



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

Board Meeting Minutes

October 19, 2017

10:00 AM (1:15 duration)

Location: Douglas County Library, 233 Warrior Way, Zephyr Cove, NV 89448

Present: Supervisor G. Smith
Supervisor Cook
Supervisor Nelson
Supervisor McCarthy (via telephone)
Supervisor Perlman-Whyman (via telephone)
Supervisor Martin

L. Coe, NRCS Representative
D. Smith, Washoe County advisor
M. Kelly, District Manager
D. Olson, Asst. District Manager

Absent: Supervisor Berkbigler
Supervisor Sarnoff

Agenda Item

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 any time.

5 Public Interest Comments (No Action)

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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

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

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

CONSENT CALENDAR

The consent calendar consists of items 6 and 7 below. Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Supervisor or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar

Agenda Items

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6 Agency Reports, Discussion/Possible Action

A For Possible Action: Natural Resources Conservation Service (NRCS) report

No report by L Coe.

B For Possible Action: National Association of Conservation Districts (NACD) report

C For Possible Action: Department of Conservation and Natural Resources Conservation District Program report

D For Possible Action: Nevada Association of Conservation Districts (NvACD) report

7 Discussion/Possible Action (Business)

A For Possible Action: Approval of the Board of Supervisors meeting minutes for August 17, 2017

3

B For Possible Action: Contract Amendment to the Nevada Division of Environmental Protection Lake Clarity Crediting Program Registration and Implementation Grant.

8

District Manager Kelly signed an amendment with Nevada Division of Environmental Protection for the Lake Clarity Crediting Program Registration and Implementation Grant to extend the contract by one year till March 31, 2019.

C For Possible Action: Approval of the 2017 Fiscal Year Annual and Financial Report.

9

This was completed and sent to State Conservation Commission at the end of September.

D For Possible Action: Approval of the NTCD financial reports for August 2017.

27

As of 8/31/17, the District's Fund balance was \$106,827. This represents the District's available spendable resources, or assets less liabilities. August had a surplus of \$5,185. The surplus was due to having minimal extra expenses this month and normal spending by staff to the general fund. This is the District's 2st month of the new fiscal year.

ADMINISTRATIVE CALENDAR

Agenda Items

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8 Consent Calendar items pulled for further discussion

6A was pulled for discussion. See above for comments. Consent calendar was approved by Supervisor Martin, seconded by Supervisor Cook. Motion carried unanimously.

9 For Possible Action: Approval of the NTCD financial reports for Sept 2017.

33

As of 9/30/17, the District's Fund balance was \$111,353. This represents the District's available spendable resources, or assets less liabilities. August had a surplus of \$4,527. The surplus was due to less General Fund spending by the staff than average. This is the District's 3rd month of the fiscal year. Assistant District Manager Dana commented that we will hopefully be running on a bit of surplus due to more time she is spending on grant work and District Manager Kelly keeping her administration time to a minimum. Approved by Supervisor Nelson, seconded by Supervisor Martin. Motion carried unanimously.

10 For Possible Action: Approval of the New Contract Agreement with Tahoe Resource Conservation District for Lake Clarity Crediting Program Registration and Implementation Grant

39

A new contract with the Tahoe Resource Conservation District (Tahoe RCD) for Lake Clarity Crediting Program Registration and Implementation needs to be approved. This contract is for \$5,400 and spanning from October 1, 2017 to December 31, 2018. District Manager Kelly noted that this is similar project as what has been done in the past with the Tahoe RCD. The contract was approved by Supervisor Martin, seconded by Supervisor Smith. Motion carried unanimously.

11 For Possible Action: Approval of the New Contract Agreement with United States Forest Service (USFS), Nevada Department of Transportation (NDOT) and Douglas County for Kahle Water Quality Basin Implementation Grant and Interlocal Agreement

57

New contracts for the amounts of \$540,000 from USFS, \$225,000 from NDOT and \$410,000 for the Kahle Water Quality Basin Implementation Project. This project will start November 1, 2017 and complete December 31, 2018. Agreements have not been finalized, but due to the quick turnaround time, it is necessary that the Board discuss it now. District Manager Kelly explained that this started with a reallocation of US Forest Service funds that were not used in the Burke Creek Realignment Project. Douglas County will be voting today on whether to use \$410,000 of TRPA mitigation funds for this project. And NDOT will be voting soon also. This is an accelerated project that needs to be completed within a year and therefore the timeline is very tight. NTCD will design the basins and do all of the construction oversight. This is Phase 1 of a 3 phase project. Phase 2 of the project includes raising the grade of Kahle drive and installing a bike and walking path. This project will most likely include a 50% design of Phase 2. Phase 3 will create a functioning stream environment zone. Supervisor Martin noted that this has been on NTCD's radar for a long time and is a great project. District Manager Kelly explained that the Natural Resources Conservation Service's funds were essential and allowed her to work on developing this great grant opportunity. Supervisor Martin, noting that NTCD has contracts with all of these entities currently, motioned to approve Supervisor Smith to sign these contracts when they are ready. Seconded by Supervisor Nelson. Motion carried unanimously.

12 For Possible Action: Electing a Voting Representative to the Nevada Association of Conservation Districts (NvACD) Annual Meeting

The NvACD Annual Meeting is November 7th in Minden, Nevada. NTCD needs to elect a voting delegate to represent the District in this meeting. Supervisor Perlman Whyman discussed the upcoming NvACD annual meeting and encouraged other board members to attend. She also brought up that that NTCD needs to elect a voting representative and she is happy to do it. Supervisor Martin said he may attend for a day if possible. Supervisor McCarthy nominated Supervisor Perlman Whyman to be the voting representative. Supervisor Martin questioned Supervisor Perlman Whyman if she had any issues with Maggie Orr's stance in the wild horse email sent out by her. Supervisor Perlman Whyman said she did not. Approved by Supervisor Martin and seconded by Supervisor Cook. Motion carried unanimously.

13 For Possible Action: Updating Key Executives and Removing Owner of Wells Fargo Business Account

Jason Brand is the Key executive and Dan St John is the Owner of the NTCD bank account. Wells Fargo requires a board motion to update these account managers. This was not voted on due to it not being on the agenda 3 days in advance. Will be brought up again next month.

14 For Possible Action: Staff Report

District Manager Kelly mentioned that NTCD had a theft last month and are working with the insurance to file a claim. The largest items taken were a laptop and a water flow meter. She also mentioned that Domi was pregnant and will be taking off two to three months this winter.

15 Supervisor's Comments

Supervisor Martin again thanked L Coe and NRCS for the funds that were granted the district and hopes that these necessary funds will be granted again in the future.

Supervisor Cook asked if there was any way for NTCD to mandate Best Management Practices to be completed by homeowners. District Manager Kelly replied that that is a Tahoe Regional Planning Agency issue and we are not a regulatory agency and therefore cannot mandate them to be done.

16 Public Interest Comments

17 For Possible Action: Motion to Adjourn

Approved by Supervisor Martin and seconded by Supervisor Cook. Motion carried unanimously.
