



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

BOARD MEETING AGENDA

December 15, 2016

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

**The Nevada Tahoe Conservation District
Conference Room
400 Dorla Court
Zephyr Cove, Nevada**

Call in information: 712-432-0360, code 341249#

Agenda Items

- 1. Call to Order**
- 2. Supervisor Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of the Agenda:** This is the tentative schedule for the meeting. The Board reserves the right to take items in a different order to accomplish business in the most efficient manner. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay the discussion relating to an item on the agenda at anytime.
- 5. Public Interest Comments (No Action)**
- 6. Discussion/Possible Action (Annual Audit)**
 - a. For Possible Action: Approval of the FY 2016 Annual Audit**

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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

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

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to telephone the NTCD Administrative Office at (775) 586-1610 x21 three days prior to the Board meeting. Please contact Mark Thorpe at PO Box 915, Zephyr Cove, NV 89448; or email mthorpe@ntcd.org; or phone 775-586-1610 #21 to obtain supporting material for the agenda. Supporting material may also be found at <http://ntcd.org/html/board.php>

CONSENT CALENDAR

The consent calendar consists of items 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.

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- 7. Agency Reports, Discussion/Possible Action**
- a. **For Possible Action: Natural Resources Conservation Service (NRCS) report.**
 - b. **For Possible Action: National Association of Conservation Districts (NACD) report.**
 - c. **For Possible Action: Department of Conservation and Natural Resources Conservation District Program report.**
 - d. **For Possible Action: Nevada Association of Conservation Districts (NvACD) report.**
- 8. Discussion/Possible Action (Business)**
- a. **For Possible Action: Approval of the Board of Supervisors meeting minutes for September 22, 2016.** 1 - 3
 - b. **For Possible Action: Approval of the NTCD financial reports for September 2016. As of 9/30/16, the District's Fund balance was \$111,647. This represents the District's available spendable resources, or assets less liabilities. September had a surplus of \$548. During September, the District purchased a three year AutoCAD engineering software license for \$2,500.** 4 - 9
 - c. **For Possible Action: Approval of the NTCD financial reports For October 2016. As of 10/31/16, the District's Fund balance was \$105,333. This represents the District's available spendable resources, or assets less liabilities. October had a deficit of \$6,314. During October, the District received \$4,000 annual assistance from CDP (the State of Nevada). October had annual expenses of \$7,800 (audit, NACD dues, and NvACD dues) and a quarterly expense of \$2,700 (POOL/PACT). If all expenses and revenues were annualized, October would have had a deficit of \$1,000. Year-to-date the District has a surplus of \$4,692.** 10 - 15

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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.

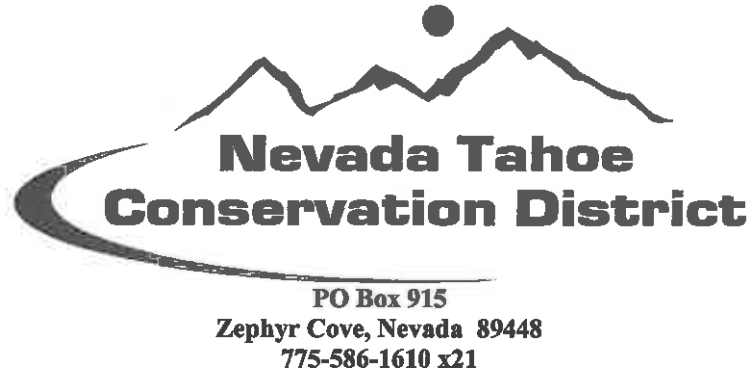
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9. **For Possible Action: Approval of the NTCD financial reports for November 2016. November's results will be presented at the meeting. During November, the District received assistance of \$10,000 from Douglas County. Douglas County's total assistance for the year is \$25,000.**
10. **For Possible Action: Staff Report/Projects update.**
11. **Supervisor's Comments**
12. **Public Interest Comments**
13. **For Possible Action : Motion to Adjourn**

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NTCD Board Minutes
September 22, 2016
The Nevada Tahoe Conservation District
400 Dorla Court, Zephyr Cove, NV
10:00 AM start time

Present:

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

Staff/Others

M. Kelly, District Manager
M. Thorpe, Administrator
L. Coe, NRCS

Absent: Supervisor Penzel and Supervisor Berkbigler

1. Call to Order by Chair Smith.
2. Supervisor Roll Call: see above
3. Pledge of Allegiance
4. Approval of the Agenda: Supervisor Cook moved to approve the Agenda, seconded by Supervisor Smith, motion carried unanimously.
5. Public Interest Comments: None.

CONSENT CALENDAR

Supervisor Cook moved to approve the Consent Calendar with items 6a and 6b pulled for further discussion, seconded by Supervisor Martin, motion carried unanimously.

6. Agency Reports, Discussion/Possible Action
 - a. Moved to the Administrative calendar.
 - b. Moved to the Administrative calendar.
 - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report. No report provided.
 - d. For Possible Action: Nevada Association of Conservation Districts (NvACD) report. No report provided.

7. Discussion/Possible Action (Business)
 - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for August 18, 2016.
 - b. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 15, 2016.
 - c. For Possible Action: Approval of FY2016 Final Financial Report and FY2016 Annual Report for submittal to the Department of Conservation and Natural Resources Conservation District Program.

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

Item 6a) For Possible Action: Natural Resources Conservation Service (NRCS) report. District Manager Kelly reported the contribution agreement with NRCS has been approved and signed. NRCS representatives will be attending the joint meeting with TRCD October 11. After the joint meeting, there will be a working luncheon to discuss forestry/fire suppression issues in the Tahoe basin. Supervisor Perlman-Whyman plans to attend the joint meeting.

Item 6b) For Possible Action: National Association of Conservation Districts (NACD) report. Supervisor Perlman-Whyman recently attended the Southwest meetings. An item of discussion was a task force for tree mortality. There was a tour of the Sacramento River byway. Salmon is a new crop in the byway. At the meeting, Supervisor Perlman-Whyman presented the District's Rosewood Creek Restoration project, which created tremendous interest.

8. For Possible Action: Approval of the NTCD financial reports for August 2016. As of 8/31/16, the District's Fund balance was \$111,268. This represents the District's available spendable resources, or assets less liabilities. August had a surplus of \$15,257. August's surplus was the result of receiving \$15,000 in general assistance from Douglas County. With the assistance, the surplus should have been approximately \$17,000; but August had a higher than average unbillable time (vacations). Currently the District is financially healthy, but funding/grants remains a concern. Year-to-date the District has a surplus of \$10,580. District Manager Kelly will be presenting at the Washoe County Commissioners meeting in early 2017, with hopes that Washoe County will provide the District with monetary general assistance. There was some discussion regarding the amount the District should request from Washoe County. Supervisor Perlman-Whyman recommends highlighting our "partnership" with Washoe County. Supervisor Martin moved to approve the financials, seconded by Supervisor Cook, motion carried unanimously.
9. For Possible Action: Approval of the contractor and agreement for the Zephyr Cove Water Quality Improvement Phase 1 project. This project has been split into two phases. Recently, there was an informal bid for Phase 1. The District received one bid (from Burdick Excavating). The funders of the project approved the bid received. Staff recommends approving Burdick Excavating, and the agreement, for Phase 1. Supervisor Cook moved to approve the contractor and agreement, seconded by Supervisor McCarthy, motion carried unanimously.
10. Supervisor Comments: Supervisor McCarthy thanked District Manager Kelly for the poster displayed at the Tahoe summit. Supervisor Sarnoff asked about the bike path issue on the Burke Creek project. District Manager Kelly stated the bike path issue has been resolved. Supervisor Martin thanked L. Coe for his, and NRCS's, support. Supervisors Martin and Sarnoff stated the importance of getting Administrator Thorpe back to full time. Supervisor Perlman-Whyman reported the NvACD's annual meeting is the week of November 14. The District's Board of Supervisors election will be November 1, 5:30pm, at the Parasol. Supervisors Martin, Cook, and Smith cannot attend the joint meeting with TRCD on October 11. Supervisor Smith stated the importance of the District's continued compliance with the Open meeting law and proper elections.
11. Public Interest Comments: None.
12. Motion to Adjourn: Supervisor Martin moved to adjourn, seconded by Supervisor Perlman-Whyman, motion carried unanimously.

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	25%
		NV TAHOE CONSERVATION DIST.	September 2016	YTD July 2016-June 2017	Budget		% of Budget
INCOME	General Fund						
Community Grants-Income							
	Carson City				3,000.00	(3,000.00)	0%
	Douglas County			15,000.00	25,000.00	(10,000.00)	60%
	NV Division of Conser. District				4,000.00	(4,000.00)	0%
	Washoe County Community Grant					0.00	0%
Total Community Grants-Income			0.00	15,000.00	32,000.00	(17,000.00)	47%
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					0.00	
	Miscellaneous Income			(0.44)		(0.44)	
	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)	13,204.11	35,775.08	140,500.00	(104,724.92)	0.25
		TOTAL INCOME	13,204.11	50,774.64	172,500.00	(121,725.36)	0.29
EXPENSES							
Advertising-Expense							
						0.00	0.00
Building Expense							
	Building Repairs/Maint-Expense		40.00	320.00	1,680.00	1,360.00	0.19
Total Building Expense			40.00	320.00	1,680.00	1,360.00	
Conference & Training-Expense							
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees			82.50		(82.50)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense			0.00	82.50	2,000.00	1,917.50	0.04
Deposit Security							
						0.00	0.00
Donation-Expense							
						0.00	0.00
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		2,548.79	2,548.79	6,610.00	4,061.21	
	Computer Maintenance & Repair				500.00	500.00	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment		391.86	1,175.58	5,000.00	3,824.42	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense			2,940.65	3,724.37	12,110.00	8,385.63	0.31

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = Variance Favorable (Unfavorable)	25%
	NV TAHOE CONSERVATION DIST.	September 2016	YTD July 2016-June 2017	Budget		% of Budget
Indirect Cost	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
Total Indirect Cost	See Revenues above	0.00	0.00	0.00	0.00	0.00
Insurance-Expense					0.00	
	E&O/Prop/ Liability Insurance		4,995.37	5,000.00	4.63	1.00
Total Insurance-Expense		0.00	4,995.37	5,000.00	4.63	1.00
Meetings Expense						
		91.46	126.07	500.00	373.93	0.25
Miscellaneous Expense						
Other Expenses				0.00		
Professional Fees-Expense						
	Audit			12,500.00	12,500.00	
	Bank fees	31.60	102.34	600.00		
	Computer/Software Maintenance					
	Professional Fees-Expense - Other	17.50	52.50	300.00	247.50	
Total Professional Fees-Expense		49.10	154.84	13,400.00	13,245.16	0.01
Rents and Leases						
	Office Space Lease	1,250.00	3,750.00	15,000.00	11,250.00	0.25
	Storage Rents					
	Rents and Leases-Other				0.00	0.00
Total Rents and Leases		1,250.00	3,750.00	15,000.00	11,250.00	0.25
Service Charges					0.00	0.00
Supplies-Expense						
	Office Supplies	152.81	316.38	2,000.00		
	Photocopies					
	Postage and Delivery		172.50	1,200.00		
	Publication/Printing		110.86			
	Supplies-Expense - Other			500.00	500.00	
Total Supplies-Expense		152.81	599.74	3,700.00	3,100.26	0.16
Telecommunications						
	Cell Phone				0.00	
	Internet Fees		30.00	150.00	120.00	
	Long Distance				0.00	
	Phone Services	458.31	1,374.93	5,000.00	3,625.07	
	Telephone-Expense - Other				0.00	
Total Telecommunications-Expense		458.31	1,404.93	5,150.00	3,745.07	0.27
Vehicles-Expense					0.00	
	District Vehicle Use	(421.74)	(740.34)	(2,500.00)		
	Fuel-Expense	59.97	225.65	2,000.00	1,774.35	
	License & Maintenance	171.24	171.24	1,500.00	1,328.76	
	Mileage Reimbursement Expense	30.78	90.18	100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
Total Vehicles-Expense		(159.75)	(253.27)	1,100.00	1,353.27	(0.23)
Wages						
	Payroll Clearing Account	(829.49)	(646.21)			
	Professional Engineer (MG)	575.95	1,187.87			
	Professional Engineer (MK)	2,563.17	9,230.52			

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	25%
	NV TAHOE CONSERVATION DIST.	September 2016	YTD July 2016-June 2017	Budget	(Unfavorable)	% of Budget
	Wages-Administrator	5,883.45	17,114.46			
	Wages-ES III (DF)	723.49	4,307.18			
	Wages-ES III (MP)	1,773.79	7,607.61			
	Wages - Other	0.12	0.41			
	Uncompensated Absence-Reimb Exp	(2,812.05)	(14,403.20)			
	Total Wages	7,678.43	24,398.64	110,000.00	85,601.36	0.22
	Wages-Overhead/Fringe				0.00	
	Long Term Disability	154.82	464.46	1,860.00		
	Total Wages-Overhead/Fringe	154.82	464.46		1,395.54	
	Total Wages/Ovrhead	7,833.25	24,863.10	110,000.00	86,996.90	0.22
	Revolving Account					
	TOTAL EXPENSES (No indirect included)	12,655.83	39,767.65	172,500.00	132,732.35	0.23
	NET REVENUE OVER/(UNDER) EXPENSES	548.28	11,006.99			
	Fund Balance	\$ 111,647				

Nevada Tahoe Conservation District

Balance Sheet

11/29/16

As of September 30, 2016

Accrual Basis

	Sep 30, 16
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	21,813.76
Total Checking/Savings	21,863.76
Accounts Receivable	
Accounts Receivable	494,489.77
Total Accounts Receivable	494,489.77
Total Current Assets	516,353.53
Other Assets	
Prepaid expenses	1,250.00
Total Other Assets	1,250.00
TOTAL ASSETS	517,603.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	378,883.90
Total Accounts Payable	378,883.90
Other Current Liabilities	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income-Tahoe Foundatio	0.67
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	23,274.24
Payroll Liabilities	
CA withholding	275.14
Fed withholding	1,431.00
Medicare Company Payable	194.13
Medicare Employee Payable	194.13
NV Unemployment Bond Factors Pa	19.03
NV Unemployment Payable	41.97
Total Payroll Liabilities	2,155.40
Total Other Current Liabilities	27,071.87
Total Current Liabilities	405,955.77
Total Liabilities	405,955.77
Equity	
Opening Balance	11,724.59
Prior Earnings	88,916.18
Net Income	11,006.99
Total Equity	111,647.76
TOTAL LIABILITIES & EQUITY	517,603.53

Nevada Tahoe Conservation District
A/P Aging Summary
As of September 30, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
2nd Nature	0.00	0.00	2,245.00	0.00	0.00	2,245.00
Asa and Patricia Collins	0.00	49.03	0.00	0.00	0.00	49.03
Atkins North America, Inc.	0.00	3,598.50	2,592.50	0.00	0.00	6,191.00
Balance Hydrologics, Inc.	6,008.45	0.00	0.00	0.00	10,500.00	16,508.45
Brian Hoff	275.90	0.00	0.00	0.00	0.00	275.90
Burdick Excavating Company	312,012.40	0.00	0.00	0.00	0.00	312,012.40
CME	4,887.00	1,634.50	0.00	0.00	0.00	6,521.50
Comstock Seed	28.11	0.00	0.00	0.00	0.00	28.11
Desert Research Institute	0.00	2,032.50	0.00	0.00	0.00	2,032.50
Fellers, Dominique	0.00	0.00	0.00	5.26	0.00	5.26
Frontier	0.00	458.31	0.00	0.00	0.00	458.31
Konica Minolta Business Solutions	391.86	0.00	0.00	0.00	0.00	391.86
Meghan Kelly	79.38	0.00	0.00	0.00	0.00	79.38
Sharon Courtney	0.00	246.39	0.00	0.00	0.00	246.39
Village Ace Hardware	0.00	32.99	0.00	0.00	0.00	32.99
Washoe Nursery	0.00	888.00	0.00	0.00	0.00	888.00
Wells Fargo Business Card Kelly	585.16	0.00	0.00	0.00	0.00	585.16
Wells Fargo Business Card Thorpe	821.63	0.00	0.00	0.00	0.00	821.63
Western Nevada Supply	0.00	0.00	0.00	-46.43	45.36	-1.07
Wood Rodgers	1,617.50	82.50	165.00	0.00	25,307.10	27,172.10
Xeripave	0.00	2,340.00	0.00	0.00	0.00	2,340.00
TOTAL	<u>326,707.39</u>	<u>11,362.72</u>	<u>5,002.50</u>	<u>-41.17</u>	<u>35,852.46</u>	<u>378,883.90</u>

Nevada Tahoe Conservation District
A/R Aging Summary
As of September 30, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Cal Trans Task #3	0.00	0.00	0.00	55.10	2,307.10	2,362.20
Cal Trans Task Order #5	0.00	0.00	0.00	0.00	35.11	35.11
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Craig Robinson	0.00	0.00	0.00	0.00	553.67	553.67
Douglas Co - Cave Rock	0.00	0.00	0.00	0.00	95.82	95.82
Douglas Co TRPA BCX	41,543.48	4,892.34	0.00	0.00	0.00	46,435.82
NDEP Green Streets	734.85	0.00	0.00	0.00	0.00	734.85
NDEP Pittman Terrace	0.00	0.00	-0.30	151.42	0.00	151.12
NDEP Program Reg	10,448.52	0.00	0.00	0.00	0.00	10,448.52
NDEP ZC	1,733.83	0.00	0.00	2,878.08	0.00	4,611.91
NDOT BCX	131,897.35	17,309.47	0.00	8,817.16	41,586.48	199,610.46
NDOT Green Streets	781.87	0.00	0.00	0.00	0.00	781.87
NDOT LCCP Reg & Imp	0.00	3,574.03	0.00	0.00	0.00	3,574.03
NDOT RoadRAM 3	0.00	180.47	0.00	268.30	0.00	448.77
NDSL BCX	49,790.65	3,988.72	0.00	0.00	0.00	53,779.37
NDSL HIWAY RAM	317.11	4,759.55	0.00	0.00	0.00	5,076.66
NDSL ZCGID	0.00	2,422.50	0.00	227.53	0.00	2,650.03
NRCS	853.37	0.00	0.00	0.00	0.00	853.37
NV Dept of AG	0.00	1,219.71	0.00	3,838.24	0.00	5,057.95
TRCD SNPLMA Monitoring	141.01	0.00	0.00	73.74	108.54	323.29
Truckee River Fund	0.00	825.89	0.00	875.13	0.00	1,701.02
USBOR #10	2,120.55	0.00	0.00	0.00	0.00	2,120.55
USFS BCX	133,316.10	3,770.14	0.00	0.00	0.00	137,086.24
USFS ZC GID	0.00	8,632.89	0.00	7,295.11	0.00	15,928.00
TOTAL	373,678.69	51,575.71	-0.30	24,479.81	44,755.86	494,489.77

		INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = Variance Favorable (Unfavorable)	33%
		NV TAHOE CONSERVATION DIST.	October 2016	YTD July 2016-June 2017	Budget		% of Budget
INCOME	General Fund						
Community Grants-Income							
	Carson City				3,000.00	(3,000.00)	0%
	Douglas County			15,000.00	25,000.00	(10,000.00)	60%
	NV Division of Conser. District	4,000.00	4,000.00	4,000.00	4,000.00	0.00	100%
	Washoe County Community Grant					0.00	0%
Total Community Grants-Income		4,000.00	19,000.00	32,000.00	(13,000.00)	59%	
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	0.00	0.00	
Income-Pass Thru Subcontractor						0.00	
Interest						0.00	
Miscellaneous Income		(0.05)	(0.49)			(0.49)	
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)		10,378.15	46,153.23	140,500.00		(94,346.77)	0.33
TOTAL INCOME		14,378.10	65,152.74	172,500.00	(107,347.26)	0.38	
EXPENSES							
Advertising-Expense		46.92	46.92			(46.92)	1.00
Building Expense							
	Building Repairs/Maint-Expense	135.00	455.00	1,680.00		1,225.00	0.27
Total Building Expense		135.00	455.00	1,680.00	1,225.00		
Conference & Training-Expense							
	Food					0.00	
	Lodging					0.00	
	Parking					0.00	
	Registration Fees		82.50			(82.50)	
	Travel/Transportation					0.00	
	Conference & Training-Expense - Other					0.00	0.00
Total Conference & Training-Expense		0.00	82.50	2,000.00	1,917.50	0.04	
Deposit Security						0.00	0.00
Donation-Expense						0.00	0.00
Dues and Subscriptions-Expense							0.00
	Membership/Dues District	800.00	800.00			(800.00)	1.00
	Membership/Dues Staff					0.00	0.00
	Dues and Subscriptions-Expense - Other			1,000.00		1,000.00	
Total Dues and Subscriptions-Expense		800.00	800.00	1,000.00	200.00	0.80	
Equipment-Expense						0.00	
	Cell Phones						
	Computer Hardware & Software		2,548.79	6,610.00		4,061.21	
	Computer Maintenance & Repair			500.00		500.00	
	Office Equipment & Furniture					0.00	
	Rental/Leasing Fees Equipment	391.86	1,567.44	5,000.00		3,432.56	
	Repairs & Maintenance Equipment					0.00	0.00
	Telephone System					0.00	
	Equipment-Expense - Other					0.00	0.00
Total Equipment-Expense		391.86	4,116.23	12,110.00	7,993.77	0.34	

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = Variance Favorable (Unfavorable)	33%
	NV TAHOE CONSERVATION DIST.	October 2016	YTD July 2016-June 2017	Budget		% of Budget
Indirect Cost	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
Total Indirect Cost	See Revenues above	0.00	0.00	0.00	0.00	0.00
Insurance-Expense					0.00	
	E&O/Prop/ Liability Insurance		4,995.37	5,000.00	4.63	1.00
Total Insurance-Expense		0.00	4,995.37	5,000.00	4.63	1.00
Meetings Expense						
			126.07	500.00	373.93	0.25
Miscellaneous Expense						
Other Expenses				0.00		
Professional Fees-Expense						
	Audit	7,000.00	7,000.00	12,500.00	5,500.00	
	Bank fees	27.41	129.75	600.00		
	Computer/Software Maintenance					
	Professional Fees-Expense - Other	17.50	70.00	300.00	230.00	
Total Professional Fees-Expense		7,044.91	7,199.75	13,400.00	6,200.25	0.54
Rents and Leases						
	Office Space Lease	1,250.00	5,000.00	15,000.00	10,000.00	0.33
	Storage Rents					
	Rents and Leases-Other				0.00	0.00
Total Rents and Leases		1,250.00	5,000.00	15,000.00	10,000.00	0.33
Service Charges					0.00	0.00
Supplies-Expense						
	Office Supplies	236.35	552.73	2,000.00		
	Photocopies					
	Postage and Delivery		172.50	1,200.00		
	Publication/Printing		110.86			
	Supplies-Expense - Other	17.98	17.98	500.00	482.02	
Total Supplies-Expense		254.33	854.07	3,700.00	2,845.93	0.23
Telecommunications						
	Cell Phone				0.00	
	Internet Fees		30.00	150.00	120.00	
	Long Distance				0.00	
	Phone Services	457.59	1,832.52	5,000.00	3,167.48	
	Telephone-Expense - Other				0.00	
Total Telecommunications-Expense		457.59	1,862.52	5,150.00	3,287.48	0.36
Vehicles-Expense					0.00	
	District Vehicle Use	(209.44)	(949.78)	(2,500.00)		
	Fuel-Expense	99.26	324.91	2,000.00	1,675.09	
	License & Maintenance	602.50	773.74	1,500.00	726.26	
	Mileage Reimbursement Expense		90.18	100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
Total Vehicles-Expense		492.32	239.05	1,100.00	860.95	0.22
Wages						
	Payroll Clearing Account	1,874.48	1,228.27			
	Professional Engineer (MG)	742.76	1,930.63			
	Professional Engineer (MK)	3,068.83	12,299.35			

INCOME AND EXPENSE REPORT		GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	33%
NV TAHOE CONSERVATION DIST.		October 2016	YTD July 2016-June 2017	Budget		% of Budget
	Wages-Administrator	5,683.46	22,797.92			
	Wages-ES III (DF)	452.07	4,759.25			
	Wages-ES III (MP)	989.14	8,596.75			
	Wages - Other	(0.61)	(0.20)			
	Uncompensated Absence-Relmb Exp	(3,145.50)	(17,548.70)			
	Total Wages	9,664.63	34,063.27	110,000.00	75,936.73	0.31
	Wages-Overhead/Fringe				0.00	
	Long Term Disability	154.82	619.28	1,860.00		
	Total Wages-Overhead/Fringe	154.82	619.28		1,240.72	
	Total Wages/Ovrhead	9,819.45	34,682.55	110,000.00	77,177.45	0.31
	Revolving Account					
	TOTAL EXPENSES (No Indirect Included)	20,692.38	60,460.03	172,500.00	112,039.97	0.35
	NET REVENUE OVER/(UNDER) EXPENSES	(6,314.28)	4,692.71			
	Fund Balance	\$ 105,333				

Nevada Tahoe Conservation District

Balance Sheet

11/29/16

As of October 31, 2016

Accrual Basis

	Oct 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	-94,181.20
Total Checking/Savings	-94,131.20
Accounts Receivable	
Accounts Receivable	813,412.33
Total Accounts Receivable	813,412.33
Total Current Assets	719,281.13
Other Assets	
Prepaid expenses	1,250.00
Total Other Assets	1,250.00
TOTAL ASSETS	720,531.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	590,412.06
Total Accounts Payable	590,412.06
Other Current Liabilities	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income-Tahoe Foundatio	0.67
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	21,129.90
Payroll Liabilities	
CA withholding	275.14
Fed withholding	1,425.00
Medicare Company Payable	156.66
Medicare Employee Payable	156.66
Total Payroll Liabilities	2,013.46
Total Other Current Liabilities	24,785.59
Total Current Liabilities	615,197.65
Total Liabilities	615,197.65
Equity	
Opening Balance	11,724.59
Prior Earnings	88,916.18
Net Income	4,692.71
Total Equity	105,333.48
TOTAL LIABILITIES & EQUITY	720,531.13

Nevada Tahoe Conservation District
A/P Aging Summary
 As of October 31, 2016

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2nd Nature	7,830.50	0.00	0.00	0.00	0.00	7,830.50
Asa and Patricia Collins	0.00	0.00	49.03	0.00	0.00	49.03
Atkins North America, Inc.	3,372.50	0.00	0.00	0.00	0.00	3,372.50
Balance Hydrologics, Inc.	0.00	0.00	6,008.45	0.00	10,500.00	16,508.45
Brian Hoff	0.00	0.00	275.90	0.00	0.00	275.90
Burdick Excavating Company	503,714.77	0.00	0.00	0.00	0.00	503,714.77
CME	2,762.00	0.00	4,887.00	0.00	0.00	7,649.00
Desert Research Institute	8,152.35	0.00	2,032.50	0.00	0.00	10,184.85
Fellers, Dominique	45.90	0.00	0.00	0.00	5.26	51.16
Kohn & Company LLP	7,000.00	0.00	0.00	0.00	0.00	7,000.00
Konica Minolta Business Solutions	391.86	0.00	0.00	0.00	0.00	391.86
Marvin Davis & Associates	950.00	0.00	0.00	0.00	0.00	950.00
Meghan Kelly	0.00	40.50	0.00	0.00	0.00	40.50
NACD	0.00	200.00	0.00	0.00	0.00	200.00
Nason's Scanning	1,242.50	0.00	0.00	0.00	0.00	1,242.50
Sharon Courtney	0.00	0.00	246.39	0.00	0.00	246.39
Village Ace Hardware	0.00	29.56	0.00	0.00	0.00	29.56
Washoe Nursery	0.00	0.00	888.00	0.00	0.00	888.00
Wells Fargo Business Card Kelly	52.26	0.00	0.00	0.00	0.00	52.26
Wells Fargo Business Card Thorpe	144.30	0.00	0.00	0.00	0.00	144.30
Wells Fargo Corporate Card	0.00	67.00	0.00	0.00	0.00	67.00
Western Nevada Supply	0.00	0.00	0.00	0.00	-1.07	-1.07
Wood Rodgers	0.00	0.00	1,617.50	0.00	25,307.10	26,924.60
Xeripave	2,600.00	0.00	0.00	0.00	0.00	2,600.00
TOTAL	538,258.94	337.06	16,004.77	0.00	35,811.29	590,412.06

Nevada Tahoe Conservation District
A/R Aging Summary
As of October 31, 2016

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Cal Trans Task #3	1,536.98	0.00	0.00	0.00	2,362.20	3,899.18
Cal Trans Task Order #5	18.61	0.00	0.00	0.00	35.11	53.72
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Craig Robinson	0.00	0.00	0.00	0.00	553.67	553.67
Douglas Co - Cave Rock	0.00	0.00	0.00	0.00	95.82	95.82
Douglas Co TRPA BCX	0.00	0.00	4,543.48	0.00	0.00	4,543.48
NDEP Green Streets	0.00	0.00	734.85	0.00	0.00	734.85
NDEP Pittman Terrace	0.00	0.00	0.00	-0.30	151.42	151.12
NDEP Program Reg	7,234.18	0.00	10,448.52	0.00	0.00	17,682.70
NDEP ZC	8,136.94	0.00	1,733.83	0.00	0.00	9,870.77
NDOT BCX	303,392.51	0.00	131,897.35	0.00	41,586.48	476,876.34
NDOT Green Streets	0.00	0.00	781.87	0.00	0.00	781.87
NDOT LCCP Reg & Imp	0.00	0.00	0.00	3,574.03	0.00	3,574.03
NDOT RoadRAM 3	22.68	0.00	0.00	0.00	268.30	290.98
NDOT ZC	5,030.08	0.00	0.00	0.00	0.00	5,030.08
NDSL BCX	89,159.00	0.00	4,775.65	0.00	0.00	93,934.65
NDSL HIWAY RAM	9,566.33	0.00	317.11	0.00	0.00	9,883.44
NDSL RWC Easement	2,981.80	0.00	0.00	0.00	0.00	2,981.80
NDSL ZCGID	117,409.86	0.00	0.00	0.00	0.00	117,409.86
NRCS	2,686.32	0.00	853.37	0.00	0.00	3,539.69
NV Dept of AG	0.00	0.00	0.00	1,219.71	3,838.24	5,057.95
TRCD SNPLMA Monitoring	916.69	0.00	141.01	0.00	73.74	1,131.44
USBOR #10	8,355.63	0.00	2,120.55	0.00	0.00	10,476.18
USBOR RWC Continuation	674.14	0.00	0.00	0.00	0.00	674.14
USFS BCX	1,176.11	0.00	18,317.40	0.00	0.00	19,493.51
USFS ZC GID	28.00	0.00	0.00	8,632.89	7,295.11	15,956.00
Washoe Co LCCP Reg TRPA	30.18	0.00	0.00	0.00	0.00	30.18
Zephyr Cove GID	8,635.74	0.00	0.00	0.00	0.00	8,635.74
TOTAL	566,991.78	0.00	176,664.99	13,426.33	56,329.23	813,412.33

