



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

Board Meeting Agenda

April 21, 2020

10:00 AM (estimated 2 hour duration)

Location: Teleconference
Call in Information: (710) 802-5244, code 123507#

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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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

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
January 21, 2020.** 5

B For Possible Action: Approval of the NTCD financial report for January 2020 9
As of 1/31/20, the District's Fund balance was \$151,589. This represents the District's available spendable resources, or assets less liabilities. January had a deficit of \$5,602. This was due to a few smaller purchase of computer software and audit fees, POOL/PACT payment and more general fund spending by staff. This was the sixth month of the fiscal year.

B For Possible Action: Approval of the NTCD financial report for February 2020 15
As of 2/29/20, the District's Fund balance was \$143,971. This represents the District's available spendable resources, or assets less liabilities. February had a deficit of \$7,618. This was due to the audit payment of \$10,000. The District had project work to keep the staff busy and no other major expenditures. This was the seventh month of the fiscal year.

**C For Possible Action: Approval of NTCD Work Plan and Proposed Budget for Fiscal Year
2021.** 21
The District has developed its work plan and proposed budget for the Fiscal Year 2021. This will be submitted to the Nevada Association of Conservations Districts.

ADMINISTRATIVE CALENDAR

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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 the NTCD Financial Statement for Fiscal Year 2019	30
Beth Farley of Eide Baily will review the Financial Statement for Fiscal Year 2019.	
10 For Possible Action: Approval of the NTCD Financial Report for March 2020	59
As of 3/31/20, the District's Fund balance was \$141,197. This represents the District's available spendable resources, or assets less liabilities. March had a deficit of \$2,815. There was additional sick time taken this month due to loss of childcare because of COVID-19 which reduced the amount of project work completed. This, in turn, reduced the amount of indirect rate that was brought in by the District. This was the eight month of the fiscal year.	
11 For Possible Action: Pre-Approval of the amendment to the Burke Creek/Rabe Meadow Riparian Restoration Project with the United States Forest Service (USFS) for a total project cost of up to \$500,000 and effective until September 30, 2023.	65
This project was previously approved in September 2019 for the contract amount of \$247,000. Only \$147,236.43 was awarded. The USFS is proposing to award an additional \$340,000 to the contract. This contract amendment should be ready by the beginning of May.	
12 For Possible Action: Pre-Approval of the Terrestrial Invasive Plant Species Eradication and Control Project with the United States Forest Service (USFS) for a total project cost of up to \$100,000 and effective until September 30, 2023.	94
The USFS is proposing to award \$100,000 to the District to work with partner agencies in eradicating priority weed populations on and adjacent to USFS property. This contract should be ready in May.	
13 For Possible Action: Pre-Approval of the Marlette SR28 Crossing Realignment and Water Quality Improvement Project with the United States Forest Service (USFS) for a total project cost of up to \$900,000 and effective until September 30, 2023.	114
The USFS is proposing to award up to \$900,000 to the District to realign Marlette Creek near SR28 for improved stream function, water quality, and fish habitat. This is funding for phase 1 of the project. This contract should be ready in May.	
14 For Possible Action: Adoption of updates to existing personal policies of NTCD to reflect current conditions and federal and state statues and mandates.	123
The District's personnel policies have not been updated since 2014. New laws and statues have been adopted by state and federal governments which need to be addressed in the policies. Consideration of adoption of updated personal policies of NTCD to reflect current conditions and federal and state statutes and regulations regarding risk management per recommendations of the District's risk management contractor (POOL/PACT). POOL/PACT continually review policies and procedures to reflect changes current laws. The District's personnel policies have always been derived from their guidance and sample policies. Supervisor Martin has reviewed proposed changes and commented on the document.	
15 For Possible Action: Explanation of Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Adoption of the Emergency Paid Sick Leave (EPSL) personal policy for NTCD to reflect federal mandates.	241
The EFMLEA is an expansion of the existing Family and Medical Leave Act that is currently in our policies. This expansion only affects employees that are not able to work due to a need for childcare. Typically companies and organizations under 50 employees are relieved from this requirement, but this is not the case with EFMLEA. The Emergency Paid Sick Leave Act is a new federal mandate that gives 80 hours of sick leave to any individual with a qualifying event.	
16 For Possible Action: Staff Report	
17 Supervisor's Comments	
18 Public Interest Comments	
