



PO Box 915
Zephyr Cove, Nevada 89448
775-586-1610 x21

NTCD Board Minutes
December 15, 2016
The Nevada Tahoe Conservation District
400 Dorla Court, Zephyr Cove, NV
10:00 AM start time

Present:

Supervisor G. Smith
Supervisor Cook (via telephone)
Supervisor Martin
Supervisor Penzel
Supervisor Sarnoff (via telephone 10:00am – 10:30am)
Supervisor Perlman-Whyman (via telephone 10:15am – end of meeting)

Staff/Others

M. Kelly, District Manager
M. Thorpe, Administrator
L. Coe, NRCS
B. Farley, Kohn & Co.

Absent: Supervisor McCarthy and Supervisor Berkbigler

1. Call to Order by Chair Smith.
2. Supervisor Roll Call: see above
3. Pledge of Allegiance
4. Approval of the Agenda: Supervisor Martin moved to approve the Agenda, seconded by Supervisor Sarnoff, motion carried unanimously.
5. Public Interest Comments: None.
6. Discussion/Possible Action (Annual Audit)
 - a. For Possible Action: Approval of the FY 2016 Annual Audit. B. Farley of Kohn & Company presented the annual audit and financial statements. The District's federal awards for FY 2016 were under \$750,000; therefore a "single audit" was not needed, and a regular audit was performed instead. This reduced the cost of the audit by \$2,500. The audit's results were positive. Supervisor Penzel moved to approve the Annual Audit, seconded by Supervisor Sarnoff, motion carried unanimously.

CONSENT CALENDAR

Supervisor Martin moved to approve the Consent Calendar with items 7a, 7b and 7d pulled for further discussion, seconded by Supervisor Penzel, motion carried unanimously.

7. Agency Reports, Discussion/Possible Action
 - a. Moved to the Administrative calendar.
 - b. Moved to the Administrative calendar.
 - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report. No report provided.
 - d. Moved to the Administrative calendar.

8. Discussion/Possible Action (Business)
 - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 22, 2016.
 - b. For Possible Action: Approval of the NTCD financial reports for September 2016. As of 9/30/16, the District's Fund balance was \$111,647. This represents the District's available spendable resources, or assets less liabilities. September had a surplus of \$548. During September, the District purchased a three year AutoCAD engineering software license for \$2,500.
 - c. For Possible Action: Approval of the NTCD financial reports for October 2016. As of 10/31/16, the District's Fund balance was \$105,333. This represents the District's available spendable resources, or assets less liabilities. October had a deficit of \$6,314. During October, the District received \$4,000 annual assistance from CDP (the State of Nevada). October had annual expenses of \$7,800 (audit, NACD dues, and NvACD dues) and a quarterly expense of \$2,700 (POOL/PACT). If all expenses and revenues were annualized, October would have had a deficit of \$1,000. Year-to-date the District has a surplus of \$4,692.

ADMINISTRATIVE CALENDAR

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

Item 7a) For Possible Action: Natural Resources Conservation Service (NRCS) report. L. Coe, of NRCS, enjoyed working with the District this year and is looking forward to next year. And Happy Holidays.

Item 7b) For Possible Action: National Association of Conservation Districts (NACD) report. Supervisor Perlman-Whyman reported the national meeting is in Denver at the end of January 2017; and she encourages the Supervisors to take the training that is available through NACD.

Item 7d) For Possible Action: Nevada Association of Conservation Districts (NvACD) report. Supervisor Perlman-Whyman attended the annual meeting in Las Vegas (during November). She encourages the District to attend next year's annual meeting (November 6 – 8) in Virginia City.

Supervisor Penzel moved to approve items 7a, 7b, and 7d, seconded by Supervisor Martin, motion carried unanimously

9. For Possible Action: Approval of the NTCF financial reports for November 2016. November had a surplus of \$1,477. Year-to-date the District has a surplus of \$6,169. Administrator Thorpe thanked Douglas County for their assistance, without Douglas County's assistance (\$25,000) the District would be in a deficit of \$19,000. The District is projected to end the year very close to break-even. Supervisor Perlman-Whyman stated the importance of the presentation to Washoe County in January. Supervisor Martin moved to approve the financials, seconded by Supervisor Penzel, motion carried unanimously.
10. For Possible Action: Staff report/projects update. District Manager Kelly reported FY2017 will probably be under the federal awards requirement for a "single audit" of \$750,000. But there are plenty of projects for next year. The District hired a Staff Engineer (starts January 17) and he is relocating from Santa Barbara, CA. The District will be designing the following projects: Pittman, Green Streets, and lower phase of Rosewood Creek. Construction of the Zephyr Cove water quality improvement project will start this spring. The District is looking at the possibility of helping with bike trails.
11. Supervisor Comments: Supervisor Perlman-Whyman wished everyone Happy Holidays. Supervisor Martin stated the Reauthorization Act has some potential.
12. Public Interest Comments: None.
13. Motion to Adjourn: Supervisor Martin moved to adjourn, seconded by Supervisor Penzel, motion carried unanimously.