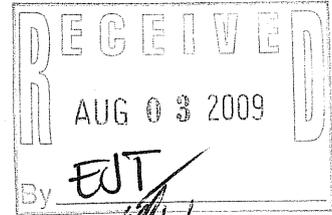




P.O. Box 2428 · Truckee, CA 96160 · p. 530.582.4800 · f. 530.582.1230 · www.sbcouncil.org

**TO: Eric J. Taxer, P.E.**  
**Lahontan Regional Water Quality Control Board (LRWQCB)**  
**2501 Lake Tahoe Boulevard**  
**South Lake Tahoe, CA 96150**



**Quarterly Report Review:** #1  
**Reporting Period:** Project inception – 6/30/09  
**Submittal Date:** 7/31/09  
**Project #:** R6T-2009-0012  
**Project Name:** Waddle Ranch/Northstar Watershed Improvement Program  
Supplemental Environmental Project (SEP)  
Northstar Mountain Properties, LLC

**Third Party Review Subcontractor Name:** Sierra Business Council  
**Third Party Review Project Director:** Nicole DeJonghe

This is the first Quarterly Report Review submitted to LRWQCB by Sierra Business Council (SBC). It provides third-party review of the work completed by Integrated Environmental Restoration Services (IERS) and Northstar Fire Department (NFD) from project inception through June 30, 2009. During this time period, SBC received one invoice from IERS, one invoice from NFD, and one Quarterly Report from IERS (includes work completed by NFD).

The third party review Project Director, Nicole DeJonghe, of the Sierra Business Council has completed the third party review of this Quarterly Report and has ensured that it accurately reports on activities undertaken to complete the Waddle Ranch/Northstar Watershed Improvement Program SEP. As specified in the ACL Order #R6T-2009-0012 and the Waddle Ranch/Northstar Watershed Improvement Program SEP document, this quarterly report includes:

- ✓ Complete description of all activities undertaken and/or completed during the relevant quarter, including draft products and photographs if necessary
- ✓ Cost tracking and invoices
- ✓ Minutes of public or advisory meetings
- ✓ Other pertinent information which could include: information for the previous quarter, correspondence, specific direction provided by Advisory Group, permits, other documents, budget modifications

I certify that the descriptions and accounting provided in the report are true and accurate to the best of my knowledge:

**Project Director Signature:**  **Date:** 7-31-09

**Project Director Printed Name:** Nicole DeJonghe



PO Box 7559  
Tahoe City, CA 96145

## Quarterly Report

To: Sierra Business Council  
PO Box 2428  
Truckee, CA 96160

**Project Name:** SEP Waddle Ranch / Northstar Watershed Improvement Program

**Project Number:** R6T-2009-0012

**Quarterly Report #:** 1

**Reporting Date:** July 15<sup>th</sup>, 2009

**Reporting Period:** Project inception to June 30th, 2009

This quarterly reports covers work done in following three invoices:

(1) #1 (2) N/A (3) N/A

*Quarterly Progress Report Produced by IERS*

**IERS Printed Name:** Don Triplat

**IERS Signature:**

Date: 7/29/09

As specified in the NMP SEP Project Description document, this quarterly report includes:

- All activities undertaken and/or completed, including draft products and photographs if necessary
- Cost tracking
- Minutes of public or advisory meetings
- Other pertinent information which could include: information for the previous quarter, correspondence, specific direction provided by Advisory Group, permits, other documents, budget modifications

**Attachments to this report:**

Attachment 1: Steering Committee Meeting Notes

Attachment 2: Cost tracking spreadsheet (through June 30<sup>th</sup>, 2009)

Attachment 3: Task 7 NFD project budget reallocation comments and outline of funds transfer

Task No.	Subtask No.	Product Description	Product Due Date	% Work Complete to Date	Product Completed/Submitted Date
<b>1</b>		<b>Project Initiation</b>			
	1.1	Steering committee development and facilitation		16%	N/A
	1.2	Steering committee meetings (3/yr)		7%	N/A
	1.3	Steering committee coordination		18%	N/A
	1.4	Review and integration of pertinent Martis Valley projects	Nov. 30, 2009	N/A	N/A
<b>2</b>		<b>Project Administration</b>			
	2.1	Quarterly progress reports  <u>Quarterly periods / Report due:</u> January – March / April 15 April – June / July 15 July – September / Oct. 15 October – December / Jan. 15	July 15, 2009 Oct. 15, 2009 Jan. 15, 2010 April 15, 2010 July 15, 2010 Oct. 15, 2010 Jan. 15, 2011 April 15, 2011 July 15, 2011 Oct. 15, 2011 Jan. 15, 2012 April 15, 2012 July 15, 2012 Oct. 15, 2012 Jan. 15, 2013 April 15, 2013 July 15, 2013 Oct. 15, 2013 Jan. 15, 2014	N/A	N/A
	2.2	Draft project report	Feb. 30, 2013	N/A	N/A
	2.3	Final project report	Feb. 30, 2014	N/A	N/A
	2.4	Project coordination	Ongoing	9%	N/A
	2.5	Direct overhead	Ongoing	8%	N/A
<b>3</b>		<b>PAEP and QAPP</b>			
	3.1	PAEP document (and PAEP table)	Oct. 15, 2009	N/A	N/A
	3.1.1	Northstar PAEP & QAPP integration	Dec. 15, 2009	N/A	N/A
	3.2	PAEP Annual Oversight and Documentation and QAPP annual report	April 15, 2010 April 15, 2011 April 15, 2012 April 15, 2013	N/A	N/A
	3.3	Monitoring Plan	Oct. 15, 2009	39%	N/A
	3.4	QAPP Preparation	Oct. 15, 2009	N/A	N/A
<b>4</b>		<b>Waddle Ranch Restoration</b>			
	4.1	Site/watershed evaluation (EfRA) summary document	July 30: 2010-2014	6%	N/A
	4.2	Environmental/permitting documentation	Project design: Feb prior to construction	N/A	N/A

			construction season, Env'tl. Doc: each year by 60 days prior to construction		
	4.3	Treatment sites identification	Project design: Feb-May, prior to construction season, Env'tl. Doc: each year by 60 days prior to construction	1%	N/A
	4.4	Permitting assistance	Project design: Feb-May, prior to construction season, Env'tl. Doc: each year by 60 days prior to construction	N/A	N/A
	4.5	Treatment specifications	Oct-Nov: 2009, 2010, 2011, 2012, 2013	N/A	N/A
	4.6	Pre-treatment sites monitoring	Oct-Nov: 2009, 2010, 2011, 2012, 2013	1%	N/A
	4.7	WQ monitoring	Oct-Nov: 2010, 2011, 2012, 2013	25%	N/A
	4.8	Road removal	Oct-Nov: 2009, 2010, 2011, 2012, 2013	N/A	N/A
	4.9	Stream/wetland restoration	Oct-Nov: 2010, 2011, 2012, 2013	N/A	N/A
	4.10	Forest vegetation demonstration treatments	Oct-Nov: 2010, 2011, 2012, 2013	N/A	N/A
	4.11	Post treatment monitoring (per PAEP)	Oct-Nov: 2010, 2011, 2012, 2013	N/A	N/A
	4.12	Site tours & technology transfer	By Nov: 2010, 2011, 2012	N/A	N/A
	4.13	Public outreach program and materials	By Nov: 2010, 2011, 2012	N/A	N/A
<b>5</b>	<b>Watershed Evaluation, Treatment and Monitoring Handbook</b>				
	5.1	Technical group development, meetings	By Nov: 2009, 2010, 2011, 2012	2%	N/A
	5.1.1	Technical group review	By Nov: 2009, 2010, 2011, 2012	N/A	N/A
	5.2	Literature summary	Dec. 31, 2009, 2010	2%	N/A
	5.3	Document outline	Dec. 31, 2010	2%	N/A
	5.4	Draft document	Dec. 31, 2010	N/A	N/A
	5.5	Interim/working document	Dec. 31, 2012	N/A	N/A
	5.6	Document iteration	Dec. 31, 2012	N/A	N/A
	5.7	Final document	Dec. 31, 2013	N/A	N/A
	5.8	Document layout and printing	Dec. 31, 2013	N/A	N/A
<b>6</b>	<b>Forest Vegetation Treatment/Water Quality Protection Handbook</b>				

	6.1	Forest technical group formation	Nov 15, 2009	89%	N/A
	6.2	Forestry technical group meetings	Minutes, doc., etc submitted around July and Nov/Dec	N/A	N/A
	6.3	Literature summary	Feb., 2010, 2011	1%	N/A
	6.4	Develop draft hand book outline & guiding principles	Feb. 2010, 2011	N/A	N/A
	6.5	Identify treatments options	Aug. 2010, 2011	5%	N/A
	6.6	Forest vegetation reduction treatment implementation (research plots)	Nov., 2010, 2011	N/A	N/A
	6.7	Develop working draft forest handbook	Dec. 31, 2011	N/A	N/A
	6.8	Monitor treatments	Nov. 2010, 2011, 2012	N/A	N/A
	6.9	Distribution copy - Forest Handbook	Dec. 31, 2011	N/A	N/A
	6.10	Final draft – Forest Handbook	Nov. 31, 2012	N/A	N/A
	6.11	Printing & distribution of Forest Handbook	N/A	N/A	N/A
<b>7</b>	<b>Northstar Riparian and Forest Enhancement Project</b>				
	7.1	Permitting and Notification	July 2009	100%	N/A
	7.2	Pre Treatment Monitoring	Oct-Nov: 2010-2014	N/A	N/A
	7.3	Field Work (Site Preparation)	Oct-Nov: 2010-2014	N/A	N/A
	7.4	Hand Crew Work (Treatment)	Oct-Nov: 2010-2014	N/A	N/A
	7.5	Hand Crew Work (Chipping)	Oct-Nov: 2010-2014	N/A	N/A
	7.6	Hand Crew Work (Pile Burning)	Oct-Nov: 2010-2014	N/A	N/A
	7.7	Mastication	Oct-Nov: 2010-2014	N/A	N/A
	7.8	Project Inspections and Forestry Management	Oct-Nov: 2010-2014	N/A	N/A
	7.9	Post Treatment Monitoring and Reporting –included in PAEP annual report	April 15: 2010-2014	N/A	N/A
<b>8</b>	<b>Project Implementation and Monitoring Contingency</b>				
	<i>(document as needed)</i>				

**Narrative:**

**Task 1 – Project Initiation**

The SEP Steering Committee (SC) met on June 8<sup>th</sup>, 2009, facilitated by Dynamic Competence, to form Key Agreements and define roles of participants. Notes from this meeting are attached as Attachment #1. Time was spent developing the meeting agenda and protocol for decision making on projects within the steering committee. The Northstar Fire Department agreement was drafted to integrate two projects within the SEP agreement. A web based information sharing site, Sharepoint, is being developed to facilitate partner communication, document sharing, and coordination of activities.

Currently there is no completed product to be submitted.

## **Task 2 – Project Administration**

A project kickoff meeting was held to coordinate the project plan, scope, and define roles for the project goals. The Sharepoint site was populated and access was granted to members of the SC. Time was spent coordinating project plans, monitoring, and developing strategy for execution of the project between Hayes Parzybok, Susan Clark, and IERS personnel. A contract was drafted for Dynamic Competence along with billing agreements to coordinate budget and tracking through out the project life cycle. The quarterly report format and invoicing procedures have been reviewed with Sierra Business Council to establish procedures and terms. The SEP contract was reviewed and edited for contract language, cost tracking procedures, and coordination of deadlines. A process for transferring funds within a budget task was established within the SC members for the NFD project.

This Quarterly Report is the only current completed product for this task.

## **Task 3 – PAEP and QAPP**

Development of a Project Assessment and Evaluation Plan (PAEP) was begun to frame relevant research questions and develop a monitoring plan to evaluate project performance. The Key Management Questions (KMQ) were outlined to guide the process of project development. Currently there is no completed product to be submitted.

## **Task 4 – Waddle Ranch Restoration**

The Watershed Assessment and Evaluation began with GPS work and the beginning of the GIS mapping layers to document site conditions and characteristics. A planning meeting was held with TDLT and TTAD to coordinate work efforts and project goals in selection of treatment areas. The monitoring staff has prepared techniques and a game plan to assess site conditions for baseline data. Water quality monitoring has taken place over two spring snowmelt cycles in order to establish baseline information on water quality in East Fork Martis Creek. These samples have been analyzed at a lab for nutrient content, turbidity, and sediment load and then entered into a data base for graphing and reporting.

Currently there is no completed product to be submitted.

## **Task 5 – Watershed Evaluation, Treatment and Monitoring Handbook**

A list of qualifications for technical committee members has been drafted and potential candidates interviewed. An outline is being developed for the watershed handbook. Currently there is no completed product to be submitted.

## **Task 6 – Forest Vegetation Treatment/Water Quality Protection Handbook**

A planning meeting was held to develop a proposal for forestry work and flush out requirements for technical committee membership. A list of qualifications for technical committee members was developed. Time was spent to coordinate potential treatments with Northstar Fire Dept. (NFD), Northstar Mountain Properties (NMP), and Lahontan Regional Water Quality Control Board.

Currently there is no completed product to be submitted.

## **Task 7 – Northstar Riparian and Forest Enhancement Project**

Task 7.1 was completed in March, 2009 consisting of an archaeological records check for the entire Northstar Community Services District Boundary and SEP project. No other work for the SEP project relating to Task Items (7.2-7.9 were performed).

**Task 8 – Project Implementation and Monitoring Contingency**

No activity at this time.

Currently there is no completed product to be submitted.

# SUMMARY NOTES

## Planning Meeting: Steering Committee for the Waddle Ranch/Northstar SEP

6.08.09

Northstar Village

12:00 p.m. – 4:00 p.m.

Called by Hayes Parzybok, NMP

### Attendees:

Phred Stoner (TTAD)  
Krissy Gilbert (SBC)  
Nicole DeJonghe (SBC)  
Joe Barron (NFD)  
Mark Shadowens (NFD)  
Dave Gotschall (TTAD)  
Mike Hogan (IERS)  
Lisa Wallace (TRWC)

Perry Norris (TDLT)  
Eric Taxer (LRWQCB)  
Don Triplat (IERS)  
John Svahn (TDLT)  
Hayes Parzybok (NMP)  
Susan Clark (DCC)  
Rachel Ort (DCC)

### Desired outcomes:

- 1) List of agreed outcomes to the SEP
- 2) List of proposed roles and responsibilities for the Steering Committee
- 3) Agreement(s) on Decision making process
- 4) Agreement(s) on Committee Member Compensation
- 5) List of proposed roles and responsibilities for the Technical Committee
- 6) List of possible members of the technical committee
- 7) List of possible action items for the Year 1 completion of the SEP

### To Do List:

1. Michael will provide the Steering Committee with diagrams he referred to in the meeting
2. Hayes will email the group the most current SEP
3. Hayes will work with Lisa and Perry on a compensation agreement.
4. Over the next couple of weeks, the organizers will send out a summary draft of the role of SBC and a list of potential action items for year one.

### Summary Notes:

Susan Clark opened the meeting with a discussion of Strategic Facilitation and its methodologies. The Committee then reviewed the five Adaptive Meeting Planner questions and made modifications, which are reflected in the revised AMP document (6.12.09 revision).

**1. Key Agreement:** *The group is in agreement on the boundaries described in question three of the adaptive meeting planner.*

- a. *SEP and ACL agreement (tasks, expectations)*
- b. *Legal requirements*
- c. *Operational requirements of TTAD*
- d. *Legal and operational requirements of the Conservation easement and general plans of TDLT.*

After a break, the group discussed the role, membership, and decision-making process of the Steering Committee.

**2. Key Agreement:** *It was agreed that it is the Steering Committee's role to deliver all of the eight tasks outlined in the meeting.*

Michael Hogan presented the eight elements of the SEP project. These include:

- a. Project invitation and coordination
- b. Project administration
- c. PAEP (Project Assessment and Evaluation Plan) and QAPP (Quality Assurance Project Plan)
- d. Waddle Ranch restoration
- e. Watershed handbook
- f. Forest handbook
- g. Northstar riparian restoration
- h. Outreach: especially of rationale behind decisions

**3. Key Agreement:** *It was agreed that the Steering Committee will be made up of representatives from the Truckee River Water Council (TRWC), Northstar Mountain Properties (NMP), Lahontan Regional Water Quality Control Board (LRWQCB), Truckee-Donner Land Trust (TDLT), Truckee-Tahoe Airport District (TTAD), Northstar Fire Department (NFD), Integrated Environmental Resource Solutions (IERS) with Dynamic Competence Consulting as Strategic Facilitators.*

**4. Key Agreement:** *On the role of the individual organizations:*

- a. *TDLT and the TRWC will be treated similarly and will be compensated for their participation on the Steering Committee.*
- b. *There is value to having Northstar Fire District at the Steering Committee table. To this end, NFD is a non-voting, non-compensated member of the steering committee.*
- c. *Michael and IERS are non-voting and compensated members of the steering committee.*
- d. *Airport district will vote on all matters except those having to do with the SEP work at Northstar*

The group then discussed the proposed decision making model and added of a fourth item.

**5. Key Agreement:** *The Steering Committee agreed to the following decision making process:*

- a. *Primary decision-making will be based on consensus*
- b. *If unable to reach consensus before the end of a discussion time point, then the decision-making will revert to 2/3 majority*
- c. *Furthermore, if a decision appears to fall outside of an agreed boundary, any Steering Committee member could question the validity of that decision*

The group then discussed specific operational approaches to the project.

**6. Key Agreement:** *The general operational guiding principles of the Steering Committee include agreements to:*

- a. *Do the best work possible with the existing money for this project*
- b. *Commit to accountability and will work to ensure that deliverables and expenditures are in alignment with the budget*
- c. *Commit to the people and process behind SEP. A byproduct of this agreement is that members of the Steering Committee will accurately and thoroughly represent decisions of the Steering Committee to the public*
- d. *Represent their organizations and their agendas as a means to move the process forward.*

The role and membership of the Technical Committees were also discussed. While the Steering Committee's role is to make decisions over management options, it was clarified that the technical committee's role is to assemble and propose technical info for the handbooks and provide technical recommendations when requested support to the Steering Committee. IERS and NFD are committed to working offline when necessary with landowners and the Steering Committee to make sure they have done due diligence and to collect land owner

information for success criteria. IERS will develop a list of criteria for qualifications for the technical committee members and will collect the qualifications of those who have been put forward for the committees.

**7. Key Agreement:** *The Steering Committee agreed that the roles and responsibilities of the two technical Committees are to*

- a. *Produce the Watershed and Forestry Handbooks. The committees are to develop the proposed content of these documents and are on call to give technical recommendations when needed.*
- b. *Use a simple majority vote for decision making (51%)*

The meeting closed with a review of what worked and what could be changed for the next meeting.



Attachment 2

NORTHSTAR MOUNTAIN PROPETIES, LLC  
SEP BUDGET vs. ACTUAL

Work Item	Description	(A) Total Budget	(B) <sup>1</sup> Budget to Date	(C) Current Pay App.	(D) Cost to Date	(D/A) % Complete	(D/B) % Complete	Remaining Balance	Remaining Balance
<b>Work Item 1: Project Initiation and Coordination</b>									
1.1	SEP Advisory Group development and facilitation	22,500.00	6,500.00	3,553.01	3,553.01	15.79%	54.66%	18,946.99	2,946.99
1.2	SEP Advisory Group meetings	22,500.00	4,500.00	1,484.00	1,484.00	6.60%	32.98%	21,016.00	3,016.00
1.3	SEP Advisory Group coordination	13,500.00	3,000.00	2,508.75	2,508.75	18.58%	83.63%	10,991.25	491.25
1.4	Review and integration of pertinent Martis Valley projects	5,500.00	2,500.00	-	-	0.00%	0.00%	5,500.00	2,500.00
<b>Work Item 1 - Subtotal</b>		<b>64,000.00</b>	<b>16,500.00</b>	<b>7,545.76</b>	<b>7,545.76</b>	<b>40.97%</b>	<b>171.26%</b>	<b>56,454.24</b>	<b>8,954.24</b>
<b>Work Item 2: Project Administration (5 years)</b>									
2.1	Quarterly progress reports	30,500.00	6,000.00	-	-	0.00%	0.00%	30,500.00	6,000.00
2.2	Draft project report	3,000.00	-	-	-	0.00%	0.00%	3,000.00	-
2.3	Final project report	9,000.00	-	-	-	0.00%	0.00%	9,000.00	-
2.4	Project coordination	46,000.00	5,000.00	4,022.00	4,022.00	8.74%	80.44%	41,978.00	978.00
2.5	Direct overhead	22,000.00	3,500.00	1,666.60	1,666.60	7.58%	47.62%	20,333.40	1,833.40
2.5.1	Office supplies	-	-	-	-	0.00%	0.00%	5,500.00	500.00
2.5.2	Copies	5,500.00	500.00	-	-	0.00%	0.00%	5,500.00	500.00
2.5.3	Travel	6,200.00	1,200.00	47.85	47.85	0.77%	3.99%	6,152.15	1,152.15
2.5.4	Budget and project tracking	10,300.00	1,800.00	1,518.75	1,518.75	15.72%	89.93%	8,681.25	181.25
<b>Work Item 2 - Subtotal</b>		<b>110,500.00</b>	<b>14,500.00</b>	<b>5,688.60</b>	<b>5,688.60</b>	<b>0.16</b>	<b>1.28</b>	<b>104,811.40</b>	<b>8,811.40</b>
<b>Work Item 3: PAEP and QAPP</b>									
3.1	PAEP Document	3,800.00	3,800.00	-	-	0.00%	0.00%	3,800.00	3,800.00
3.1.1	Northstar-at-Tahoe PAEP & QAPP Integration	2,500.00	2,500.00	-	-	0.00%	0.00%	2,500.00	2,500.00
3.2	PAEP Oversight and Documentation	8,000.00	2,000.00	-	-	0.00%	0.00%	8,000.00	2,000.00
3.3	Monitoring Plan	4,000.00	4,000.00	1,547.50	1,547.50	38.69%	38.69%	2,452.50	2,452.50
3.4	QAPP Preparation	7,500.00	7,500.00	-	-	0.00%	0.00%	7,500.00	7,500.00
<b>Work Item 3 - Subtotal</b>		<b>25,800.00</b>	<b>19,800.00</b>	<b>1,547.50</b>	<b>1,547.50</b>	<b>0.39</b>	<b>0.39</b>	<b>24,252.50</b>	<b>18,252.50</b>
<b>Work Item 4: Waddle Ranch Restoration</b>									
4.1	Site/watershed evaluation (EIRA)	61,000.00	18,000.00	3,587.50	3,587.50	5.88%	19.93%	57,412.50	14,412.50
4.2	Environmental/permitting documentation	21,000.00	-	145.00	145.00	0.69%	0.00%	20,855.00	(145.00)
4.3	Treatment sites identification	30,000.00	8,000.00	-	-	0.00%	0.00%	30,000.00	8,000.00
4.4	Permitting assistance	33,000.00	4,000.00	-	-	0.00%	0.00%	33,000.00	4,000.00
4.5	Treatment specifications	20,500.00	2,000.00	-	-	0.00%	0.00%	20,500.00	2,000.00
4.6	Pre-treatment site monitoring	120,000.00	20,000.00	165.50	165.50	0.14%	0.83%	119,834.50	19,834.50
4.7	Water Quality Monitoring	81,000.00	20,000.00	19,959.73	19,959.73	24.64%	99.80%	61,040.27	40.27
4.8	Road removal	430,000.00	24,600.00	-	-	0.00%	0.00%	430,000.00	24,600.00
4.9	Stream/wetland restoration	415,000.00	-	-	-	0.00%	0.00%	415,000.00	-
4.10	Forest fuels demonstration treatments	-	-	-	-	0.00%	0.00%	125,000.00	-
4.11	Post treatment monitoring	125,000.00	-	-	-	0.00%	0.00%	125,000.00	-
4.12	Site tours-education and technology transfer	38,000.00	-	-	-	0.00%	0.00%	38,000.00	-
4.13	Public outreach program and materials	10,500.00	-	-	-	0.00%	0.00%	10,500.00	-
<b>Work Item 4 - Subtotal</b>		<b>1,385,000.00</b>	<b>96,600.00</b>	<b>23,857.73</b>	<b>23,857.73</b>	<b>0.31</b>	<b>1.21</b>	<b>1,361,142.27</b>	<b>72,742.27</b>
<b>Work Item 5: Watershed Evaluation, Treatment and Monitoring Handbook</b>									
5.1	Watershed Technical Group development, meetings	48,000.00	15,000.00	725.00	725.00	1.51%	4.83%	47,275.00	14,275.00
5.1.1	Watershed Technical Group review	6,000.00	-	-	-	0.00%	0.00%	6,000.00	-
5.2	Literature summary	7,000.00	3,500.00	145.00	145.00	2.07%	4.14%	6,855.00	3,355.00
5.3	Document outline	7,000.00	6,000.00	145.00	145.00	2.07%	2.42%	6,855.00	5,855.00
5.4	Draft document	12,000.00	4,000.00	-	-	0.00%	0.00%	12,000.00	4,000.00
5.5	Interim/working document	8,000.00	-	-	-	0.00%	0.00%	8,000.00	-
5.6	Document iteration	4,000.00	-	-	-	0.00%	0.00%	4,000.00	-
5.7	Final document	6,000.00	-	-	-	0.00%	0.00%	6,000.00	-
5.8	Document layout and printing	4,000.00	-	-	-	0.00%	0.00%	4,000.00	-
<b>Work Item 5 - Subtotal</b>		<b>102,000.00</b>	<b>28,500.00</b>	<b>1,015.00</b>	<b>1,015.00</b>	<b>0.06</b>	<b>0.11</b>	<b>100,985.00</b>	<b>27,485.00</b>
<b>Work Item 6: Forest Vegetation Treatment/Water Quality Protection Handbook</b>									
6.1	Forestry Technical Group formation	1,100.00	1,100.00	-	-	0.00%	88.98%	121.25	121.25
6.2	Forestry Technical Group meetings	24,000.00	7,500.00	978.75	978.75	0.00%	0.00%	24,000.00	7,500.00
6.3	Literature summary	10,000.00	5,000.00	145.00	145.00	1.45%	2.90%	9,855.00	4,855.00
6.4	Develop draft Handbook/Guiding Principles	12,000.00	8,000.00	-	-	0.00%	0.00%	12,000.00	8,000.00
6.5	Identify treatment options	5,000.00	2,000.00	253.75	253.75	5.08%	12.69%	4,746.25	1,746.25
6.6	Forest Vegetation Treatment Implementation (research plots)	13,000.00	-	-	-	0.00%	0.00%	13,000.00	-
6.7	Develop working draft Handbook	14,000.00	-	-	-	0.00%	0.00%	14,000.00	-
6.8	Monitor treatments	24,000.00	-	-	-	0.00%	0.00%	24,000.00	-
6.9	Distribution Copy-Forest Vegetation Treatment/Water Quality Protection Handbook	8,000.00	-	-	-	0.00%	0.00%	8,000.00	-
6.10	Final Draft Forest Vegetation Treatment/Water Quality Protection Handbook	12,000.00	-	-	-	0.00%	0.00%	12,000.00	-
6.11	Printing-distribution of Forest Vegetation Treatment/Water Quality Protection Handbook	-	-	-	-	0.00%	0.00%	-	-
<b>Work Item 6 - Subtotal</b>		<b>123,100.00</b>	<b>23,600.00</b>	<b>1,377.50</b>	<b>1,377.50</b>	<b>0.96</b>	<b>1.05</b>	<b>121,722.50</b>	<b>22,222.50</b>
<b>Work Item 7: Northstar Riparian and Vegetation Enhancement Project</b>									
7.1	Permitting and Notification	800.00	800.00	800.00	800.00	100.00%	100.00%	-	-
7.2	Pre Treatment Monitoring	7,500.00	1,500.00	-	-	0.00%	0.00%	7,500.00	1,500.00
7.3	Field Work (Site Preparation)	10,000.00	2,500.00	-	-	0.00%	0.00%	10,000.00	2,500.00
7.4	Hand Crew Work (Treatment)	306,500.00	30,200.00	-	-	0.00%	0.00%	306,500.00	30,200.00
7.5	Hand Crew Work (Chipping)	-	-	-	-	0.00%	0.00%	-	-
7.6	Hand Crew Work (Pile Burning)	2,500.00	-	-	-	0.00%	0.00%	2,500.00	-
7.7	Mastication	27,700.00	-	-	-	0.00%	0.00%	27,700.00	-
7.8	Project Inspections & Forestry Management	30,000.00	10,000.00	-	-	0.00%	0.00%	30,000.00	10,000.00
7.9	Post Treatment Monitoring and Reporting	12,500.00	2,500.00	-	-	0.00%	0.00%	12,500.00	2,500.00
<b>Work Item 7 - Subtotal</b>		<b>397,500.00</b>	<b>47,500.00</b>	<b>800.00</b>	<b>800.00</b>	<b>1.00</b>	<b>1.00</b>	<b>396,700.00</b>	<b>46,700.00</b>
<b>Work Item 8: Project Implementation and Monitoring Contingency</b>									
		42,100.00	3,000.00	-	-	0.00%	0.00%	42,100.00	3,000.00
<b>PROJECT TOTAL</b>		<b>2,250,000.00</b>	<b>250,000.00</b>	<b>41,832.09</b>	<b>41,832.09</b>	<b>3.28</b>	<b>6.75</b>	<b>2,208,167.91</b>	<b>208,167.91</b>

Notes:

1 - Reflects the cumulative budget. For example, for pay apps submitted in year two of the SEP this budget will be the sum of the Year 1 and the Year 2 Budgets.



This document captures the comments, concerns and resolution to those concerns about funding shifting within the Northstar Fire fund transfer. It has been prepared by Michael Hogan, July 15th, 2009.

Comment by	Issue	Response/Resolution
Lisa	Monitoring under NSF funds...	The original funding has been reinstated
Lisa	Will monitoring plan, results and discussion come to Steering Committee to review?	Yes
Lisa	Thought that monitoring would be more robust	There is a small amount for performance monitoring beyond the baseline and implementation monitoring. Originally, the more robust monitoring was to take place in year 3,4 and 5. Also, we are looking for additional monitoring funding. That has always been the case, since we were directed to apply most of the funding to field work.
Eric and Lisa	Sharepoint doesn't allow for discussion	We will be using email until folks are comfortable with SharePoint. Also, we will set up SharePoint to accept comments if we all decide to use it.
Eric	Has pre and post monitoring been identified?	Yes. Outlined in monitoring table
Eric	What is dollar amount of monitoring?	New funding transfer request = same monitoring amount as original...no change
Eric	Is that amount encumbered?	Yes. Same as original SEP budget
Eric	Monitoring incorporated into technical reports?	Yes.
Eric	Outline monitoring efforts by NSF	Outlined in monitoring table
Eric	Describe how monitoring will be funded	Same as original SEP budget. Funded from SEP funding
Eric	Monitoring schedule	Outlined in monitoring table
Eric	Incorporation of monitoring into PAEP and QAPP	Yes. IERS is currently working on this integration with NSF.

Note: the current proposal by Northstar Fire has reinstated the original monitoring budget so many of the questions and issues are no longer relevant. Essentially, the new budget transfers money from hand work into mastication, which supports the intention of the SEP

