

BOARD MEETING MINUTES WASHOE-STOREY CONSERVATION DISTRICT



Date: Monday, May 11th, 2026
Time: 3:30 PM

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

Link: <https://teams.microsoft.com/meet/264002398617167?p=sU5gxocflJg32JY3Bq>

Meeting ID: 264 002 398 617 167

Passcode: DU2fX9fF

Call in information: 775-321-6111 PIN: 562 151 163#

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.

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 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 unofficially started at 3:33 pm as a quorum was not present.

I. Call to Order

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

Present in-person were Supervisor Darcy Phillips and Alisa Kim with Washoe-Storey Conservation District. Present virtually or by phone was Storey County Representative Kathy Canfield and Carson Hicks from the Natural Resources Conservation Service. A quorum was not present.

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.

No public comments.

III. Approval of today's agenda, May 11, 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.

A quorum was not present.

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

A. Natural Resources Conservation Service – Updates

Carson Hicks presented on no more funding in 2026 for Batch 2 applications, with future applications coming in reviewed for 2027 funding.

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

Alisa Kim presented on behalf of Marlee Jenkins on:

- 1) The Annual Planning Report and Proposed Budget is due June 1st.
- 2) Lyon County had their Open Meeting Law training on April 11th and the training is available on Youtube.
- 3) The next State Conservation Committee meeting is meeting in the last week of May and Sagegrouse Habitat Improvement grants will be awarded then.
- 4) The Nevada Association of Conservation Districts annual meeting will be held in July in Eureka, Nevada.
- 5) Nevada Department of Agriculture will be hosting a ventenda workshop to help people identify ventenada and best treatments, with the final date to be announced.
- 6) The Nevada Association of Conservation Districts is hosting a table at the Nevada State Fair on June 11-13th, and WSCD is planning to assist with help with tabling and providing tabling materials.

C. Nevada Association of Conservation Districts – Updates

Nevada Association of Conservation Districts was not present.

D. Nevada Department of Wildlife – Graham Mills – Updates

Graham Mills was not present.

E. Nevada Department of Agriculture – Jake Dick – Updates

Jake Dick was not present.

V. District Projects and Local Planning – For Possible Action

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

Jim Shaffer was not present.

B. Storey County Projects – Updates from Kathy Canfield.

Kathy Canfield presented on Storey County having a \$5,000 budget line to fund projects related to Storey County for WSCD.

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

Lyndsey Langsdale was not present.

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

Alisa Kim provided updates on Ryan Magara from Nevada Department of Agriculture monitoring treatment sites shortly and waiting on potential funding from Nevada Department of Wildlife.

E. Nevada Division of Forestry, Conservation Education & Outreach Grant – Updates on the grant application submittal.

Alisa Kim provided updates on waiting for a decision from the Nevada Division of Forestry.

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

Alisa Kim provided an update on working existing Natural Resources Conservation Service funding about potentially fencing a spring on the property, with possible funding from WSCD and Nevada Department of Wildlife to extend that fencing plan.

G. Keep Truckee Meadows Beautiful Great Community Cleanup – Review of participation in the Great Community Cleanup on May 2nd at Riverbend Park.

Alisa Kim presented on the success of the Great Community Cleanup volunteer program, with many engaged participants and significant restoration work being done at the new Riverbend Park. There was discussion about future partnerships with Keep Truckee Meadows Beautiful so WSCD could be involved.

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

Kathy Canfield presented on Danielle Henderson from the Truckee River Flood Management Authority being willing to present to the board and coordinating with her to find the best time.

VI. District Supervisor Reports – Not for Possible Action

A. District Supervisor Reports

No District Supervisor Reports.

Lyndsey Langsdale joins the meeting at 3:52 PM.

Motion #2026-05-01: Lyndsey Langsdale makes a motion to approve the minutes from 4/13/2026, Darcy Phillips seconds. Motion passes with 3 ayes.

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

- A. **Review, Amendment, and Approval** of Minutes from previous meeting, conducted 4/13/26.
- 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.

Jim Shaffer was not present; Alisa Kim presented the Treasurer's report. The board reviewed the financial reports and expenses needing to be paid.

Motion #2026-05-02: Lyndsey Langsdale makes a motion to mature the CD to the next maturation phase, Darcy Phillips seconds. Motion passes with 3 ayes.

Motion #2026-05-03: Darcy Phillips makes a motion to accept the Treasurer's Report as presented, Lyndsey Langsdale seconds. Motion passes with 3 ayes.

Motion #2026-05-04: Kathy Canfield makes a motion to pay the \$600 for NvACD annual membership, Darcy Phillips seconds. Motion passes with 3 ayes.

Motion #2026-05-05: Kathy Canfield makes a motion to pay Alisa Kim's wages, Lyndsey Langsdale seconds. Motion passes with 3 ayes.

- C. **FY27 Annual Planning Report and Proposed Budget** – Review and approval of the upcoming fiscal year's report and budget.

Alisa Kim presented on the need to spend down state funding of about \$1,400 to \$1,500 by the end of the fiscal year at the end of June. Some ideas to spend down the money included plant mounts for educational tabling materials, payment of registration and hotel costs for staff and board members to attend the NvACD annual meeting, payment to rebuild the CD website, create a logo, purchase branded tabling materials, and more. It was decided to plan another meeting to discuss the FY27 Annual Planning Report and Proposed Budget to allow more board members to provide feedback before submittal.

Kathy Canfield left the meeting at 4:13 PM.

- D. **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 yet heard back from Dave Solaro.

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

Alisa Kim provided an update on scholarship checks being sent and cashed by Society for Range Management for Range Camp.

F. **General Correspondence Updates**

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

G. **Outreach planning and opportunities for tabling**

1. Conservation Districts booth at the State fair in Carson City June 11th-13th.
Nevada Association of Conservation Districts is planning to pay for one table with all Conservation Districts represented if WSCD would like to participate.
2. 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. **Training or meeting requests – For Possible Action**

No current training requests.

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.

No public comments.

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

Typically the second Monday of each month: June 8th, 2026, at 3:30pm.

The board will meet again in May to approve the FY27 budget and spend down the remaining state funding, and will determine June's meeting date then.

Meeting unofficially adjourned at 4:17 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 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/264002398617167?p=sU5gxocflJg32JY3Bq>

BOARD MEETING MINUTES WASHOE-STOREY CONSERVATION DISTRICT



Date: Monday, May 26th, 2026
Time: 3:30 PM

Location: Keep Truckee Meadows Beautiful, 2601 Plumas St., Reno, NV 89509

Link: <https://teams.microsoft.com/meet/218681594012239?p=nDLNapfBTrfVcLFew2>

Meeting ID: 218 681 594 012 239

Passcode: bX9u9Uj6

Call in information: 775-321-6111 PIN: 964 239 577#

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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 3:42 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, Marlee Jenkins with Conservation District Program, and Alisa Kim with Washoe-Storey Conservation District. Present virtually or by phone was Storey County Representative Kathy Canfield.

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.

No public comments.

III. Approval of today's agenda, May 26, 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 #05-2026-06: Darcy makes a motion to approve the May 26th, 2026 agenda, Jim Shaffer seconds the motion. Motion carries unanimously with 4 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 the June 1st deadline for all Conservation District proposed work plans and budgets. Lyon County Conservation District recently hosted a open meeting law training which should be watched by the district. The State Conservation Commission meeting will be scheduled soon. Nevada Department of Agriculture will be scheduling a training workshop on identifying and treating ventenada, a new early detection and rapid response grass species. The June 11th-13th will be the Nevada State Fair which the Nevada Association of Conservation Districts will be tabling there collectively if the District wants to send educational materials and staff to help table. Lastly, the Conservation Districts will need to spend down their budget by June 30th including any extraneous funding from the Conservation Districts Program.

C. Nevada Association of Conservation Districts – Updates

Nevada Association of Conservation Districts was not present.

D. Nevada Department of Wildlife – Graham Mills – Updates

Graham Mills was not present.

E. Nevada Department of Agriculture – Jake Dick – Updates

Jake Dick was not present.

V. District Supervisor Reports – Not for Possible Action

A. District Supervisor Reports

There were no District Supervisor reports.

VI. Internal District Issues – For Possible Action (unless otherwise noted)

- A. **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 plans to renew the Certificate of Deposit on the 10th of June to lock in the interest rate for the next 3 months at 3.4%. The current balance for the checking account is \$11,617.69, with approximately \$1,500 remaining to spend before the end of the month.

1. Discuss FY26 spending and the need to spend any remaining unallocated State funding.

The Board reviewed a list of priority projects to dedicate spending unallocated State funding before the end of FY26. Projects included creation of a logo, paying Nevada Association of Conservation Districts annual membership, payment of Alisa Kim's wages, and purchase of supplies for mounted framed native and invasive species in the area.

2. Payment of the Nevada Association of Conservation Districts 2026 Annual Member Investment of \$600.

Payment of the Nevada Association of Conservation Districts annual membership was a high priority and would help spend down the budget as well.

Motion #05-2026-07: Lyndsey Langsdale makes a motion to pay the Nevada Association of Conservation Districts 2026 Annual Member Investment of \$600, Darcy Phillips seconds the motion. Motion carries unanimously with 4 ayes.

- B. **FY27 Annual Planning Report and Proposed Budget** – Review and approval of the upcoming fiscal year's report and budget.

The board reviewed the annual planning report and proposed budget drafted by Alisa Kim and edited by Marlee Jenkins to submit to the Conservation Districts Program by June 1st. All edits were approved.

Motion #05-2026-08: Lyndsey Langsdale makes a motion to approve the FY27 annual planning report and proposed budget, Darcy Phillips seconds. Motion carries unanimously with 4 ayes.

- C. **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 does not have any updates on funding or a representative to attend monthly meetings.

- D. **General Correspondence Updates**

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

Alisa Kim will work on submitting the annual work plan and budget for FY27 to the Conservation Districts Program as well as spending down the remaining budget amount for FY26. Marlee Jenkins and Alisa Kim will work on tabling materials to support Nevada Association of Conservation Districts. Jim Shaffer will renew the Certificate of Deposit.

E. Outreach planning and opportunities for tabling

1. Conservation Districts booth at the State fair in Reno June 11th-13th.

Alisa Kim will reach out to Kevin Piper to ask about details on tabling at the Nevada State Fair, including a schedule to sign up for tabling shifts.

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

There was discussion about where to post flyers and reach out to for filling the final board of supervisor.

VII. District Staff Reports – Not For Possible Action (unless otherwise noted) –

Alisa Kim – Updates

A. Training or meeting requests – For Possible Action

Alisa Kim will submit training requests directly to Chair Lyndsey Langsdale and Jim Shaffer, including the upcoming ventenada workshop hosted by the Nevada Department of Agriculture.

VI. 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 the second Monday of each month: July 13th, 2026, at 3:30pm.

The board decided to skip June's monthly meeting and instead meet in July.

XI. Adjourn

Meeting was adjourned at 4:45 PM.

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 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/218681594012239?p=nDLNapfBTrfVcLFew2>

Washoe-Storey Conservation District

July 2026 Monthly Treasurer's Report

Beginning Balance:

Savings

Date: 6/30/2026 Balance: \$ 3,461.61

Checkings

Date: 6/30/2026 Balance: \$ 9,629.55

Certificate of Deposit

Date: 6/10/2026 Balance: \$ 16,884.12

Notes: Renewed 6/10/2026, next matures 9/8/2026

Checkings Received:

None received

Checkings Expenses:

Amount \$ 100.00 for what purpose: 5/4/2026 – Check cashed for Society for Range Management Range Camp scholarship

Amount \$ 18.28 for what purpose: 5/15/2026 – Payment to Ionos for website

Amount \$ 15.00 for what purpose: 5/29/2026 – Bank fees

Amount \$ 464.56 for what purpose: 6/10/2026 – Payment to Alisa Kim for May's wages

Amount \$ 224.49 for what purpose: 6/11/2026 – Purchase of printer card of \$100 and new recorder of \$114.99 at Office Depot

Amount \$ 75.79 for what purpose: 6/12/2026 – Copying educational materials at Office Depot to provide as handouts for State Fair tabling and future tabling

Amount \$ 18.28 for what purpose: 6/15/2026 – Payment to Ionos for website

Amount \$ 600.00 for what purpose: 6/17/2026 – Check cashed for NvACD annual dues

Amount \$ 656.74 for what purpose: 6/30/2026 – Payment to Alisa Kim for June's wages

Amount \$ 15.00 for what purpose: 6/30/2026 – Bank fees

Washoe-Storey Conservation District

July 2026 Monthly Treasurer's Report

Savings Received:

None received

Savings Expenses:

Amount \$ 15.00 for what purpose: 5/29/2026 – Bank fees

Amount \$ 15.00 for what purpose: 6/30/2026 – Bank fees

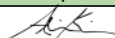
Closing Balance:

Date: 6/30/2026 Closing Balance: \$ 29,975.28

Submitted by:

Alisa Kim / Marlee Jenkins

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

Washoe-Storey Conservation District - July 2025 Timesheet						
Employee:		Alisa Kim				6/24/2026 - 7/9/2026
Title:	Conservation & Adminstrative Technician					
Date	Time In	Time Out	Hours Worked	Mileage	Task	Total
6/24/2026	9:00 AM	11:00 AM	2		Assist Marlee and NDA with release of bindweed mite biocontrol	
6/26/2026	11:30 AM	12:00 PM	0.5		Work on budget spend down actuals and compiling receipts	
6/29/2026	9:00 AM	9:30 AM	0.5		Compile info about budget spend down and send email	
6/30/2026	8:30 AM	9:00 AM	0.5		Get check signed by Lyndsey at Reno Food Systems for correct PACT insurance amount	
6/30/2026	12:00 PM	1:00 PM	1		Register for NvACD conference, send PACT insurance check, compile final budget spend down info and send	
7/7/2026	11:00 AM	1:00 PM	2		Pay for NvACD registration and figure out logistics, check and send emails, put together July agenda	
7/7/2026	3:00 PM	4:00 PM	1		Finalize agenda, email and post to website, clear out spam comments on website	
7/8/2026	8:00 AM	5:30 PM	8		Attended annual NvACD meeting in Eureka, NV	
7/9/2026	8:00 AM	5:30 PM	8		Attended annual NvACD meeting in Eureka, NV	
					Total regular hours	23.5
					Hourly rate	\$22.00
					Total wages	\$517.00
					Total travel distance (miles)	0
					GSA mileage rate	\$0.70
					Total mileage reimbursement	\$0.00
					Monthly Total	\$517.00
					Employee signature:	
					Date:	7/9/2026
					Check #:	



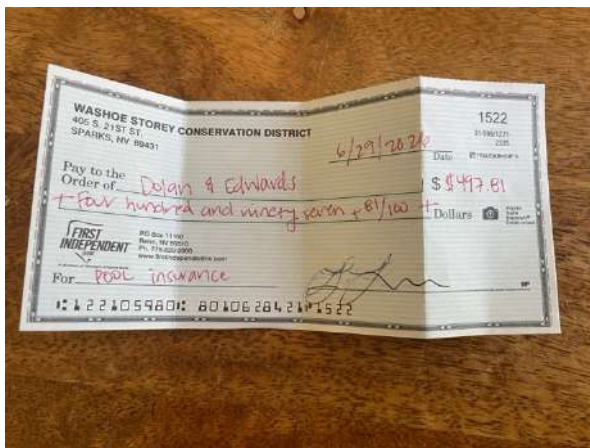
1. Alisa Kim wages of \$545.74



2. Voided check to Dolan & Edwards of \$531.00



3. Check to Dolan & Edwards with correct amount of \$497.81



[INSERT LETTERHEAD]

[Date]

National Fish and Wildlife Foundation
Conservation Partners Program
1133 15th Street NW, Suite 1000
Washington, DC 20005

RE: Letter of Support – Regional Technical Assistance Partnership for Sagebrush Working Lands Conservation in Northeastern California and Northwestern Nevada

To the NFWF Conservation Partners Program Review Committee:

On behalf of [Conservation District], I am pleased to provide this letter of support for the Conservation Partners Program proposal submitted by Honey Lake Valley Resource Conservation District (HLVRCD), in partnership with Modoc RCD, Vya Conservation District, and Washoe Conservation District, to establish the Sagebrush Working Lands Technical Assistance Partnership serving northeastern California and northwestern Nevada.

Our district recognizes the growing need for additional technical assistance capacity to support producers facing western juniper encroachment, invasive annual grasses, increasing wildfire risk, and other resource concerns affecting sagebrush-steppe working lands. Demand for conservation planning and implementation assistance continues to outpace available capacity, creating barriers for producers seeking to access conservation programs and implement meaningful on-the-ground projects.

This partnership represents a collaborative, landscape-scale approach to expanding conservation delivery across the region. By investing in dedicated conservation professionals who can assist producers with outreach, conservation planning, project development, and enrollment in NRCS Farm Bill programs, this project will strengthen our collective ability to address priority resource concerns while increasing access to conservation funding and technical expertise.

Our district is committed to partnering in this effort and contributing to a coordinated, regional approach to expanding technical assistance capacity and improving conservation delivery across northeastern California and northwestern Nevada. We are proud to support this proposal and look forward to working alongside our partners to increase conservation opportunities for producers throughout the region.

We strongly support this proposal and believe it will provide lasting conservation benefits by building regional capacity, strengthening partnerships, and accelerating implementation of conservation practices across the sagebrush biome.

Sincerely,

[Name]

[Title]

[District]

PUBLIC AGENCY COMPENSATION TRUST
CERTIFICATE OF PARTICIPATION
Issued to

Washoe Storey Conservation District

The Public Agency Compensation Trust (hereinafter PACT) certifies that the above-mentioned entity is a participating member of the PACT for the period beginning July 1, 2026, through July 1, 2027.

As a participating member, this entity is entitled to all the rights, privileges and protections and subject to all the duties and responsibilities under the Interlocal Cooperative Agreement, Bylaws and the Joint and Several Liability Agreement of PACT.

The following coverage form has been issued by PACT:

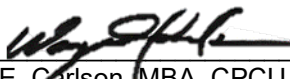
Public Agency Compensation Trust Coverage Form #PACT20262027

Limits of liability afforded to PACT members, subject to the application for coverage, are as follows:

Workers Compensation each accident or disease	\$ Statutory
Employers Liability each accident or disease	\$2,000,000

PACT is hereby responsible for processing claims and paying benefits under Chapters 616A, 616B, 616C, 616D and 617 of NRS for employees of members of this association injured in industrial accidents or contracting occupational diseases occurring on or after 12:01 A.M. (Pacific Standard Time) as of the effective date of this certificate.

This certificate is not a contract of insurance and does not bind PACT or its insurers or reinsurers as such. The coverages provided will be governed by the terms and conditions of the PACT Coverage Form and excess insurance and reinsurance policies and by the Interlocal Cooperative Agreement, Bylaws and Joint and Several Liability Agreement of PACT; and all claims, questions or disputes will be settled by reference to the same.



Wayne E. Carlson, MBA, CPCU, ARM
Executive Director



**2025 ANNUAL
SURVEY OF LOCAL GOVERNMENT FINANCES
Special Agencies**

OMB No. 0607-0585: Approval Expires 06/30/2027

DUE DATE:

December 9, 2025

Need help or have questions?

• **Visit**

<https://www.census.gov/programs-surveys/gov-finances.html>

• **Call**

1-800-832-2839 weekdays,
8AM to 5PM ET

130724

WORKSHEET

DO NOT use this worksheet to respond to the survey. It is intended to assist you with gathering and preparing your data prior to reporting online.

Return to <https://portal.census.gov> when you are ready to report online.

WASHOE-STOREY CONSERVATION DISTRICT

ATTN: Chair, Washoe-Storey Conservation District

1365 CORPORATE BLVD

RENO

NV 89502- 7102

GENERAL INSTRUCTIONS

Before filling out this survey, please read carefully each part and all related definitions and instructions.

Note especially:

1. Please report amounts covering all funds and accounts of this agency except for any employee retirement funds administered by this agency. **Include** bond redemption and interest funds, and construction or development funds, as well as current funds. **Exclude** refunds and transfers between funds or accounts of this agency.
2. You may report on either a cash or accrual basis.
3. As this survey is used for various kinds of agencies, some of the items may not apply to this agency. However, read carefully the definition of each item to determine whether it applies to any of this agency's transactions.
4. Do **not** delay reporting to await finally audited figures, if substantially accurate figures can be supplied on a preliminary basis.

1 Enter correct information for any errors in the mailing address below:

Addressee Title or Department

ATTN: **Washoe-Storey Conservation District**

Street 1

405 S 21st Street

Street 2

City

Sparks

State

NV

Zip Code

89431

Please continue on the next page

Report Online - Do Not Return

Report Online - Do Not Return

PART 1 – ENDING DATE OF FISCAL YEAR

- 2** Which one of the following indicates the ending date of this agency's fiscal year that ended between July 1, 2024 and June 30, 2025? Use this fiscal year even though a more recent one may be available. Mark "X" only one box.

2024		2025	
☐ July	☐ October	☐ January	☐ April
☐ August	☐ November	☐ February	☐ May
☐ September	☐ December	☐ March	☒ June

PART 2 – GOVERNMENT ACTIVITY

- 3** Was this government active during the fiscal year indicated in question **2**?

☒ Yes - Go to **4**

☐ No - Continue

Please indicate the reason this government was inactive during the fiscal year indicated in question **2**.

☐ Closed

☐ Open with no revenue or expenditures

☐ Never existed

☐ Other – Specify: ➤

PART 3 – GOVERNMENT FUNCTION

- 4** A. Please select the type(s) of utility functions this government performed during the fiscal year indicated in question **2**. Select all that apply:

☐ Electric Supply

☐ Gas Supply

☐ Public Mass Transit

☐ Sea and Inland Port Facilities (Water Transportation)

☐ Sewerage

☐ Solid Waste Management

☐ Water Supply

☒ None of the above

Continue with **4** on the next page

PART 3 – GOVERNMENT FUNCTION - Continued

- 4 B. Please select the type(s) of natural resource functions this government performed during the fiscal year indicated in question 2. Select all that apply:**

- ☒ Conservation (Soil, Water, Land)
☐ Drainage
☐ Flood Control
☐ Irrigation
☐ Reclamation
☐ Other Natural Resource Activities – *Specify:* ➤

☐ None of the above

- C. Please select any of the following other functions this government performed during the fiscal year indicated in question 2. Select all that apply:**

- ☒ Fire Protection
☐ Police Protection
☐ Hospitals
☐ Health (excluding hospitals)
☐ Toll Highways
☐ Highways (excluding tolls)
☒ Parks and Recreation
☐ None of the above

- D. Please specify any additional functions this government performed that were not listed in 4A, 4B or 4C.**

☐ Other – *Specify:* ➤

☐ Other – *Specify:* ➤

☐ Other – *Specify:* ➤

PART 4 – REVENUES

5 What was the amount of tax collections during the fiscal year indicated in **2** from all taxes imposed by this agency?

Include

- Levies for debt service
- Levies for contributions to pension funds
- Levies for other funds or purposes
- Special property taxes (*e.g., automobiles or intangible property*)
- Taxes collected for this agency by another government
- Current and delinquent amounts, penalties, and interest

Exclude

- Receipts from service charges
- Special assessments
- Interest earnings
- Fines
- Any other sources that are not taxes or licenses

A. Property taxes - All taxes on property, real or personal.

Exclude

- Taxes not measured by value
- Payments in lieu of taxes (*should be reported in 6 and/or 7*)

B. Sales taxes

Property Taxes

\$Mil. Thou. Dol.

0

Sales Taxes

\$Mil. Thou. Dol.

1. General sales tax

0

2. Public utilities sales tax

0

3. Other sales and gross receipts sales tax

0

C. Licensing and permit taxes - (*e.g., license and permit fees exacted (either for revenue raising or for regulation) as a condition to the exercise of a business or nonbusiness privilege.*)

Licensing and Permit Taxes

\$Mil. Thou. Dol.

0

Other Taxes

\$Mil. Thou. Dol.

0

D. All other taxes – *Specify:* ➤

None

PART 4 – REVENUES - Continued**6 What was the amount of intergovernmental revenues received by this agency from other governments during the fiscal year indicated in 2?****Include**

- Grants
- Shares of taxes imposed by other governments
- Payment in lieu of taxes
- Reimbursements for services performed for other governments
- Payments under the American Recovery and Reinvestment Act of 2009 (ARRA)

Exclude

- Loans
- Any taxes imposed by this agency which were collected for it by another government (*should be reported in 5*)
- Receipts from utility sales to other governments (*should be reported in 7*)

Report total intergovernmental revenue received**Intergovernmental Revenues**

\$Mil. Thou. Dol.

A. From other local governments

0

B. From the State**Include**

- Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*)

Exclude

- Collection fees.

10,133.69

C. From the Federal government directly

0

7 What was the amount of revenues, other than tax and intergovernmental revenues, received by this agency during the fiscal year indicated in 2?**Include**

- Revenues of all funds

Exclude

- Refunds and transfers between funds and accounts of this agency

A. Current charges - Gross receipts from fees, sales, rentals, tolls, maintenance assessments, and other charges for commodities or services.**Include**

- Utility services, including utility sales to the Federal, State, or other local governments

Exclude

- Grants and other amounts received from the Federal, State, or other local governments (*should be reported in 6*)

Other Revenues

\$Mil. Thou. Dol.

B. Special assessments - Compulsory contributions and reimbursements from owners of property benefited by improvements (*e.g., streets, sewers, sidewalks, water extensions, etc.*) as well as for servicing special assessment debt.**Exclude**

- Proceeds from sales of special assessment bonds (*should be reported in 10*)
- Maintenance assessments (*should be reported in item A.*)

0

0

C. Receipts from sale of property and other capital assets**Include**

- Property sold to other governments

Exclude

- Tax sales (*should be reported in 5*)

0

Continue with 7 on the next page

PART 4 – REVENUES - Continued

D. Interest earnings - Interest received on all deposits and investment holdings of this agency.

Include

- Interest on construction funds

Exclude

- Interest earnings of any employee pension funds

Other Revenues

\$Mil.	Thou.	Dol.
--------	-------	------

300

E. Fines and forfeits - Receipts from penalties imposed for violations of law and civil penalties

0

F. Royalties - Compensation or portion of proceeds from extraction of natural resources (*e.g., oil, gas, and mineral rights*)

0

G. Private donations - Gifts of cash or securities from private individuals or corporations

0

H. Miscellaneous other revenues - Revenues of this agency not reported in items A. through G. or questions 5 through 7.

Include

- Insurance claims
- Recoveries of prior year expenditures
- Dividends
- Recorded profits from sale of investments
- Payments in lieu of taxes from private sources

Exclude

- Proceeds from borrowing
- Receipts from sale of security holdings
- Transfers between funds or accounts of this agency
- Employee contributions to employee pension funds
- Interest earnings of any employee pension funds

0

Total Revenues

\$Bil.	Mil.	Thou.	Dol.
--------	------	-------	------

8 What was the total amount of revenues reported on this form (Sum of 5 through 7)?

10,433.69

Report Online - Do Not Return

Report Online - Do Not Return

PART 4 – EXPENDITURES**9 What was the amount of expenditures during the fiscal year indicated in 2?****A. Expenditures for capital outlay****Include****Expenditures for construction**

- Production, additions, replacements, or major structural alterations to buildings and other improvements
- Major repairs and alterations
- Amounts for constructions performed on a contract basis
- Any expenditures for construction carried out by personnel of this agency

Purchase of equipment, land, and existing structure

- Amounts for replacement and additional equipment
- For lease purchase installment contracts

Exclude

- Interest capitalized as a cost of construction (should be reported in item B.)

Expenditures
\$Mil. Thou. Dol.

300

B. Interest on debt - Total amount of interest paid on all debt, long-term and short-term, of this agency.**Include**

- Capitalized interest paid on construction loans

Exclude

- Debt retirement (should be reported in 10).

0

C. Payments to other governments - Payment in lieu of taxes, reimbursements for services received, etc.

1. To State government

0

2. To local governments

0

D. All other expenditures - All expenditures not reported in items A. through C.**Include**

- Expenditures for salaries and wages
- Operating leases
- Rent
- Utility services
- Materials and supplies for current operation and maintenance
- All other expenditures
- Contributions to employee pension plans administered by this agency

Exclude

- Payments for retirement of debt
- Payments for purchase of securities
- Transfers between funds and accounts of this agency
- Provisions for depreciation
- Benefits and payments from self-administered employee pension funds

4,000

Total Expenditures
\$Bil. Mil. Thou. Dol.

E. TOTAL - (Sum of items A. through D.).

4,300.00

PART 5 – INDEBTEDNESS

10 What was the total amount of long-term debt held by this agency for the fiscal year indicated in **2**?
Report bonds, mortgages, etc., with an original term of more than one year, including revenue bonds and special assessment bonds as well as general obligation bonds.

Include

- Debt refunded

Exclude

- Capital leases (should be reported in **9**)
- Amounts for compensated absences

- Conduit debts

Long-term Debt

	\$Bil.	Mil.	Thou.	Dol.
A. What was this agency's debt?				
1. Outstanding at beginning of fiscal year				0
2. Issued during fiscal year (include all refunding issues)				0
3. Retired during fiscal year (include debt refunded)				0
4. Outstanding total at end of fiscal year (items A1. + A2. - A3.)				0

11 What was the total amount of short-term debt held by this agency for the fiscal year indicated in **2**?
Report tax-anticipation notes, bond-anticipation notes, interest-bearing warrants, and other obligations with an original term of one year or less.

Exclude

- Accounts payable

Short-term Debt

	\$Bil.	Mil.	Thou.	Dol.
A. Amount outstanding at beginning of fiscal year				0
B. Amount outstanding at end of fiscal year				0

PART 6 – CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

- 12** What was the total amount of cash and investments (at market value) held by this agency at the end of the fiscal year indicated in **2**?

Include

- Total amount of cash and cash equivalents on hand and on deposit
- Investments in Federal government, Federal agency, State and local government, and non-governmental securities
- Reserves held for redemption of long-term debt
- Unexpended from sale of bond issues pending disbursement

Exclude

- Accounts receivable
- Value of real property
- All non-security assets
- Employee retirement funds

Amount at End of Fiscal Year

\$Bil. Mil. Thou. Dol.

Total cash and investments

32,051.42

PART 7 – REMARKS

- 13** Use this space for any explanations that may be essential in understanding the reported data.

Include

- Any significant changes occurring within the last year
- Any difficulties encountered in completing this form

PART 8 – CONTACT INFORMATION

- 14** Who should be contacted to answer questions about data reported on this form?

Name of contact person - Please print

Title of contact person - Please print

Alisa Kim

Conservation & Administration Technician

Area code and phone number

Extension

Area code and fax number

562 400 0885

Date form was completed
(MM) (DD) (YYYY)

Email Address - Please print

washoestoreycd@gmail.com

07/07/2026

**Thank you for completing this form.
Retain a copy of the completed questionnaire for your records.**

NOTE: The U.S. Census Bureau receives its authorization to conduct this survey from Title 13, United States Code, Sections 161 and 182. This form has been approved by the Office of Management and Budget (OMB) and given the number 0607-0585. Please note the number displayed in the upper right-hand corner of this form. Display of this number confirms that we have approval from OMB to conduct this survey. If this number was not displayed, under the Paperwork Reduction Act, we could not request your participation in this voluntary survey. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9(b).

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities. Public reporting burden for this collection of information is estimated to vary from 1 hour to 6 hours per response, with an average of 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ECON Survey Comments 0607-0585, U.S. Census Bureau, 4600 Silver Hill Road, EMD-8K122, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov; use ECON Survey Comments 0607-0585 as the subject.