



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

BOARD MEETING AGENDA

November 21, 2013

10:00 AM
(estimated duration 2 hours)

The Parasol
Trepp Room
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. **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)**
5. **Discussion/Possible Action (Annual Audit)**
 - a. **For Possible Action: Approval of FY 2013 Annual Audit**
 - b. **For Possible Action: Approval of Kohn Colodny as auditor for FY 2014**
6. **Presentation: USFS prescribed burn practices and review of February 2013 burn along Glenbrook Creek Drainage**

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

Motion to approve the Consent Calendar.

- | | <u>Page #</u> |
|---|---------------|
| 7. Agency Reports, Discussion/Possible Action | |
| a. For Possible Action: NRCS report | |
| 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. | |
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| 8. Discussion/Possible Action (Business) | |
| a. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 19, 2013. | 1 - 4 |
| b. For Possible Action: Approval of the Board of Supervisors meeting minutes for October 24, 2013. | 5 - 6 |
| c. For Possible Action: Approval of the NTCD financial reports for September 2013. As of 9/30/13, the District's Fund balance was \$102,187. This represents the District's available spendable resources, or assets less liabilities. September had a deficit of \$5,596. September's deficit was due to a \$8,000 invoice for the annual audit, this expense is calculated into the annual operating budget. Without this expense, the District would have had a positive \$2,400 month. | 7 - 11 |
| d. For Possible Action: Approval of the NTCD financial reports for October 2013. As of 10/31/13, the District's Fund balance was \$92,011. This represents the District's available spendable resources, or assets less liabilities. October had a deficit of \$9,889. Items of note for October: Staff leave time, use of General Funds to support presentations for possible grant Awards, and a \$4,000 invoice for the annual audit account for the deficit. Note: The audit expenses in Sept. and Oct. account for 77% of the deficit over the two months, and the general fund expenses to support grant applications presentations amount to a | 12 - 17 |

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

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total of \$400,000 in grant funds.

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

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

	<u>Page #</u>
9. For Possible Action: Approval of Interlocal agreement with NDSL for the Stormwater Load Reduction Plans (SLRP 2) project.	18
10. For Possible Action: Review and Approval of NDSL Assurances for Zephyr Cove Project (note: item D is assigned to NDOT to perform maintenance via separate agreement)	19 - 20
11. Informational Item: Invoice Discrepancy at Glenbrook Stream Restoration	21 - 27
12. Supervisor's Comments	
13. Public Interest Comments	
14. 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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Po Box 915
Zephyr Cove, Nevada 89448
775-586-1610 x21

NTCD Board Minutes

September 19, 2013

The Douglas County Library, Board Room

233 Warrior Way, Zephyr Cove, NV

10:00 AM Start Time

Present:

Supervisor Smith
Supervisor Perlman-Whyman
Supervisor Sarnoff
Supervisor McCarthy
Supervisor Endicott
Supervisor D. Smith, Alternate for Supervisor Berkbigler

Staff/Others

D. Martin, District Manager
M. Thorpe, Administrator

Absent:

Supervisor Freeman and Supervisor Penzel

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.

CONSENT CALENDAR

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

Supervisor Sarnoff moved to approve the Consent Calendar (items 5a, 5c, 6b, and 6c with all other items pulled), seconded by Supervisor McCarthy, motion carried unanimously.

5. Agency Reports, Discussion/Possible Action
 - a. For Possible Action: NRCS report.
 - b. Moved to Administrative calendar.
 - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report.
 - d. Moved to Administrative calendar.
 - e. Moved to Administrative calendar.

6. Discussion/Possible Action (Business)
 - a. Moved to Administrative calendar.
 - b. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 6, 2013.
 - 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).
 - d. Moved to Administrative calendar.

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

Item 5b) For Possible Action: NACD report. Supervisor Perlman-Whyman will attend the Southwest meetings in Durango, CO next week. The meeting will likely be very interactive, regarding issues similar to the Tahoe basins'.

Item 5d) For Possible Action: NvACD report. The annual meeting is November 5 & 6 in Elko. The annual meeting will create a panel for urban issues. Supervisor Perlman-Whyman recommends the District have a staff member attend the annual meeting specifically for the urban panel. District Manager Martin will attend the annual meeting Tuesday, November 5. Also, since the District is competing with other conservation districts for NDEP 319 funds, participating in the annual meeting could help the District's chances for 319 funding. District Manager Martin stated the District should consider aligning itself with Nevada NRCS instead of California NRCS. Supervisor McCarthy agrees the District might be better off aligning with Nevada NRCS. The Board will discuss this issue in more depth at a future Board meeting.

Item 5e) For Possible Action: Staff report. District Manager Martin recently met with NDOT regarding assisting NDOT with design and construction of stormwater improvements along Hwy 50. NDOT would like to use the same contractor that completed similar work on the non basin side of Hwy 50. This conflicts with the District's bidder selection process; therefore, the District's attorney is researching the legality of using a contractor without a bid process. There was some discussion regarding combining recreation facilities with stormwater infrastructures. The District recently submitted four applications for NDEP 319 funding, two are likely and two are probable.

Item 6a) For Possible Action: Approval of the Board of Supervisors meeting minutes for July 18, 2013. Supervisors Smith and Perlman-Whyman had some corrections to the July 18 minutes. Supervisor McCarthy moved to approve the July 18, 2013, minutes (with corrections), seconded by Supervisor Sarnoff, motion carried unanimously.

Item 6d) 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 accidentally invoiced more than the grant). Administrator Thorpe stated the next few months will likely have deficits as the District receives invoices for the audit. The District is still projected to have a small surplus by fiscal year-end. Supervisor Endicott moved to approve the August 2013 financial reports, seconded by Supervisor Sarnoff, motion carried unanimously.

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. Supervisor Perlman-Whyman moved to approve the reports, seconded by Supervisor Endicott, motion carried unanimously.
8. For Possible Action: October meeting and possible cancellation. Supervisor Perlman-Whyman would like to have, at future Board meetings, presentations given by outside experts or professionals. Supervisor McCarthy would like to have, at a future Board meeting, a discussion regarding the change to Nevada NRCS. Supervisor Sarnoff stated if we cancel the October meeting, we should keep the next Board meeting, November 21, 2013, on the schedule. It was decided to cancel the October 17, 2013, Board meeting. Therefore, the next Board meeting will be November 21, 2013, at the Parasol.
9. Supervisor Comments: Supervisor Perlman-Whyman thanked District Manager Martin and Staff for the presentation of the Hybrid project during the SWCS tour. Supervisor McCarthy reported the next expert panel discussion meeting for ARkStorm is October 11. Supervisor Endicott reported the fire department has exhausted their fire defensible space rebate funds.
10. Public Interest Comments: None.
11. Motion to Adjourn: Supervisor Sarnoff moved to adjourn, seconded by Supervisor Endicott, motion carried unanimously.



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

NTCD Board Minutes
October 24, 2013
Nevada Tahoe Conservation District
Conference Room
10:10 AM Start Time

Present:

Supervisor Smith
Supervisor McCarthy (via telephone)
Supervisor Endicott (via telephone)
Supervisor Penzel (via telephone)
Supervisor Freeman (via telephone)

Staff/Others

K. Staggs, Environmental
Scientist
M. Thorpe, Administrator

Absent:

Supervisor Sarnoff, Supervisor Berkbigler, and Supervisor Perlman-Whyman.

1. Call to Order by Chair Smith.
2. Supervisor Roll Call: see above
3. Approval of the Agenda: Supervisor Freeman 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 Subcontract Agreement with 2nd Nature 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. It is a two year project that started a month ago. The District receives \$30,000 from this project. Supervisor Endicott moved to approve the subcontract agreement, seconded by Supervisor Freeman, motion carried unanimously.
6. For Possible Action: Appoint Supervisor Perlman-Whyman as the District's representative at NvACD's annual meeting. Supervisor McCarthy moved to appoint Supervisor Perlman-Whyman as the District's representative at NvACD's annual meeting, seconded by Supervisor Endicott, motion carried unanimously.
7. Supervisor Comments: Supervisor Smith reported the contractor on the Glenbrook Creek Restoration project is trying to invoice more for an item than was observed. The District's attorney is reviewing this matter.
8. Public Interest Comments: None.
9. Motion to Adjourn: Supervisor Freeman moved to adjourn, seconded by Supervisor Endicott, motion carried unanimously.

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	September 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)	
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)	13,274.65	43,811.91	197,000.00	(153,188.09)	0.22
		TOTAL INCOME	13,274.65	43,811.90	213,500.00	(169,688.10)	0.21
EXPENSES							
Advertising-Expense						0.00	0.00
Building Expense							
	Building Repairs/Maint-Expense		270.00	630.00	2,340.00	1,710.00	
Total Building Expense			270.00	630.00	2,340.00	1,710.00	
Conference & Training-Expense					1,500.00		
	Food					0.00	
	Lodging					0.00	
	Parking		149.00	149.00		(149.00)	
	Registration Fees			335.00		(335.00)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			149.00	484.00	1,500.00	1,016.00	0.32
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		71.95	71.95	500.00	428.05	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	1,175.58	5,100.00	3,924.42	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			463.81	1,247.53	10,600.00	9,352.47	0.12

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	September 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		46.62	172.19	500.00	327.81	0.34
Miscellaneous Expense				1,635.15			
Other Expenses					0.00		
Professional Fees-Expense							
	Audit		8,000.00	8,000.00	12,000.00	4,000.00	
	Bank fees		22.63	97.75	660.00		
	Professional Fees-Expense - Other		23.20	72.50	750.00	677.50	
Total Professional Fees-Expense			8,045.83	8,170.25	13,410.00	5,239.75	0.61
Rents and Leases							
	Office Space Lease		2,200.00	6,600.00	26,400.00	19,800.00	0.25
	Storage Rents		150.00	450.00	1,800.00		
	Rents and Leases-Other					0.00	0.00
Total Rents and Leases			2,350.00	7,050.00	28,200.00	21,150.00	0.25
Service Charges						0.00	0.00
Supplies-Expense							
	Office Supplies		64.29	452.88	2,000.00		
	Photocopies						
	Postage and Delivery		369.99	456.24	1,000.00		
	Publication/Printing						
	Supplies-Expense - Other				500.00	500.00	
Total Supplies-Expense			434.28	909.12	3,500.00	2,590.88	0.26
Telecommunications							
	Cell Phone		132.72	398.97	1,700.00	1,301.03	
	Internet Fees					0.00	
	Long Distance					0.00	
	Phone Services		392.07	1,261.17	5,000.00	3,738.83	
	Telephone-Expense - Other					0.00	
Total Telecommunications-Expense			524.79	1,660.14	6,700.00	5,039.86	0.25
Vehicles-Expense						0.00	
	District Vehicle Use		(458.24)	(1,147.61)	(6,500.00)		
	Fuel-Expense		116.26	276.29	2,500.00	2,223.71	
	License & Maintenance			129.58	650.00	520.42	
	Mileage Reimbursement Expense			61.02	100.00		
	Vehicle Fuel Reimbursement Expense						
	Vehicle						
Total Vehicles-Expense			(341.98)	(680.72)	(3,250.00)	(2,569.28)	0.21
Wages							
	Payroll Clearing Account		(883.34)	(1,665.98)			
	Professional Engineer		731.36	3,688.26			
	Wages-Senior PM-CPG		1,171.35	5,933.07			
	Wages-Administrator		7,377.20	22,486.04			

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	September 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% of Budget
	Wages-ES II-CPG (1)						
	Wages-District Manager		3,262.86	10,066.28			
	Wages-ES II-CPG (2)		479.29	1,524.19			
	Wages-ES III (1)-WRG		535.25	2,894.84			
	Wages-ES III (2)-WRG		2,172.34	3,277.38			
	Wages-ES III-WRG		1,405.55	5,264.82			
	Wages - Other		7.08	11.56			
	Uncompensated Absence-Reimb Exp		(9,552.65)	(25,109.55)			
	Total Wages		6,706.29	28,370.91	143,500.00	115,129.09	0.20
	Wages-Overhead/Fringe					0.00	
	Long Term Disability		222.65	625.39	3,000.00		
	Total Wages-Overhead/Fringe		222.65	625.39		(625.39)	
	Total Wages/Ovrhead		6,928.94	28,996.30	143,500.00	114,503.70	0.20
	Revolving Account						
	TOTAL EXPENSES (No indirect included)		18,871.29	50,273.96	213,500.00	163,226.04	0.24
	NET REVENUE OVER/(UNDER) EXPENSES		(5,596.64)	(6,462.06)			
	Fund Balance		\$ 102,187				

Nevada Tahoe Conservation District
Balance Sheet
 As of September 30, 2013

	Sep 30, 13
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	18,287.72
Total Checking/Savings	18,337.72
Accounts Receivable	
Accounts Receivable	200,737.52
Total Accounts Receivable	200,737.52
Total Current Assets	219,075.24
Other Assets	
Prepaid expenses	2,200.00
Total Other Assets	2,200.00
TOTAL ASSETS	221,275.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	77,718.53
Total Accounts Payable	77,718.53
Other Current Liabilities	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	35,763.82
Payroll Liabilities	
457 Payable	502.99
CA withholding	276.30
Colonial Payable	42.58
Fed withholding	2,293.00
Medicare Company Payable	280.74
Medicare Employee Payable	280.74
NV Unemployment Payable	287.63
Total Payroll Liabilities	3,963.98
Total Other Current Liabilities	41,369.36
Total Current Liabilities	119,087.89
Total Liabilities	119,087.89
Equity	
Opening Balance	11,724.59
Prior Earnings	96,924.82
Net Income	-6,462.06
Total Equity	102,187.35
TOTAL LIABILITIES & EQUITY	221,275.24

3:20 PM

10/29/13

Nevada Tahoe Conservation District
A/R Aging Summary
As of September 30, 2013

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Douglas Co - Cave Rock	1,384.78	0.00	1,252.65	0.00	0.00	2,637.43
Douglas County - PLRM	0.00	0.00	344.00	0.00	0.00	344.00
Douglas County - Stormwater	0.00	0.00	848.27	5,073.78	0.00	5,922.05
Douglas County - ZCGID	2,041.12	0.00	0.00	0.00	0.00	2,041.12
EPA CWP	5,659.20	0.00	0.00	0.00	0.00	5,659.20
Miscellaneous1	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)	12,870.94	0.00	3,041.06	0.00	0.00	15,912.00
NDEP Hybrid	0.00	0.00	0.00	66.41	0.00	66.41
NDF TYC	7,926.70	0.00	8,121.81	0.00	0.00	16,048.51
NDOT BRC	5,206.66	0.00	1,208.20	4,982.52	7,856.06	19,253.44
NDSL-Invasive Weeds	7,213.97	0.00	0.00	0.00	0.00	7,213.97
NDSL - Glenbrook	3,334.71	0.00	1,015.47	0.00	0.00	4,350.18
NDSL - Hybrid	4,023.27	0.00	2,429.87	0.00	0.00	6,453.14
NDSL - MPD	300.00	0.00	0.00	409.36	0.00	709.36
NDSL RWC Construction	5,331.52	0.00	2,213.23	0.00	0.00	7,544.75
SLRP	26,659.97	0.00	14,943.17	10,025.94	0.00	51,629.08
SSWA	1,143.19	0.00	0.00	1,143.19	0.00	2,286.38
TGP Trail	0.00	0.00	0.00	13.21	2,217.45	2,230.66
The Glenbrook Project	0.00	0.00	0.00	1,353.47	4,877.78	6,231.25
TRCD SNPLMA Monitoring	675.52	0.00	763.13	0.00	0.00	1,438.65
USBOR #10	1,878.43	0.00	1,278.16	0.00	0.00	3,156.59
USBOR 10 Construct	14,418.61	0.00	3,519.41	0.00	0.00	17,938.02
USFS - BRC	5,953.80	0.00	0.00	0.00	0.00	5,953.80
USFS Cave Rock	0.00	0.00	1,190.46	0.00	0.00	1,190.46
USFS ZC GID	3,310.05	0.00	4,992.85	3,789.31	0.00	12,092.21
TOTAL	109,332.44	0.00	47,161.74	26,857.19	17,386.15	200,737.52

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	October 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							
	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							
Interest							
Miscellaneous Income							
				(0.01)		(0.01)	
Prior Year Income							
Services Rendered							
Vehicle Use Income							
Wage Reimbursements							
	Indirect Cost Income-General (GL Shows in Expense Category)		13,714.32	57,526.23	197,000.00	(139,473.77)	0.29
TOTAL INCOME			13,714.32	57,526.22	213,500.00	(155,973.78)	0.27
EXPENSES							
Advertising-Expense							
Building Expense							
	Building Repairs/Maint-Expense		180.00	810.00	2,340.00	1,530.00	
Total Building Expense			180.00	810.00	2,340.00	1,530.00	
Conference & Training-Expense							
	Food					0.00	
	Lodging					0.00	
	Parking			149.00		(149.00)	
	Registration Fees			335.00		(335.00)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			0.00	484.00	1,500.00	1,016.00	0.32
Deposit Security							
Donation-Expense							
Dues and Subscriptions-Expense							
	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							
	Cell Phones					0.00	
	Computer Hardware & Software				5,000.00	5,000.00	
	Computer Maintenance & Repair			71.95	500.00	428.05	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	1,567.44	5,100.00	3,532.56	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			391.86	1,639.39	10,600.00	8,960.61	0.15

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
	NV TAHOE CONSERVATION DIST.	October 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		172.19	500.00	327.81	0.34
Miscellaneous Expense			1,635.15			
Other Expenses				0.00		
Professional Fees-Expense						
	Audit	4,000.00	12,000.00	12,000.00	0.00	
	Bank fees	26.82	124.57	660.00		
	Professional Fees-Expense - Other	24.00	96.50	750.00	653.50	
Total Professional Fees-Expense		4,050.82	12,221.07	13,410.00	1,188.93	0.91
Rents and Leases						
	Office Space Lease	2,200.00	8,800.00	26,400.00	17,600.00	0.33
	Storage Rents	150.00	300.00	1,800.00		
	Rents and Leases-Other				0.00	0.00
Total Rents and Leases		2,350.00	9,100.00	28,200.00	19,100.00	0.32
Service Charges					0.00	0.00
Supplies-Expense						
	Office Supplies	69.97	522.85	2,000.00		
	Photocopies					
	Postage and Delivery		456.24	1,000.00		
	Publication/Printing					
	Supplies-Expense - Other			500.00	500.00	
Total Supplies-Expense		69.97	979.09	3,500.00	2,520.91	0.28
Telecommunications						
	Cell Phone		398.97	1,700.00	1,301.03	
	Internet Fees				0.00	
	Long Distance				0.00	
	Phone Services	408.26	1,669.43	5,000.00	3,330.57	
	Telephone-Expense - Other				0.00	
Total Telecommunications-Expense		408.26	2,068.40	6,700.00	4,631.60	0.31
Vehicles-Expense					0.00	
	District Vehicle Use	(256.53)	(1,404.14)	(6,500.00)		
	Fuel-Expense	91.48	367.77	2,500.00	2,132.23	
	License & Maintenance		129.58	650.00	520.42	
	Mileage Reimbursement Expense		61.02	100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
Total Vehicles-Expense		(165.05)	(845.77)	(3,250.00)	(2,404.23)	0.26
Wages						
	Payroll Clearing Account	2,587.45	921.47			
	Professional Engineer	1,528.21	5,216.47			
	Wages-Senior PM-CPG	1,363.26	7,296.33			
	Wages-Administrator	7,240.01	29,726.05			

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND			
		NV TAHOE CONSERVATION DIST.	October 2013	YTD July 2013-June 2014	Budget	Variance Favorable (Unfavorable)	% of Budget
	Wages-ES II-CPG (1)						
	Wages-District Manager		3,471.13	13,537.41			
	Wages-ES II-CPG (2)		1,532.14	3,056.33			
	Wages-ES III (1)-WRG		882.25	3,777.09			
	Wages-ES III (2)-WRG		2,644.80	5,922.18			
	Wages-ES III-WRG		2,608.99	7,873.81			
	Wages - Other		6.40	17.96			
	Uncompensated Absence-Reimb Exp		(7,769.66)	(32,879.21)			
	Total Wages		16,094.98	44,465.89	143,500.00	99,034.11	0.31
	Wages-Overhead/Fringe					0.00	
	Long Term Disability		222.65	848.04	3,000.00		
	Total Wages-Overhead/Fringe		222.65	848.04		(848.04)	
	Total Wages/Ovrhead		16,317.63	45,313.93	143,500.00	98,186.07	0.31
	Revolving Account						
	TOTAL EXPENSES (No Indirect Included)		23,603.49	73,577.45	213,500.00	139,922.55	0.34
	NET REVENUE OVER/(UNDER) EXPENSES		(9,889.17)	(16,051.23)			
	Fund Balance		\$ 92,011				

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

	Oct 31, 13
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	23,774.55
Total Checking/Savings	23,824.55
Accounts Receivable	
Accounts Receivable	199,072.03
Total Accounts Receivable	199,072.03
Total Current Assets	222,896.58
Other Assets	
Prepaid expenses	2,200.00
Total Other Assets	2,200.00
TOTAL ASSETS	225,096.58
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	94,460.76
Total Accounts Payable	94,460.76
Other Current Liabilities	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	33,386.86
Payroll Liabilities	
457 Payable	502.99
CA withholding	276.30
Colonial Payable	42.58
Fed withholding	2,153.00
Medicare Company Payable	267.11
Medicare Employee Payable	267.11
NV Unemployment Payable	86.60
Total Payroll Liabilities	3,595.69
Total Other Current Liabilities	38,624.11
Total Current Liabilities	133,084.87
Total Liabilities	133,084.87
Equity	
Opening Balance	11,724.59
Prior Earnings	96,924.82
Net Income	-16,637.70
Total Equity	92,011.71
TOTAL LIABILITIES & EQUITY	225,096.58

9:57 AM

11/14/13

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

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Douglas Co - Cave Rock	0.00	0.00	1,384.78	1,252.65	0.00	2,637.43
Douglas County - PLRM	724.35	0.00	0.00	344.00	0.00	1,068.35
EPA CWP	12,160.25	0.00	0.00	0.00	0.00	12,160.25
Miscellaneous1	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)	6,763.85	0.00	0.00	0.00	0.00	6,763.85
NDEP Hybrid	0.00	0.00	0.00	0.00	66.41	66.41
NDEP Road Operations	7,746.04	0.00	0.00	0.00	0.00	7,746.04
NDF TYC	3,984.82	0.00	7,926.70	8,121.81	0.00	20,033.33
NDOT BRC	6,382.55	0.00	5,206.66	1,208.20	12,838.58	25,635.99
NDSL-Invasive Weeds	341.17	0.00	7,213.97	0.00	0.00	7,555.14
NDSL - Glenbrook	10,422.90	0.00	3,334.71	1,015.47	0.00	14,773.08
NDSL - Hybrid	3,762.23	0.00	4,023.27	0.00	0.00	7,785.50
NDSL - MPD	496.20	0.00	300.00	0.00	409.36	1,205.56
NDSL RWC Construction	815.76	0.00	5,331.52	0.00	0.00	6,147.28
SLRP	3,813.69	0.00	0.00	0.00	0.00	3,813.69
SSWA	0.00	0.00	1,143.19	0.00	0.00	1,143.19
TGP Trail	0.00	0.00	0.00	0.00	2,230.66	2,230.66
The Glenbrook Project	0.00	0.00	0.00	0.00	6,231.25	6,231.25
TRCD SNPLMA Monitoring	804.07	0.00	675.52	763.13	0.00	2,242.72
USBOR #10	912.07	0.00	1,878.43	1,278.16	0.00	4,068.66
USBOR 10 Construct	1,741.48	0.00	14,418.61	3,519.41	0.00	19,679.50
USFS - BRC	3,084.08	0.00	5,953.80	0.00	0.00	9,037.88
USFS Cave Rock	2,182.29	0.00	0.00	1,190.46	0.00	3,372.75
USFS ZC GID	10,193.49	0.00	12,263.01	4,992.85	3,789.31	31,238.66
TOTAL	<u>76,331.29</u>	<u>0.00</u>	<u>71,054.17</u>	<u>23,686.14</u>	<u>28,000.43</u>	<u>199,072.03</u>

Nevada Tahoe Conservation District
A/R Aging Summary
 As of November 14, 2013

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Douglas Co - Cave Rock	0.00	0.00	1,384.78	1,252.65	0.00	2,637.43
Douglas County - PLRM	0.00	724.35	0.00	344.00	0.00	1,068.35
EPA CWP	0.00	12,160.25	0.00	0.00	0.00	12,160.25
Miscellaneous1	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	6,763.85	0.00	0.00	0.00	6,763.85
NDEP Hybrid	0.00	0.00	0.00	0.00	66.41	66.41
NDEP Road Operations	0.00	7,746.04	0.00	0.00	0.00	7,746.04
NDF TYC	0.00	3,984.82	7,926.70	8,121.81	0.00	20,033.33
NDOT BRC	0.00	6,382.55	5,206.66	1,208.20	12,838.58	25,635.99
NDSL-Invasive Weeds	0.00	341.17	7,213.97	0.00	0.00	7,555.14
NDSL - Glenbrook	0.00	10,422.90	0.00	0.00	0.00	10,422.90
NDSL - Hybrid	0.00	3,762.23	0.00	0.00	0.00	3,762.23
NDSL - MPD	0.00	496.20	300.00	0.00	409.36	1,205.56
NDSL RWC Construction	0.00	815.76	5,331.52	0.00	0.00	6,147.28
SLRP	0.00	3,813.69	0.00	0.00	0.00	3,813.69
SSWA	0.00	0.00	1,143.19	0.00	0.00	1,143.19
The Glenbrook Project	0.00	0.00	0.00	0.00	6,231.25	6,231.25
TRCD SNPLMA Monitoring	0.00	804.07	675.52	763.13	0.00	2,242.72
USBOR #10	0.00	912.07	1,878.43	1,278.16	0.00	4,068.66
USBOR 10 Construct	0.00	1,741.48	14,418.61	3,519.41	0.00	19,679.50
USFS - BRC	0.00	3,084.08	0.00	0.00	0.00	3,084.08
USFS Cave Rock	0.00	2,182.29	0.00	0.00	0.00	2,182.29
USFS ZC GID	0.00	10,193.49	12,263.01	4,992.85	3,789.31	31,238.66
TOTAL	0.00	76,331.29	57,742.39	21,480.21	25,769.77	181,323.66



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

INTERLOCAL AGREEMENT SUMMARY

STORMWATER LOAD REDUCTION PLANS, PHASE 2 (SLRP 2)

NTCD Program: Nevada Tahoe TMDL Implementing Agencies Stormwater Load Reduction Plan (SLRP) Phase 2

Contractual Parties: Nevada Tahoe Conservation District (NTCD), Nevada Division of State Lands

Contract Amount: \$30,000 (Project total: \$210,000)

Effective Dates: July 22, 2013, through December 31, 2014.

Contract Summary of Deliverables: This contract will result in Final jurisdictional (Washoe County, Douglas County, Nevada Department of Transportation (NDOT) Stormwater Load Reduction Plans in order to meet the Lake Tahoe Total Maximum Daily Load (TMDL).

Contract Summary of Scope of Services: This is the final step towards implementation of the Lake Tahoe Total Maximum Daily Load (TMDL) for the Nevada jurisdictions of Washoe County (WC), Douglas County (DC), and the Nevada Department of Transportation (NDOT) in the Lake Tahoe Basin. This consists of final development of Stormwater Load Reduction Plans for each jurisdiction which demonstrates their capability to meet TMDL goals. These Plans are essential for laying out how jurisdictions will meet their TMDL load reduction obligations under a Memorandum of Agreement with the Nevada Department of Environmental Protection. Personnel will work with jurisdictions to develop individual implementation plans that are capable of meeting the 5, 10, and 15-year TMDL load reduction goals. Plans will combine the strategies identified in the Existing Conditions Report and supplemental Load Reduction Analysis Report (both to be completed in Phase 1b (October, 2013) that achieve the largest pollutant load reductions; and will be recommended based on the results of PLRM simulations, cost/benefit analysis, and key implementation considerations. Match funding of \$35,000 from Washoe County, Douglas County and the Nevada Department of Transportation (each) has been provided; additional match of \$75,000 USFS has already been awarded. This completes the full project funding.

ASSURANCES

State of Nevada, Division of State Lands Lake Tahoe Water Quality Grant Program

The Applicant hereby assures and certifies that they will comply with the regulations, policies, guidelines and requirements of the Division of State Lands (the "DIVISION"). Also, the Applicant gives assurance and certifies with respect to the grant that:

- A. The Applicant possesses legal authority to apply for the grant, along with the ability to finance and construct the proposed facilities.
- B. The Applicant gives assurance that a resolution, motion, statute, authority or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- C. The Applicant will have sufficient funds available to meet the non-Bond Act share of the costs (match) with the understanding that Grant payments are on a reimbursement basis only. The non-Bond Act share of costs claimed as match will be documented to the same standards as expenditures reimbursed by Bond-Act funds.
- D. The Applicant will have sufficient funds available when construction is completed to assure effective operation and maintenance of the facilities for at least 20 (twenty) years after project completion for the purposes constructed. The Applicant will not dispose of or encumber its title or other interests in the site and facilities for 20 years without state approval. The applicant will ensure the project and associated infrastructure are adequately maintained for a minimum of 20 years.
- E. To the fullest extent permitted by law, the applicant will agree to indemnify, hold harmless and defend the State of Nevada, its officers, employees, agents and invitees from and against all liabilities, claims, actions, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of any alleged negligent or willful acts or omissions of the Applicant, its officers, employees and agents.
- F. The Applicant will furnish progress reports and such other information as the DIVISION may require. At a minimum the DIVISION will be notified and given the opportunity to review the project design and construction at multiple project milestones:

- Project Initiation after grant award

- Completion of 25, 50, and 90 percent of the Project design
 - Final design prior to advertisement and award of contract
 - Preconstruction Meeting
 - Completion of 25, 50 and 75% of construction
 - Project completion prior to release of contractor
- G. The Applicant will provide and maintain competent and adequate engineering supervision and inspection at the construction site to insure that completed work conforms to the approved plans and specifications.
- H. The Applicant will operate and maintain the work done in accordance with the minimum standards as may be required or prescribed by the applicable state and local agencies.
- I. The Applicant will obtain all permits, easements and other private and governmental agency approvals required for the project prior to the commencement of construction.
- J. The Applicant must receive notice to proceed from the DIVISION prior to advertisement of bids and commencement of construction.
- K. The Applicant will give the DIVISION or its designate, access to and the right to audit project records.
- L. The Applicant will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving state agency that funds have been approved and that the project will be prosecuted to completion with reasonable diligence.
- M. The Applicant will comply with Title IV of the Civil Rights Act of 1964 (P. O. 88-352).
- N. The Applicant will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
- O. The Applicant will comply with the provisions of the Hatch Act which limit the political activity of employees.
- P. The applicant understands that competitive opening bidding is required as outlined in Nevada Revised Statutes Chapter 338.

Name _____

Signature _____ Date: _____



PO Box 915
400 Dorla Court
Zephyr Cove, NV 89448
Phone (775) 586-1610
Fax (775) 586-1612
www.ntcd.org

November 14, 2013

Liz Harrison
Nevada Division of State Lands
901 South Stewart St., Suite 5003
Carson City, NV 89701

Liz,

The Nevada Tahoe Conservation District is submitting an invoice for **October 2013** for the Glenbrook Creek Restoration in the amount of **\$10,422.90**. Enclosed are program tracking, invoice, and all backup documentation. Invoices for work performed and expenses incurred outside of the billing period have not been previously submitted for reimbursement.

During this time period, NTCD coordinated with the contractor on acceptable quantities and change orders and coordinated with lawyers on billable quantities according to the bid documents and specifications, and coordinated with GHOA and TGP for in-kind match tracking.

Thank you for the opportunity to continue our partnership in assuring high quality projects in Nevada. Please contact me with any questions you may have about this invoice.

Respectfully,

Michael Pook
Environmental Scientist
Nevada Tahoe Conservation District
(775) 586-1610 x 34
mpook@ntcd.org

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS

1. Grant No. & Name:

FTPLT 11-002
Glenbrook Creek Restoration

2. Type of Request

Final
Partial

3. Payment Request No.

22

4. Tax ID Number

33-1044148

5. Period Covered (Month, Day, Year)

From: 10/1/2013 To: 10/31/2013

6. Name of Grantee Organization

Nevada Tahoe Conservation District
P.O. Box 915
Zephyr Cove, NV 89448

7. Name of Payee (If different than Item 6)

8. STATUS OF FUNDS

CLASSIFICATION	PREVIOUS REQUESTS	CURRENT REQUEST	TOTALS
a. Land, structures, right-of-way (Acquisition)	\$ -	\$ -	\$ -
b. Architectural/Engineering Fees (Design)	\$ 207,946.36		\$ 207,946.36
c. Travel	\$ 1,511.83		\$ 1,511.83
d. Land Development (Grading, clearing)	\$ -	\$ -	\$ -
e. Demolition and removal (Structures)	\$ -	\$ -	\$ -
f. Construction and project improvement cost	\$ 331,711.88	\$ 10,422.90	\$ 342,134.78
g. Equipment	\$ 1,710.89	\$ -	\$ 1,710.89
h. Miscellaneous cost: Printing Newspaper Notice, Permits	\$ 370.00	\$ -	\$ 370.00
i. Other: Construction Engineering	\$ -	\$ -	\$ -
j. Total Sum a to i	\$ 543,250.96	\$ 10,422.90	\$ 553,673.86
k. State Share	\$ 435,658.58	\$ 10,422.90	\$ 446,081.48
l. Administration (3% of non-personnel)	\$ 2,302.72	\$ -	\$ 2,302.72
m. State cost (k plus l)	\$ 437,961.30	\$ 10,422.90	\$ 448,384.20
n. State payments	\$ 437,961.30		\$ 433,611.12
o. Amount requested for reimbursement (m minus n)			\$ 14,773.08
p. Local share	\$ 107,572.38	\$ -	\$ 107,572.38
q. Percent of project completed	90%	3%	93%

FTPLT 11-002

Nevada Tahoe Conservation District

PO Box 915
 400 Dorla Court
 Zephyr Cove, NV 89448

Invoice

Date	Invoice #
10/31/2013	10 2013

Bill To
NDSL - Glenbrook

Terms

Item	Description	Quantity	Rate	Amount
Pass Through Fees	Subcontractor Expenses-Campbell Const		10,422.90	10,422.90
			Total	\$10,422.90

CAMPBELL CONSTRUCTION COMPANY, INC.
General Engineering Contractor

36 Glen Carran Circle · Sparks, NV 89431 · (775) 677-9111 · Fax (775) 677-9191
 NV License #47204 CA License #794570

PROJECT: Glenbrook Creek Restoration Project

5

PROGRESS PAYMENT NO:

October 30, 2013

PERIOD ENDING:

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	QUANTITY			TOTAL TO-DATE	ORIGINAL	AMOUNT		TOTAL TO DATE
				ORIG.	PREV. PERIODS	THIS PERIOD			PREVIOUS TO DATE	THIS PERIOD	
23	Line Stakes	EA	\$12.00	275	109	166	275	\$3,300.00	\$1,308.00	\$1,992.00	\$3,300.00
24	Containerized Plants	EA	\$8.00	40	40	0	40	\$320.00	\$320.00	\$0.00	\$320.00
25	Erosion Control Fabric	SF	\$2.00	6,500	6,500	0	6,500	\$13,000.00	\$13,000.00	\$0.00	\$13,000.00
26	Riparian Seed Mix Application	SF	\$0.10	10,000	10,000	0	10,000	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
27	Upland Seed Mix Application	SF	\$0.90	13,500	13,500	0	13,500	\$12,150.00	\$12,150.00	\$0.00	\$12,150.00
TOTAL								\$305,915.00	\$303,923.00	\$1,992.00	\$305,915.00

ORIGINAL CONTRACT AMOUNT \$305,915.00 TOTAL WORK DONE TO DATE AT CONTRACT PRICES \$305,915.00

REVISED CONTRACT AMOUNT Through Change Order #... CONTRACT CHANGE ORDERS \$58,298.00

TOTAL AMOUNT TO DATE \$365,213.00

RETENTION AT 10% \$36,521.30

TOTAL DUE TO DATE \$328,691.70

LESS PREVIOUS PAYMENTS \$295,850.70

AMOUNT DUE THIS ESTIMATE \$32,841.00

PERCENTAGE COMPLETE 100.00%

REMAINING TO COMPLETE \$0.00

[Signature]

Campbell Construction Company, Inc.

Date: 10-30-13

Date: _____

Approved By: _____ Nevada Tahoe Conservation District

10,422 approved to pay MCP

bill to NDSL Glenbrook

CAMPBELL CONSTRUCTION COMPANY, INC.
General Engineering Contractor

36 Glen Carran Circle · Sparks, NV 89431 · (775) 677-9111 · Fax (775) 677-9191
 NV License #47204 CA License #794570

PROJECT: Glenbrook Creek Restoration Project
 PROGRESS PAYMENT NO: 5
 PERIOD ENDING: October 30, 2013

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY			AMOUNT			TOTAL TO DATE
				ORIG.	PREV. PERIODS	THIS PERIOD	TOTAL TO-DATE	ORIGINAL	PREVIOUS TO DATE	
1	Mobilization/Demobilization	LS	\$14,000.00	1	1	0	1	\$14,000.00	\$14,000.00	\$14,000.00
2	Traffic Control	LS	\$6,000.00	1	1	0	1	\$6,000.00	\$6,000.00	\$6,000.00
3	Temporary BMP's	LS	\$15,000.00	1	1	0	1	\$15,000.00	\$15,000.00	\$15,000.00
4	Dewatering	LS	\$20,000.00	1	1	0	1	\$20,000.00	\$20,000.00	\$20,000.00
5	Tree Removal (>6.0" DBH)	EA	\$1,500.00	1	1	0	1	\$1,500.00	\$1,500.00	\$1,500.00
6	Utility Protection & Relocation	LS	\$20,000.00	1	1	0	1	\$20,000.00	\$20,000.00	\$20,000.00
7	Cleaning & Grubbing	LS	\$3,400.00	1	1	0	1	\$3,400.00	\$3,400.00	\$3,400.00
8	Excavation	CY	\$35.00	521	521	0	521	\$18,235.00	\$18,235.00	\$18,235.00
9	Engineered Fill	CY	\$40.00	270	270	0	270	\$10,800.00	\$10,800.00	\$10,800.00
10	Offhaul & Disposal	CY	\$37.00	270	270	0	270	\$9,990.00	\$9,990.00	\$9,990.00
11	AC Removal	SF	\$3.00	1,200	1200	0	1200	\$3,600.00	\$3,600.00	\$3,600.00
12	AC Paving	SF	\$6.00	1,200	1200	0	1200	\$7,200.00	\$7,200.00	\$7,200.00
13	Open Bottom Arch Culvert	LS	\$35,000.00	1	1	0	1	\$35,000.00	\$35,000.00	\$35,000.00
14	Culvert Footings	LS	\$15,000.00	1	1	0	1	\$15,000.00	\$15,000.00	\$15,000.00
15	Concrete Collar & Decorative Rock	EA	\$2,600.00	2	2	0	2	\$5,200.00	\$5,200.00	\$5,200.00
16	Guardrail with Rustic Stain	LF	\$84.00	230	230	0	230	\$14,720.00	\$14,720.00	\$14,720.00
17	Demo & Fill Old Culvert	LS	\$9,300.00	1	1	0	1	\$9,300.00	\$9,300.00	\$9,300.00
18	Rock Sill	LS	\$3,100.00	1	1	0	1	\$3,100.00	\$3,100.00	\$3,100.00
19	Rock Slope Protection	SF	\$13.00	500	500	0	500	\$6,500.00	\$6,500.00	\$6,500.00
20	Proposed Channel	LF	\$150.00	250	250	0	250	\$37,500.00	\$37,500.00	\$37,500.00
21	Culvert Removal (In Meadow)	LS	\$1,800.00	1	1	0	1	\$1,800.00	\$1,800.00	\$1,800.00
22	Proposed Channel with Log Toe	LF	\$300.00	61	61	0	61	\$18,300.00	\$18,300.00	\$18,300.00

Campbell Final Pay Application #5

Approved items

Item #	Description	Unit	Unit Price	Quantity	Amount
23	Live Stakes	EA	\$12.00	166	\$1,992.00
99.04	2" Conduit for Charter (PCO#3)	LS	\$5,198	1	\$5,198.00
99.10.08	Excavation	CY	\$35.00	203	\$7,105.00
99.10.09	Engineered Fill	CY	\$40.00	0	\$0.00
99.10.10	Offhaul and Disposal	CY	\$37.00	150	\$5,550.00
99.10.11	AC Removal	SF	\$3.00	250	\$750.00
99.10.12	AC Paving	SF	\$6.00	250	\$1,500.00
99.10.16	Guardrail with Rustic Stain	LF	\$64.00	7.5	\$480.00
99.10.20	Proposed Channel	LF	\$150.00	-19	(\$2,850.00)
99.10.22	Proposed Channel with Log Toe	LF	\$300.00	-23	(\$6,900.00)
99.10.23	Live Stakes	EA	\$12.00	-165	(\$1,980.00)
99.10.24	Containerized Plants	EA	\$8.00	37	\$296.00
99.10.25	Erosion Control Fabric	SF	\$2.00	985	\$1,970.00
99.10.27	Upland Seed Mix Application	SF	\$0.90	-1700	(\$1,530.00)
TOTAL					\$11,581.00
Retention at 10%					\$1,158.10
Amount due this estimate					\$10,422.90

November 7, 2013

Andy Good
Campbell Construction
Reno, Nevada

Sent via Email

NTCD agrees with the following items of the final pay application #5 and contract change orders:

1. Item #23 of the final pay application (#5) (increase quantity of Live Stakes by 1 EA)
2. Item #99.04 of the change order
3. Item #99.10 change order except as follows:
 - a. #8) 203 CY versus the 475 requested
 - b. #9) 0 versus the 110 requested
 - c. #10) 150 CY versus the 447 requested
 - d. #11 through #26 as billed—although #26 should read “#27- Upland Seed Mix Application”.

The above would thus result in approving an invoice of:

TOTAL	\$11,581.00
Retention at 10%	\$1,158.10
Amount due this estimate	\$10,422.90

Those items and quantities submitted that are not approved require additional explanation to include rationale and calculations for the items and quantities submitted to NTCD as tied to the bid documentation. Please include citation of the specifications which justifies additional quantities and expense. Specifically, what amounts of each of the items above are attributable to what specific portions of the bid. That way we can determine whether payment is justified.

Please let me know if you have any questions.

Doug Martin

Doug Martin
District Manager
Nevada Tahoe Conservation District
Box 915
Zephyr Cove, Nevada 89448
www.ntcd.org
dmartin@ntcd.org
(775) 586-1610 x 22

