

# BOARD MEETING MINUTES WASHOE-STOREY CONSERVATION DISTRICT



**Date: Monday, April 13th, 2026**  
**Time: 3:30 PM**

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

**Link:** <https://teams.microsoft.com/meet/25616221838189?p=6ogSbFaJBhTQqtOb9o>

**Meeting ID:** 256 162 218 381 89

**Passcode:** fB7TJ6ez

**Call in information:** 775-321-6111 PIN: 124 127 206#

The Washoe-Storey Conservation District (WSCD) Board considered possible action on the attached agenda items. The Board reserves the right to take items out of order to accomplish business in the most efficient manner. The Board may combine two or more items, remove items or delay discussion relating to item(s) on the agenda. Items on the agenda without a time designation may not necessarily be considered in the order in which they appear on the agenda. Contact the Washoe-Storey Conservation District Administrative & Conservation Technician for additional meeting information. Alisa Kim (562) 400-0885, [alisa.wscd@gmail.com](mailto:alisa.wscd@gmail.com).

## **Public Comment\***

If you wish to make a public comment, you may do so verbally in person or virtually. Public comment may be submitted via email to [alisa.wscd@gmail.com](mailto:alisa.wscd@gmail.com) or by written mail to the Nevada Department of Agriculture, 405 21st St, Sparks, NV 89431. Public comment is for all matters, both on or off the agenda as designated on the agenda, and will be limited to three minutes per person. Public comment will also be heard during individual action items on the agenda prior to action taken. The Board may prohibit or limit comment of the content if the comments are a topic not relevant to, or within the authority of the Board, or if they are irrational or amounting to personal attacks or interfering with the rights of other speakers but will not restrict comments based on viewpoint only. The WSCD reserves the right to reduce the time or limit in writing on the agenda items and/or attend and make comments on that item at the meeting.

Note: **(For possible action)** denotes all items on which the Board may take action. Action will be taken according to open meeting law.

**The meeting was called to order at 3:35 PM.**

## **I. Call to Order**

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

Present in-person were Chair Lyndsey Langsdale, Treasurer Jim Shaffer, Supervisor Darcy Phillips, Jake Dick with Nevada Department of Agriculture, Marlee Jenkins with Department of Conservation and Natural Resources, Alisa Kim with Washoe-Storey Conservation District, and Gayle Bowers, a member of the public. Present virtually or by phone was

Storey County Representative Kathy Canfield, Supervisor Elena Larsen, and Kelcey Hein, Program Coordinator with the Nevada Division of Forestry.

## **II. Public Comment\*** – 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.

Gayle Bowers updated the board on Sierra Reflections developers checking “No” when asked in written form if they had checked in with Washoe-Storey Conservation District on their development plans, and commented on the large meadow which is irrigated from above and why it is not being preserved. There was further discussion about whether the meadow is natural or artificially irrigated, and if this has been brought up to the developers.

## **III. Approval of today’s agenda, April 13, 2026 with the inclusion of any emergency items and deletion of any items.** – For Possible Action

Any items that need to be taken out of order, edited, or removed may be proposed for consideration at this time.

**Motion #2026-04-01: Lyndsey Langsdale makes a motion to move V. F to after IV. and add a budget item of Quicken of \$77.88, Jim Shaffer seconds. Motion passes unanimously with 5 ayes.**

**Motion #2026-04-02: Darcy Phillips makes a motion to approve the agenda as amended, Jim Shaffer seconds. Motion passes unanimously with 5 ayes.**

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

### **A. Natural Resources Conservation Service – Updates**

Carson Hicks was not present.

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

Marlee Jenkins presented on:

- 1) The Conservation Districts Program regional meeting was recently held, and Conservation Districts which were not found in good standing were allowed to repeal, with one appealing. The remaining funds were re-appropriated to those Districts in good standing.
- 2) A new Director for the Nevada Department of Conservation and Natural Resources, Vincent Guthreau, was appointed and started in April so the department is under new leadership.
- 3) Lyon County recently held their open meeting law training, with the training available online.
- 4) The University of Nevada, Reno is hosting their weed species training on May 5<sup>th</sup> and 6<sup>th</sup>, with information on herbicide labels and how to identify weeds. This constitutes continuing education and law hours.
- 5) A large equipment vehicle auction will be happening in Washoe County, with a live auction on April 18<sup>th</sup>.

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

Marlee Jenkins presented on behalf of Nevada Association of Conservation Districts, who has chosen dates for their annual meeting on July 8 and 9<sup>th</sup> in Eureka, Nevada, focusing on working with Conservation Districts in the area.

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

Graham Mills was not present.

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

Jake Dick presented on planning a Ventenada workshop in Washoe Valley, likely at the end of May. He also updated on a potential future working group focusing on invasive aquatic weeds to start addressing issues like curly pondweed and Eurasian milfoil in the Truckee River and Tahoe area. He is working with local nurseries to prevent invasion of perennial pepperweed from spreading from private property. Early detection and rapid response work includes species on land for Washoe County and some Bureau of Land Management land, such as skeletonweed removal, and yellow starthistle removal around Mt. Rose Highway. Other possible future projects include thistle education in Verdi, leafy spurge in Washoe Valley, and St. John's-wort removal.

**V. District Projects and Local Planning – For Possible Action**

**F. Palomino Valley – Updates on site visit and status of Nevada Department of Wildlife funding proposal for Palomino Valley work.**

Marlee Jenkins presented on the site visit for the potential Palomino Valley project with Alisa Kim and the landowner, following the Stewardship Plan that was put together by the Nevada Division of Forestry, to identify project priorities. The property currently holds the largest known pinon pine in the state of Nevada. The first priority is to fence Chimney Spring, where a natural spring is trampled by cattle from neighboring livestock. The National Resources Conservation Services is already providing funding to fence ~300 feet around the springs, and we could potentially continue the fencing another 300 feet further down the spring. Future projects to regrade the banks, use low-tech processes to slow the water, and re-vegetate the spring area are possible. Another spring on the property is Lost Spring, which sits at a steeper grade and has some cattle impacts but would be more difficult to fence. A specific concern area was a valley on the far side of the property where existing junipers were catching dead mustard debris and invasive cheatgrass thrived, both of which are a fuels risks and would be great to clear out. There was also a streamside meadow with light cattle impacts but did not have further suggestions in the Stewardship Plan besides possibly some vegetation restoration. Kelcey Heine stated the plan to move forward with fencing and restoration sound great, and juniper recruitment could be assisted through seed collection and spreading. The landowner would also like to eventually turn the property into a conservation easement or land trust, which is still being worked on.

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

Jim Shaffer updated on the existing projects from Washoe County, a development community at Red Rock Road and Osage Road, which is installing a lift station. Recommendations were made to add trees to cover the station visually.

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

No updates for Storey County projects.

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

Lyndsey Langsdale has hired an apprentice in tandem with the Desert Farming Initiative. They will be re-seeding the pasture with Dan Harmon from the United States Department of Agriculture with a seed drill. The squirreltail native seed project will be moved to the fall because the area is currently too weedy. Dan Harmon will come back to seed once the area is weed-free.

- D. **Canepa Ranch** – Update on current status of Nevada Department of Wildlife funding proposal for Canepa Ranch work, starting fiscal year 2027.

Marlee Jenkins updated on monitoring areas applied with herbicide by drone to see how the treatment worked. The area that was skipped around houses on City of Reno land could be a future priority for the next stage of work. Ryan Magera with Nevada Department of Agriculture is willing to do more surveys to see where further treatments could occur and monitor the success of existing treatment areas.

- E. **Nevada Division of Forestry, Conservation Education & Outreach Grant** – Review draft grant application for submittal on April 30.

Marlee Jenkins presented on the application for the Nevada Division of Forestry Conservation Education & Outreach Grant, drafted by Alisa Kim with edits by Marlee Jenkins. Many of the edits were to focus the application towards education and outreach rather than treatment and removal of invasive species. The board also reviewed the budget based on last year's submitted budget and reviewed changes for this year's budget.

**Motion #2026-04-03: Darcy Phillips makes a motion to approve Supervisor Elena Larsen to review the Nevada Division of Forestry grant application and submit the application for up to \$8,000, Lyndsey Langsdale seconds. Motion passes unanimously with 5 ayes.**

- a. SAM registration process update, including Secretary of State registration and tax statements.

Alisa Kim will work with Marlee Jenkins to register District's SAM number and look into the Secretary of State registration.

- F. **Palomino Valley** – Updates on site visit and status of Nevada Department of Wildlife funding proposal for Palomino Valley work.

This item was moved to earlier in the meeting

- G. **Keep Truckee Meadows Beautiful Great Community Cleanup** – Updates on participating in the Great Community Cleanup on May 2<sup>nd</sup> at Riverbend Park.

Alisa Kim presented on a site visit to Riverbend Park with Amanda Mulholland from Keep Truckee Meadows Beautiful and Bobby Fuller from Washoe County to review project priorities and logistics for the day. She will share the volunteer link and information for any board members who would like to attend that day.

- H. **Vista Narrows** – Discussion to schedule a presentation by the Truckee River Flood Management Authority on the Vista Narrows river terracing project.

Supervisor Kathy Canfield tried to present on someone from the Truckee River Flood Management Authority attending a future meeting to present on the Vista Narrows project, but the internet connection was not strong so her communication was very spotty and the board could not hear this comment.

Kathy lost service and logged off around 5:00 pm

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

No District Supervisor Reports.

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

- A. **Review, Amendment, and Approval** of Minutes from previous meeting, conducted 3/9/26.

**Motion #2026-04-04: Darcy Phillips makes a motion to approve the meeting minutes as presented as amended, Jim Shaffer seconds. Motion passes unanimously with 4 ayes.**

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

1. Pay for PACT insurance renewal of \$1,132.00.
2. Deposit of \$1,115.27 from State of Nevada. Funding released from State to CDs found in good standing based on the State Conservation Commission November 19th, 2025 meeting.
3. Refund of \$5,500 to DCNR for accidental double CD State annual funding.
4. Quicken bookkeeping program annual subscription charge of \$77.88.

**Motion #2026-03-05: Lyndsey Langsdale makes a motion to approve the Treasurer's Report as presented, Elena Larsen seconds. Motion approves with 4 ayes.**

- A. **Obtaining funds from Washoe County and Storey County** – Discussion of methods to request funding opportunities from Washoe County and Storey County to support the Conservation District.

1. Updates on request of funding from Washoe County and discussions with Dave Solaro, Assistant County Manager of Washoe County.

Lyndsey Langsdale has not heard back from Dave Solaro about funding nor having a representative attend meetings. Jeanne Herman's position is open for election so will be replaced by another elected member shortly.

- B. **Scholarship support** – Discussion of supporting youth scholarships held by other organizations via donation.

- Nevada Association of Conservation Districts (NvACD) annual scholarship for students pursuing an education in agriculture, renewable natural resources, or a related field.

Alisa Kim will send the check to support the NvACD annual scholarship.

- Society for Range Management (SRM) Nevada Youth Range Camp week-long educational camping trip to learn about rangelands and natural resources.

**Motion #2026-03-06: Lyndsey Langsdale makes a motion to donate \$100 for SRM, Elena Larsen seconds. Motion approves with 4 ayes. (Motion #2026-03-04: Jim Shaffer makes a motion to support a recruited student for up to \$250 for the Society of Range Management Nevada Youth Range Camp, Elena Larsen seconds. Motion approves with 5 ayes.)**

#### C. General Correspondence Updates

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

No tasks to be delegated.

#### D. Outreach planning and opportunities for tabling

1. Conservation Districts booth at the State Fair in Reno on June 11<sup>th</sup>-13<sup>th</sup>.

Marlee Jenkins is looking for interested Conservation Districts to pay to share a table at the State Fair.

2. Possible Earth Day tabling opportunities around Washoe or Storey Counties.

The board is not currently interested in tabling at any Earth Day opportunities, particularly so close to the event date.

3. Patagonia Earth Day volunteering or other opportunities to weed Tom Cooke Trail.

The board decided not to move forward with this opportunity this year as Patagonia staff have not reached out and it is very quickly approaching.

4. Washoe Storey Conservation District is seeking one new member to join the board of supervisors (elected volunteers).

### **VIII. District Staff Reports – Not For Possible Action (unless otherwise noted) –**

Alisa Kim – Updates

- A. **Request for printer (for possible action)** – Staff would like to request printer that stays in WSCD inventory for printing meeting documents.

**Motion #2026-03-07: Jim Shaffer makes a motion to get a printer card for up to \$50, Lyndsey Langsdale seconds. Motion approves with 4 ayes.**

### **IX. 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.

Jake Dick made a public comment about a conversation with Brenda Hunt with the Carson Water Subconservancy District, who is interested in re-establishing the Cooperative Weed Management Area. Marlee Jenkins and Melaney Aten of the Conservation Districts Program have discussed previously that Washoe-Storey Conservation District should not spearhead the Cooperative Weed Management Area as we are already leading other projects. Likewise, the quarterly Early Detection & Rapid Response meetings fill that role partially, as it is a working group with local partners talking about existing projects. There was discussion of whether the Nevada Department of Agriculture's possible new aquatic invasive plant group could assist in bringing partners together in a similar manner as well.

**X. Next Scheduled Washoe Storey Conservation District Board Meeting** – For Possible Action

Typically the second Monday of each month: May 11th, 2026, at 3:30pm.

**Meeting was adjourned at 5:43 PM.**

**XI. Adjourn**

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify our office by writing to the Washoe-Storey Conservation District Administrative & Conservation Technician Alisa Kim by email at [alisa.wscd@gmail.com](mailto:alisa.wscd@gmail.com) or calling (562) 400-0885 no later than two (2) working days prior to the scheduled meeting.

**Virtual Access**

Full Meeting Link:

<https://teams.microsoft.com/meet/27626937284226?p=3BfOnB9LilWM71HQw>

# Washoe-Storey Conservation District

## May 2026 Monthly Treasurer's Report

### Beginning Balance:

#### **Savings**

Date: 4/30/2026 Balance: \$ 3,491.61

#### **Checkings**

Date: 4/30/2026 Balance: \$ 11,817.69

#### **Certificate of Deposit**

Date: 3/13/2026 Balance: \$ 16,742.12

Notes: Renewed 3/13/2026, next matures 6/13/2026

### Checkings Received:

Amount \$ 1,115.87 for what purpose: 4/3/2026 - Re-appropriation of funds from the State for Districts found not in good standing.

### Checkings Expenses:

Amount \$ 5,500.00 for what purpose: 4/3/2026 - Refund to the State for duplicated funds

Amount \$ 77.88 for what purpose: 4/17/2026 – Payment for Quicken accounting program

Amount \$ 18.28 for what purpose: 4/20/2026 – Payment to Ionos for the website

Amount \$ 165.00 for what purpose: 4/20/2026 – Payment to Alisa Kim for February's wages

Amount \$ 132.00 for what purpose: 4/20/2026 – Payment to Alisa Kim for January's wages

Amount \$ 330.00 for what purpose: 4/20/2026 – Payment to Alisa Kim for March's wages

Amount \$ 100.00 for what purpose: 4/27/2026 – Donation to NvACD scholarship fund

Amount \$ 1,132.00 for what purpose: 4/27/2026 – Payment for PACT Insurance

# Washoe-Storey Conservation District

## May 2026 Monthly Treasurer's Report

Amount \$ 15.00 for what purpose: 4/30/2026 – Bank fees

### **Savings Expenses:**

Amount \$ 15.00 for what purpose: 4/30/2026 – Bank fees

### **Savings Received:**

### **Closing Balance:**

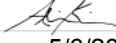
Date: 4/30/2026 Closing Balance: \$ 32,051.42

### **Submitted by:**

**Alisa Kim / Marlee Jenkins**

**WSCD Conservation & Administrative Technician / Conservation District  
Programs**

**Washoe-Storey Conservation District - May 2025 Timesheet**

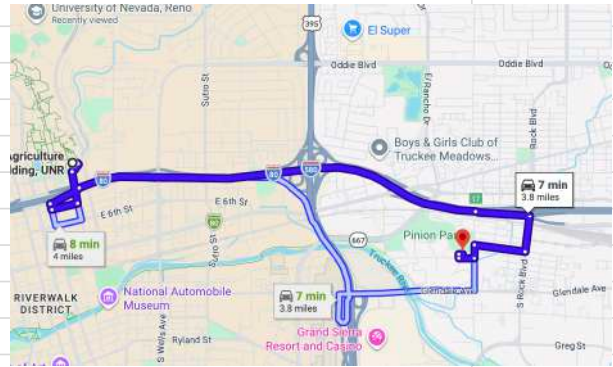
<b>Employee:</b>		<b>Alisa Kim</b>				
<b>Title:</b>	<b>Conservation &amp; Administrative Technician</b>					<b>4/8/2026-5/5/2026</b>
<b>Date</b>	<b>Time In</b>	<b>Time Out</b>	<b>Hours Worked</b>	<b>Mileage</b>	<b>Task</b>	<b>Total</b>
4/8/2026	7:30 AM	8:00 AM	0.5		Send updated agenda, update website	
4/10/2026	11:30 AM	1:00 PM	1.5		Work on SAM registration, NDF grant draft	
4/13/2026	3:30 PM	6:00 PM	2.5		WSCD April meeting	
4/13/2026				7.5	WSCD April meeting	
4/13/2026	7:00 PM	7:30 PM	0.5		Write cards to donation recipients and send checks in mail	
4/14/2026	7:00 AM	7:30 AM	0.5		Send out emails to follow up from meeting	
4/14/2026	2:30 PM	4:00 PM	1.5		Meet with Amanda and Bobby at Riverbend Park to go over volunteer event	
4/14/2026				17.9	Meet with Amanda and Bobby at Riverbend Park	
4/16/2026	9:00 AM	9:30 AM	0.5		More meeting follow-up	
4/17/2026	9:00 AM	10:00 AM	1		Finish and submit SAM registration!!	
4/20/2026	3:00 PM	4:30 PM	1.5		Meet with Marlee and Elena to discuss NDF application	
4/20/2026				7.5	Meet with Marlee and Elena at NDA	
4/20/2026	5:00 PM	5:30 PM	0.5		Finish drafting two questions for the NDF application	
4/26/2026	3:00 PM	4:00 PM	1		Attend volunteer lead orientation with KTMB	
4/27/2026	6:00 AM	7:00 AM	1		Send email about agenda items, work on NDA grant application	
4/29/2026	12:00 PM	1:00 PM	1		Finalize NDA application with supplementary materials and send for review	
5/1/2026	7:45 AM	11:45 AM	4		Lead volunteer site for KTMB Truckee River Cleanup day	
5/1/2026				17.9	KTMB volunteer day at Riverbend Park	
5/4/2026	12:00 PM	12:30 PM	0.5		Put together draft of May agenda	
5/5/2026	9:30 PM	11:00 PM	1.5		Finalize agenda, put together meeting materials	
					Total regular hours	19.5
					Hourly rate	\$22.00
					Total wages	\$429.00
					Total travel distance (miles)	50.8
					GSA mileage rate	\$0.70
					Total mileage reimbursement	\$35.56
					<b>Monthly Total</b>	<b>\$464.56</b>
					Employee signature:	
					Date:	5/6/2026
					Check #:	

## Washoe-Storey Conservation District - May 2025 Timesheet

<b>Employee:</b>	Alisa Kim			<b>4/8/2026-5/5/2026</b>
<b>Title:</b>	Conservation & Administrative Technician			

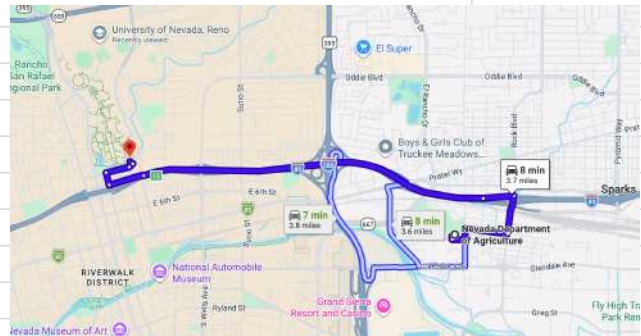
### Trip 1a - 4/13/2026

Start location:	UNR - Fleischmann Agriculture Building
End location:	Nevada Department of Agriculture
Total Mileage (miles):	3.8



### Trip 1b - 4/13/2026

Start location:	Nevada Department of Agriculture
End location:	UNR - Fleischmann Agriculture Building
Total Mileage (miles):	3.7



**Trip 1 Total Mileage: 7.5**

### Trip 2a - 4/14/2026

Start location:	UNR - Fleischmann Agriculture Building
End location:	Nevada Department of Agriculture
Total Mileage (miles):	8.9



Trip 2b - 4/14/2026

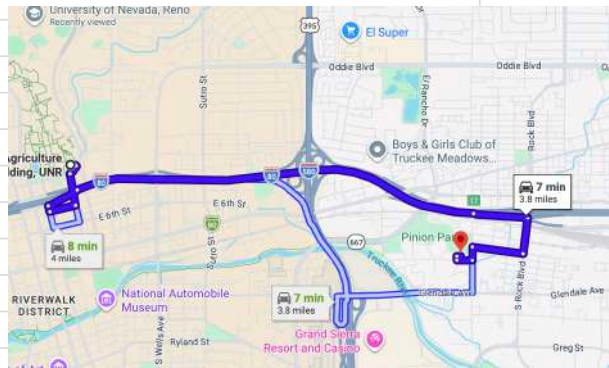
Start location: Nevada Department of Agriculture  
 End location: UNR - Fleischmann Agriculture Building  
 Total Mileage (miles): 9



Trip 2 Total Mileage: 17.9

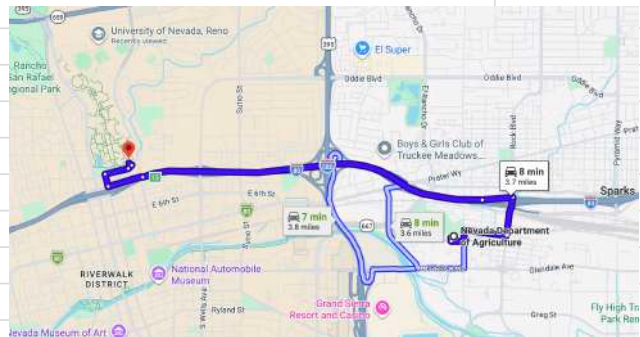
Trip 3a - 4/20/2026

Start location: UNR - Fleischmann Agriculture Building  
 End location: Nevada Department of Agriculture  
 Total Mileage (miles): 3.8



Trip 3b - 4/20/2026

Start location: Nevada Department of Agriculture  
 End location: UNR - Fleischmann Agriculture Building  
 Total Mileage (miles): 3.7



Trip 3 Total Mileage: 7.5

**Trip 4a - 5/1/2026**

Start location: UNR - Fleischmann Agriculture Building

End location: Nevada Department of Agriculture

Total Mileage (miles): 8.9



**Trip 4b - 5/1/2026**

Start location: Nevada Department of Agriculture

End location: UNR - Fleischmann Agriculture Building

Total Mileage (miles): 9



**Trip 4 Total Mileage: 17.9**