

Washoe-Storey Conservation District

1201 Terminal Way, Suite 222

Reno, NV 89502

(775) 322-9934

Board of Supervisors Meeting

Minutes of December 19, 2007

Present:

Ernie Nielsen, WSCD

Bret Tyler, WSCD

Becky Maholland, WSCD

Jim Shaffer, WSCD

Ray Newcomb, WSCD

Sandi Gotta, NVDCD

Andi Kemmerer, WSCD

Jim Arden, Consultant

1. Call the Meeting to Order

- Vice-Chairman Bret Tyler called the Washoe-Storey Conservation District Board of Supervisors Meeting to order at 4:40 p.m.
- Jim made a motion to approve the minutes from the November 29, 2007 WSCD Board meeting with the Storey spelling revision. Becky seconded and the motion passed.

2. Public Comments:

- No comments.

3. External Agency Reports:

- A. USDA - Natural Resources Conservation Service – District Conservationist
- B. Division of Conservation Services – Sandi Gotta

4. District Projects

A. Hidden Meadows: update from Jim Arden

- Jim Arden was not able to attend.

B. Steamboat Creek

- Becky made a motion to table this item for January 24, 2008 WSCD Board meeting.

C. Washoe and Storey County Reviews

- WSCD to continue to think of new ideas/suggestions to add to reviews that can better the environment and how people think about the environment.
- No plans for Storey County.
- **Andi to send out completed reviews to Board Members.**

- D. Jumbo Grade/Andrew Lane
 - Andi to look up the statutes of the nationwide 27 Permit for Jumbo Grade and Andrew Lane.
- E. Storey Weed Abatement Team
 - Becky talked to Kim Williams from Nevada Natural Heritage.
 - Kim's job is data base collecting and puts data on the web-site.
 - Has some weed data for Washoe County.
- 5. Internal District Reports
 - A. Fiscal
 - 1. Report – Treasurer
 - Andi and Becky will get together to work on WSCD budget and develop a cash flow chart.
 - Jim made a motion to approve the treasurer's report for November 2007. Ray seconded and the motion passed.
 - 2. Revenue including office space/rent
 - WSCD is all paid up.
 - 3. Authorize payment of expenses
 - Bret made a motion to authorize payment of expenses. Jim seconded and the motion passed.
 - B. General Correspondence – Secretary
 - No comments
 - C. Personnel
 - Andi to find documents in old personnel files. Should be old job descriptions, state rates.
 - Create a proposal for how Andi's job will change.
 - Andi to look up insurance, send job duties out, and put as an action item on January's agenda.
- 6. Old Business:
 - A. Issues associated with District web-page.
 - Need to post WSCD agendas and minutes on the web-page.
 - Becky, Andy and Bret to form a working group that works on web-page content.
- 7. New Business:
 - A. Guest Speaker Jim Arden to discuss issues associated with Hidden Meadows/Steamboat Creek
 - Jim went to a Washoe County Flood Control meeting on December 19, 2007, and spoke with Karen Mullins.
 - Kennedy/Jenks stated that if Hidden Meadows was upgraded to their satisfaction, they would take the project over.
 - WSCD to work with the Flood Coalition, and need documents to show forward progress.
 - Andi and Jim Arden to meet with Richard Gephart from USACoE to discuss the \$30,000 Airport Authority mitigation money.

- The Hidden Meadows HOA would like to see the Kennedy/Jenks Steamboat Creek Plan completed.
 - The common area should have been turned over to the HOA when the subdivision was completed.
 - Would give land to Washoe County for money for flood control purposes.
 - B. Possible WSCD project for improving Chalk Creek watershed.
 - Project might be integrated into TMWA Budget, but there are some water rights issues involved.
 - **Andy to put cd link up on web-site for Becky.**
 - WSCD to be the general contractor for the project?
 - Mike Windmer is the contact.
 - C. Summary by Andi of LID workshop and Grant Writing Workshop.
 - Need to form a stormwater subgroup that meets outside of WSCD board meetings.
 - **Andi to look up NDEP proposal guidelines online.**
 - Possible street project with Terri Svetich?
 - Birgit has 319(h) grants available.
 - D. Discussion and approval for increasing Andi's wages and/or increasing her hours.
 - **Andi to look up personnel policies, and manuals, and put wage increase on January 2008 agenda.**
 - Jim made a motion to table this item for January 2008 WSCD board meeting.
8. Staff/Consultants Items:
- A. Announcements
 - NvACD will be holding their national meeting in Reno February 12-16 2008.
 - WSCD needs to be actively involved in this meeting.
 - B. Report on activities since last meeting
 - **Andi to send out an email to Board members tasks she has been working on.**
 - C. District direction on future staff activities.
 - Need to decide what is wanted on the web-page.
 - Possible PR about the Board?
9. Supervisors Items:
- A. Announcements
 - Becky talked to Dan Kaffer and he is willing to help WSCD find funding.
 - Possible project at the petroglyphs in Virginia City for WSCD?
 - LID for parking lot and interpretive trails
 - **Andi to talk to Lynda Nelson and Sue about getting weed data GPS points.**
 - Weeds need to be looked at when doing projects.
 - B. Review of activities not otherwise included in agenda items.
 - C. Board membership review vacancy of cities appointed member and potential recommendations.
 - Pam Wilcox to potentially fill WSCD Board member vacancy?

- Andi to send out rough draft agendas 2 weeks in advance of board meetings.
- Propose 1 ½ hour board meetings.

10. Next District Meeting:

- Bret made a motion to have the next Board Meeting on January 24, 2007 at **4:30** at the WSCD Office. Jim seconded and the motion passed.

11. Adjourn

Jim made a motion to adjourn the WSCD Board Meeting at 6:45 p.m. Becky seconded and the motion passed.

Board personnel/Member tasks to complete before January 24, 2008 Meeting:

- Andi to look up the Steamboat Creek Plan.
- Andi to look up the statutes of the nationwide 27 Permit for Jumbo Grade and Andrew Lane.
- Andi to buy oil absorbent soc and put around weed chemical
- Andi and Becky will get together to work on WSCD budget and develop a cash flow chart.
- Andi to find documents in old personnel files. Should be old job descriptions, state rates.
- Create a proposal for how Andi's job will change.
- Andi to look up insurance, send job duties out, and put as an action item on January's agenda.
- Becky, Andy and Bret to form a working group that works on web-page content.
- Andi to send out an email to Board members tasks she has been working on.
- Andi to send out completed reviews to Board Members.
- Andi and Jim Arden to meet with Richard Gephart from USACoE to discuss the \$30,000 Airport Authority mitigation money.
- Andy to put cd link up on web-site for Becky.
- Andi to look up NDEP proposal guidelines online.
- Andi to talk to Lynda Nelson and Sue about getting weed data GPS points.
- Andi to send out rough draft agendas 2 weeks in advance of board meetings.