



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

Board Meeting Agenda

February 15, 2018

10:00 AM (estimated 2 hour duration)

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

Call in Information: (515) 739-1034, code 341249#

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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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

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 November 30, 2017. 4

B For Possible Action: Approval of the Board of Financials for November 2017. 8

As of 11/30/17, the District's Fund balance was \$125,152. This represents the District's available spendable resources, or assets less liabilities. August had a surplus of \$14,661. There was approximately \$1000 more General Fund spending by the staff than average due to over average number of sick days and holidays. The District bought 2 laptops at a cost of \$1,600 and was reimbursed for the theft in September for \$1,700. An audit expense of \$7000 was paid this month. To balance this, the District received \$25,000 from Douglas County. Thank you Douglas County. This was the District's 5st month of the fiscal year.

C For Possible Action: Approval of the NTCD financial report for December 2017. 14

As of 12/31/17, the District's Fund balance was \$126,596. This represents the District's available spendable resources, or assets less liabilities. Despite a holiday and more than average vacation time taken by staff, this month had a surplus of \$963. This was the District's 6st month of the fiscal year.

D For Possible Action: Approval of the NTCD financial report for January 2018. 20

As of 12/31/17, the District's Fund balance was \$110,731. This represents the District's available spendable resources, or assets less liabilities. January had a deficit of \$10,495. This is due a combination of Domi being out on maternity leave, a POOL PACT quarterly payment of \$2,223, an audit bill of \$3,000, and 2 holidays. Offsetting this, we did receive a \$1,870 payment from the insurance company for additional items from the theft this November and District Manager Kelly billed \$1000 less than average to the general fund. This was the District's 7st month of the fiscal year.

ADMINISTRATIVE CALENDAR

Agenda Items

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8 Consent Calendar items pulled for further discussion

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

9 For Possible Action: Approval of Audit for Fiscal Year 2017

Beth will present the 2017 audit.

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10 For Possible Action: Approval of 4% Cost-of-Living Adjustment (COLA) for all Regular Full-time District staff, effective February, 2018.

A COLA has not been awarded to NTCD staff since August 2015. This increase was based on the 2014 annual percentage. Since that time, the annual Consumer Price Index for western urban areas has increased by 5.9%.

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11 For Possible Action: Staff Report

12 Supervisor's Comments

13 Public Interest Comments

14 For Possible Action: Motion to Adjourn
