



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

BOARD MEETING AGENDA

April 21, 2016

10:00 AM
(estimated duration 2 hours)

The Douglas County Library
Conference Room
233 Warrior Way
Zephyr Cove, Nevada
Call in information: 712-432-0360, code 341249#

Agenda Items

- 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 anytime.
- 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 Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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 Mark Thorpe at PO Box 915, Zephyr Cove, NV 89448; or email mthorpe@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.

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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. | |
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| 7. Discussion/Possible Action (Business) | |
| a. For Possible Action: Approval of the Board of Supervisors meeting minutes for March 17, 2016. | 1 - 3 |
| b. For Possible Action: Approval of FY2017 Proposed Budget and FY2017 Annual Workplan for submittal to the Department of Conservation and Natural Resources Conservation District Program. | 4 - 12 |
| c. For Possible Action: Approval of QA/QC policy. | 13 - 15 |

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ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

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

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| 8. For Possible Action: Approval of the NTC D financial reports for March 2016. As of 3/31/16, the District's Fund balance was \$102,157. This represents the District's available spendable resources, or assets less liabilities. March had a deficit of \$8,030. March's deficit was caused by higher than average unbillable time (two employees were on vacation); and a vehicle expense of \$878 (new tires and brakes). Year to date the District has a deficit of \$27,395. Fortunately, cash is still not an issue. Some needed financial changes started in April: office rent reduced by \$950/month, and District Manager Brand resigned April 7. | 16 - 23 |
| 9. For Possible Action: Staff Report/Projects update. Approval of adding District Manager to Senior Professional Engineer Kelly's duties. Since District Manager Brand's resignation April 7, Senior Professional Engineer Kelly has been the Acting District Manager. | |
| 10. For Possible Action: Approval of Contractor, and agreement, for the Cave Rock Stormwater System Retrofit, Phase 2 project: \$40,820. | 24 - 25 |
| 11. Supervisor's Comments | |
| 12. Public Interest Comments | |
| 13. For Possible Action : Motion to Adjourn | |

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