



**Washoe-Storey Conservation District**

Jim Shaffer, Treasurer  
Kathy Canfield, Storey Co. App.  
Jeanne Herman, Washoe Co. App.  
Lyndsey Langsdale, Board Member

**MINUTES 4/7/25**

The Washoe-Storey Conservation District was held a Public Meeting on  
**Monday, April 7th, 2025, at 3:30 p.m.**

**The meeting was held online and in person at the  
Nevada Department of Agriculture, 405 21st St, Sparks, NV 89431**

To participate online, please RSVP to [alisa.wscd@gmail.com](mailto:alisa.wscd@gmail.com)  
or use the following link:

[https://teams.microsoft.com/join/19%3ameeting\\_M2Y2ZGYxM2MtNWY3MC00MzE5LTgzZGQtN2Y2ZTlhOssGU1NDJi%40thread.v2/0?context=%7b%22Tid%22%3a%22e4a340e6-b89e-4e68-8eaa-1544d2703980%22%2c%22Oid%22%3a%2228e9fe95-2573-49dc-b9cf-955deb738bcb%22%7d](https://teams.microsoft.com/join/19%3ameeting_M2Y2ZGYxM2MtNWY3MC00MzE5LTgzZGQtN2Y2ZTlhOssGU1NDJi%40thread.v2/0?context=%7b%22Tid%22%3a%22e4a340e6-b89e-4e68-8eaa-1544d2703980%22%2c%22Oid%22%3a%2228e9fe95-2573-49dc-b9cf-955deb738bcb%22%7d)

Or enter the following information into Microsoft Teams to join:

Meeting ID: 255 235 022 134

Passcode: Gc9Xs6ig

If needed, download the Microsoft Teams app here:

<https://www.microsoft.com/en-us/microsoft-teams/download-app>

**Or call in (audio only)**

tel: +1 775-321-6111 United States, Reno

Phone Conference ID: 304 560 782#

Notice of this meeting is publicly posted at:

Nevada Department of Agriculture

405 S. 21st Street, Sparks, Nevada 89431

Please contact [alisa.wscd@gmail.com](mailto:alisa.wscd@gmail.com) to request meeting materials.

All meetings are audio-recorded.

**The meeting was called to order on April 7, 2025 at 3:31 PM.**

The Conservation District considered and acted on the following items unless otherwise noted:

**I. Call to Order**

A. Introductions, determination of board quorum, and introduction of guests.

Present were Supervisors Lyndsey Langsdale, Jim Shaffer, and Kathy Canfield. Also present were Marlee Jenkins with Department of Conservation and Natural Resources, Jake Dick with the Nevada Department of Agriculture, Connie Lee with the Nevada Association of Conservation Districts, Carson Hicks with the Natural Resources Conservation Service, Darcy Phillips with Keep Truckee Meadows Beautiful, Elena Larsen with Truckee Meadow Parks Foundation, and Alisa Kim with Washoe-Storey Conservation District.

**II. Public Comments** – Not for Possible Action – 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 comments.

**III. Nominations for New Board Member(s)** – For Possible Action

1. Board will accept nominations for new board members to fill vacancies.

**Motion 2025-01-01: Jim Shaffer makes a motion to nominate Darcy Phillips and Elena Larsen as Conservation District Supervisors of the Washoe-Storey Conservation District board.**

2. Board will appoint new nominated supervisors to existing terms.

**Motion 2025-01-02: Lyndsey Langsdale makes a motion to appoint Darcy Phillips and Elena Larsen the position of Conservation District Supervisors of the Washoe-Storey Conservation District board, Jim Shaffer seconds. Motion passes unanimously.**

3. Oath of Office for new supervisors to fill vacant supervisor board position.
4. Read Oath of Office.

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

No changes to the agenda.

**IV. External Agency Items and Reports** – Not for Possible Action

**A. Natural Resources Conservation Service** – Carson Hicks – Updates

Carson Hicks presents on the Natural Resources Conservation Service losing 5 staff members. There is \$100,000 left in Hatch 2 funding. Carson will also be on maternity leave starting at the end of June so Jessical Gwerder will be filling in during that time.

**B. Department of Conservation and Natural Resources** – Marlee Jenkins – Updates

Marlee presents on the annual plan for Washoe-Storey Conservation District and budget, due June 1 2025 so a review of the draft annual plan will need to happen in the May meeting. She also presented on registering for a SAM number so the District can receive federal funding,

including the Nevada Division of Forestry Education & Outreach Grant. This would include approval for a permanent address at the Nevada Department of Agriculture and changing the banking address, the insurance policy and documentation with the state, and letterheads.

**C. Nevada Association of Conservation Districts – Updates**

Kevin Piper is not present, Connie Lee is having technical issues.

**D. Nevada Department of Wildlife – Graham Mills – Updates**

Graham Mills is not present.

**E. Nevada Department of Agriculture – Jake Dick – Updates**

Jake Dick presents on regulatory actions starting, with a focus on yellow starthistle, barbed goatgrass, and ventenada grass. Another focus is for thistle outreach to get ahead of the invasive species early on before the seeds form. Nevada Department of Agriculture also has a new reporting website where neighbors can report properties that have noxious weed issues. There will be a focus on property citations and follow-up after initial outreach and maintenance this year.

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

**A. Washoe County Planning Reviews – Updates from Jim Shaffer.**

Jim Shaffer has no submitted projects for this month.

**B. Storey County Projects – Updates from Kathy Canfield.**

Kathy Canfield has no projects to present for this month.

**C. Reno Food Systems Back 40 Project – Updates on project planning and funding opportunities.**

Lyndsey Langsdale submitted the official bid to Washoe County to lease the land for the Back 40 project. The Nevada Association of Conservation Districts Urban & Community Grant is still paused.

**D. Mayberry Park / Tom Cooke Trail Goatgrass Earth Day Patagonia Volunteer Event –**

Marlee Jenkins updated about a request from Patagonia to change the presentation date by Jake Dick from April 10<sup>th</sup> to April 17<sup>th</sup> at 10 am, with Lyndsey Langsdale joining.

**E. Nevada Division of Forestry Education & Outreach Grant – The requirement of the SAM number will likely mean the District will be able to apply for this specific grant but the board will review the draft grant for any possible future grants.**

**VI. District Supervisor Reports – Not for Possible Action**

A. Elena Larsen presented on a Planting Palooza on May 10<sup>th</sup> from 9 am to noon with Truckee Meadow Parks Foundation at the Rosewood Nature Study Area, including education on planting buffers.

B. Darcy Phillips presented on the Great Community Clean-up on May 3<sup>rd</sup> with Keep Truckee Meadows Beautiful at over 30 sites.

C. Marlee Jenkins presented on presentations by Alisa Kim about their Master's research and Marlee Jenkins about Conservation Districts at Rosewood Nature Study Area Science Series presentation with Truckee Meadow Parks Foundation.

## **VII. Internal District Issues** – For Possible Action (unless otherwise noted)

### **A. National Association of Conservation Districts annual membership dues**

Discussion and decision of whether to pay National Association of Conservation Districts annual membership dues. Minimum dues are \$775.

**Motion 2025-01-03: Lyndsey Langsdale makes a motion to table the annual membership dues until the May meeting, Darcy Phillips seconds. Motion passes unanimously.**

### **B. Review, Amendment, and Approval** of Minutes from previous meeting, conducted 3/17/25.

**Motion 2025-01-04: Jim Shaffer makes a motion to approve the April meeting minutes with amendments, Elena Larsen seconds. Motion passes unanimously.**

### **C. Financial Reports** – Treasurer Jim Shaffer – Balances, financial reports, and delegation of funds from Washoe and Storey Counties and the State of Nevada.

Treasurer Jim Shaffer presents on \$6,769.43 in the Checkings account, \$3,686.61 in the Savings account, and \$16,027.88 in the Certificate of Deposit account. Alisa Kim submitted 4 hours from March 17 to April 2 for \$72.00.

**Motion 2025-01-05: Darcy Phillips makes a motion to approve the Treasurer's Report, Elena Larsen seconds. Motion passes unanimously.**

### **D. Outreach** – Washoe Storey Conservation District is seeking one new member to join the board of supervisors (elected volunteers).

### **E. Reno Earth Day Fair at Idlewild Park** – Consideration of an outreach booth at Idlewild Park on April 19<sup>th</sup> for \$50.

Most of the staff are out of town on this day so the District will skip this educational opportunity. A discussion on tabling materials and education materials for future opportunities included items such as a general District flyer, interactive items, and a checklist of tabling items.

### **F. Alisa Kim Annual Evaluation** – Annual staff evaluation and consideration of payment for Secretary Alisa Kim

The board went over their staff evaluations as well as a contract for the Secretary position, including more specific outlines of expectations for grant writing and education outreach from feedback from the board as well as the Secretary.

**G. General Correspondence Updates**

- 1. Review and delegate tasks** to be completed by the next meeting.

The only received email was a confirmed invoice from the State of Nevada for annual funds.

**VIII. Public Comments** – Not for Possible Action – 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 comments.

**IX. Next Scheduled Washoe Storey Conservation District Board Meeting** – For Possible Action -- (typically second Monday of each month), May 12, 2025, at 3:30pm

**X. Adjourn**

The meeting was adjourned at 4:48 PM.