



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

## **BOARD MEETING AGENDA**

**December 17, 2015**

**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)**
- 6. For Possible Action: Approval of the FY2015 Annual Audit  
(Audit report will be handed out at meeting)**

**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Changes to Agenda Order and Timing.** Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block.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in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.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](mailto: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 7 and 8 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.

Page #

### **7. 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.**

### **8. Discussion/Possible Action (Business)**

- a. **For Possible Action: Approval of the Board of Supervisors meeting minutes for October 15, 2015.** 1 - 4
- b. **For Possible Action: Approval of the NTCD Financial reports for October 2015. As of 10/31/15, the District's Fund balance was \$113,303. This represents the District's available spendable resources, or assets less liabilities. October had a deficit of \$2,347. October had some one time annual/quarterly expenses and revenues: received \$4100 from the State Conservation Program, a \$3000 POOL/PACT quarterly payment, a \$5000 audit invoice, and \$800 in annual dues to NvACD and NACD. If these items were annualized, October was break even.** 5 - 10

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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.

- |   | <u>Page #</u>  |
|---|----------------|
| <b>9. For Possible Action: Approval of the NTCD financial reports for November 2015. As of 11/30/15, the District's Fund balance was \$117,735. This represents the District's available spendable resources, or assets less liabilities. November had a deficit of \$698. November had some one time annual expenses and revenues: received \$10,000 from Douglas County, a \$5,500 annual property and liability insurance payment, and a \$2,000 annual audit expense. If these items were annualized, November had a deficit of \$3,000. This deficit was caused by higher than average unbillable time (2 weeks above average, 3 holidays, grant writing, and vacation time). Year to date the District has a deficit of \$10,906.</b> | <b>11 - 18</b> |
| <b>10. For Possible Action: Staff Report/Projects update</b>  |                |
| <b>11. For Possible Action: Update of petition per Nevada Senate Bill No. 476 (An Act requiring the imposition of an annual fee on parcels in a Conservation district upon approval of registered voters) requesting the Board of County Commissioners for Washoe and Douglas Counties to Submit to the voters, within the Nevada Tahoe Conservation District, a question of whether to impose an annual fee of \$25 per parcel in the conservation district to be used for the purposes of the conservation district. And per Section 5.5 of Senate Bill No. 476, request the election be conducted by mail in, no sooner than March 1, 2016.</b>  | <b>19 - 30</b> |
| <b>12. Supervisor's Comments</b>  |                |
| <b>13. Public Interest Comments</b>   |                |
| <b>14. For Possible Action : Motion to Adjourn</b>  |                |

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

**NTCD Board Minutes**  
October 15, 2015  
The Douglas County Library  
233 Warrior Way, Zephyr Cove, NV  
10:00 AM Start Time

**Present:**

Supervisor G. Smith  
Supervisor McCarthy  
Supervisor Perlman-Whyman  
Supervisor Penzel  
Supervisor Sarnoff  
Supervisor Martin

**Staff/Others**

J. Brand, District Manager  
M. Thorpe, Administrator  
L. Coe, NRCS  
S. Thaler, Douglas County

**Absent:** Supervisor Cook, 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 Sarnoff moved to approve the Agenda, seconded by Supervisor McCarthy, motion carried unanimously.
5. Public Interests Comments: None.

## CONSENT CALENDAR

Supervisor Perlman-Whyman moved to approve the Consent Calendar (with items 6a, 6b, and 6d pulled and moved to the Administrative calendar), seconded by Supervisor Sarnoff, motion carried unanimously.

6. 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.
  - e. For Possible Action: Staff Report. No report provided.
  
7. Discussion/Possible Action (Business)
  - a. For Possible Action: Approval of the Board of Supervisors meeting minutes for September 24, 2015.

## ADMINISTRATIVE CALENDAR

### CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

**Item 6a)** For Possible Action: Natural Resources Conservation Service (NRCS) report. L. Coe of NRCS updated the Board regarding the possible fuels reduction project for the Tahoe Basin. This project could possibly create funding for the District.

**Item 6b)** For Possible Action: National Association of Conservation Districts (NACD) report. Supervisor Perlman-Whyman reported the national meeting is January 31, 2016, through February 3, 2016, at the Grand Sierra in Reno. NvACD is sponsoring a tour during the meeting. Other tours are planned, including a Lake Tahoe tour. There is an opportunity for the District to have a booth or display at the national meeting. Supervisor McCarthy volunteered to help “man” the booth or display.

**Item 6d)** For Possible Action: Nevada Association of Conservation Districts (NvACD) report. Supervisor Perlman-Whyman reported the annual meeting is November 2 – 4 in Ely, NV. At the meeting, there will be another chance to attend Supervisor training. Supervisor McCarthy moved to approve Supervisor Perlman-Whyman as the District's voting delegate at the annual meeting, seconded by Supervisor Sarnoff, motion carried unanimously. Supervisor Martin moved to request Chris Freeman as a nominee for NvACD's annual award, seconded by Supervisor Sarnoff, motion carried unanimously

Supervisor Martin moved to approve items 6a, 6b, and 6d, seconded by Supervisor Penzel, motion carried unanimously.

8. For Possible Action: Approval of the NTCD financial reports for September 2015. September had a deficit of \$2,531. Year to date the District has a deficit of \$7,261. September's deficit was caused by Staff's time to write grants and proposals. The District's cash-flow continues to be positive. In October, the District received \$4,100 from the Conservation Districts Program, and the District expects to receive \$10,000 from Douglas County by December. There was some discussion regarding the possibility of requesting Washoe County to reinstate their community grant funding. In the past, it was \$25,000 annually. Supervisor Perlman-Whyman stated the SB476 issue complicates requesting Washoe County reinstate their funding. District Manager Brand reported the District, financially, is very tight. If one project gets put on hold or cancelled, it would cause an emergency situation. Supervisor Martin moved to approve the September 2015 financials, seconded by Supervisor Penzel, motion carried unanimously.
9. For Possible Action: Approval of Agreement with the Nevada Division of Environmental Protection (NDEP) for the Lake Clarity Crediting Program Registration and Implementation project, \$100,000. District Manager Brand presented the project/agreement. The project is entirely Staff time, no subcontractors. Environmental Scientist Fellers deserves a lot of credit for obtaining this project. She is recognized as an expert in this field.
10. For Possible Action: Approval of Agreement with the Nevada Department of Transportation (NDOT) for the Lake Clarity Crediting Program Registration and Implementation project, \$55,783.08.
11. For Possible Action: Approval of Agreement with Washoe County for the Lake Clarity Crediting Program Registration and Implementation project, \$55,783.08.

Supervisor Martin moved to approve items 9, 10, and 11 (items 10 and 11, approval is based upon acceptable language with the jurisdictions), seconded by Supervisor Perlman-Whyman, motion carried unanimously.

12. For Possible Action: Approval of petition per Nevada Senate Bill No. 476 (An Act requiring the imposition of a fee on parcels in a conservation district upon approval of registered voters) requesting the Board of County Commissioners for Washoe and Douglas Counties to submit to the voters, within the Nevada Tahoe Conservation District, a question of whether to impose a fee of \$25 per parcel in the conservation district to be used for the purposes of the conservation district. And per Section 5.5 of Senate Bill No. 476, request the election be conducted by mail in, no sooner than March 1, 2016. There was some discussion regarding the District's boundaries. If this passes, the District will likely lose the other counties' funding. There was some discussion regarding hiring a campaign manager. Supervisor Martin moved to approve the petition with corrections (two occurrences in the petition, add "annual" before the word "fee"; and add "Marsha Berkbigler" to the Dwayne Smith signature line), seconded by Supervisor Sarnoff, motion carried with Supervisor Penzel abstaining.
13. Supervisor Comments: Supervisor Perlman-Whyman urged the Supervisors to help with the national meeting in Reno, January 31, 2016, through February 3, 2016.
14. Public Interest Comments: None.
15. Motion to Adjourn: Supervisor Sarnoff moved to adjourn, seconded by Supervisor Perlman-Whyman, motion carried unanimously.



	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	33%
	NV TAHOE CONSERVATION DIST.	October 2015	YTD July 2015-June 2016	Budget		% of Budget
INCOME	General Fund					
<b>Community Grants-Income</b>						
	Carson City			3,000.00	(3,000.00)	0%
	Douglas County			10,000.00	(10,000.00)	0%
	NV Division of Conser. District	4,105.82	4,105.82	4,000.00	105.82	103%
	Washoe County Community Grant				0.00	0%
<b>Total Community Grants-Income</b>		<b>4,105.82</b>	<b>4,105.82</b>	<b>17,000.00</b>	<b>(12,894.18)</b>	<b>24%</b>
<b>Grants-Income</b>					0.00	
	Administration Fee Income				0.00	
	Personnel Cost Income				0.00	
	Wages Weighted Rate-Grant Income				0.00	
	Grants-Income - Other				0.00	
<b>Total Grants-Income</b>		<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	
<b>Income-Pass Thru Subcontractor</b>					0.00	
<b>Interest</b>					0.00	
<b>Miscellaneous Income</b>					0.00	
<b>Prior Year Income</b>					0.00	
<b>Services Rendered</b>						
<b>Vehicle Use Income</b>					0.00	
<b>Wage Reimbursements</b>					0.00	
<b>Indirect Cost Income-General</b>	(GL Shows In Expense Category)	14,301.90	53,747.33	190,000.00	(136,252.67)	0.28
	<b>TOTAL INCOME</b>	<b>18,407.72</b>	<b>57,853.15</b>	<b>207,000.00</b>	<b>(149,146.86)</b>	<b>0.28</b>
<b>EXPENSES</b>						
<b>Advertising-Expense</b>					0.00	0.00
<b>Building Expense</b>						
	Building Repairs/Maint-Expense	180.00	810.00	2,340.00	1,530.00	0.35
<b>Total Building Expense</b>		<b>180.00</b>	<b>810.00</b>	<b>2,340.00</b>	<b>1,530.00</b>	
<b>Conference &amp; Training-Expense</b>						
	Food				0.00	
	Lodging				0.00	
	Parking				0.00	
	Registration Fees				0.00	
	Travel/Transportation				0.00	
	Conference & Training-Expense - Other				0.00	0.00
<b>Total Conference &amp; Training-Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>
<b>Deposit Security</b>					0.00	0.00
<b>Donation-Expense</b>					0.00	0.00
<b>Dues and Subscriptions-Expense</b>						0.00
	Membership/Dues District	800.00	800.00		(800.00)	1.00
	Membership/Dues Staff		225.00		(225.00)	1.00
	Dues and Subscriptions-Expense - Other			1,000.00	1,000.00	
<b>Total Dues and Subscriptions-Expense</b>		<b>800.00</b>	<b>1,025.00</b>	<b>1,000.00</b>	<b>(25.00)</b>	<b>1.03</b>
<b>Equipment-Expense</b>					0.00	
	Cell Phones					
	Computer Hardware & Software		71.95	3,000.00	2,928.05	
	Computer Maintenance & Repair			500.00	500.00	
	Office Equipment & Furniture				0.00	
	Rental/Leasing Fees Equipment	391.86	1,567.44	5,000.00	3,432.56	
	Repairs & Maintenance Equipment				0.00	0.00
	Telephone System				0.00	
	Equipment-Expense - Other				0.00	0.00
<b>Total Equipment-Expense</b>		<b>391.86</b>	<b>1,639.39</b>	<b>8,500.00</b>	<b>6,860.61</b>	<b>0.19</b>

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	33%
	NV TAHOE CONSERVATION DIST.	October 2015	YTD July 2015-June 2016	Budget		% of Budget
Indirect Cost	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
<b>Total Indirect Cost</b>	<b>See Revenues above</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Insurance-Expense</b>				5,500.00	5,500.00	
	E&O/Prop/ Liability Insurance				0.00	0.00
<b>Total Insurance-Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>0.00</b>
<b>Meetings Expense</b>		<b>13.96</b>	<b>55.55</b>	<b>500.00</b>	<b>444.45</b>	<b>0.11</b>
<b>Miscellaneous Expense</b>						
<b>Other Expenses</b>				<b>0.00</b>		
<b>Professional Fees-Expense</b>						
	Audit	5,000.00	5,000.00	12,500.00	7,500.00	
	Bank fees	40.62	129.15	600.00		
	Computer/Software Maintenance					
	Professional Fees-Expense - Other	24.50	92.05	300.00	207.95	
<b>Total Professional Fees-Expense</b>		<b>5,065.12</b>	<b>5,221.20</b>	<b>13,400.00</b>	<b>8,178.80</b>	<b>0.39</b>
<b>Rents and Leases</b>						
	Office Space Lease	2,200.00	8,800.00	26,400.00	17,600.00	0.33
	Storage Rents					
	Rents and Leases-Other				0.00	0.00
<b>Total Rents and Leases</b>		<b>2,200.00</b>	<b>8,800.00</b>	<b>26,400.00</b>	<b>17,600.00</b>	<b>0.33</b>
<b>Service Charges</b>					<b>0.00</b>	<b>0.00</b>
<b>Supplies-Expense</b>						
	Office Supplies	71.19	392.52	2,000.00		
	Photocopies					
	Postage and Delivery	86.25	238.03	1,200.00		
	Publication/Printing					
	Supplies-Expense - Other		144.84	500.00	355.16	
<b>Total Supplies-Expense</b>		<b>157.44</b>	<b>775.39</b>	<b>3,700.00</b>	<b>2,924.61</b>	<b>0.21</b>
<b>Telecommunications</b>						
	Cell Phone				0.00	
	Internet Fees			150.00	150.00	
	Long Distance				0.00	
	Phone Services	438.94	1,747.27	5,000.00	3,252.73	
	Telephone-Expense - Other				0.00	
<b>Total Telecommunications-Expense</b>		<b>438.94</b>	<b>1,747.27</b>	<b>5,150.00</b>	<b>3,402.73</b>	<b>0.34</b>
<b>Vehicles-Expense</b>					0.00	
	District Vehicle Use	(78.22)	(368.08)	(4,500.00)		
	Fuel-Expense	26.73	165.21	2,000.00	1,834.79	
	License & Maintenance		608.63	1,500.00	891.37	
	Mileage Reimbursement Expense			100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
<b>Total Vehicles-Expense</b>		<b>(51.49)</b>	<b>405.76</b>	<b>(900.00)</b>	<b>(1,305.76)</b>	<b>(0.45)</b>
<b>Wages</b>						
	Payroll Clearing Account	1,912.16	2,002.41			
	Professional Engineer	1,952.93	6,100.55			
	Professional Engineer (2)	673.02	4,023.55			

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	33%
	NV TAHOE CONSERVATION DIST.	October 2015	YTD July 2015-June 2016	Budget		% of Budget
	Wages-Senior PM	4,658.46	22,252.73			
	Wages-Administrator	5,786.47	22,854.24			
	Wages-District Manager					
	Wages-ES II (2)		806.95			
	Wages-ES III (1)	460.22	3,709.12			
	Wages-ES III	1,057.37	7,904.29			
	Wages-Extra Help					
	Wages - Other	0.16	0.70			
	Uncompensated Absence-Reimb Exp	(5,127.62)	(22,795.71)			
	<b>Total Wages</b>	<b>11,371.17</b>	<b>46,858.83</b>	<b>137,110.00</b>	<b>90,251.17</b>	<b>0.34</b>
	<b>Wages-Overhead/Fringe</b>				<b>0.00</b>	
	Long Term Disability	188.42	716.13	2,300.00		
	<b>Total Wages-Overhead/Fringe</b>	<b>188.42</b>	<b>716.13</b>		<b>1,583.87</b>	
	<b>Total Wages/Ovrhead</b>	<b>11,559.59</b>	<b>47,574.96</b>	<b>137,110.00</b>	<b>91,835.04</b>	<b>0.34</b>
	<b>Revolving Account</b>					
	<b>TOTAL EXPENSES (No Indirect Included)</b>	<b>20,755.42</b>	<b>68,054.52</b>	<b>207,000.00</b>	<b>138,945.48</b>	<b>0.33</b>
	<b>NET REVENUE OVER/(UNDER) EXPENSES</b>	<b>(2,347.70)</b>	<b>(10,201.37)</b>			
	<b>Fund Balance</b>	<b>\$ 113,303</b>				

**Nevada Tahoe Conservation District**  
**Balance Sheet**  
 As of October 31, 2015

	Oct 31, 15
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Petty Cash	50.00
Wells Fargo - General 2513204	76,744.22
<b>Total Checking/Savings</b>	76,794.22
<b>Accounts Receivable</b>	
Accounts Receivable	192,112.39
<b>Total Accounts Receivable</b>	192,112.39
<b>Total Current Assets</b>	268,906.61
<b>Other Assets</b>	
Prepaid expenses	2,200.00
<b>Total Other Assets</b>	2,200.00
<b>TOTAL ASSETS</b>	271,106.61
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	126,396.17
<b>Total Accounts Payable</b>	126,396.17
<b>Other Current Liabilities</b>	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income-Tahoe Foundatio	2,055.94
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	24,699.88
<b>Payroll Liabilities</b>	
457 Payable	517.95
CA withholding	327.12
Fed withholding	1,698.00
Medicare Company Payable	214.90
Medicare Employee Payable	214.90
NV Unemployment Bond Factors Pa	2.22
NV Unemployment Payable	6.66
Payroll Liabilities - Other	27.52
<b>Total Payroll Liabilities</b>	3,009.27
<b>Total Other Current Liabilities</b>	31,406.65
<b>Total Current Liabilities</b>	157,802.82
<b>Total Liabilities</b>	157,802.82
<b>Equity</b>	
Opening Balance	11,724.59
Prior Earnings	111,780.57
Net Income	-10,201.37
<b>Total Equity</b>	113,303.79
<b>TOTAL LIABILITIES &amp; EQUITY</b>	271,106.61

11:41 AM

11/17/15

**Nevada Tahoe Conservation District**  
**A/R Aging Summary**  
**As of October 31, 2015**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Cal Trans	0.00	697.70	600.63	674.46	0.00	1,972.79
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Cave Rock	0.00	181.09	1,161.14	0.00	0.00	1,342.23
Douglas Co - Cave Rock	0.00	95.82	478.59	0.00	0.00	574.41
Douglas Co TRPA BRC Xing	0.00	2,406.16	638.19	0.00	0.00	3,044.35
EPA CWP	0.00	2,835.96	0.00	0.00	0.00	2,835.96
Glenbrook Homeowners Assoc.	0.00	0.00	0.00	523.78	436.65	960.43
NDEP Green Streets	0.00	0.00	1,513.97	0.00	0.00	1,513.97
NDEP Program Reg	0.00	3,734.30	0.00	0.00	0.00	3,734.30
NDOT RoadRAM 3	0.00	1,604.25	3,309.04	11,556.21	3,603.51	20,073.01
NDOT SLRP2	0.00	70.79	480.32	1,415.72	368.00	2,334.83
NDSL-Invasive Weeds	0.00	4,250.45	1,310.99	8,138.35	444.36	14,144.15
NDSL BRC X-ing	0.00	25,941.29	16,219.31	0.00	0.00	42,160.60
NDSL Road Ops	0.00	800.30	106.90	0.00	0.00	907.20
NDSL RWC Construction	0.00	2,246.80	35.43	0.00	0.00	2,282.23
NDSL ZCGID	0.00	3,122.07	0.00	0.00	0.00	3,122.07
NV Dept of AG	0.00	35.40	165.81	1,593.27	0.00	1,794.48
SSWA	0.00	2,151.66	0.00	0.00	0.00	2,151.66
TRCD SNPLMA Monitoring	0.00	1,155.69	1,297.98	1,118.13	0.00	3,571.80
USBOR #10	0.00	14,767.81	0.00	0.00	0.00	14,767.81
USBOR 10 Construct	0.00	4,111.43	0.00	0.00	0.00	4,111.43
USFS - BRC	0.00	0.00	0.00	2,432.50	0.00	2,432.50
USFS BRC Xing	0.00	26,040.28	9,267.29	3,044.67	0.00	38,352.24
USFS Cave Rock	0.00	95.82	655.96	0.00	0.00	751.78
USFS ZC GID	0.00	4,759.80	8,068.79	10,278.43	0.00	23,107.02
<b>TOTAL</b>	<b>0.00</b>	<b>101,104.87</b>	<b>45,310.34</b>	<b>40,775.52</b>	<b>4,921.66</b>	<b>192,112.39</b>

11:41 AM

11/17/15

**Nevada Tahoe Conservation District  
A/P Aging Summary  
As of October 31, 2015**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2nd Nature	0.00	1,604.25	3,238.25	10,985.25	3,422.00	19,249.75
Asa and Patricia Collins	0.00	0.00	49.03	0.00	0.00	49.03
Balance Hydrologics, Inc.	0.00	0.00	0.00	0.00	15,295.23	15,295.23
Burdick Excavating Company	0.00	2,000.00	0.00	0.00	0.00	2,000.00
Desert Research Institute	0.00	13,057.93	0.00	0.00	0.00	13,057.93
Douglas County Weed Control	0.00	3,292.20	544.39	7,563.41	0.00	11,400.00
Frontier	0.00	438.94	0.00	0.00	0.00	438.94
Kohn & Company LLP	0.00	5,000.00	0.00	0.00	0.00	5,000.00
Konica Minolta Business Solutions	0.00	391.86	0.00	0.00	0.00	391.86
MG Engineering	0.00	200.00	0.00	0.00	0.00	200.00
NACD	0.00	200.00	0.00	0.00	0.00	200.00
Nevada Association of Conservation Dist.	0.00	600.00	0.00	0.00	0.00	600.00
PERS, State of Nevada	0.00	8,610.87	0.00	0.00	0.00	8,610.87
Third Creek Homeowner Association	0.00	507.84	96.31	83.64	173.46	861.25
Village Ace Hardware	0.00	8.98	0.00	0.00	0.00	8.98
Wells Fargo Business Card Kelly	0.00	7.55	0.00	0.00	0.00	7.55
Wells Fargo Business Card Thorpe	0.00	111.88	0.00	0.00	0.00	111.88
Western Environmental Testing Laboratory	0.00	430.00	0.00	0.00	0.00	430.00
Wood Rodgers	0.00	27,901.65	8,532.50	8,452.50	3,596.25	48,482.90
<b>TOTAL</b>	<b>0.00</b>	<b>64,363.95</b>	<b>12,460.48</b>	<b>27,084.80</b>	<b>22,486.94</b>	<b>126,396.17</b>

INCOME AND EXPENSE REPORT		GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	42%
NV TAHOE CONSERVATION DIST.		November 2015	YTD July 2015-June 2016	Budget		% of Budget
<b>INCOME</b>	<b>General Fund</b>					
<b>Community Grants-Income</b>						
	Carson City			3,000.00	(3,000.00)	0%
	Douglas County	10,000.00	10,000.00	10,000.00	0.00	100%
	NV Division of Conser. District		4,105.82	4,000.00	105.82	103%
	Washoe County Community Grant				0.00	0%
<b>Total Community Grants-Income</b>		<b>10,000.00</b>	<b>14,105.82</b>	<b>17,000.00</b>	<b>(2,894.18)</b>	<b>83%</b>
<b>Grants-Income</b>						
	Administration Fee Income				0.00	
	Personnel Cost Income				0.00	
	Wages Weighted Rate-Grant Income				0.00	
	Grants-Income - Other				0.00	
<b>Total Grants-Income</b>		<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	
<b>Income-Pass Thru Subcontractor</b>						
	Interest				0.00	
	Miscellaneous Income				0.00	
	Prior Year Income				0.00	
	Services Rendered				0.00	
	Vehicle Use Income				0.00	
	Wage Reimbursements				0.00	
	Indirect Cost Income-General (GL Shows In Expense Category)	12,512.60	66,252.78	190,000.00	(123,747.22)	0.35
<b>TOTAL INCOME</b>		<b>22,512.60</b>	<b>80,358.60</b>	<b>207,000.00</b>	<b>(126,641.40)</b>	<b>0.39</b>
<b>EXPENSES</b>						
<b>Advertising-Expense</b>						
	Building Expense				0.00	0.00
	Building Repairs/Maint-Expense	180.00	990.00	2,340.00	1,350.00	0.42
<b>Total Building Expense</b>		<b>180.00</b>	<b>990.00</b>	<b>2,340.00</b>	<b>1,350.00</b>	
<b>Conference &amp; Training-Expense</b>						
	Food				0.00	
	Lodging				0.00	
	Parking				0.00	
	Registration Fees				0.00	
	Travel/Transportation				0.00	
	Conference & Training-Expense - Other				0.00	0.00
<b>Total Conference &amp; Training-Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>
<b>Deposit Security</b>						
<b>Donation-Expense</b>						
<b>Dues and Subscriptions-Expense</b>						
	Membership/Dues District		800.00		(800.00)	1.00
	Membership/Dues Staff	116.00	341.00		(341.00)	1.00
	Dues and Subscriptions-Expense - Other			1,000.00	1,000.00	
<b>Total Dues and Subscriptions-Expense</b>		<b>116.00</b>	<b>1,141.00</b>	<b>1,000.00</b>	<b>(141.00)</b>	<b>1.14</b>
<b>Equipment-Expense</b>						
	Cell Phones				0.00	
	Computer Hardware & Software		71.95	3,000.00	2,928.05	
	Computer Maintenance & Repair			500.00	500.00	
	Office Equipment & Furniture				0.00	
	Rental/Leasing Fees Equipment	391.86	1,959.30	5,000.00	3,040.70	
	Repairs & Maintenance Equipment				0.00	0.00
	Telephone System				0.00	
	Equipment-Expense - Other				0.00	0.00
<b>Total Equipment-Expense</b>		<b>391.86</b>	<b>2,031.25</b>	<b>8,500.00</b>	<b>6,468.75</b>	<b>0.24</b>

	INCOME AND EXPENSE REPORT	GENERAL FUND	GENERAL FUND		Percent of year = variance Favorable (Unfavorable)	42%
	NV TAHOE CONSERVATION DIST.	November 2015	YTD July 2015-June 2016	Budget		% of Budget
<b>Indirect Cost</b>	(See Excel Income Section)					
	Administrative Cost-Grants				0.00	
	Indirect Cost - Other				0.00	
<b>Total Indirect Cost</b>	See Revenues above	0.00	0.00	0.00	0.00	0.00
<b>Insurance-Expense</b>		5,493.27	5,493.27	5,500.00	6.73	
	E&O/Prop/ Liability Insurance				0.00	0.00
<b>Total Insurance-Expense</b>		5,493.27	5,493.27	5,500.00	6.73	1.00
<b>Meetings Expense</b>			55.55	500.00	444.45	0.11
<b>Miscellaneous Expense</b>						
<b>Other Expenses</b>				0.00		
<b>Professional Fees-Expense</b>						
	Audit	2,000.00	7,000.00	12,500.00	5,500.00	
	Bank fees	26.90	156.05	600.00		
	Computer/Software Maintenance					
	Professional Fees-Expense - Other	22.75	114.80	300.00	185.20	
<b>Total Professional Fees-Expense</b>		2,049.65	7,270.85	13,400.00	6,129.15	0.54
<b>Rents and Leases</b>						
	Office Space Lease	2,200.00	11,000.00	26,400.00	15,400.00	0.42
	Storage Rents					
	Rents and Leases-Other				0.00	0.00
<b>Total Rents and Leases</b>		2,200.00	11,000.00	26,400.00	15,400.00	0.42
<b>Service Charges</b>					0.00	0.00
<b>Supplies-Expense</b>						
	Office Supplies	184.78	577.30	2,000.00		
	Photocopies					
	Postage and Delivery	98.00	336.03	1,200.00		
	Publication/Printing					
	Supplies-Expense - Other		144.84	500.00	355.16	
<b>Total Supplies-Expense</b>		282.78	1,058.17	3,700.00	2,641.83	0.29
<b>Telecommunications</b>						
	Cell Phone				0.00	
	Internet Fees			150.00	150.00	
	Long Distance				0.00	
	Phone Services	438.96	2,186.23	5,000.00	2,813.77	
	Telephone-Expense - Other				0.00	
<b>Total Telecommunications-Expense</b>		438.96	2,186.23	5,150.00	2,963.77	0.42
<b>Vehicles-Expense</b>					0.00	
	District Vehicle Use	(110.98)	(479.06)	(4,500.00)		
	Fuel-Expense		185.21	2,000.00	1,834.79	
	License & Maintenance		608.63	1,500.00	891.37	
	Mileage Reimbursement Expense			100.00		
	Vehicle Fuel Reimbursement Expense					
	Vehicle					
<b>Total Vehicles-Expense</b>		(110.98)	294.78	(900.00)	(1,194.78)	(0.33)
<b>Wages</b>						
	Payroll Clearing Account	(971.09)	1,031.32			
	Professional Engineer	1,464.92	7,565.47			
	Professional Engineer (2)	1,362.44	5,385.99			



INCOME AND EXPENSE REPORT		GENERAL FUND	GENERAL FUND		Percent of year =	42%
NV TAHOE CONSERVATION DIST.		November 2015	YTD July 2015-June 2016	Budget	Variance Favorable (Unfavorable)	% of Budget
Wages-Senior PM		5,540.43	27,793.16			
Wages-Administrator		5,620.03	28,474.27			
Wages-District Manager						
Wages-ES II (2)			806.95			
Wages-ES III (1)		1,100.35	4,809.47			
Wages-ES III		3,082.50	10,986.79			
Wages-Extra Help						
Wages - Other		0.49	1.19			
Uncompensated Absence-Reimb Exp		(5,219.18)	(28,014.89)			
<b>Total Wages</b>		<b>11,980.89</b>	<b>58,839.72</b>	<b>137,110.00</b>	<b>78,270.28</b>	<b>0.43</b>
					0.00	
<b>Wages-Overhead/Fringe</b>						
Long Term Disability		188.42	904.55	2,300.00		
<b>Total Wages-Overhead/Fringe</b>		<b>188.42</b>	<b>904.55</b>		<b>1,395.45</b>	
<b>Total Wages/Ovrhead</b>		<b>12,169.31</b>	<b>59,744.27</b>	<b>137,110.00</b>	<b>79,665.73</b>	<b>0.43</b>
<b>Revolving Account</b>						
<b>TOTAL EXPENSES (No Indirect Included)</b>		<b>23,210.85</b>	<b>91,265.37</b>	<b>207,000.00</b>	<b>115,734.63</b>	<b>0.44</b>
<b>NET REVENUE OVER/(UNDER) EXPENSES</b>		<b>(698.25)</b>	<b>(10,906.77)</b>			
<b>Fund Balance</b>		<b>\$ 117,735</b>				

**Nevada Tahoe Conservation District**  
**Balance Sheet**  
 As of November 30, 2015

	Nov 30, 15
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Petty Cash	50.00
Wells Fargo - General 2513204	55,951.16
<b>Total Checking/Savings</b>	56,001.16
<b>Accounts Receivable</b>	
Accounts Receivable	189,686.13
<b>Total Accounts Receivable</b>	189,686.13
<b>Total Current Assets</b>	245,687.29
<b>Other Assets</b>	
Prepaid expenses	2,200.00
<b>Total Other Assets</b>	2,200.00
<b>TOTAL ASSETS</b>	247,887.29
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	98,841.83
<b>Total Accounts Payable</b>	98,841.83
<b>Other Current Liabilities</b>	
Deferred Income-Carson City SW	84.65
Deferred Income-Moody donations	806.91
Deferred Income-Tahoe Foundatio	1,960.12
Deferred Income - Demo garden	750.00
Liab.Uncompensated Absences	24,472.73
<b>Payroll Liabilities</b>	
457 Payable	517.95
CA withholding	340.57
Colonial Payable	42.58
Fed withholding	1,826.00
Medicare Company Payable	228.25
Medicare Employee Payable	228.25
NV Unemployment Bond Factors Pa	4.00
NV Unemployment Payable	11.99
Payroll Liabilities - Other	36.72
<b>Total Payroll Liabilities</b>	3,236.31
<b>Total Other Current Liabilities</b>	31,310.72
<b>Total Current Liabilities</b>	130,152.55
<b>Total Liabilities</b>	130,152.55
<b>Equity</b>	
Opening Balance	11,724.59
Prior Earnings	117,273.84
Net Income	-11,263.69
<b>Total Equity</b>	117,734.74
<b>TOTAL LIABILITIES &amp; EQUITY</b>	247,887.29

3:41 PM

12/08/15

**Nevada Tahoe Conservation District**  
**A/R Aging Summary**  
**As of November 30, 2015**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Cal Trans Task #3	1,862.04	0.00	697.70	600.63	674.46	3,834.83
Cal Trans Task Order #5	359.22	0.00	0.00	0.00	0.00	359.22
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Cave Rock	0.00	0.00	181.09	0.00	0.00	181.09
Douglas Co - Cave Rock	0.00	0.00	95.82	0.00	0.00	95.82
Douglas Co TRPA BRC Xing	1,146.06	0.00	2,406.16	638.19	0.00	4,190.41
EPA CWP	2,097.59	0.00	0.00	0.00	0.00	2,097.59
Glenbrook Homeowners Assoc.	0.00	0.00	0.00	0.00	960.43	960.43
NDEP Green Streets	0.00	0.00	0.00	1,513.97	0.00	1,513.97
NDEP Program Reg	6,557.80	0.00	3,734.30	0.00	0.00	10,292.10
NDOT RoadRAM 3	18.78	0.00	1,604.25	0.00	0.00	1,623.03
NDOT SLRP2	684.78	0.00	70.79	480.32	0.00	1,235.89
NDSL-Invasive Weeds	0.00	0.00	4,250.45	1,310.99	0.00	5,561.44
NDSL BRC X-ing	38,710.05	0.00	25,941.29	0.00	0.00	64,651.34
NDSL Road Ops	0.00	0.00	800.30	106.90	0.00	907.20
NDSL RWC Construction	0.00	0.00	2,246.80	35.43	0.00	2,282.23
NDSL ZCGID	8,845.23	0.00	3,122.07	0.00	0.00	11,967.30
NV Dept of AG	0.00	0.00	28.25	165.81	1,593.27	1,787.33
SSWA	0.00	0.00	2,151.66	0.00	0.00	2,151.66
TRCD SNPLMA Monitoring	298.31	0.00	1,155.69	1,297.98	1,118.13	3,870.11
USBOR #10	18.78	0.00	14,767.81	0.00	0.00	14,786.59
USBOR 10 Construct	1,404.66	0.00	4,111.43	0.00	0.00	5,516.09
USFS BRC Xing	17,723.55	0.00	26,040.28	0.00	0.00	43,763.83
USFS Cave Rock	0.00	0.00	95.82	655.96	0.00	751.78
USFS ZC GID	475.91	0.00	4,759.80	0.00	0.00	5,235.71
<b>TOTAL</b>	<b>80,202.76</b>	<b>0.00</b>	<b>98,261.76</b>	<b>6,806.18</b>	<b>4,415.43</b>	<b>189,686.13</b>

3:40 PM

12/08/15

**Nevada Tahoe Conservation District**  
**A/R Aging Summary**  
As of December 8, 2015

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Cal Trans Task #3	0.00	1,862.04	697.70	0.00	0.00	2,559.74
Cal Trans Task Order #5	0.00	359.22	0.00	0.00	0.00	359.22
Carson City SW	0.00	0.00	0.00	0.00	69.14	69.14
Cave Rock	0.00	0.00	181.09	0.00	0.00	181.09
Douglas Co - Cave Rock	0.00	0.00	95.82	0.00	0.00	95.82
Douglas Co TRPA BRC Xing	0.00	1,146.06	0.00	0.00	0.00	1,146.06
EPA CWP	0.00	2,097.59	0.00	0.00	0.00	2,097.59
Glenbrook Homeowners Assoc.	0.00	0.00	0.00	0.00	960.43	960.43
NDEP Green Streets	0.00	0.00	0.00	1,513.97	0.00	1,513.97
NDEP Program Reg	0.00	6,557.80	3,734.30	0.00	0.00	10,292.10
NDOT RoadRAM 3	0.00	18.78	1,604.25	0.00	0.00	1,623.03
NDOT SLRP2	0.00	684.78	70.79	480.32	0.00	1,235.89
NDSL-Invasive Weeds	0.00	0.00	4,250.45	1,310.99	0.00	5,561.44
NDSL BRC X-ing	0.00	38,710.05	25,941.29	0.00	0.00	64,651.34
NDSL Road Ops	0.00	0.00	800.30	106.90	0.00	907.20
NDSL RWC Construction	0.00	0.00	2,246.80	35.43	0.00	2,282.23
NDSL ZCGID	0.00	8,845.23	3,122.07	0.00	0.00	11,967.30
NV Dept of AG	0.00	0.00	28.25	165.81	0.00	194.06
SSWA	0.00	0.00	2,151.66	0.00	0.00	2,151.66
TRCD SNPLMA Monitoring	0.00	298.31	1,155.69	1,297.98	1,118.13	3,870.11
USBOR #10	0.00	18.78	0.00	0.00	0.00	18.78
USBOR 10 Construct	0.00	1,404.66	0.00	0.00	0.00	1,404.66
USFS BRC Xing	0.00	17,723.55	26,040.28	0.00	0.00	43,763.83
USFS Cave Rock	0.00	0.00	95.82	655.96	0.00	751.78
USFS ZC GID	0.00	475.91	4,759.80	0.00	0.00	5,235.71
<b>TOTAL</b>	<b>0.00</b>	<b>80,202.76</b>	<b>76,976.36</b>	<b>5,567.36</b>	<b>2,147.70</b>	<b>164,894.18</b>

3:40 PM

12/08/15

**Nevada Tahoe Conservation District**  
**A/P Aging Summary**  
**As of November 30, 2015**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
2nd Nature	0.00	0.00	1,604.25	0.00	0.00	1,604.25
Asa and Patricia Collins	0.00	0.00	0.00	49.03	0.00	49.03
Burdick Excavating Company	0.00	0.00	2,000.00	0.00	0.00	2,000.00
Cruz Construction	3,575.00	0.00	0.00	0.00	0.00	3,575.00
Desert Research Institute	0.00	0.00	13,057.93	0.00	0.00	13,057.93
Douglas County Weed Control	0.00	0.00	3,292.20	544.39	0.00	3,836.59
Fellers, Dominique	0.00	58.65	0.00	0.00	0.00	58.65
Kohn & Company LLP	0.00	0.00	5,000.00	0.00	0.00	5,000.00
Konica Minolta Business Solutions	391.86	0.00	0.00	0.00	0.00	391.86
Meghan Kelly	0.00	33.35	0.00	0.00	0.00	33.35
PERS, State of Nevada	8,701.87	0.00	0.00	0.00	0.00	8,701.87
Third Creek Homeowner Association	0.00	0.00	507.84	96.31	257.10	861.25
Wells Fargo Business Card Kelly	68.00	0.00	0.00	0.00	0.00	68.00
Western Environmental Testing Laboratory	0.00	0.00	210.00	0.00	0.00	210.00
Wood Rodgers	0.00	31,152.60	27,901.65	0.00	0.00	59,054.25
<b>TOTAL</b>	<u>12,736.73</u>	<u>31,244.60</u>	<u>53,573.87</u>	<u>689.73</u>	<u>257.10</u>	<u>98,502.03</u>

4:00 PM  
12/08/15

**Nevada Tahoe Conservation District**  
**A/P Aging Summary**  
As of December 8, 2015

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
2nd Nature	0.00	0.00	1,604.25	0.00	0.00	1,604.25
Asa and Patricia Collins	0.00	0.00	0.00	49.03	0.00	49.03
Burdick Excavating Company	0.00	0.00	2,000.00	0.00	0.00	2,000.00
Cruz Construction	0.00	3,575.00	0.00	0.00	0.00	3,575.00
Douglas County Weed Control	0.00	0.00	3,292.20	544.39	0.00	3,836.59
Kohn & Company LLP	0.00	3,000.00	3,000.00	0.00	0.00	6,000.00
Konica Minoita Business Solutions	0.00	391.86	0.00	0.00	0.00	391.86
Wells Fargo Business Card Kelly	0.00	184.00	0.00	0.00	0.00	184.00
Wells Fargo Business Card Thorpe	0.00	223.80	0.00	0.00	0.00	223.80
Wood Rodgers	0.00	31,152.60	27,901.65	0.00	0.00	59,054.25
<b>TOTAL</b>	<b>0.00</b>	<b>38,527.26</b>	<b>37,798.10</b>	<b>593.42</b>	<b>0.00</b>	<b>76,918.78</b>



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

October 15, 2015

Washoe County  
Board of County Commissioners  
C/O John Slaughter, County Manager  
1001 E. Ninth Street  
Reno, NV 89512

**RE: Request to impose an annual fee of \$25 per parcel, after approval of a majority of the registered voters of the conservation district by mail in vote, pursuant Senate Bill No. 476**

Dear Mr. Slaughter,

Please accept this letter as receipt of a petition by the Nevada Tahoe Conservation District's Board of Supervisors requesting the Board of County Commissioners to submit to the voters a question of whether to impose an annual fee of \$25 on each parcel in the conservation district. Per Section 5.5 of Senate Bill No. 476, the Nevada Tahoe Conservation District's Board of Supervisors is requesting the election be conducted by mail in, no sooner than March 1, 2016. Please direct any questions or concerns on this subject to Mark Thorpe, the District's Administrator, at 775-586-1610 ext 21 or email [mthorpe@ntcd.org](mailto:mthorpe@ntcd.org).

Your timely consideration of this matter is greatly appreciated.

Sincerely,

  
Glen Smith, Chair

  
Barbara Perliman-Whyman, Vice Chair

  
Cary Sarnoff, Secretary/Treasurer

  
Maureen McCarthy, PhD

  
Robert Cook

  
Douglas Martin, appointed Carson City

  
Barry Penzel, appointed Douglas Co.

  
Marsha Berkbigler, appointed Washoe Co.  
Dwayne Smith, Alternate



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

October 15, 2015

Douglas County  
Board of County Commissioners  
C/O Jim Nichols, County Manager  
PO Box 218  
Minden, NV 89423

**RE: Request to impose an annual fee of \$25 per parcel, after approval of a majority of the registered voters of the conservation district by mail in vote, pursuant Senate Bill No. 476**

Dear Mr. Nichols,

Please accept this letter as receipt of a petition by the Nevada Tahoe Conservation District's Board of Supervisors requesting the Board of County Commissioners to submit to the voters a question of whether to impose an annual fee of \$25 on each parcel in the conservation district. Per Section 5.5 of Senate Bill No. 476, the Nevada Tahoe Conservation District's Board of Supervisors is requesting the election be conducted by mail in, no sooner than March 1, 2016. Please direct any questions or concerns on this subject to Mark Thorpe, the District's Administrator, at 775-586-1610 ext 21 or email [mthorpe@ntcd.org](mailto:mthorpe@ntcd.org).


Your timely consideration of this matter is greatly appreciated.

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Glen Smith, Chair

  
Barbara Perlman-Whyman, Vice Chair

  
Cary Sarnoff, Secretary/Treasurer

  
Maureen McCarthy, PhD

absent  
Robert Cook

  
Douglas Martin, appointed Carson City

abstained  
Barry Penzel, appointed Douglas Co.

absent  
Marsha Berkbigler, appointed Washoe Co.  
Dwayne Smith, Alternate



CHAPTER.....

AN ACT relating to local districts; making legislative declarations; requiring the imposition of a fee on parcels in a conservation district upon the approval of registered voters; authorizing the increase, decrease or elimination of the fee upon such approval; requiring that money collected from the fee be expended only for the purposes of the conservation district; authorizing the supervisors of a conservation district to serve ex officio as directors of a weed control district upon agreement with a board of county commissioners; providing a penalty; and providing other matters properly relating thereto.

**Legislative Counsel's Digest:**

Under existing law, a conservation district may be organized as a political subdivision of the State, with various powers and duties regarding the conservation of natural resources within the district. (Chapter 548 of NRS)

In section 2 of this bill, the Legislature declares that conservation districts may be recognized as having special expertise regarding local conditions, conservation of renewable natural resources and the coordination of local programs which makes the districts suited to serve as cooperating agencies for the purposes of the federal National Environmental Policy Act (42 U.S.C. §§ 4321 et seq.) and to provide local government coordination for the purposes of the Federal Land Policy and Management Act of 1976. (43 U.S.C. §§ 1701 et seq.)

Section 4 of this bill requires a board of county commissioners to impose an annual fee, not to exceed \$25, on each parcel in a conservation district, if the imposition of the fee is approved at an election. Under section 5 of this bill, a board of county commissioners must submit to the voters the question of whether to impose the fee upon receipt of a petition signed by either a majority of the supervisors of the conservation district or at least 10 percent of the registered voters of the conservation district. Section 5.5 of this bill provides that the required election may be conducted by mail. Under section 6 of this bill, the fee may not be increased, decreased or eliminated except according to the same procedures for imposing the fee. Under section 4, money collected from the imposition of the fee may be used only for the purposes of a conservation district prescribed in chapter 548 of NRS.

Sections 8 and 9 of this bill add the Forest Service of the United States Department of Agriculture and the Bureau of Land Management and the Fish and Wildlife Service of the United States Department of the Interior to the definitions of "United States" and "agencies of the United States" for the purposes of provisions regarding cooperation between conservation districts and those agencies of the United States.

In section 10 of this bill, the Legislature recognizes the importance of locally led efforts for the conservation of natural resources and pledges to strive to provide appropriations to conservation districts at levels comparable to the appropriations provided to similar districts in other western states.

Existing law authorizes the creation of weed control districts, which are governed by a board of directors appointed by the applicable board of county commissioners. (NRS 555.203, 555.207) Section 15 of this bill authorizes a board



of county commissioners and the supervisors of a conservation district to enter into an agreement under which the supervisors of the conservation district serve, ex officio, as the directors of a weed control district that lies entirely within the conservation district. The supervisors must ensure that the money of the weed control district is expended only for the purposes of the statutory provisions relating to weed control districts.

EXPLANATION - Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

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THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN  
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

**Section 1.** Chapter 548 of NRS is hereby amended by adding thereto the provisions set forth as sections 2 to 7, inclusive, of this act.

**Sec. 2.** *It is hereby declared, as a matter of legislative determination, that conservation districts may be recognized as having special expertise regarding local conditions, conservation of renewable natural resources and the coordination of local programs which makes conservation districts uniquely suitable to serve as cooperating agencies for the purpose of the National Environmental Policy Act of 1969, 42 U.S.C. §§ 4321 et seq., and any other federal laws regarding land management, and to provide local government coordination for the purposes of the Federal Land Policy and Management Act of 1976, 43 U.S.C. §§ 1701 et seq., and any other federal laws regarding land management.*

**Sec. 3.** *As used in sections 3 to 7, inclusive, of this act, "parcel" has the meaning ascribed to it in NRS 361A.065.*

**Sec. 4. 1.** *Subject to the provisions of sections 5 and 5.5 of this act, and only after receiving the approval of a majority of the registered voters of the conservation district voting on the question at a primary, general or special election held pursuant to section 5 of this act or at an election conducted by mail pursuant to section 5.5 of this act:*

*(a) If a conservation district includes land lying in only one county, the board of county commissioners of the county shall impose, on behalf of the conservation district, an annual fee of not more than \$25 on each parcel in the conservation district; and*

*(b) If a conservation district includes land lying in more than one county, the boards of county commissioners of the respective counties shall impose, on behalf of the conservation district, an annual fee of not more than \$25 on each parcel in the conservation district.*



2. *A fee imposed pursuant to subsection 1 must be collected as are other fees and taxes imposed by the board of county commissioners are collected. A board of county commissioners that imposes the fee shall establish a separate fund in the county treasury for the receipt and expenditure of and accounting for the proceeds of the fee.*

3. *Money collected pursuant to this section may be used only for the purposes of this chapter.*

**Sec. 5. 1.** *A board of county commissioners shall submit to the voters a question of whether to impose a fee described in section 4 of this act upon receipt of a petition requesting the election and prescribing the amount of the proposed fee. The petition must be signed by a majority of the supervisors of the conservation district or not less than 10 percent of the registered voters of the conservation district. The board of county commissioners shall direct the county clerk of the county or the county clerk's designee to conduct an election on the question.*

2. *If a conservation district includes land lying in more than one county, the petition described in subsection 1 must be submitted to the board of county commissioners of each such county and each respective board of county commissioners shall submit the question to the registered voters of the conservation district who live in the county. Each respective board of county commissioners shall direct the county clerk of the county or the county clerk's designee to conduct an election on the question. The county clerks of the respective counties shall confer and delegate to the county clerk, or the county clerk's designee, of the county having the greatest number of qualified electors of the conservation district the duty of carrying out the provisions of this section and shall reimburse that county on a pro rata basis for their respective counties' shares of the expenses of conducting the election.*

3. *Notice of an election or elections on the question of whether to impose a fee described in section 4 of this act must be:*

(a) *Published at least once each week for 4 weeks before the date of the election in a newspaper of general circulation in the county or counties in which the election or elections are to be held; and*

(b) *Posted continuously on the Internet website of the county or counties beginning not less than 30 days before the date of the election.*



4. At the election, the ballot must contain the words "Shall a fee of not more than \$\_\_\_\_\_ per parcel be approved for the conservation district?" or words equivalent thereto.

5. If a majority of the registered voters of the conservation district voting on the question approve the imposition of the fee, the fee must be imposed beginning on July 1 of the year next following the election or elections.

Sec. 5.5. 1. In lieu of conducting the election required by section 4 of this act at a primary, general or special election pursuant to section 5 of this act, the board or boards of county commissioners, as applicable, may direct that the election be conducted by mail in accordance with this section. Except as otherwise provided in this section, the provisions of section 5 of this act govern an election conducted pursuant to this section.

2. If the election is conducted by mail:

(a) The board or boards of county commissioners, as applicable, shall establish the date by which marked mailing ballots must be mailed by voters to the county clerk or the county clerk's designee pursuant to paragraph (c). That date is the date of the election for the purposes of subsection 3 of section 5 of this act.

(b) On or after the first date of publication or posting, whichever occurs first, of the notice required by subsection 3 of section 5 of this act, but not later than 5 business days after that date, the county clerk or the county clerk's designee shall cause to be mailed to each registered voter in the conservation district:

- (1) An official mailing ballot;
- (2) A return envelope; and
- (3) Instructions regarding the manner of marking and returning the ballot. The instructions must set forth the date established pursuant to paragraph (a) by which the ballot must be mailed by the voter to the county clerk or the county clerk's designee.

(c) Upon receipt of a mailing ballot, the registered voter must, in accordance with the instructions, mark and fold the ballot, deposit and seal the ballot in the return envelope, affix his or her signature on the back of the envelope and mail the envelope to the county clerk or the county clerk's designee. The ballot shall be deemed timely mailed if the envelope is postmarked not later than 3 business days after the date established pursuant to paragraph (a) by which the ballot must be mailed.

(d) At the close of polling, the county clerk or the county clerk's designee shall appoint three electors who are not



*supervisors of the conservation district to act, without pay, as judges and tellers to open the envelopes and count the votes.*

*3. If a majority of the electors of the conservation district voting on the question at an election conducted pursuant to this section approve the imposition of the fee, the fee must be imposed beginning on July 1 of the year next following the election.*

*Sec. 6. A fee imposed pursuant to sections 4, 5 and 5.5 of this act, as applicable, may not be increased, decreased or eliminated except according to the same procedures prescribed in sections 4, 5 and 5.5 of this act, as applicable, for imposing the fee.*

*Sec. 7. A board of county commissioners may appropriate money from the county general fund to a conservation district for the purpose of providing programs for renewable natural resources regardless of whether a fee is imposed pursuant to sections 4, 5 and 5.5 of this act, as applicable.*

*Sec. 8. NRS 548.020 is hereby amended to read as follows:*

*548.020 "Agencies of the United States" includes the United States of America, the {Soil} Natural Resources Conservation Service and the Forest Service of the United States Department of Agriculture, the Bureau of Land Management and the Fish and Wildlife Service of the United States Department of the Interior, and any other agency or instrumentality, corporate or otherwise, of the United States of America.*

*Sec. 9. NRS 548.090 is hereby amended to read as follows:*

*548.090 "United States" includes the United States of America, the {Soil} Natural Resources Conservation Service and the Forest Service of the United States Department of Agriculture, the Bureau of Land Management and the Fish and Wildlife Service of the United States Department of the Interior, and any other agency or instrumentality, corporate or otherwise, of the United States of America.*

*Sec. 10. NRS 548.105 is hereby amended to read as follows:*

*548.105 1. It is hereby declared, as a matter of legislative determination, that persons in local communities are best able to provide basic leadership and direction for the planning and accomplishment of the conservation and development of renewable natural resources through organization and operation of conservation districts.*

*2. Recognizing the importance of locally led efforts for the conservation of renewable natural resources, the Legislature will strive to provide appropriations to conservation districts at a level comparable to the appropriations provided to similar districts in other western states.*



**Sec. 11.** NRS 548.195 is hereby amended to read as follows:

548.195 1. After such hearing, if the Commission determines, upon the facts presented at such hearing and upon such other relevant facts and information as may be available, that there is need, in the interest of the public health, safety and welfare, for a conservation district to function in the territory considered at the hearing, the Commission shall make and record such determination, and shall determine the township or townships to be included in the district.

2. In making such determination, the Commission shall give due weight and consideration to:

- (a) The topography of the area considered and of the State.
- (b) The composition of soils therein.
- (c) The distribution of erosion.
- (d) The prevailing land use practices.
- (e) The desirability and necessity of including within the boundaries the particular lands under consideration and the benefits such lands may receive from being included within such boundaries.
- (f) The relation of the proposed area to existing watersheds and agricultural regions, and to other conservation districts already organized or proposed for organization under the provisions of this chapter.

(g) Such other physical, geographical and economic factors as are relevant, having due regard to the legislative determinations set forth in NRS 548.095 to 548.110, inclusive [---], *and section 2 of this act.*

3. After consideration of the petition and of any other evidence of interest in the organization of a district, and of the relevant factors regarding the need for a district to function in the territory being considered, the Commission may make the determination of such need without holding a hearing.

**Sec. 12.** NRS 548.215 is hereby amended to read as follows:

548.215 1. The Commission shall publish the result of the referendum and shall thereafter consider and determine whether the operation of the district is administratively practicable and feasible.

2. If the Commission determines that the operation of such district is not administratively practicable and feasible, the Commission shall record such determination and deny the petition.

3. If the Commission determines that the operation of the district is administratively practicable and feasible, the Commission shall record such determination and shall proceed with the organization of the district in the manner provided in this chapter. The Commission shall not determine that the operation of the



proposed district is administratively practicable and feasible unless at least a majority of the votes cast in the referendum upon the creation of the district are cast in favor of the creation of such district.

4. In making such determination, the Commission shall give due regard and weight to:

(a) The attitudes of the occupiers of lands lying within the defined boundaries.

(b) The number of eligible registered voters who voted in the referendum.

(c) The proportion of the votes cast in such referendum in favor of the creation of the district to the total number of votes cast.

(d) The approximate wealth and income of the land occupiers of the proposed district.

(e) The probable expense of carrying on erosion-control operations within such district.

(f) Such other economic and social factors as may be relevant to such determination, having due regard to the legislative determinations set forth in NRS 548.095 to 548.110, inclusive [ } , *and section 2 of this act.*

**Sec. 13.** NRS 548.430 is hereby amended to read as follows:

548.430 The regulations to be adopted by the Commission under the provisions of NRS 548.410 to 548.435, inclusive, may include:

1. Provisions requiring the carrying out of necessary engineering operations, including the construction of terraces, terrace outlets, check dikes, dams, ponds, ditches and other necessary structures.

2. Provisions requiring observance of particular methods of cultivation, including contour cultivating, contour furrowing, lister furrowing, sowing, planting, strip cropping, seeding, and planting of lands to water-conserving and erosion-preventing plants, trees and grasses, forestation, and reforestation.

3. Specifications of cropping programs and tillage practices to be observed.

4. Provisions requiring the retirement from cultivation of highly erosive areas or of areas on which erosion may not be adequately controlled if cultivation is carried on.

5. Provisions for such other means, measures, operations, and programs as may assist conservation of renewable natural resources and prevent or control soil erosion and sedimentation in the conservation district, having due regard to the legislative findings



set forth in NRS 548.095 to 548.110, inclusive ~~{-}~~, *and section 2 of this act.*

**Sec. 14.** NRS 548.535 is hereby amended to read as follows:

548.535 1. The Commission shall consider the information and facts presented in the petition and brought out in any public hearings that may be held and the result of the referendum if one is held, and shall thereafter determine whether the continued operation of the district is administratively practicable and feasible.

2. If the Commission determines that the continued operation of such district is administratively practicable and feasible, the Commission shall record such determination and deny the petition. The Commission shall not determine that the continued operation of the district is administratively practicable and feasible unless the number of petitioners comprises less than a majority of the registered voters in the district or unless at least a majority of the votes cast in the referendum were cast in favor of the continuance of such district.

3. If the Commission determines that the continued operation of the district is not administratively practicable and feasible, the Commission shall record such determination and shall certify such determination to the supervisors of the district.

4. In making such determination the Commission shall give due regard and weight to:

(a) The attitudes of the occupiers of lands lying within the district.

(b) The number of eligible registered voters who voted in the referendum.

(c) The proportion of petitioners to the total number of land occupiers in the district, and the proportion of the votes cast in favor of the discontinuance of the district to the total number of votes cast.

(d) The approximate wealth and income of the land occupiers of the district.

(e) The probable expense of carrying on erosion-control operations within such district.

(f) Such other economic and social factors as may be relevant to such determination, having due regard to the legislative findings as set forth in NRS 548.095 to 548.110, inclusive ~~{-}~~, *and section 2 of this act.*

**Sec. 15.** Chapter 555 of NRS is hereby amended by adding thereto a new section to read as follows:

*1. If the area included in a weed control district is entirely within the boundaries of one county and entirely within the boundaries of one conservation district organized pursuant to*





*chapter 548 of NRS, the board of county commissioners of the county and the supervisors of the conservation district may enter into an agreement for the supervisors of the conservation district to serve, ex officio, as the board of directors of the weed control district. If, as a result of a change in boundaries, the area included in a weed control district is no longer entirely within the boundaries of one county and entirely within the boundaries of one conservation district organized pursuant to chapter 548 of NRS, the supervisors of the conservation district may no longer serve, ex officio, as the board of directors of the weed control district, and the supervisors of the weed control district must be appointed pursuant to NRS 555.205.*

*2. An agreement entered into pursuant to subsection 1 may be terminated by mutual agreement of the board of county commissioners and the supervisors of the conservation district. If an agreement is terminated pursuant to this section, the board of directors of the weed control district must be appointed pursuant to NRS 555.205.*

*3. The supervisors of a conservation district serving ex officio as the board of directors of a weed control district pursuant to this section shall ensure that any money collected by the weed control district pursuant to an assessment levied pursuant to NRS 555.215, and any other money appropriated or granted to the weed control district from any source, is expended only for the purposes of this section and NRS 555.202 to 555.220, inclusive.*

**Sec. 16.** NRS 555.205 is hereby amended to read as follows:  
*555.205 Except as otherwise provided in section 15 of this act:*

*1. The board of county commissioners of any county in which a weed control district has been created shall appoint a board of directors of the district composed of three or five persons who:*

*(a) Are landowners in the district, whether or not they signed the petition for its creation. For the purpose of this paragraph, if any corporation or partnership owns land in the district, a partner or a director, officer or beneficial owner of 10 percent or more of the stock of the corporation shall be deemed a landowner.*

*(b) Fairly represent the agricultural economy of the district.*

*2. If the district includes lands situated in more than one county, the board of county commissioners shall appoint at least one member of the board of directors from each county in which one-third or more of the lands are situated.*

*3. The initial appointments to the board of directors shall be for terms of 1, 2 and 3 years respectively. Each subsequent appointment*



shall be for a term of 3 years. Any vacancy shall be filled by appointment for the unexpired term.

4. In addition to other causes provided by law, a vacancy is created on the board if any director:

- (a) Ceases to be a landowner in the district.
- (b) Is absent, unless excused, from three meetings of the board.

5. If, as a result of a change in the boundaries of the district, a county becomes entitled to a new member of the board of directors pursuant to subsection 2, the board of county commissioners shall make the new appointment upon the first expiration of the term of a current member thereafter.

**Sec. 17.** NRS 555.220 is hereby amended to read as follows:

555.220 Any person violating any of the provisions of NRS 555.202 to 555.210, inclusive, *and section 15 of this act*, or failing, refusing or neglecting to perform or observe any conditions or regulations prescribed by the State Quarantine Officer, in accordance with the provisions of NRS 555.202 to 555.210, inclusive, *and section 15 of this act* is guilty of a misdemeanor.

**Sec. 18.** This act becomes effective on July 1, 2015.

