groups are also an important partnership NTCD is actively involved with. Our current participation includes:

- Lake Tahoe Interagency Monitoring Program
- Lake Tahoe Environmental Education Coalition
- Lake Tahoe Weed Coordinating Group
- Stormwater Quality Improvement Committee
- Nevada Tahoe Water Suppliers Association
- TRPA Pathway Technical Working Groups
- TRPA Pathway Forum
- Lake Tahoe Federal Advisory Committee
- Nevada Stormwater Association
- Tahoe Interagency Executive Committee
- Washoe Tribe of Nevada
- UNCE
- Parasol Foundation
- Bonanza Community Meeting Forum
- Nevada Biomass Working Group

FUNDING

Nevada Tahoe Conservation District funding during FY 2013 was provided by Local, State and Federal partners including:

LOCAL
Washoe County
Douglas County
Carson City
Glenbrook HOA
Cave Rock, GID

STATE
NV Division of State Lands
NV Division of Conservation Districts
NV Division of Environmental Protection
NV Division of Forestry

FEDERAL
USDI Bureau of Reclamation
USDA Natural Resource Conservation Service
USDA Forest Service
US Environmental Protection Agency

Private
Stateline Stormwater Association
Private Agreement

A comprehensive overview or the District's finances is available in our FY – 2012 annual audit. A copy of which is available at the district.