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**MINUTES 06/05/23**

Minutes of the Washoe-Storey Conservation District Public Meeting held on

**Monday, June 5, 2022 at 3:30 p.m.**

**The meeting was held in person at the**

**Nevada Department of Agriculture 405 21st St, Sparks, NV 89431**

with online participation provided by Marlee Jenkins (mjenkins@dcnr.nv.gov).

**I. Call to Order** – Bret Tyler called the meeting to order at 3:38 pm.

 A. Introductions, Determination of Board Quorum, and Introduction of Guests – Present were commissioners Bret Tyler, Jim Shaffer, Kathy Canfield. A Quorum was present. Also present were Bob Holleman and Marlee Jenkins. No online attendees.

 B. Determination of agenda order – Agenda items may be taken out of order or deleted for lack of time

**II. Public Comments-**Public comment will be allowed at the beginning, after each item on the agenda and prior to the adjournment of every meeting. Public comment may be limited to three (3) minutes per comment. – No public comment was made.

**III. District Projects – For Possible Action**

A. **Washoe County Planning Reviews**- Updates from Jim Shaffer – Two planning reviews were discussed for single-family homes, including one in Washoe Valley and one in Red Rock. Planning includes typical grading and revegetation. Red Rock will submit a revegetation plan to Jim and Washoe Valley will provide seed mix information for review.

B. **Storey County Projects** – Updates and Next Actions on Rainbow Bend Weed Abatement, upcoming field work days, Aquiring tools, Communications with State Lands and Liability Updates. Review and Approval for Next Steps in June and July. Completion of the project deadline is June 30, invoices are due to Honey Menefee before June 9 – POOL/PACT developments for project coverage: Jim requested a copy of the insurance packet from Cory Wadsworth and Adrian Tibbetts. Kathy called and asked for template for volunteers to sign for liability. Marlee provided POOL/PACT forms for the WSCD board to sign. Bret signed forms to be submitted to Cory Wadsworth; there was some confusion on where to sign but Marlee will check with Cory if it is done correctly. Current coverage will be pro-rated for through June 30, then new year coverage will start. Project updates: Bret submitted an application to State Lands. They did not have a timeline on when the application should go through. Bret does not have a contact but says they should be getting back to us. Kathy says there is a limited time that WSCD can store equipment at the senior center because there will be construction on the building. The board says the project application does not have to be completed by June 30th, but funds must be spent or designated for all project activities by then. Marlee will ask Cory King from Washoe State Nursery for an amount not to be exceeded for seed mix purchase for Rainbow Bend project. This amount to appropriate will be submitted to Storey County for records. Marlee will let Cory King know that WSCD would like to store seed mix at the nursery until time for use in the fall.

C. **Outreach and Community Projects** – ISO Volunteers and additional WSCD Board Members – No action.

D. **Sage Grouse Projects** – Updates on recent sage grouse sale. Approve next steps for producing more sage grouse tags to purchase material to make light colored sage grouse tags. – Bret is waiting on a price for tags that were ordered, but the WSCD is currently out of tags. Ordered two boxes of white and one box of brown. The previous person who was cutting tags is too busy, so WSCD needs to hire someone else to cut them. No other provider in the state has tags available. Bret will put out information as soon as we have them.

**IV. External Agency Items and Reports – For Possible Action**

 A. **NRCS** – Jessica Gwerder– Updates – Not in attendance.

 B.  **DCNR** – Updates – Marlee confirmed that WSCD does not have any equipment to add to the rental list that NVACD is requesting.

 C. **Sean Gephart**- Updates – Not in attendance.

 D. **NVACD**, Adjacent CD – Updates – Not in attendance.

 E. **NDOW**- Partner Biologist- Victoria Cernoch- Updates – Not in attendance.

 F. **NDA**- Jake Dick – Updates – Not in attendance.

**V. Internal District Issues – For Possible Action**

A. Review, Amendment, and Approval of Minutes from Previous Meeting – Jim motioned to approve minutes from the May 8, 2023, meeting. Kathy seconded. Everyone in favor. Passed.

B. Financial Reports -Treasurer Jim Shaffer

* Treasurer's Report- Balances and Financial Reports, Delegate Funds from Washoe and Storey Counties and the State of Nevada – Checking account balance is $13,887.14. Savings account balance is $19,016.61.

 • Employee Salary- Review and Approve Payment for Employee Hours and Expenses – Naomi had 31 hours in May and 8.5 in June. Discussed keeping Naomi on payroll for now so that WSCD can transition to next employee and she can still work with Bret to pass on information. Kathy motioned to approve payment for these hours and account balances. Bret seconded. Everyone in favor. Passed.

C. Review and Approve Proposed Budget/ Plan. Submitted June 1 – Report and budget were submitted.

D. Review and Delegate Tasks to be completed by the Next Meeting

**VI. Public Comments**-Public comment will be allowed at the beginning, after each item on the agenda and prior to the adjournment of every meeting. Public comment may be limited to three (3) minutes per comment.

**VII. Next Scheduled WSCD Board Meeting – (second Monday) July 10, 2023 at 3:30pm** -- Jim will be out of town July 10th. Next meeting set for July 17th, 3:30 pm. Marlee will set up Zoom or Teams link.

**VIII. Adjourn – Action** – Meeting adjourned at 4:11 pm.