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**NTCD Board Minutes**  
July 21, 2016  
The Parasol  
948 Incline Way, Incline Village, NV  
10:00 AM start time

**Present:**

Supervisor G. Smith  
Supervisor McCarthy  
Supervisor Cook  
Supervisor Penzel  
Supervisor Sarnoff (via telephone)

**Staff/Others**

M. Kelly, District Manager  
M. Thorpe, Administrator  
L. Coe, NRCS  
H. Giger, NDF

**Absent:** Supervisor Martin, Supervisor Perlman-Whyman, 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 Cook moved to approve the Agenda, seconded by Supervisor McCarthy, motion carried unanimously.
5. Public Interest Comments: Heather Giger of NDF (Nevada Division of Forestry) recently started her position as Stewardship/Legacy Program Coordinator. She is trying to visit and learn about the State's conservation districts. She presented a grant opportunity, an USFS program and partnership with NDF. District Manager Kelly stated the grant opportunity probably does not apply to the District right now, but it is good to know this is available.

## CONSENT CALENDAR

Supervisor Sarnoff moved to approve the Consent Calendar with item 6a pulled for further discussion, seconded by Supervisor Cook, motion carried unanimously.

6. Agency Reports, Discussion/Possible Action
  - a. Moved to the Administrative calendar.
  - b. For Possible Action: National Association of Conservation Districts (NACD) report. No report provided.
  - c. For Possible Action: Department of Conservation and Natural Resources Conservation District Program report. No report provided.
  - d. For Possible Action: Nevada Association of Conservation Districts (NvACD) report. No report provided.
  
7. Discussion/Possible Action (Business)
  - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for May 19, 2016.
  - b. For Possible Action: Approval of the NTCD financial reports for May 2016. As of 5/31/16, the District's Fund balance was \$98,282. This represents the District's available spendable resources, or assets less liabilities. May had a surplus of \$1,519. There was no unusual financial activity to report for May.

## ADMINISTRATIVE CALENDAR

### CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

**Item 6a)** For Possible Action: Natural Resources Conservation Service (NRCS) report. L. Coe of NRCS reported the \$50,000 contribution agreement, with the District, is waiting for signatures at the national level. Also, there is possible funding through the NRCS EQIP program (forest health). The Tahoe Summit is August 31 at Harveys. A joint meeting afterwards might not be feasible this year. Supervisor Penzel moved to approve item 6a, seconded by Supervisor Cook, motion carried unanimously.

8. For Possible Action: Approval of the NTCD financial reports for June 2016 (end of FY2016). As of 6/30/16, the District's Fund balance was \$100,545. This

represents the District's available spendable resources, or assets less liabilities. June had a surplus of \$1,757; and had no unusual financial activity to report. The District finished FY2016 with a deficit of \$28,911. It is not an immediate concern, but cash has been slowly trending towards a future possible concern. Administrator Thorpe reported the District's financial future looks positive (the mix of current Staff and current expenses is good), as long as the District receives some new grants/funding opportunities. District Manager Kelly stated currently there are not many potential new projects or proposals. Supervisor Penzel asked if hiring a grant writer is a possibility. There was some discussion regarding the District marketing its services to private entities. Supervisor McCarthy moved to approve the June 2016 financials, seconded by Supervisor Penzel, motion carried unanimously.

9. For Possible Action: Approval of contractor, and agreement, for the Burke Creek HWY 50 Crossing & Realignment project. The District received two bids on June 30, 2016. Staff recommends approving the best value bidder Burdick Excavating. Total base bid was \$911,087. District Manager Kelly presented the project. Burdick Excavating was the low bid, and the bid meets the budgetary requirements. Site prep is expected to start August 1, with completion by end of the year. Supervisor Sarnoff moved to approve the contractor and agreement, seconded by Supervisor Cook, motion carried unanimously.
10. For Possible Action: District Manager report. Topics of possible discussion: Washoe County Public Lands Proposal; and possible future joint meeting with TRCD's (Tahoe Resource Conservation District) Board. Staff recommends not to support, and remain uncommitted, the Washoe County Public Lands Proposal. Supervisor Penzel moved to approve the non support of the proposal, seconded by Supervisor Cook, motion carried unanimously. District Manager Kelly recommends a Board to Board meeting with TRCD, to strategize on how the two districts can work together. Supervisor Penzel recommends legal approval before working with TRCD. Supervisor McCarthy moved to approve District Manager Kelly to start the process of organizing a joint meeting with NTCD and TRCD, seconded by Supervisor Penzel, motion carried unanimously. District Manager Kelly reported the District recently won the TRPA Best in Basin Restoration EIP project, for the District's Rosewood Creek project.
11. Supervisor Comments: Supervisor McCarthy finished the Science synthesis report for SNPLMA science program, and it has some useful links for the District. Supervisor Cook thanked Staff and the Board for thinking outside the box. Supervisor Smith thanked Administrator Thorpe, and Staff, for the District's open meeting law compliance.
12. Public Interest Comments: None.
13. Motion to Adjourn: Supervisor Penzel moved to adjourn, seconded by Supervisor McCarthy, motion carried unanimously.