



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

Board Meeting Minutes

October 15, 2019

10:00 AM

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

Present: Supervisor G. Smith
Supervisor Cook
Supervisor Martin
Supervisor Sarnoff (phone)
Supervisor McCarthy (phone)
M. Kelly, District Manager

Absent: Supervisor Appointee D. Smith
Supervisor Berkbigler
Supervisor Nelson
Supervisor Perlman-Whyman

Agenda Item

1 **Call to Order**

2 **Supervisor Roll Call**

3 **Pledge of Allegiance**

4 **Approval of the Agenda**

Motion to approve the agenda approved by Supervisor Sarnoff, seconded by Supervisor Cook. Motion carried unanimously.

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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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 removing 6D for discussion presented by Supervisor Martin, Seconded by Supervisor Cook. Carried unanimously.

Agenda Items

Page #

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 July 16, 2019. 4

B For Possible Action: Contract to Produce Conceptual Plans for Burnt Cedar Beach Erosion Control Project with IVGID for \$10,655 through October 15, 2019. 7
District Manager Kelly signed this agreement under her signing authority.

C For Possible Action: Approval of the NTCD financial report for July 2019 17
As of 7/31/19, the District's Fund balance was \$131,837. This represents the District's available spendable resources, or assets less liabilities. July had a surplus of \$3,083. There were vacations taken by staff increasing the general fund spending, but . The liability Insurance for the year of \$4,625 was paid this month. The District also received \$10,000 of engineering fund from Washoe County in July. This was the first month of the District's fiscal year.

D For Possible Action: Approval of the NTCD financial report for August 2019 23
As of 8/31/19, the District's Fund balance was \$130,704. This represents the District's available spendable resources, or assets less liabilities. August had a deficit of \$1,134. The District had less project work this month and therefore had increased general fund spending. There were not any large expenditures this month. This was the second month of the District's fiscal year.

E For Possible Action: Approval of the NTCD Annual and Final Financial Reports for FY 2019 29
The draft annual report and final financial report were submitted to the State Conservation Commission by September 30th. These need to still be approved by the board to finalize them.

F For Possible Action: Contract Extension of the Nevada Division of Environmental Protection's Washoe County Lake Clarity Crediting Program Implementation Grant. 48
This is an extension of the original grant signed on May 8th, 2018. District Manager Kelly signed this grant under her signing authority.

ADMINISTRATIVE CALENDAR

Agenda Items

Page #

8 Consent Calendar items pulled for further discussion: 6D

Supervisor Martin: NvACD is having its annual meeting next Tuesday and he will be going. There will be an auction and NTCD is donating beer from the Brewer's Cabinet and 4 etched wine glasses from Revive for a total cost to the district of around \$60. The NACD annual meeting is in January in Las Vegas.

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

50

As of 9/30/19, the District's Fund balance was \$135,255. This represents the District's available spendable resources, or assets less liabilities. September had a surplus of \$4,551. The District had ample project work to keep the staff busy and therefore had reduced general fund spending. The annual renewal of Auto CAD (\$1,631) was paid this month. This was the third month of the fiscal year. District Manager Kelly: We are hoping to stay busy in October and actually for the next year or two. We will be having a large audit expense coming in November. We are looking to get \$25,000 from Douglas County this fall. Supervisor Sarnoff: We have been having some lean and challenging times of the past few years and it appears things are picking up. In my view is that all of this comes from the top. Kudos to you and thank you for doing a outstanding job. Supervisor McCarthy: seconds thank you to DM Kelly. Is there any movement with the Washoe County funds? Supervisor Martin: I have been trying to get a hold of Dave Solaro, but have been unsuccessful. Supervisor McCarthy will touch base with Supervisor Perlman-Whyman to find out the status of the funds. Motion to approve the September financials presented by Supervisor Martin, Seconded by Supervisor Cook. Carried unanimously.

10 For Possible Action: Appointing a voting member for the Nevada Association of Conservation District's (NvACD) 2019 Annual Meeting.

The NvACD annual meeting will be held in Winnemucca on October 22nd to 24th. The District needs to appoint a member to vote for this meeting. District Manager Kelly: The board needs to appoint a voting member. Supervisor Cook moves to appoint Supervisor Martin as the voting member of the NvACD annual meeting. Seconded by Supervisor Sarnoff. Carried unanimously.

11 For Possible Action: Board authorizing expenses for Supervisor Doug Martin to attend the NvACD 2019 Annual Meeting.

Supervisor Martin will discuss his needs and desire to attend. Supervisor Martin: Discussed with Asst. District Manager Olson that the District has the funds to support Supervisor Martin's travel, lodging, food and gas to attend the annual meeting of approximately \$500. Motion to approve the Board authorizing expenses for Supervisor Martin's expenses to attend the NvACD annual meeting presented by Supervisor Sarnoff, Seconded by Supervisor Cook. Carried unanimously.

12 For Possible Action: Staff Report

District Manager Kelly: We are very busy right now with the grading season ending today. Exciting new project for Brautovich Park with a private donor for a stream restoration. The Environmental Protection Agency funds of \$150,000 in staff time are finally coming through. Also more work is being done in the Burke Creek Watershed. Plenty of work through the winter. Supervisor Martin: The board should consider a bonus for all the work that District Manager Kelly has done. Supervisor Sarnoff: Meghan has gone above and beyond and would endorse and encourage a bonus. Supervisor Cook: Ditto. Supervisor Smith: Consider a special meeting to put bonus and compensation on the agenda. A special meeting has been tentatively scheduled for Tuesday the 29th at 9am.

13 Supervisor's Comments

Supervisor Cook: Flu shots Friday at Kahle from 10am to 1pm

14 Public Interest Comments

15 For Possible Action: Motion to Adjourn

Motion to adjourn presented by Supervisor Martin, Seconded by Supervisor Cook. Carried unanimously.
