

BOARD MEETING MINUTES WASHOE-STOREY CONSERVATION DISTRICT



Date: Monday, September 21, 2026
Time: 3:30 PM

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

Link: <https://teams.microsoft.com/meet/226960851872919?p=emSLzips23WDemH2ls>

Meeting ID: 226 960 851 872 919

Passcode: g5w33tW3

Call in information: 775-321-6111 **PIN:** 573 493 564#

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 was called to order at 3:36.

Agenda

The Conservation District will consider and act on the following items unless otherwise noted:

Agenda

The Conservation District will consider and act on the following items unless otherwise noted:

I. Call to Order

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

Present in-person were Chair Lyndsey Langsdale, Marlee Jenkins with Conservation District Program, Treasurer Jim Shaffer, and member of the public Gayle Bowers. Present virtually or by phone were Storey County Representative Kathy Canfield, Max Kittel with Natural Resources Conservation Service, and a member of the public, Michael Miller.

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 made a public comment about meeting with the Sierra Reflections development that will be moving forward in Steamboat Springs, including meeting with the biologist and other environmental regulations staff on the project. She also brought up bringing back Farm City Fest and bringing back the watershed exhibit that Washoe-Storey Conservation District owns.

III. Approval of today's agenda, August 10, 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 #09-2026-01: Jim Shaffer makes a motion to add 5H) Conservation with Living with Fire and 7H) Review Alisa Kim's contract for the Conservation & Administrative Technician. Kathy Canfield asks if agendas can be edited after posting, Marlee Jenkins responded that if it is minimal edits, it should be okay. Lyndsey Langsdale seconds. Motion passes unanimously with 3 ayes.

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

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

Max Kittel does not have any updates.

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

Marlee Jenkins presented on the deadline of the annual report and financial report due September 30th. The State Conservation Commission is meeting on November 19th, around 9 am, to find which Conservation Districts are in good standing.

Conservation District elections will also be held the first 10 days in November, which must be a separate meeting from the monthly November meeting. The Nevada Weed Management Association will be October 20-21 at the Nugget. Two University of Nevada Reno Extension is hosting two workshops, one on water and irrigation and another about pesticide safety.

C. Nevada Association of Conservation Districts – Updates

Marlee Jenkins presented on the Sportsman's Raffle to benefit conservation scholarships, which will end on September 28th.

D. Nevada Department of Wildlife – Graham Mills – Updates

No updates from the Nevada Department of Wildlife.

E. Nevada Department of Agriculture – Jake Dick – Updates

No updates from the Nevada Department of Agriculture, but they will be hosting their Early Detection & Rapid Response meeting soon.

V. District Projects and Local Planning – For Possible Action

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

Jim Shaffer presented an update on one project in August for a regulatory zone amendment for a planned subdivision in Silver Hills, off Red Rock Road. His feedback included changing "may" to "shall" so they are more closely contracted to follow through on plans, which include building hoop houses and farm infrastructure. The two projects in September include one single-family home development, which we had no feedback on. Another is in Lemmon Valley for a stormwater detention channel, and he asked for a copy of the seed mix that Truckee Meadows Regional Planning Authority will be providing.

B. Storey County Projects – Updates from Kathy Canfield.

Kathy Canfield presented on cleaning up Long Valley Creek after the June storm damage, with engineers providing the amount of sediment that needs to be removed before the next storm.

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

Lyndsey Langsdale presents on getting funding for another year by the Truckee River Fund. They also got a grant for irrigation repair through the Natural Resources Conservation Service, and work for that should be starting soon.

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

Marlee Jenkins presented on not receiving the requested funding from Nevada Department of Wildlife, but Washoe County is developing a trail on their property at

Canepa Ranch and will be treating their property of herbicide application. It would be too late to apply a pre-emergent, but it would be possible to apply for the Nevada Department of Agriculture's Shared Stewardship Funding for spring herbicide application. Supervisor Kathy Canfield asked about land ownership on Peavine Peak, with Marlee Jenkins responding that most of it is owned by the Bureau of Land Management and United States Forest Service.

- E. **Palomino Valley** – Updates on status of Nevada Department of Wildlife funding proposal for Palomino Valley work.

Marlee Jenkins presented on not receiving requested funding from the Nevada Department of Wildlife. The landowner was notified about this and will move forward to fence off the head of the spring with Natural Resources Conservation Service.

- F. **Nevada Division of Forestry, Conservation Education & Outreach Grant** – Update on Grant Kick-off meeting on 9/3 and review of Notice of Grant Award.

Alisa Kim presented the Notice of Subgrant Award with the updated budget and a review of the Grant Kick-off meeting on 9/3. Marlee Jenkins reviewed the award contract, which included deliverables, reimbursements, and other aspects of the grant.

Motion #09-2026-02: Lyndsey Langsdale makes a motion to approve the Notice of Subgrant Award for the Conservation Education & Outreach Grant, Jim Shaffer seconds. Motion passes unanimously with 3 ayes.

- G. **Vista Narrows** – Presentation for October 12th meeting by the Truckee River Flood Management Authority on the Vista Narrows river terracing project.

Danielle Henderson will be presenting at the October 12th meeting in the earlier part of the meeting, with options for 15-30 minute presentations.

- H. **Conservation with Living with Fire** – Discussion about Living with Fire collaboration

Lyndsey Langsdale presented on a discussion with Megan Kay from Living with Fire for re-vegetation during the Bug Fire, with a possibility to partner with Washoe-Storey Conservation District on reaching out to community members about seed mixes and seed sourcing in fall.

VI. District Supervisor Reports – Not for Possible Action

A. District Supervisor Reports

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 7/13/2026, and 8/10/2026.

Motion #09-2026-03: Jim Shaffer makes a motion to approve the meeting minutes for 7/13/2026 and 8/10/2026, Kathy Canfield seconds. Motion passes unanimously with 3 ayes.

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

Jim Shaffer renewed the Certificate of Deposit, with the current total as \$17,027.32 and expires 12/7/2026 with a 3.43% interest. The total for all accounts on 8/31/2026 was \$29,395.00.

Motion #09-2026-04: Lyndsey Langsdale makes the motion to approve the Treasurer's report as presented, Kathy Canfield seconds. Motion passes unanimously with 3 ayes.

- C. **Obtaining funds from Washoe County and Storey County** – Updates on request of funding from Washoe and Storey County.

1. **Washoe County funding request update** – Review of funding from Commissioner Herman and review of thank you letter.

Alisa Kim updated on drafting a thank you letter for the \$5,000 provided from Commissioner Herman's remaining budget to spend on weed abatement in Washoe County. This draft will be sent to Chair Lyndsey Langsdale and Treasurer Jim Shaffer.

2. **Storey County Community Project Grant** – Review of grant application.

- D. **Annual Report and Financial Report** – Review of draft actuals District annual report and financial report, due September 30th.

Alisa Kim and Marlee Jenkins presented the annual report and financial report due September 30, 2026. This included reviewing the line items for the budget and new wording for the annual report, with a reminder that this is reporting on Conservation District actions before June 30th, 2026.

Motion #09-2026-05: Lyndsey Langsdale makes the motion to approve the Annual Report and Financial Report as presented, Jim Shaffer seconds. Motion passes unanimously with 3 ayes.

- H. **Alisa Kim's contract for the Conservation & Administrative Technician position** – Review of contract and hourly wages

Motion #09-2026-06: Kathy Canfield makes the motion to approve Alisa Kim's hourly wages from \$22 to \$24 starting October 1st for the Conservation & Administrative Technician contract, Jim Shaffer seconds. Motion passes unanimously with 3 ayes.

Motion #09-2026-07: Kathy Canfield makes the motion to approve Alisa Kim's Conservation & Administrative Technician contract with amendments as presented in the meeting, Jim Shaffer seconds. Motion passes unanimously with 3 ayes.

E. Darcy Phillips resignation – Discussion of Darcy Phillip's resignation from the board and recognition for her work.

Alisa Kim presented on recognizing Darcy Phillips for her service on the board, and the board agreed on a thank you card to send.

F. General Correspondence Updates

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

Alisa Kim presented on early conversations with staff from Honey Lake Resources Conservation District as well as the United States Forest Service and Nevada Division of Forestry.

Marlee Jenkins will follow up with Joanne Lowden with Washoe County if they would like some of the remaining seed from the Rainbow Bend restoration project to re-seed the burned area at Mayberry Park. If not, WSCD should scatter the seed in the restored area at Rainbow Bend soon.

Alisa Kim will follow up with Jozo Vujeva at Nevada Department of Transportation to ask about supporting the pollinator garden on the parcel of land they own in South Reno.

G. Outreach planning and opportunities for tabling

1. **Sheriff's Night Out events** – Update on tabling events at Lockwood on Tues. 8/25 from 5-8 pm and Virginia City on Tues. 9/1 from 5-8 pm.

Alisa Kim presented on the Sheriff's Night Out tabling events. Although they could not attend the Lockwood tabling event due to being evacuated from the Hawk Fire, the Virginia City event went well, with many interested in invasive species removal resources and wildfire defensible space education.

Marlee Jenkins will be tabling at the University of Nevada, Reno Extension Expo on September 25th with Department of Conservation & Natural Resources and will represent Conservation Districts.

2. Washoe Storey Conservation District is seeking two new members 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

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: October 12th, 2026, at 3:30pm.

XI. Adjourn

The meeting was adjourned at 5:44 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.

Full Meeting Link: https://teams.microsoft.com/meet/226960851872919?p=emSLzips23WDemH2Is
--

Washoe-Storey Conservation District

October 2026 Monthly Treasurer's Report

Beginning Balance:

Savings

Date: 9/30/2026 Balance: \$ 3,416.61

Checkings

Date: 9/30/2026 Balance: \$ 8,311.71

Certificate of Deposit

Date: 9/21/2026 Balance: \$ \$17,027.32

Notes: Renewed 9/21/2026, next matures 12/7/2026

Checkings Received:

None received

Checkings Expenses:

Amount \$ 64.93 for what purpose: 9/1/2026 – Wagon for carrying tabling supplies from Walmart

Amount \$ 17.75 for what purpose: 9/2/2026 – Candy for tabling from Dollar General

Amount \$ 90.51 for what purpose: 9/3/2026 – Made copies of coloring books at Office Depot

Amount \$ 18.28 for what purpose: 9/15/2026 – Ionos invoice for website

Amount \$ 15.00 for what purpose: 9/30/2026 – Bank fees

Savings Received:

None received

Savings Expenses:

Amount \$ 15.00 for what purpose: 9/30/2026 – Bank fees

Washoe-Storey Conservation District

October 2026 Monthly Treasurer's Report

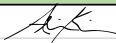
Closing Balance:

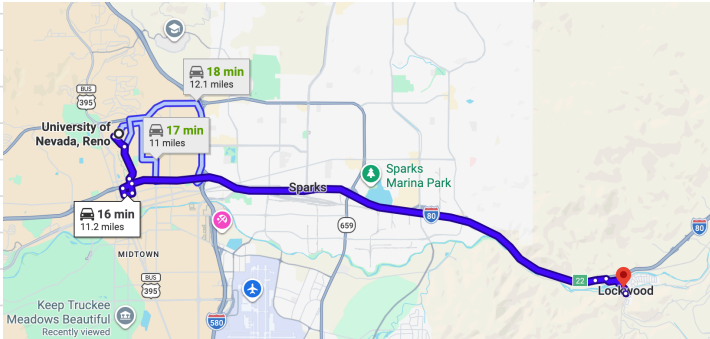
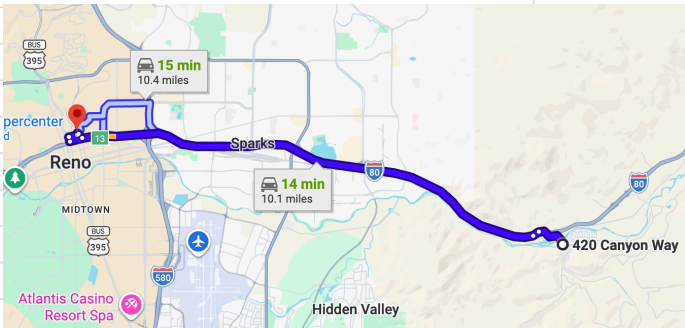
Date: 9/30/2026 Closing Balance: \$ 28,855.64

Submitted by:

Alisa Kim / Marlee Jenkins

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

Washoe-Storey Conservation District - October 2026 Timesheet						
Employee:		Alisa Kim				
Title:	Conservation & Adminstrative Technician					9/17/2026 - 10/7/2026
Date	Time In	Time Out	Hours Worked	Mileage	Task	Total
9/18/2026	11:30 AM	1:00 PM	1.5		Drive to Lockwood for tabling items, dig myself out of gravel, drive back	
9/18/2026				21.4	UNR to Lockwood and back	
9/21/2026	9:00 AM	9:30 AM	0.5		Send emails	
10/6/2026	1:00 PM	3:00 PM	2		Draft agenda, send emails, sort out calendar and schedule meetings	
10/7/2026	7:30 AM	8:30 AM	1		Compile meeting materials and send meeting information out	
					Total September hours	1.5
					September hourly rate	\$22.00
					Total October hours	3.5
					October hourly rate	\$24.00
					Total wages	\$33.00
					Total travel distance (miles)	21.4
					GSA mileage rate	\$0.76
					Total mileage reimbursement	\$16.26
					Monthly Total	\$49.26
					Employee signature:	
					Date:	10/7/2026
					Check #:	

Washoe-Storey Conservation District - October 2026 Timesheet						
Employee:		Alisa Kim				
Title:	Conservation & Adminstrative Technician					9/17/2026 - 10/7/2026
Trip 1a - 9/18/2026						
Start location:		UNR				
End location:		Lockwood Storage				
Total Mileage (miles):		11				
						
Trip 1b - 9/18/2026						
Start location:		Lockwood Storage				
End location:		UNR				
Total Mileage (miles):		10.4				
						
Trip 1 Total Mileage:		21.4				