



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

# Board Meeting Agenda

June 18, 2019

10:00 AM (estimated 2 hour duration)

**Location:** Tahoe Douglas Fire Station, 193 Elks Point Road, Zephyr Cove, NV

**Call in Information:** (605) 313-5107, code 341249#

## Agenda Item

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### 1 Call to Order

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### 2 Supervisor Roll Call

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### 3 Pledge of Allegiance

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### 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.

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### 5 Public Interest Comments (No Action)

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Changes to Agenda Order and Timing.** Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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

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

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

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

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

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#### 7 Discussion/Possible Action (Business)

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**A For Possible Action: Approval of the Board of Supervisors meeting minutes for March 19, 2019.** 4

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**B For Possible Action: Approval of the NTCD financial report for February 2019** 8  
As of 2/28/19, the District's Fund balance was \$120,350. This represents the District's available spendable resources, or assets less liabilities. February had a surplus of \$8,544. Washoe County's \$15,000 grant came through this month; this was the reason for the surplus. A new addition of Quickbooks was bought costing the District \$1,475. There was additional general fund spending due to lack of grant-funded work in February. There was no rent payment this month due to construction being done on the building. This was the District's eighth month of the fiscal year.

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**C For Possible Action: Approval of the NTCD financial report for March 2019** 14  
As of 3/31/19, the District's Fund balance was \$117,666. This represents the District's available spendable resources, or assets less liabilities. March had a deficit of \$2,684. This month there was additional general fund spending due to lack of grant-funded work. There was no rent payment this month due to construction being done on the building. This was the District's ninth month of the fiscal year.

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**D For Possible Action: Approval of the NTCD financial report for April 2019** 20  
As of 4/30/19, the District's Fund balance was \$118,176. This represents the District's available spendable resources, or assets less liabilities. April had a surplus of \$510. This month included the \$2,189 quarterly POOL/PACT payment. The District had project work to keep the staff busy and therefore had reduced general fund spending. There were also large vacations taken by staff members that reduced the uncompensated absences liability. This was the District's tenth month of the fiscal year.

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**E For Possible Action: Approval of the Nevada Tahoe Conservation District's Proposed Budget and Work Plan** 26  
The District has developed its work plan and proposed budget for the Fiscal Year 2020. This will be submitted to the Nevada Association of Conservations Districts.

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**F For Possible Action: Tahoe Regional Planning Agency Nearshore Human Health Assessment Contract for \$43,750 from July 2019 to December 2019**

35

For the second year in a row, the District was awarded a project for \$43,750 through the Tahoe Regional Planning Agency to perform human health monitoring on Lake Tahoe. District Manager Kelly signed this contract using her signing authority.

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## **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.

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**9 For Possible Action: Approval of the NTCD financial report for May 2019**

36

As of 5/31/19, the District's Fund balance was \$122,250. This represents the District's available spendable resources, or assets less liabilities. May had a surplus of \$3,813.34. The District had project work to keep the staff busy and therefore had reduced general fund spending. There were also not any large expenditures this month. This was the District's eleventh month of the fiscal year.

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**10 For Possible Action: District Manager Kelly's Yearly Performance Evaluation.**

42

All supervisors should have reviewed the attached performance evaluation for Meghan Kelly. A discussion of performance will determine the associated merit increase.

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**11 For Possible Action: Pre-approval of the Environmental Protection Agency (EPA) Community Watershed Planning Grant for \$150,000.**

44

This funding is to implement Lake Tahoe Basin community-based watershed strategies with private landowners in coordination with the public agencies responsible for stormwater water management. This funding will also enable NTCD to conduct riparian restoration and fuels reduction on private parcels in coordination with fire protection districts.

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**12 For Possible Action: Staff Report**

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**13 Supervisor's Comments**

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**14 Public Interest Comments**

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**15 For Possible Action: Motion to Adjourn**

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