BOARD MEETING MINUTES
WASHOE-STOREY CONSERVATION DISTRICT

Date: Monday, October 12, 2026
Time: 3:30 PM

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

Link: https://teams.microsoft.com/meet/259916223048388?p=UfVsn7C3QtJDszMXqp
Meeting ID: 259 916 223 048 388
Passcode: 2vX74xR7
Call in information: 775-321-6111 PIN: 466 283 23#

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 3:34 PM.

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, Treasurer Jim Shaffer, Supervisor Elena Larsen, Marlee Jenkins with Conservation District Program, and Alisa Kim of Washoe-Storey Conservation District. Present virtually or by phone were Storey County Representative Kathy Canfield, Danielle Henderson, Natural Resource Manager with Truckee River Flood Management Authority, and two members of the public, Michael Miller and another person.

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 comment.

III. Approval of today's agenda, October 12, 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.

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

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

Natural Resources Conservation Service is not present.

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

Marlee Jenkins presented on the Nevada Weed Management Association will be October 20-21 at the Nugget, as well as the Nevada Association of Conservation Districts and Nevada Weed Management Association annual conference on November 19th, with a dinner the night before. The National Association of Conservation Districts will be held in Las Vegas in February 2027.

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

Nevada Association of Conservation Districts is not present.

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

Nevada Department of Wildlife is not present.

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

Nevada Department of Agriculture is not present.

V. Presentations

A. **Vista Narrows** – Presentation by Danielle Henderson, Natural Resource Manager of the Truckee River Flood Management Authority about the Vista Narrows river terracing project.

Danielle Henderson presented about the Vista Narrows river terracing project, which included an overview of flooding history, the background of the Truckee River Flood Management Authority, and the overview of the Meadows Reach Flood project. Danielle focused specifically on the Vista Narrows floodplain terracing, which is east of Sparks and has an issue of backwater flooding. The Vista Narrows area is what allows the remainder of the floodplain project to work, as it allows the water to move more efficiently through the meadows and protects areas like the Sparks Industrial Complex and the Reno-Tahoe Airport. The project involves 3 terraces including river terracing through restoration and revegetation and levees through willows while staying out of the waterways, and cost to complete would be ~$51 million (whereas property damage from a 100-year flood would be ~$2 billion). This would entail excavating incised banks to mimic a more natural floodplain, and installing riprap and willow poles to stabilize banks that are too steep to re-grade.

VI. District Projects and Local Planning – For Possible Action

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

Jim Shaffer did not have any planning reviews, but did receive an email about a cell tower re-vegetation plan in Washoe County and re-iterated their need for a two-year germination requirement or re-seeding.

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

Kathy Canfield presented about Storey County's Public Works department continuing sediment clean up from the Long Valley flooding which started in mid-summer.

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

Lyndsey Langsdale presented on the Keep Truckee Meadows Beautiful cleanup on the farm.

D. **Canepa Ranch** – Discussion of possible alternate funding opportunities.

a. **Nevada Department of Agriculture's Invasive Plant Cost Share Program –** Due Dec. 11th and requires a 1:1 non-federal match.

Alisa presented on possibly applying for the Nevada Department of Agriculture's Invasive Plant Cost Share Program, since the board would like to continue invasive species work at Canepa Ranch. The board agreed that we would like to pursue the

cost share program, with the possibility of using the $5,000 from Commissioner Herman as a 1:1 match.

E. **Palomino Valley –** Discussion of possible alternate funding opportunities.

Alisa Kim updated that this item was kept on the agenda as a reminder to look for

F. **Nevada Division of Forestry, Conservation Education & Outreach Grant** – Update on grant status.

Alisa Kim presented on submitting the Conservation Education & Outreach Grant

VII. District Supervisor Reports – Not for Possible Action

A. **District Supervisor Reports**

Lyndsey Langsdale will follow up with Megan Kay at Living with Fire for follow-up actions with residents affected by fire, particularly the Bug Fire.

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

A. **Review, Amendment, and Approval** of Minutes from previous meeting, conducted 9/14/2026.

Motion #2026-10-01: Lyndsey Langsdale makes a motion to approve the minutes from 9/14/2026, Jim Shaffer seconds. Motion passes unanimously with 4 ayes.

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

Jim Shaffer presents the financial report, including the totals for checking accounts and

Motion #2026-10-02: Elena Larsen makes a motion to pay Alisa Kim the updated amount of $133.26 with the new wage amount, Kathy Canfield seconds. Motion passes unanimously with 4 ayes.

a. **Create a separate grant account** – Utilize the non-operational checking account to be used exclusively as a grant account for Nevada Division of Forestry's Conservation Education & Outreach Grant.

Jim Shaffer presented on maintaining one account for operational needs and a second account for grant-specific activity. Jim proposed receiving checks for the grant account which would require two signatures from board members, and all purchases over $250 will need approval from the Chair and the Treasurer.

Motion #2026-10-03: Elena Larsen makes a motion to utilize the additional checking account for the Nevada Division of Forestry Conservation Education & Outreach Grant purchases, Lyndsey Langsdale seconds. Motion passes unanimously with 4 ayes.

C. **Spending funds from Washoe County and Storey County** – Discussion of spending funding from Washoe and Storey County.

Alisa Kim presented on charging printing costs from copying coloring activity books from Nevada Department of Agriculture for tabling at Virginia City to Storey County. There was discussion about following up about Washoe County funding.

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

Alisa Kim provided an update on rejection of the Storey County Community Project Grant for not having three involved parties that live in Storey County as well as not having buy-in from the Community Chest. There was discussion about responding back to get more feedback and also reaching out to Community Chest for possibly applying for the grant again in the future.

E. **General Correspondence Updates**

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

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

1. Washoe-Storey Conservation District is seeking two new members to join the board of supervisors (elected volunteers).

IX. District Staff Reports – Not For Possible Action (unless otherwise noted) – Alisa Kim – Updates

A. **Training or meeting requests – For Possible Action**

X. 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.

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

Typically the second Monday of each month: November 9th, 2026, at 3:30pm (with elections held beforehand).

XI. Adjourn

The meeting was adjourned at 5:18 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=emSLzips23WDemH2ls

Washoe-Storey Conservation District

November 2026 Monthly Treasurer's Report

Beginning Balance:

Mitigation Checking

Date: 10/1/2026 Balance: $ 3,416.61

Checking

Date: 10/1/2026 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

Mitigation Checking Received:

None received

Mitigation Checking Expenses:

Amount $ 2,016.61 for what purpose: 10/19/2026 – Transfer to Checking account for bookkeeping to make grant-specific account

Amount $ 57.88 for what purpose: 10/28/2026 – Ordered checks for account

Amount $ 15.00 for what purpose: 10/30/2026 – Bank fees

Checking Received:

Amount $ 125.00 for what purpose: 10/27/2026 – $55.00 in cash from donations tabling State fair, $70.00 for selling 7 tickets for NvACD with $10 donated per ticket

Checking Expenses:

Amount $ 308.00 for what purpose: 10/7/2026 – Wages for Alisa Kim 7/13-8/7/2026

Amount $ 439.45 for what purpose: 10/7/2026 – Wages for Alisa Kim 8/4-9/15/2026

Amount $ 18.28 for what purpose: 10/15/2026 – Ionos invoice for website

Washoe-Storey Conservation District

November 2026 Monthly Treasurer's Report

Amount $ 258.75 for what purpose: 10/16/2026 – Payment for Alisa Kim's registration to attend Nevada Weed Management Association's conference

Amount $ 2,016.61 for what purpose: 10/19/2026 – Transfer for bookkeeping reasons to Checking account to make grant-specific account

Amount $ 15.00 for what purpose: 10/30/2026 – Bank fees

Certificate of Deposit Interest:

Amount $ 48.00 for what purpose: 10/7/2026 – Interest credit

Closing Balance:

Mitigation Checking

Date: 10/30/2026 Balance: $ 1,327.12

Checking

Date: 10/30/2026 Balance: $ 9,413.84

Certificate of Deposit

Date: 10/30/2026 Balance: $ $17,075.32
Notes: Renewed 9/21/2026, next matures 12/7/2026

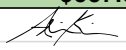
Total

Date: 10/30/2026 Closing Balance: $ 27,816.28

Submitted by:

Alisa Kim / Marlee Jenkins

WSCD Conservation & Administrative Technician / Conservation District Programs

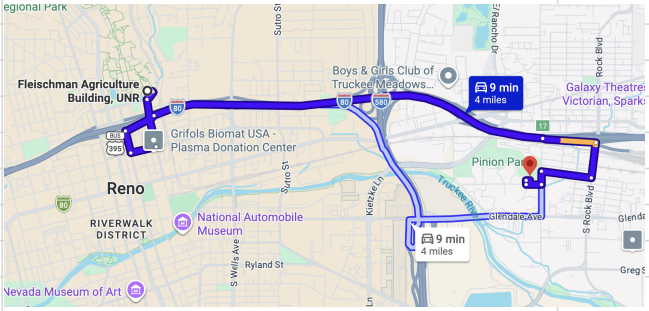
Washoe-Storey Conservation District - November 2026 Timesheet						
Employee:	**Alisa Kim**					
Title:	**Conservation & Adminstrative Technician**					**10/8/2026 - 11/3/2026**
Date	**Time In**	**Time Out**	**Hours Worked**	**Mileage**	**Task**	**Total**
9/21/2026	3:30 PM	5:00 PM	1.5		September meeting - hours not reported in last timesheet	
10/12/2026	11:30 AM	1:00 PM	1.5		Work on emails, send signed NDF grant, draft thank you letter to Commissioner Herman	
10/12/2026	3:30 PM	5:30 PM	2		October meeting	
10/15/2026	9:00 AM	10:30 AM	1.5		Reply to emails, post-fire intra-agency meeting, sit in on SCC meeting	
10/20/2026	12:00 PM	5:00 PM	5		NWMA conference, day 1 (arrived late, 1 hour lunch)	
10/21/2026	7:30 AM	3:30 PM	6.5		NWMA conference day 2, 1.5 hour lunch	
10/27/2026	11:00 AM	12:30 PM	1.5		Go to NDA to get check and mail from Marlee, drive to Lockwood to drop off tabling items, go to bank to deposit check and petty cash	
10/27/2026				23.1	UNR to NDA, then Lockwood, then Western Alliance bank and back	
11/2/0206	8:00 AM	9:00 AM	1		Put together election and business meeting agenda drafts	
11/3/2026	8:00 AM	9:00 AM	1		Reply to emails, finalize agendas	
11/3/2026	7:00 PM	8:00 PM	1		Compile rest of meeting materials	
					Total hours	22.5
					Hourly rate	$24.00
					Total wages	$540.00
					Total travel distance (miles)	23.1
					GSA mileage rate	$0.76
					Total mileage reimbursement	$17.56
					Monthly Total	**$557.56**
					Employee signature:	
					Date:	11/4/2026
					Check #:	

Washoe-Storey Conservation District - November 2026 Timesheet

Employee:	**Alisa Kim**		
Title:	**Conservation & Adminstrative Technician**		**10/8/2026 - 11/3/2026**

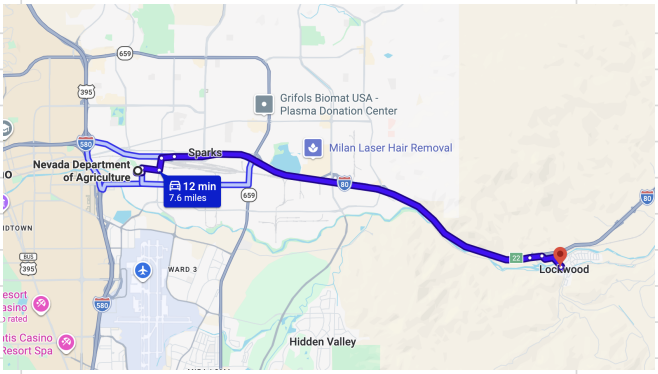
Trip 1a - 10/272026

Start location:	UNR
End location:	NDA office
Total Mileage (miles):	4



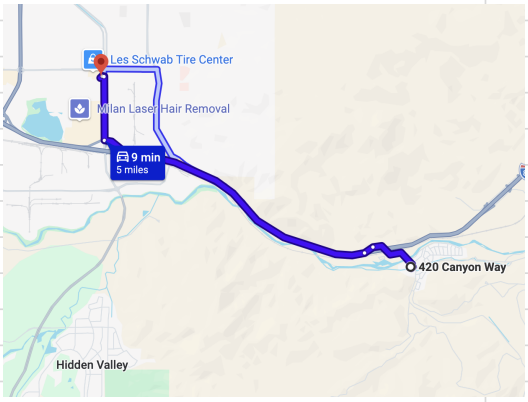
Trip 1b - 10/272026

Start location:	NDA office
End location:	Lockwood storage
Total Mileage (miles):	7.6



Trip 1c - 10/272026

Start location:	Lockwood storage
End location:	Western Alliance bank
Total Mileage (miles):	5



Trip 1d - 10/272026		
Start location:	Western Alliance bank	
End location:	UNR	
Total Mileage (miles):	6.5	
Trip 1 Total Mileage:	23.1	

