



*A healthy watershed
that meets the water
needs of all users*

CARSON WATER SUBCONSERVANCY DISTRICT Administrative Committee

NOTICE OF PUBLIC MEETING

DATE: December 8, 2025
TIME: 8 am
LOCATION: CWSD Conference Room (In-Person Only)
777 E. William Street, Ste. 209
Carson City, NV 89701

AGENDA

Please Note: The Carson Water Subconservancy District (CWSD) Board may: 1) take agenda items out of order; 2) combine two or more items for consideration; and/or 3) remove an item from the agenda or delay discussion related to an item at any time. All votes will be conducted by CWSD Board of Directors. Reasonable efforts will be made to assist and accommodate individuals with limited ability to speak, write, or understand English and/or to those with disabilities who wish to join the meeting. Please contact Catrina Schambra at (775)887-7450 or email: catrina@cwsd.org at least 3 business days in advance so that arrangements can be made.

1. Call to Order the CWSD Administrative Committee
2. Roll Call
3. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on the agenda for action at a later meeting.
4. For Possible Action: Approval of Agenda
5. For Possible Action: Review Nominations and Recommend Andy Aldax Award Winner(s)
6. For Possible Action: Review General Manager Applications and Recommend Applicants to be Interviewed
7. For Possible Action: Review Interview Process and Interview Questions
8. For Discussion Only: Public Comment - Action may not be taken on any matter brought up under public comment until scheduled on the agenda for action at a later meeting.
9. Adjournment

Supporting material for this meeting may be requested from Catrina Schambra at 775-887-7450 (catrina@cwsd.org) and is available on the CWSD website at <https://www.cwsd.org>

To promote cooperative actions with communities to protect the Carson River Watershed.

AFFIDAVIT OF POSTING

The undersigned affirms that on or before 9 am on December 2, 2025, a copy of the *Notice of Public Meeting and Agenda* for the December 8, 2025 meeting of the Carson Water Subconservancy District Administrative Committee, per NRS 241.020 was posted at the following locations: CWSD, 777 E. William St., Ste. 209, Carson City, NV 89701; the CWSD website: <https://www.cwsd.org> and the Nevada Public Notice Website: <https://notice.nv.gov/>



Catrina Schambra, Office Manager, CWSD

December 1, 2025, 5 pm

Date & Time of Posting

AGENDA ITEM #5

CARSON WATER SUBCONSERVANCY DISTRICT Administrative Committee

TO: Administrative Committee Members

FROM: Edwin James

DATE: December 8, 2025

SUBJECT: Agenda Item #5 – For Possible Action: Review Nominations and Recommend Andy Aldax Award Winner(s)

DISCUSSION: The Andy Aldax Carson River Watershed Award was created in 2007 to honor Andy Aldax, a CWSD Director from CWSD's inception in 1959 until 2012. The award recognizes individuals and organizations for significant contributions in promoting and achieving the Carson River Watershed Vision Statement.

To be considered for this award, nominees must:

1. Have demonstrated a commitment to Carson River Watershed conservation activities for 10 years or more; and,
2. Have produced accomplishments toward the goals outlined in the Carson River Watershed Vision Statement; and,
3. Be an organization, landowner, community member, or employee of a federal, state, or local entity living or working in the Carson River Watershed.

Nominees for the 2026 Andy Aldax Award(s) are:

1. Terry Katzer
2. Rachel Leach
3. Fred Stodieck

Letters of recommendation for Andy Aldax Award nominees are attached.

STAFF RECOMMENDATION: Recommend winner(s) for the 2026 Andy Aldax Award.

Nominated by Lisa Schuette, CWSD Board of Directors

Terry Katzer has dedicated a large portion of his life to the Carson River and its watershed, significantly contributing to the scientific understanding of this vital resource. With a B.S. in Geology from the Mackay School of Mines at the University of Nevada, Reno, and further graduate studies in hydrogeology, Katzer's work has been instrumental in various water resource projects. His career at the U.S. Geological Survey included ground-water hydraulics and water-resource evaluations of select valleys in Nevada. From 1981-1985 he served as State Office Chief.

Katzer's role as the Assistant Federal Watermaster for the Truckee-Carson River System (1964-1966) and Secretary-Manager for the Carson Water Sub-Conservancy District (1962-1964) showcased his dedication.

His numerous publications, including detailed studies and maps of the Carson River underscore his significant contributions to the scientific understanding of the Carson River and its watershed. Katzer's lifelong commitment to the Carson River has left an enduring impact on the region's water resource management and scientific knowledge.

Publications related to the Carson River:

- Katzer, T. L., 1980, **General ground-water map of the Carson City Quadrangle, Nevada:** Nevada Bureau of Mines and Geology, Environmental Series 7 1/2° Quadrangle Map 1AF.
- Katzer, Terry, 1986, **Ground-water hydrology, Carson City Quadrangle, Nevada:** Nevada Bureau of Mines and Geology Open-File Report 86-7 (supplements NBMG map 1AF), 7 p.
- Glancy, P. A., and Katzer, T. L., 1975, **Probable effects of the Leviathan Creek Basin landslide, Alpine County, California:** U.S. Geological Survey Open-File Report 75-75, 3 p.
- Katzer, Terry, and Bennett, J. P., 1983, **Sediment transport model for the East Fork of the Carson River, Carson Valley, Nevada:** University of Kentucky, Lexington, Kentucky, International Symposium; Urban Hydrology, Hydraulics and Sediment Control, Proceedings of Symposium, p. 421.
- Katzer, Terry, and Schroer, C. V., 1986, **Flood and related debris flow hazards along principal drainages, Carson City Quadrangle, Nevada:** Nevada Bureau of Mines and Geology Open File Report 86-8, 13 p. (Supplements NBMG Map 1A1)
- Glancy, P. A., and Katzer, T. L., 1975, **Water-resources appraisal of the Carson River Basin, western Nevada:** Nevada Division of Water Resources Reconnaissance Report 59, 126 p.
- Katzer, T. L., 1971, **Reconnaissance bathymetric map and general hydrology of Lahontan Reservoir, Nevada:** Nevada Division of Water Resources Information Report 9.

November 18, 2025

Phyllis Atkinson
Board Member, River Wranglers
(775) 846-4240

Dear Selection Committee,

It is with great enthusiasm that I recommend Rachel Leach for the Andy Aldax Award for 2025. Rachel exemplifies the spirit of dedication, leadership, and service that this award was created to honor. Her commitment to the stewardship of our natural resources, her collaborative leadership and her unwavering devotion to her community make her an outstanding candidate for this recognition.

Through her years of involvement with River Wranglers, Rachel has demonstrated exceptional initiative and professionalism. As our groups co-president for the last four years, she has demonstrated unwavering commitment despite her very busy career as a full-time teacher in the Lyon County School District for the past 27 years. She approaches her leadership role with River Wranglers with thoughtfulness and integrity. We, as board members, find her willing to listen to our concerns, and approach situations with an open mind. She brings energy and vision during our meetings.

Within her own school Rachel works to provide youth-oriented watershed education. She has involved her students in Snapshot Day, and other water quality assessments, and stream-walk assessments in the Fort Churchill area. But, Rachel doesn't stop with her school. As the organizer of the Fall Festival for many years in the Silver Springs and Stagecoach areas, she has made sure to promote and include educational outreach by River Wranglers to spread the importance of watershed conservation. She lives the vision of RW by "empowering youth through outdoor watershed education."

Along with watershed education Rachel has also embraced sustainability with Project G.R.E.E.N (Gardening, Recycling, Education and Encouraging Neighbors). She leads this award-winning partnership between the Lyon County School District and teachers that supports school gardens as outdoor STEM labs. Gradually, the program has expanded to include composting and waste reduction from the school cafeteria. Here, she again involves and excites students about their world and how to care for it. Working alongside her students provides a strong sense of purpose in their young lives.

Beyond her professional contributions, Rachel is known for her kindness, humility, and generosity. She leads not for recognition, but because she truly wants to make a difference in how we approach and care for the natural world. Her dedication and example continue to inspire her students as well as adults to give their best.

I wholeheartedly support Rachel Leach for Andy Aldax Award. She embodies the principles of leadership, conservation, and community service that define this honor, and she would be a most deserving recipient.

Sincerely,

Phyllis Atkinson

October 23, 2025

To Whom It May Concern:

It is our pleasure to nominate Fred Stodieck to be the recipient of the 2026 CWSD Andy Aldax Award for Exemplary Service in Conservation and Protection of the Carson River Watershed.

Fred Stodieck has served 31 Years as an agricultural representative on the CWSD Board of Directors, appointed by Douglas County. He has served 17 years on the Douglas County Water Conveyance Advisory Committee and is a past President of the Nevada Farm Bureau. Fred is also a proud Veteran who served Army National Guard.

Fred is a lifelong farmer from Carson Valley who operates Stodieck Farm on the East Fork of the Carson River with the help of his wife, daughters, and grandsons. Stodieck Farm has been in his family since his great-grandfather bought it in 1868 for \$2,600 in gold coins. Mentored by his father, Cecil (who was also Federal Water Master for the Carson River), and uncles, Elven and William, Fred learned animal husbandry, equipment management, ditch maintenance, water law, and many other ranching skills. Fred has also worked as a road surveyor and in construction, and all these practical skills have helped him remain successful in growing alfalfa and the difficult task of cattle ranching.

Fred's lifetime of experience in the Carson Valley and his knowledge of all areas of concern in the Carson River Watershed has been a historical treasure to the Carson Water Subconservancy District Board of Directors. He exemplifies the spirit of Andy Aldax and is richly deserving of this honor.

Ernest C. Schank
Doug Johnson
Stacey Giomi

AGENDA ITEM #6

CARSON WATER SUBCONSERVANCY DISTRICT
Administrative Committee

TO: Administrative Committee Members

FROM: Edwin James

DATE: December 8, 2025

SUBJECT: Agenda Item #6 – For Possible Action: Review General Manager Applications and Recommend Applicants to be Interviewed

DISCUSSION: Attached are copies of applications for the General Manager position and a scoring sheet. The purpose of the scoring sheet is to assist with comparing the various applicants. The committee members will not be asked to discuss the scoring they gave each applicant but to discuss their top three/four applicants. The committee will then discuss top applicants and make a recommendation regarding the top three/four applicants that will be interviewed at a special board meeting in January 2026.

STAFF RECOMMENDATION: Recommend the top applicants to be Interviewed by the full Board.

CWSD Administrative Committee

General Manager Applications Review Packet

Note: The attached 10 applications are in alphabetical order and separated by paper inserts.

EMPLOYMENT APPLICATION

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)

Bishop, Bunny, L
General Manager - Carson Water Subconservancy District

Received: 11/14/25, 1:14 PM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION**POSITION TITLE:**

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Bishop, Bunny, L

PERSON ID:

28019243

Former Last Name:

Souza

Date And Month Of Birth:

05/29

ADDRESS: (Street, City, State, Zip Code)**HOME PHONE:****EMAIL ADDRESS:****NOTIFICATION PREFERENCE:**

Email

DRIVER'S LICENSE:

Yes

State: NV Number: 3*****8

LEGAL RIGHT TO WORK IN THE UNITED STATES?:

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES**SHIFTS YOU WILL ACCEPT:****EDUCATION****DATES:**

from August/2000 to August/2007

SCHOOL NAME:

University of Nevada, Reno

LOCATION:(City , State)

Reno, NV

DID YOU GRADUATE?

☒ Yes ☐ No

DEGREE RECEIVED:

Master's

MAJOR/MINOR:

Geography

DATES: from August/1991 to April/1997	SCHOOL NAME: Eastern Michigan University	
LOCATION:(City , State) Ypsilanti, MI	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Geography/ Urban & Regional Planning		

WORK EXPERIENCE		
DATES: from November/2024 to October/2025	EMPLOYER: J&M GLOBAL SOLUTIONS	POSITION TITLE: SENIOR REGIONAL PROGRAM MANAGEMENT LEAD
ADDRESS: (Street, City, State, Zip Code): 413 N. Lee St. Alexandria, VA 22314		COMPANY URL: j-mglobal.com
PHONE NUMBER: 703-853-9479	SUPERVISOR: Shelley Rappaport - Vice President, Program Delivery	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: As part of the J&M Program Management Team, I provided regional program management support to our client by managing the regional Risk Mapping, Assessment, and Planning (Risk MAP) program portfolio. Scheduling and cost performance are key metrics for the program and managing and analyzing these performance indicators was a priority for the client. Managed and maintained several record systems including the Mapping Information Platform (MIP), Project Planning & Purchasing Portal (P4), Key Decision Points (KDP), and the Cooperating Technical Partners (CTP) Performance Measures Tool. Managed a regional Flood Risk Mapping projects portfolio with a total value of approximately \$54M with more than 90 mapping projects. Monitored the performance of projects based on the scope of work for schedule and budget using Earned Value Management. Managed and provided reports on regional metrics. Provided support to the regional CTP program by assisting with annual grant cycle preparation activities and coordination for training and meetings. Participated in regular meetings with regional staff and the Production and Technical Services (PTS) contractor to stay up to date on project progress and identify potential needs for MIP portfolio management. Provided support to the regional J&M PM Team as a mentor and a Zonal Coordinator. Provided meeting coordination and support for the Two-Dimensional Integrated Performance Team (2D IPT) General, Leads, and Subgroup meetings.		
REASON FOR LEAVING: Laid Off		

DATES: from December/2019 to November/2024	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: CHIEF, WATER PLANNING AND DROUGHT RESILIENCY
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ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St., Suite 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: 775-684-2800	SUPERVISOR: Kelly McGowan - Deputy Administrator	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 4	
DUTIES: When this section at Nevada Division of Water Resources (NDWR) was established in 2019, I stepped up to lead the way. This involved developing new programs, setting program goals, and coordinating interagency teams aimed at tackling complex water resource management issues and developing long-range planning objectives for water planning, drought resilience, and floodplain management. Established the State Water Plan Stakeholder Advisory Group (SAG) to provide input and feedback on the update of the Nevada state water plan. Managed program activities aimed at improving state resilience to flooding, drought, and water resource issues including risk identification, planning, mitigation, response, and outreach. Participated in the Nevada Resilience Advisory Committee coordinated by the Nevada Division of Emergency Management (NDEM). Coordinated with NDEM on strategic planning for drought and flood hazard mitigation including the update of the Nevada Enhanced Hazard Mitigation Plan in 2018 and 2023. Provided policy and legislative support to NDWR leadership. Coordinated meetings for the Nevada Drought Response Committee (DRC) and the Drought Working Group (DWG). Supported DRC activities for drought response including monitoring current drought conditions, collecting and analyzing drought impact data, overseeing intergovernmental coordination, and providing drought reports and recommendations to decision makers. Supervised the state floodplain management program in the administration of the National Flood Insurance Program (NFIP) including performance reporting and budget tracking for federal grants. Provided monthly reports to NDWR leadership on program activities and the status of projects. Coordinated and participated in outreach events for education and training for water planning, floodplain management, and drought resiliency.		
REASON FOR LEAVING: New Position		
DATES: from January/2017 to December/2019	EMPLOYER: NEVADA DIVISION OF WATER RESOURCES	POSITION TITLE: STATE FLOODPLAIN MANAGER/NFIP COORDINATOR
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St., Suite 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: 775-684-2800	SUPERVISOR: Chris Thorson - Deputy Administrator	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 2	

DUTIES:

The NDWR floodplain management program is responsible for the administration of NFIP and acts as a liaison between local, state, and federal partners in ensuring Nevada NFIP participating communities comply with federal regulations. As the Community Assistance Program - State Support Services Element (CAP-SSSE) grant transitioned to the Tiered State Framework (TSF) as a grant management and metric tool, it was crucial to ensure the NDWR flood program tracked metrics to maintain Nevada's Proficient status.

Performed advanced-level grants management for the CAP-SSSE grant by developing applications, executing the scope of work, budget tracking, metric tracking, and submission of quarterly performance progress reports.

Conducted NFIP community assistance visits to assess community compliance with the NFIP.

Supported local floodplain managers through flood hazard mapping coordination, technical assistance training, workshops, and outreach activities.

Participated in the NDEM State Assessment and Response Team (START) to perform Preliminary Damage Assessments (PDA) after the 2017 flood disasters.

Provided flood hazard and floodplain management information through public outreach activities, public meetings, open house events, training, and education activities to increase knowledge of floodplain management, watershed planning, disaster response, and FEMA Region IX programs.

REASON FOR LEAVING:

Promotion

DATES:

from April/2015 to January/2017

EMPLOYER:

Nevada Division of Water
Resources

POSITION TITLE:

State Floodplain Mapping
Coordinator

ADDRESS: (Street, City, State, Zip Code):

901 S. Stewart St., Suite 2002
Carson City, NV 89701

COMPANY URL:

water.nv.gov

PHONE NUMBER:

775-684-2800

SUPERVISOR:

Eddy Quaglieri - Chief, Dam
Safety

**MAY WE CONTACT THIS
EMPLOYER?**

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

NDWR is a Cooperating Technical Partner (CTP) for the Federal Emergency Management Agency (FEMA) Risk MAP program. The NDWR CTP program facilitates coordination between FEMA Region IX and participating Nevada NFIP communities for FEMA flood mapping activities throughout the state. During this time, I participated in the newly established CTP Community of Practice (CoP) Steering Committee.

Performed advanced-level grants management for the CTP grant by developing applications, executing the scope of work, budget tracking, metric tracking, and submission of quarterly performance progress reports.

Provided general technical assistance to NFIP communities by providing Risk MAP information and explaining policies and procedures of the NFIP and Federal Insurance Rate Maps (FIRMs).

Coordinated with FEMA Region IX to create a network for acquiring needed information related to the NFIP, floodplain management, and floodplain mapping.

Provided flood hazard and floodplain management information through public outreach activities, public meetings, open house events, training, and education activities to increase knowledge of floodplain management, watershed planning, disaster response, and FEMA Region IX programs.

REASON FOR LEAVING:

Promotion

DATES: from June/2013 to April/2015	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: Water Commissioner
ADDRESS: (Street, City, State, Zip Code): Carson City, NV		
PHONE NUMBER: 775-684-2800	SUPERVISOR: Matt Dillon - Water Resource Specialist 2	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: During this time, NDWR was developing a database in a Geographic Information System (GIS) environment for water right points of diversion (POD) and places of use (POU) data for use in managing and displaying water rights information. Reviewed existing data for quality assurance purposes and migrated data to a GIS format. Used knowledge of NDWR records and publications for use in the analysis and compilation of data gathered from fieldwork into tables and charts to be used in annual pumpage inventory reports. Analysis and input of groundwater level measurements and stream discharge data into the NDWR Well Net database. Tracked reported monitoring plan data required as part of the terms of water right permits issued by the State Engineer. Provided support for map table review of water rights applications. Performed fieldwork collecting water level measurements for well net and pumpage inventory data.		
REASON FOR LEAVING: Promoted to Floodplain Mapping Coordinator Position.		

CERTIFICATES AND LICENSES			
TYPE: Certified Floodplain Manager (CFM)			
DATE ISSUED: July 2017	EXPIRATION DATE: July 2027	NUMBER: US-17-09788	ISSUING AGENCY: Association of State Floodplain Managers (ASFPM)

SKILLS
OFFICE SKILLS: Nothing Entered For This Section
OTHER SKILLS: Nothing Entered For This Section
LANGUAGE(S): Nothing Entered For This Section

SUPPLEMENTAL INFORMATION

Nothing Entered For This Section

REFERENCES**REFERENCE TYPE:**

Professional

NAME:

Chris Thorson

POSITION:

Deputy Administrator

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****REFERENCE TYPE:**

Professional

NAME:

Michael Hornick

POSITION:Retired FEMA Region IX INatural
Hazards Program
Specialist/Building Science
Coordinator**ADDRESS:** (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****REFERENCE TYPE:**

Professional

NAME:

Jeanne Ruefer

POSITION:

Senior Advisor

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****Agency - Wide Questions**

1. Have you been previously employed by Carson City?
No
2. Are you related to a current or former employee of Carson City?
No
3. If you stated "yes" to the above question, please state the employee's name and the department for which they work.
NA
4. How did you learn of this vacancy?
City of Carson City Web Site

5. Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.
No
6. Are you currently a citizen of the State of Nevada?
Yes
7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.
Yes

Job Specific Supplemental Questions

QUESTIONS

1. *Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process?*

During my time at the Nevada Division of Water Resources (NDWR), I developed and implemented the planning process and outreach strategy for engagement with the public and stakeholders representing diverse interests and regions across the state of Nevada for the update of the state water plan. The planning process began with the development of an outreach plan that included a public survey, the creation of the Stakeholder Advisory Group (SAG), site visits, and a SAG workshop with diverse stakeholders. The goal of this integrated approach was to identify priorities, issues, and concerns from a broad range of viewpoints on water resource management issues.

The goal of the public survey was to gain an understanding of the public's current views, concerns, priorities, and perceptions on water related issues to provide a context for the update of the state water plan. The survey was distributed widely via press release, social media, and by email from NDWR and partner agencies' distribution lists. The survey was completed by over 1,100 participants including Nevadans from all Nevada counties. A survey summary and the comprehensive results were posted on the NDWR website to share the results with the public. The results can be viewed on the NDWR website at <https://water.nv.gov/programs/water-planning/state-water-plan>. The development of the public survey was a combined effort between NDWR and NOAA's California Nevada Applications Program/Regional Integrated Sciences and Assessments Program.

The purpose of the SAG was to represent a diverse set of interests to advise me, the Chief on water resource planning in Nevada. Each member represented a unique interest group and brought topical and/or geographic diversity. Specific charges to the SAG were to work collaboratively to provide recommendations for the update of the State Water Plan. The stakeholders on the SAG included representatives from mining, agriculture, regional water/planning commission, conservancy districts, water authorities, county, tribal, water networks, utilities, irrigation districts, and a research institute. SAG representatives had the opportunity to review draft chapters of the state water plan and provide comments and ask questions. All comments and questions were shared with the SAG as well as decisions that were made to ensure transparency, fairness, and effective decision-making in the state water plan update process. All meetings of the SAG were subject to the Nevada Open Meeting Law contained in Chapter 241 of the Nevada Revised Statutes.

The site visits and the SAG workshop were efforts to promote discussions between the NDWR water planning team and stakeholders. These engagements allowed NDWR staff to develop a deeper understanding of the concerns and issues stakeholders had specific to their priorities. After the site visits, the NDWR planning team prepared a presentation for the SAG to provide an overview and results of this outreach effort.

The feedback and comments received from the public and stakeholders from this integrated planning process were analyzed to identify common themes and concerns that were a priority for the stakeholders. The results of the analysis were shared with all stakeholders to ensure transparency and prompt further discussion on possible recommendations and solutions. While stakeholders might have conflicting priorities, identifying common ground and interests allows the development of recommendations and solutions somewhere in the middle that everyone can live with to promote fairness and gain cooperation through discussion and common understanding. Having open discussions with stakeholders and documenting discussions and findings is a valuable process/tool for building consensus and moving towards effective decision making.

In the role of General Manager for the Carson Water Subconservancy District (CWSD), I would employ a similar process of engagement and outreach with stakeholders in the Carson River Watershed, as I did at the state level. Other avenues of engagement I would use include posting important updates in the CWSD Newsletter and website, ensuring relevant topics are scheduled on the CWSD Board Meeting agenda and on local government meeting agendas, making presentations to appropriate groups to keep stakeholders aware of significant events and projects in the watershed.

2. *Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome.*

When I was the Nevada Division of Water Resources (NDWR) state floodplain manager and National Flood Insurance Program coordinator, I led the planning of the Northern Nevada Flood Awareness Week (FAW) held annually in November. FAW week is an interagency collaboration supported by the Nevada Silver Jackets Team which consists of many agencies including the U. S. Army Corps of Engineers (USACE), Nevada Division of Water Resources (NDWR), Nevada Division of Emergency Management (NDEM), Carson Water Subconservancy District (CWSD), National Weather Service (NWS), as well as local floodplain managers. The goal of Flood Awareness Week is to raise flood risk awareness in Nevada's communities and promote flood preparedness and response activities.

One of the challenges FAW faced was getting Nevadans to attend our outreach and education events. We made several attempts to engage the community including holding events at local community centers and at shopping centers, but interest was light. The solution to our light engagement problem was to conduct our FAW outreach activities in combination with other natural resources and emergency management outreach and education messaging like the High-Water Mark Campaign. We increased our interagency coordination and combined flood outreach and education efforts with partner agencies who had similar goals like conservation education. It was also important to invite local schools to attend these events. The schools were very interested in having us talk to students about flooding and would coordinate with the FAW team to get students to these events. Over time, FAW evolved to include interagency public events with many school events as well as news ads, press release, billboards, and a social media outreach campaign. Our outreach efforts soared. Learning these lessons and altering our engagement strategy really helped to increase the effectiveness of our flood risk outreach efforts. While FAW was still hosted annually in November, flood risk outreach and education eventually evolved into year-round outreach and education in Nevada schools and at community events.

3. *As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work?*

Organizational Effectiveness:

For organizational effectiveness at the administrative level, I would regularly review and analyze any proposed legislation and administrative regulations that may impact CWSD operations. Based on my analysis, I would develop a report of findings for the Board on the potential impacts of any proposed legislation and make recommendations for follow-up on legislative activities. Based on feedback and direction from the board, I would develop oral and/or written testimony or a report to present to the appropriate bodies.

Assisting the Board with strategic planning would involve regularly reviewing the CWSD strategic plan to evaluate current performance in the achievement of goals and identifying areas for improvement if needed. The plan would also be evaluated for any potential updates to short-term and long-term plans based on any changes to capital and resource needs. Findings would be captured in a report along with recommendations for the Board to consider and comment on if needs have changed.

The strategy I would use to ensure organizational effectiveness in directing, motivating, and managing the CWSD team would start with learning about and listening to the team and understanding their roles and the work activities they perform to support the CWSD mission. Being eager to support their work and efforts and to build a good relationship with them. One of the most important strategies for organizational effectiveness is having a good relationship with and building trust with your team. I would also conduct routine staff meetings to discuss the progress of ongoing projects and activities and to receive updates regarding any concerns or challenges. I would also promote an open-door policy on concerns and risk identification on projects.

Financial Stewardship:

Financial stewardship is about responsible management of CWSD's funding in a wise and ethical manner that promotes the long-term goals and mission of the organization. Good financial stewardship begins with understanding the budget of CWSD. I would develop a detailed understanding of funding types and sources, assets, expenses, and the projects currently being funded by CWSD. For example, understanding what portion of CWSDs budget that currently comes from federal sources is important for long term risk identification as some federal funding sources might be impacted by recent policy changes at the federal level. To the extent possible, I would adopt the current General Manager's financial programs and procedures as a starting point.

To help ensure financial health of the CWSD, I would apply for grants and ensure they are managed well. Managing grants involves understanding the scope of work, what expenses are allowed, and reporting requirements for the budget and project completion. I have experience with procurement at the state level for projects funded by grants that required developing and posting a Request for Proposals (RFP) to employ contractors to support the project scope of work.

Public Trust:

For an agency like CWSD, public trust is very important because of regulatory compliance and the necessity of maintaining accountability to a governing board and the public. To effectively engage stakeholders and foster an atmosphere of collaboration between diverse stakeholders, a good working relationship is imperative, and trust underlies the foundation of all those relationships. Public trust would be maintained by being transparent, fair, responsive to concerns, accountable for actions, communicating clearly and in a timely manner while demonstrating professional and ethical behavior in all interactions with stakeholders and the public. Strategies for maintaining public trust include posting important information, notices, agendas, and plans on the CSWD or other relevant websites in a timely manner. Responding to stakeholder questions, calls, or emails in a timely manner. Maintaining accountability to the governing board and the public by posting monthly reports for the governing board and presentations for the public and stakeholders.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Bishop, Bunny, L

Signature_____

Date_____

November 14, 2025

Carson Water Subconservancy District
201 North Carson Street, Suite 4
Carson City, Nevada, 89701-4289

Dear Hiring Committee,

It is my pleasure to apply for the General Manager position for the Carson Water Subconservancy District (CWSD) to perform work overseeing the activities and operations of CWSD. After reviewing the job description, I am excited to share my qualifications and the potential to serve in this role.

With over 10 years in water resource management, my range of experience has allowed me to work with all levels of government and the private sector on complex water resource planning, mitigation, sustainability, and management issues. My skill set of effective stakeholder communication, data compilation and analysis, and program implementation has allowed me to act as a liaison between federal, community, and private partners to effectively support collaboration and promote an integrated approach to addressing complex water resource management issues.

Supporting communities with projects related to water planning, drought, and floodplain management is work I am passionate about and that I did as the Chief of Water Planning and Drought Resiliency for the Nevada Division of Water Resources. In 2019, I developed and implemented the state water planning and drought resiliency program by establishing working groups with stakeholders and leading the State Water Plan Stakeholder Advisory Group, Nevada Drought Response Committee, and the Drought Working Group. In the recent past, I effectively supported collaboration between the Nevada Division of Water Resources and the Desert Research Institute (DRI) to support water planning for Nevada communities in updating their water plans with available funding. I also have experience with developing requests for proposal (RFP) documents, grant writing, and successfully applying for and managing federal grants. I excel at identifying and facilitating networking opportunities between federal, state, regional stakeholders, and local communities and assisting them in recognizing mutual interests and goals in water planning. Promoting interagency collaboration increases efficiency in use of resources and alignment of plans at all levels of government.

Over the years, I have been a big proponent of outreach and education to communities and stakeholders throughout Nevada to help them recognize and understand their water resource issues and to inform them about the tools and resources available to address and mitigate their issues and risks. My active involvement in outreach and communication has empowered communities to make informed decisions about water resource actions. Providing subject matter expertise, technical assistance, and training on topics related to water planning, drought resilience, and floodplain management is work I enjoy. I believe my efforts to support communities by identifying needs and potential solutions have made an impact on people's lives by encouraging planning and preparedness. These efforts have resulted in the mitigation of potential losses to life and property.

As Chief of the Nevada Division of Water Resources Planning, Drought Resiliency, and Flood Management program, I mentored staff to develop their skills to enhance their performance and to bring them personal value in the mission of our work. Recently, as senior regional program management lead and a zonal coordinator supporting FEMA Region 10, I was a leader in my role, providing support to the regional program management team in the areas of organizing effective meetings and establishing a collaborative relationship with the client. This was beneficial to the program management team as well as the clients in identifying needs and risks in the program and collaborating on steps to address or resolve these issues.

I also served as a regional director on the Association State Floodplain Managers (ASFPM) Board of Directors at the national level. Currently, I participate in the ASFPM Arid Regions and International Committees. At the regional

Bunny L. Bishop

level, I served as the Nevada Representative for the Floodplain Management Association (FMA). I was also the state lead for the Nevada Silver Jackets team where I helped facilitate interagency coordination and team building to coordinate flood risk awareness and preparedness for the benefit of Nevada's people and communities.

I am excellent at coordinating and communicating with working groups and teams to support common goals and activities and I have experience doing this for water planning, drought, and floodplain management. I have given many presentations to a wide variety of audiences. Stakeholder engagement is critical in identifying, analyzing, and addressing comments and concerns regarding complex issues and projects. Through my interactions with stakeholders at all levels, I have come to appreciate the importance of establishing connections within the community to gain insights into their concerns, identifying what is important to them, and understanding their goals and priorities.

I am very excited about this opportunity to be part of the CWSD mission to promote cooperative actions between municipal, agricultural, and environmental stakeholders to balance the needs of watershed partners while also promoting the goals of a sustainable, healthy Carson River Watershed. I look forward to the opportunity to support the mission of the CWSD.

If you have any questions, please feel free to contact me. I would be happy to discuss in more detail the contribution I can make to the CWSD.

Thank you in advance for your time and consideration.

Sincerely,

Bunny L. Bishop

PROFESSIONAL EXPERIENCE

SENIOR REGIONAL PROGRAM MANAGEMENT LEAD, J&M GLOBAL SOLUTIONS (11/2024 – 10/2025)

413 N. Lee St., Alexandria, VA

As part of the J&M Program Management Team, I provided regional program management support to our client by managing the regional Risk Mapping, Assessment, and Planning (Risk MAP) program portfolio. Scheduling and cost performance are key metrics for the program and managing and analyzing these performance indicators was a priority for the client.

- Managed and maintained several record systems including the Mapping Information Platform (MIP), Project Planning & Purchasing Portal (P4), Key Decision Points (KDP), and the Cooperating Technical Partners (CTP) Performance Measures Tool.
- Managed a regional Flood Risk Mapping projects portfolio with a total value of approximately \$54M with more than 90 mapping projects.
- Monitored the performance of projects based on the scope of work for schedule and budget using Earned Value Management. Managed and provided reports on regional metrics.
- Provided support to the regional CTP program by assisting with annual grant cycle preparation activities and coordination for training and meetings.
- Participated in regular meetings with regional staff and the Production and Technical Services (PTS) contractor to stay up to date on project progress and identify potential needs for MIP portfolio management.
- Provided support to the regional J&M PM Team as a mentor and a Zonal Coordinator.
- Provided meeting coordination and support for the Two-Dimensional Integrated Performance Team (2D IPT) General, Leads, and Subgroup meetings.

CHIEF, WATER PLANNING AND DROUGHT RESILIENCY, NEVADA DIVISION OF WATER RESOURCES (12/2019 – 11/2024)

901 S. Stewart St., Suite 2002, Carson City, NV

When this section at Nevada Division of Water Resources (NDWR) was established in 2019, I stepped up to lead the way. This involved developing new programs, setting program goals, and coordinating interagency teams aimed at tackling complex water resource management issues and developing long-range planning objectives for water planning, drought resilience, and floodplain management.

- Established the State Water Plan Stakeholder Advisory Group (SAG) to provide input and feedback on the update of the Nevada state water plan.
- Managed program activities aimed at improving state resilience to flooding, drought, and water resource issues including risk identification, planning, mitigation, response, and outreach.
- Participated in the Nevada Resilience Advisory Committee coordinated by the Nevada Division of Emergency Management (NDEM).
- Coordinated with NDEM on strategic planning for drought and flood hazard mitigation including the update of the Nevada Enhanced Hazard Mitigation Plan in 2018 and 2023.
- Provided policy and legislative support to NDWR leadership.
- Coordinated meetings for the Nevada Drought Response Committee (DRC) and the Drought Working Group (DWG). Supported DRC activities for drought response including monitoring current drought conditions, collecting and analyzing drought impact data, overseeing intergovernmental coordination, and providing drought reports and recommendations to decision makers.
- Supervised the state floodplain management program in the administration of the National Flood Insurance Program (NFIP) including performance reporting and budget tracking for federal grants.
- Provided monthly reports to NDWR leadership on program activities and the status of projects.

- Coordinated and participated in outreach events for education and training for water planning, floodplain management, and drought resiliency.

STATE FLOODPLAIN MANAGER/NFIP COORDINATOR, NEVADA DIVISION OF WATER RESOURCES (1/2017 – 12/2019)

901 S. Stewart St., Suite 2002, Carson City, NV

The NDWR floodplain management program is responsible for the administration of NFIP and acts as a liaison between local, state, and federal partners in ensuring Nevada NFIP participating communities comply with federal regulations. As the Community Assistance Program - State Support Services Element (CAP-SSSE) grant transitioned to the Tiered State Framework (TSF) as a grant management and metric tool, it was crucial to ensure the NDWR flood program tracked metrics to maintain Nevada's Proficient status.

- Performed advanced-level grants management for the CAP-SSSE grant by developing applications, executing the scope of work, budget tracking, metric tracking, and submission of quarterly performance progress reports.
- Conducted NFIP community assistance visits to assess community compliance with the NFIP.
- Supported local floodplain managers through flood hazard mapping coordination, technical assistance training, workshops, and outreach activities.
- Participated in the NDEM State Assessment and Response Team (START) to perform Preliminary Damage Assessments (PDA) after the 2017 flood disasters.
- Provided flood hazard and floodplain management information through public outreach activities, public meetings, open house events, training, and education activities to increase knowledge of floodplain management, watershed planning, disaster response, and FEMA Region IX programs.

FLOODPLAIN MAPPING COORDINATOR, NEVADA DIVISION OF WATER RESOURCES (4/2015 – 1/2017)

901 S. Stewart St., Suite 2002, Carson City, NV

NDWR is a Cooperating Technical Partner (CTP) for the Federal Emergency Management Agency (FEMA) Risk MAP program. The NDWR CTP program facilitates coordination between FEMA Region IX and participating Nevada NFIP communities for FEMA flood mapping activities throughout the state. During this time, I participated in the newly established CTP Community of Practice (CoP) Steering Committee.

- Performed advanced-level grants management for the CTP grant by developing applications, executing the scope of work, budget tracking, metric tracking, and submission of quarterly performance progress reports.
- Provided general technical assistance to NFIP communities by providing Risk MAP information and explaining policies and procedures of the NFIP and Federal Insurance Rate Maps (FIRMs).
- Coordinated with FEMA Region IX to create a network for acquiring needed information related to the NFIP, floodplain management, and floodplain mapping.
- Provided flood hazard and floodplain management information through public outreach activities, public meetings, open house events, training, and education activities to increase knowledge of floodplain management, watershed planning, disaster response, and FEMA Region IX programs.

WATER COMMISSIONER, NEVADA DIVISION OF WATER RESOURCES (6/2013 – 4/2015)

901 S. Stewart St., Suite 2002, Carson City, NV

During this time, NDWR was developing a database in a Geographic Information System (GIS) environment for water right points of diversion (POD) and places of use (POU) data for use in managing and displaying water rights information.

- Reviewed existing data for quality assurance purposes and migrated data to a GIS format.

- Used knowledge of NDWR records and publications for use in the analysis and compilation of data gathered from fieldwork into tables and charts to be used in annual pumpage inventory reports.
- Analysis and input of groundwater level measurements and stream discharge data into the NDWR Well Net database.
- Tracked reported monitoring plan data required as part of the terms of water right permits issued by the State Engineer.
- Provided support for map table review of water rights applications.
- Performed fieldwork collecting water level measurements for well net and pumpage inventory data.

EDUCATION AND TRAINING

- Degree: Master of Science in Geography, University of Nevada, Reno, 1664 N. Virginia Street, Reno, NV
- Degree: Bachelor of Science in Geography, Eastern Michigan University, 202 Welch Hall, Ypsilanti, MI

CERTIFICATIONS

- Certified Floodplain Manager (CFM), Association of State Floodplain Managers (ASFPM) 2017

SKILLS

- GIS
- Microsoft Office

AFFILIATIONS

Association of State Floodplain Managers (ASFPM) – Past Board of Directors Region IX Director
 Floodplain Management Association (FMA) – Past Nevada Advisor for Board of Directors

EMPLOYMENT APPLICATION

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)

Charles, Nicholas, T.
General Manager - Carson Water Subconservancy District

Received: 11/12/25, 6:36 PM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION**POSITION TITLE:**

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Charles, Nicholas, T.

PERSON ID:

48798046

Date And Month Of Birth:

11/09

ADDRESS: (Street, City, State, Zip Code)

1515 S. Carson Blvd.
Carson City, NV 89701

HOME PHONE:

(702) 888-1234

EMAIL ADDRESS:

charles.nicholas@carsoncitynv.gov

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: NV **Number:**

0*****2

LEGAL RIGHT TO WORK IN THE UNITED STATES?:

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES**MINIMUM COMPENSATION:**

\$155,000.00/yr

SHIFTS YOU WILL ACCEPT:

Day , Evening

OBJECTIVE:

Obtain employment as the General Manager at the Carson Subconservancy District.

EDUCATION**DATES:**

from September/2019 to October/2020

SCHOOL NAME:

Louisiana State University at Shreveport

LOCATION:(City , State) Shreveport, LA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Master's
MAJOR/MINOR: Master of Business Administration		UNITS COMPLETED: 30
DATES: to December/2014	SCHOOL NAME: University of Nevada Reno	
LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Certification
MAJOR/MINOR: Certificate - Project Management Essentials		
DATES: from September/2005 to August/2007	SCHOOL NAME: University of Wyoming	
LOCATION:(City , State) Laramie, WY	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Master's
MAJOR/MINOR: Master of Science - Environmental Engineering		UNITS COMPLETED: 33
DATES: from September/1997 to April/2004	SCHOOL NAME: Brigham Young University - Idaho	
LOCATION:(City , State) Rexburg, ID	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Bachelor of Science - Math Education		UNITS COMPLETED: 168

WORK EXPERIENCE		
DATES: from June/2022 to Present	EMPLOYER: Douglas County, NV	POSITION TITLE: Civil Engineer Senior
ADDRESS: (Street, City, State, Zip Code): 1594 Esmeralda Ave. Minden, NV 89423		COMPANY URL: https://www.douglascountynv.gov/
PHONE NUMBER: 775-782-9860	SUPERVISOR: Rick Robillard - Deputy Public Works Director	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		

DUTIES:

As an engineer for Douglas County Public Works, I provide engineering and operational support to water operations in Carson Valley and Lake Tahoe, Nevada and wastewater operations in Carson Valley, Nevada. Douglas County water infrastructure currently includes five water treatment plants, 16 wells, 15 pump stations, 22 storage tanks, and distribution systems; wastewater infrastructure currently includes one wastewater treatment plant, 16 lift stations, and a collection system. In this role I have managed several high-profile projects including expansion of the North Valley wastewater treatment plant; upgrades to the Sierra Country Estates water system; numerous water tank replacement projects, and various improvements to the Zephyr (ozone & UV water treatment process), Cave Rock, Skyland, and Uppaway water systems. This role has required frequent interaction with and presentations to the Douglas County Board of County Commissioners, developing project budgets, regulatory compliance, coordination with other agencies, and managing consultants and contractors.

REASON FOR LEAVING:

Currently employed at Douglas County

DATES:

from November/2019 to May/2022

EMPLOYER:

Lumos & Associates

POSITION TITLE:

Senior Project Manager

ADDRESS: (Street, City, State, Zip Code):

308 N. Curry St. Suite 200
Carson City, NV 89703

COMPANY URL:

<https://www.lumosinc.com/>

PHONE NUMBER:

775-883-7077

SUPERVISOR:

Jonathan Lesperance -
Engineering Group Manager

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

OF EMPLOYEES SUPERVISED:

2

DUTIES:

At Lumos & Associates I managed projects for clients in Western Nevada and the California foothills. In this role I managed and mentored engineers, managed design teams, managed construction projects, provided project funding guidance, prepared project proposals, and helped build Lumos's client base. In this position I developed complicated water demand models and long-term regression models used to evaluate historical and future flow trends in the Carson River.

REASON FOR LEAVING:

Douglas County asked me to come back.

DATES:

from November/2018 to October/2019

EMPLOYER:

Farr West Engineering (now
DOWL Engineering)

POSITION TITLE:

Senior Engineer

ADDRESS: (Street, City, State, Zip Code):

5510 Longley Ln.
Reno, NV 89511

PHONE NUMBER:

775-851-4788

SUPERVISOR:

Damon McAlister - Principal

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES: At Farr West I focused on providing technical engineering and guidance for planning water treatment processes and planning, funding, and designing wastewater treatment processes. I mentored young engineers in completing Preliminary Engineering Reports for a water and a wastewater plant and helped guide detailed wastewater process design for a wastewater treatment plant expansion.											
REASON FOR LEAVING: The position was not a good fit with my skills and employment expectations.											
<table border="1"> <tr> <td> DATES: from June/2012 to November/2018 </td> <td> EMPLOYER: Douglas County, NV </td> <td> POSITION TITLE: Civil Engineer Senior </td> </tr> <tr> <td colspan="2"> ADDRESS: (Street, City, State, Zip Code): 1594 Esmeralda Ave. Minden, NV 89423 </td> <td> COMPANY URL: https://www.douglascountynv.gov/ </td> </tr> <tr> <td> PHONE NUMBER: 775-782-9860 </td> <td> SUPERVISOR: Ron Roman - Engineering Manager </td> <td> MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No </td> </tr> </table>			DATES: from June/2012 to November/2018	EMPLOYER: Douglas County, NV	POSITION TITLE: Civil Engineer Senior	ADDRESS: (Street, City, State, Zip Code): 1594 Esmeralda Ave. Minden, NV 89423		COMPANY URL: https://www.douglascountynv.gov/	PHONE NUMBER: 775-782-9860	SUPERVISOR: Ron Roman - Engineering Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
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PHONE NUMBER: 775-782-9860	SUPERVISOR: Ron Roman - Engineering Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No									
HOURS PER WEEK: 40											
DUTIES: As an engineer for Douglas County Public Works, I provide engineering and operational support to water operations in Carson Valley and Lake Tahoe, Nevada and wastewater operations in Carson Valley, Nevada. Douglas County water infrastructure currently includes five water treatment plants, 16 wells, 15 pump stations, 22 storage tanks, and distribution systems; wastewater infrastructure currently includes one wastewater treatment plant, 16 lift stations, and a collection system. In this role I have managed several high-profile projects including expansion of the North Valley wastewater treatment plant; upgrades to the Sierra Country Estates water system; numerous water tank replacement projects, and various improvements to the Zephyr (ozone & UV water treatment process), Cave Rock, Skyland, and Uppaway water systems. This role has required frequent interaction with and presentations to the Douglas County Board of County Commissioners, developing project budgets, regulatory compliance, coordination with other agencies, and managing consultants and contractors.											
REASON FOR LEAVING: Recruited by consulting firm to work on the design team for a major wastewater treatment plant upgrade project.											
<table border="1"> <tr> <td> DATES: from August/2007 to June/2012 </td> <td> EMPLOYER: Keller Associates, Inc. </td> <td> POSITION TITLE: Project Engineer </td> </tr> <tr> <td colspan="2"> ADDRESS: (Street, City, State, Zip Code): 305 N. 3rd Ave. Suite A Pocatello, ID 83201 </td> <td> COMPANY URL: https://www.kellerassociates.com/ </td> </tr> <tr> <td> PHONE NUMBER: 208-238-2146 </td> <td> SUPERVISOR: Jim Mullen - Principal/Vice President </td> <td> MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No </td> </tr> </table>			DATES: from August/2007 to June/2012	EMPLOYER: Keller Associates, Inc.	POSITION TITLE: Project Engineer	ADDRESS: (Street, City, State, Zip Code): 305 N. 3rd Ave. Suite A Pocatello, ID 83201		COMPANY URL: https://www.kellerassociates.com/	PHONE NUMBER: 208-238-2146	SUPERVISOR: Jim Mullen - Principal/Vice President	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
DATES: from August/2007 to June/2012	EMPLOYER: Keller Associates, Inc.	POSITION TITLE: Project Engineer									
ADDRESS: (Street, City, State, Zip Code): 305 N. 3rd Ave. Suite A Pocatello, ID 83201		COMPANY URL: https://www.kellerassociates.com/									
PHONE NUMBER: 208-238-2146	SUPERVISOR: Jim Mullen - Principal/Vice President	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No									
HOURS PER WEEK: 40											

DUTIES:

At Keller Associates I worked on numerous public works projects for public entities in Idaho and Wyoming. In this role I was involved in providing cradle to grave engineering services for municipal clients, project funding (SRF, USDA, and CDBG), cost effective engineering design, and long-term client retention. This position required frequent presentations to City Councils, Town Councils, County Commissions, and the general public (including Citizen Advisory Boards) in Idaho and Wyoming.

REASON FOR LEAVING:

Career advancement opportunity in Nevada.

CERTIFICATES AND LICENSES**TYPE:**

Professional Engineer, Civil - Nevada

DATE ISSUED:

December 2012

EXPIRATION DATE:

December 2026

NUMBER:

22126

ISSUING AGENCY:

State of Nevada
Board of Professional Engineers and Land Surveyors

TYPE:

Professional Engineer, Civil - Idaho

DATE ISSUED:

December 2010

EXPIRATION DATE:

November 2027

NUMBER:

P-14474

ISSUING AGENCY:

State of Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors

TYPE:

Professional Engineer, Civil - Wyoming

DATE ISSUED: November 2011	EXPIRATION DATE: December 2026	NUMBER: PE 13304	ISSUING AGENCY: Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors
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TYPE: Professional Engineer, Civil - Arizona
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DATE ISSUED: June 2020	EXPIRATION DATE: September 2026	NUMBER: 71596	ISSUING AGENCY: Arizona State Board of Technical Registration
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SKILLS
OFFICE SKILLS: Nothing Entered For This Section
OTHER SKILLS: Nothing Entered For This Section
LANGUAGE(S): English ☐ Speak ☐ Read ☐ Write
SUPPLEMENTAL INFORMATION Nothing Entered For This Section

REFERENCES									
<table border="1"> <tr> <td>REFERENCE TYPE: Professional</td> <td>NAME: Tim Russell</td> <td>POSITION: Vice President of Strategic Partnerships at Lumos & Associates</td> </tr> <tr> <td colspan="3">ADDRESS: (Street, City, State, Zip Code) [REDACTED]</td> </tr> <tr> <td>EMAIL ADDRESS: [REDACTED]</td> <td colspan="2">PHONE NUMBER: [REDACTED]</td> </tr> </table>	REFERENCE TYPE: Professional	NAME: Tim Russell	POSITION: Vice President of Strategic Partnerships at Lumos & Associates	ADDRESS: (Street, City, State, Zip Code) [REDACTED]			EMAIL ADDRESS: [REDACTED]	PHONE NUMBER: [REDACTED]	
REFERENCE TYPE: Professional	NAME: Tim Russell	POSITION: Vice President of Strategic Partnerships at Lumos & Associates							
ADDRESS: (Street, City, State, Zip Code) [REDACTED]									
EMAIL ADDRESS: [REDACTED]	PHONE NUMBER: [REDACTED]								

REFERENCE TYPE: Professional	NAME: Mike Wilhelm	POSITION: Program Manager at JUB Engineers
ADDRESS: (Street, City, State, Zip Code) Reno, NV		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Rick Robillard	POSITION: Deputy Public Works Director at Douglas County
ADDRESS: (Street, City, State, Zip Code) Minden, NV		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency - Wide Questions

1. Have you been previously employed by Carson City?
No
2. Are you related to a current or former employee of Carson City?
No
3. If you stated "yes" to the above question, please state the employee's name and the department for which they work.
NA
4. How did you learn of this vacancy?
Other
5. Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.
No
6. Are you currently a citizen of the State of Nevada?
Yes

7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.

Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Historically, Douglas County has taken over failing water systems within the County. One of these water systems was the private Sierra Country Estates water system. Sierra Country Estates is a small, exclusive subdivision along the foothills of the Carson Range. As a private water system, it was in violation of the Lead and Copper Rule, significantly overusing their water rights allocations, and facing lawsuits from residents. Homeowners were largely unable to sell their properties due to water systems issues. The State of Nevada encouraged Douglas County to step in and bring the system into compliance. As the project manager, I prepared a Preliminary Engineering Report that identified system deficiencies and a preferred solution to bring the system into compliance with water quality and quantity violations. Once a preferred solution was identified, I worked closely with the Douglas County Board of County Commissioners, property owners, the Homeowners Association, the NDEP-Bureau of Safe Drinking Water, the Nevada Division of Water Resources, the NDEP-Office of Financial Assistance, non-HOA property owners, the Douglas County District Attorney's Office, legal counsel representing HOA and non-HOA private property owners, an engineering design consultant, and a contractor to implement the preferred solution. Regular update meetings were held with the various stakeholders to keep them informed of the progress being made. In the end, a small water treatment plant was constructed to address water quality violations; water meters were installed, and water rates reflecting the cost of system operations were established to address water quantity violations; easements were obtained from a cattle rancher to protect the water system wellheads; a loan with principle forgiveness was issued; and the water system violations were corrected. Process transparency and fairness was obtained through frequent communication and update meetings which allowed stakeholders to voice their concerns and expectations. Although water system customers were unhappy with the failures of the private water system, they were supportive of the County's plan and approach to correct system deficiencies and violations. Effective decision making was accomplished by developing a realistic plan (preliminary engineering report) and following this plan through completion. Deviations in the plan were also clearly communicated to stakeholders through the update meetings and regular communication.

- 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

As a Senior Project Manager at Lumos, I managed a project team that developed a water demand and supply model for Carson City. The model was developed in response to the Truckee Meadows Water Authority (TMWA) expressing an interest in obtaining water from Marlette Lake Water System (MLWS) to supplement their existing water supplies. Carson City desired to develop a model that would estimate future water supplies necessary to meet demand, with focus placed on the MLWS. The model considered Carson City's complex water supply including groundwater wells, induction wells, regional interconnections, and surface water supplies (Kings Creek, and Ash Creek, and the MLWS). The model considered seasonal demand fluctuations, variability in surface water supplies (quality and quantity due to variable climatic conditions), groundwater quality limitations (arsenic, uranium, manganese, iron, and fluoride), hydrogeologic conditions, hydrologic considerations, allocated water rights, and existing decrees. The model and associated report has provided Carson City with the technical background required to make long-term water planning decisions and help secure a critical water supply.

As the project manager, I managed a small team of engineers, a lean budget, and a schedule. The project had technical and managerial challenges. Technically, this project was a unique, "once in a career" evaluation that had not been completed before, and there were limited resources available to help develop the technical evaluation. Unique statistical and hydrologic analyses were used to complete the evaluation. Managerial challenges included training and mentoring young engineers while ensuring the project was completed on time, within budget, and producing a valuable product. In the end, the project was an overwhelming success that produced a product that Carson City has used for long-term planning and Lumos & Associates has used to highlight the technical capacity of the consulting firm. The project was completed on time and within budget.

- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Integrity is at the core of who I am. For me it is critical that others know that my actions, choices, direction, and interactions with others are based on doing the right thing. Through this, trust is developed, respect is earned, and leadership is accepted.

As the CWSD General Manager, I would focus on fostering a positive work environment, ensuring effective communication, and maintaining financial transparency to ensure organizational effectiveness, financial stewardship, and public trust. Organizational effectiveness is reflected through the ability of the organization to repeatedly meet its goals and objectives. A positive work environment is critical to making this possible. Such an environment is developed when expectations are communicated clearly, recognition is given when success is achieved, training is provided when needed, and appropriate redirection is given when expectations are not met. Clear communication with board members, staff, regulators, consultants, and the public must be always maintained. At times, it can be easy to justify dismissing frivolous requests and questions from stakeholders. However, we have a public duty to attempt to address all requests and questions forthrightly. As an agency funded through public monies, financial stewardship is of the greatest importance. Budgeting and government accounting processes will be followed to ensure budgets are established based on best practices and to meet the goals and objectives of the CWSD. Clear financial policies will be followed (and developed if needed) to ensure monies are spent as intended. Checks and balances between the Board, General Manager, and staff will ensure effective financial oversight. Through maintaining a positive work environment, effective communication, and financial stewardship, public trust in the CWSD will be maintained.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Charles, Nicholas, T.

Signature_____

Date_____

Nicholas T. Charles, P.E.

November 12, 2025

Carson Water Subconservancy District
777 E William St. Suite 209
Carson City, NV 89701

SUBJECT: CWSD General Manager Opening

To Whom It May Concern:

I was excited to see the CWSD General Manager position advertised and believe I am a strong candidate for this position. I am a Professional Engineer (Nevada License # 022126) with a Master's Degree (MS) in Environmental Engineering and a Master of Business Administration (MBA) in Data Analytics. My professional work experience is in water, wastewater, and public works. Since 2012, this experience has been working in Western Nevada and the Tahoe Basin for Douglas County (Public Works) and for engineering consultants. My experience makes me uniquely qualified to excel in this position. I have firsthand understanding of the unique opportunities and challenges in the Carson River Watershed and with the Carson Water Subconservancy District (CWSD). Not only have I worked extensively in the Carson River Watershed on water projects in the Carson, Eagle, and Dayton Valleys, I have also worked directly with the CWSD on a Water Marketing Study.

I have significant experience in municipal operations including finance, budgeting, public interaction, and working with elected boards. I have made dozens of presentations to elected boards, advisory boards, and citizen groups in Nevada, California, Idaho, and Wyoming. These presentations have ranged from simple status updates to awarding multi-million-dollar construction contracts and even to discussing politically charged capital improvements. Through my experience, I have worked closely and effectively with my professional colleagues, governmental regulators, funding agencies, local government leaders and staff, the public, and other stakeholders.

In the late 1990's I worked as a summer intern for a public works department in Wyoming. In this role I rebuilt several hundred water service meters, ran a sewer jetter, and even constructed a small concrete dam. As a student at the University of Wyoming I worked on research projects investigating conveyance losses on the Bear River in Wyoming and subsurface agricultural irrigation. Since moving to western Nevada, in addition to my professional work, I have spent extensive time exploring the Carson River Watershed from climbing Sonora Peak and rafting Brunswick Canyon, to enjoying Stillwater National Wildlife Refuge.

I look forward to the opportunity to discuss how I may support the goals and objectives of CWSD. You can reach me at the contact information above. Thank you for your time and consideration.

Sincerely,



Nicholas T. Charles, P.E.

Nicholas T. Charles, P.E.

Qualifications

I am a motivated, licensed Professional Civil Engineer with experience in Public Works and all aspects of municipal water and wastewater funding, design, construction, and operations. I thrive on being efficient and accurate, continually striving to improve professionally and personally, and providing support and mentoring to my colleagues. My core competencies include:

- Municipal Governance
 - ♦ Finance & Budgeting
 - ♦ Public Education & Communication
 - ♦ Presentations to Elected Boards & Officials
- Project and Construction Management
- Geographic Information Systems (GIS)
- Water & Wastewater
 - ♦ Planning & Design
 - ♦ Treatment Processes & Pumping
 - ♦ Operation & Maintenance

Relevant Work Experience

Civil Engineer Senior ♦ June 2012 – November 2018 and June 2022 – Current

Douglas County, NV Public Works ♦ Minden, Nevada ♦ douglascountynv.gov

As an engineer for Douglas County Public Works, I provide engineering and operational support to water operations in Carson Valley and Lake Tahoe, Nevada and wastewater operations in Carson Valley, Nevada. Douglas County water infrastructure currently includes five water treatment plants, 16 wells, 15 pump stations, 22 storage tanks, and distribution systems; wastewater infrastructure currently includes one wastewater treatment plant, 16 lift stations, and a collection system. In this role I have managed several high-profile projects including expansion of the North Valley wastewater treatment plant; upgrades to the Sierra Country Estates water system; numerous water tank replacement projects, and various improvements to the Zephyr (ozone & UV water treatment process), Cave Rock, Skyland, and Uppaway water systems. This role has required frequent interaction with and presentations to the Douglas County Board of County Commissioners, developing project budgets, regulatory compliance, coordination with other agencies, and managing consultants and contractors.

Senior Project Manager ♦ November 2019 – May 2022

Lumos & Associates ♦ Carson City, Nevada ♦ lumosinc.com

At Lumos & Associates I managed projects for clients in Western Nevada and the California foothills. In this role I managed and mentored engineers, managed design teams, managed construction projects, provided project funding guidance, prepared project proposals, and helped build Lumos's client base. In this position I developed complicated water demand models and long-term regression models used to evaluate historical and future flow trends in the Carson River.

Senior Engineer ♦ November 2018 – October 2019

Farr West Engineering (acquired by DOWL Engineering) ♦ Reno, Nevada ♦ dowl.com

At Farr West I provided technical engineering and guidance for planning water treatment processes and planning, funding, and designing wastewater treatment processes. I managed and mentored engineers in completing Preliminary Engineering Reports and helped guide wastewater process design for a wastewater treatment plant expansion.

Project Engineer ♦ Aug 2007 – June 2012

Keller Associates, Inc. ♦ Pocatello, Idaho ♦ kellerassociates.com

At Keller Associates I worked on numerous public works projects for public entities in Idaho and Wyoming. In this role I was involved in providing cradle to grave engineering services for municipal clients, project funding (SRF, USDA, and CDBG), cost effective engineering design, and long-term client retention. This position required frequent presentations to City Councils, Town Councils, County Commissions, and the general public (including Citizen Advisory Boards) in Idaho and Wyoming.

Education

<i>Master of Business Administration (MBA), Data Analytics Concentration</i> Louisiana State University at Shreveport, Shreveport, LA	October 2020
<i>Certificate, Project Management Essentials</i> University of Nevada Reno, Reno, Nevada	December 2014
<i>Master's of Science (MS), Environmental Engineering</i> University of Wyoming, Laramie, Wyoming	December 2007
<i>Bachelor of Science (BS), Mathematics Education, Minor: History Education</i> Brigham Young University – Idaho, Rexburg, Idaho	April 2004
<i>Associate of Arts and Science (AAS), Emphasis in Psychology</i> Ricks College, Rexburg, Idaho	April 2001

Professional References

Tim Russell ♦ Vice President of Strategic Partnerships ♦ Lumos & Associates
 (REDACTED)
 Mike Wilhelm ♦ Program Manager ♦ JUB Engineers
 (REDACTED)
 Rick Robillard ♦ Deputy Public Works Director ♦ Douglas County Public Works
 (REDACTED)

Licenses ♦ Affiliations

- Professional Engineer – Civil (Arizona #71596 ♦ Idaho #14474 ♦ Nevada #022126 ♦ Wyoming #13304)
- Water Environment Federation
- American Public Works Association
- NASSCO PACP, LACP, MACP (P0045908-022024)
- Nevada Water Environment Association
- Nevada Water Resources Association
- Douglas County Search & Rescue

Computer Skills & Proficiency

- ArcGIS Pro ●●○
- Microsoft Excel ●●●
- Microsoft Word ●●●
- Microsoft PowerPoint ●●○
- Microsoft Windows ●●●
- AutoCAD ●○○

Publications ♦ Conference Presentations

Nevada Rural Water Association Annual Conference; Reno, NV; Presentation Title: Sequencing Batch Reactor Design & Operations. (Presented on March 13, 2023, March 5, 2024, and March 7, 2024)

Nevada Water Resources Association Webinar; Presentation Title: The Carson River Watershed and How it is Changing. (Presented on March 15, 2022).

American Public Works Association Nevada Chapter Fall Conference; Stateline, NV; Presentation Title: The Carson River Watershed and How it is Changing. (Presented on September 30, 2021).

American Public Works Association Nevada Chapter Fall Conference; Stateline, NV; Presentation Title: Lyon County, Nevada Wastewater System Capacity Expansion Project (Presented on September 26, 2019 with Joe Carter)

American Public Works Association Nevada Chapter Fall Conference; Stateline, NV; Presentation Title: Impacts of Growth on Small Water and Wastewater Systems (Presented on September 26, 2018).

Idaho Water and Wastewater Operators Association Annual Conference; Idaho Falls, ID; Presentation Title: Pipe Rehabilitation and GIS (Presented on May 21, 2012 with Kyle Jones, EI).

Idaho Water and Wastewater Operators Association Annual Conference; Idaho Falls, ID; Presentation Title: Advanced Lagoon Wastewater Treatment (Presented on May 21, 2012 with Bryan Phinney, PE).

Idaho Water and Wastewater Operators Association Annual Conference; Pocatello, ID; Presentation Title: Geographic Information Systems: A System Management Tool (Presented on May 19, 2009).

Charles, N. T., & Johnson, D. W. (2008). The occurrence and characterization of fouling during membrane evaporative cooling. *Journal of Membrane Science*, 319 (1-2), 44-53.

Key Projects • Roll

Amador Water Agency, Sutter Creek, CA

- Pioneer Water Rehabilitation Phase 2 • Construction Manager
- Wastewater Master Plan • Project Manager

Calaveras County Water District, San Andreas, CA

- Sheep Ranch Water Master Plan • Project Manager

Carson Water Sub Conservancy District, Carson City, NV

- Water Marketing Study • Project Manager

Carson City, Nevada

- Carson City Wastewater Treatment Plant Improvements • 30% Design Value Engineering Peer Review
- Marlette Water Demand Evaluation • Project Manager
- Quill Water Treatment Plant Preliminary Engineering Report • Project Manager
- Quill Water Treatment Plant Improvements • Project Manager

Douglas County, Nevada

- Montana Well 2 Replacement • Project Manager/Construction Manager
- Montana Booster Pump Station Rehabilitation • Project Manager/Construction Manager
- Mountain View Tank Replacement • Project Manager/Construction Manager
- North County Lift Station Evaluation & Rehabilitation • Project Manager/Construction Manager
- North Valley Wastewater Treatment Plant Improvements • Project Manager/Construction Manager
- Sierra Country Estates Water System Improvements • Project Manager/Construction Manager
- Skyline Tank Expansion Project • Project Manager
- Upper Cave Rock Tank Rehabilitation • Project Manager/Construction Manager
- Walley's Lift Station Replacement • Project Manager/Construction Manager
- Walley's Well Replacement • Project Manager
- Zephyr Water Treatment Plant UV Upgrades • Project Manager/Construction Manager

Douglas County Lake Tahoe Sewer Authority, Douglas County, NV

- Wastewater Treatment Plant Improvements • 30% Design Value Engineering Peer Review

Great Basin Water Company, Pahrump, Nevada

- Bermuda Water System Master Plan • Planning Engineer
- Cold Springs Division White Lake Pipeline PER • Project Manager
- Ruby Vista Wastewater Treatment Plant • Design Peer Review

Lyon County, Nevada

- Lyon County Utilities Wastewater Treatment Preliminary Engineering Report • Planning Engineer
- Rolling A Wastewater Treatment Plant Phase 4 Expansion • Design Engineer
- Willow Creek Lift Station Evaluation & Rehabilitation • Project Manager

EMPLOYMENT APPLICATION

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org/>)
Conrad, Keith
General Manager - Carson Water Subconservancy District

Received: 11/12/25,
3:12 PM
For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION**POSITION TITLE:**

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Conrad, Keith

PERSON ID:

56276791

Date And Month Of Birth:

03/05

ADDRESS: (Street, City, State, Zip Code)**HOME PHONE:****EMAIL ADDRESS:****NOTIFICATION PREFERENCE:**

Email

DRIVER'S LICENSE:

Yes

State: NV **Number:**

0*****8

LEGAL RIGHT TO WORK IN THE UNITED STATES?:

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Bachelor's Degree

PREFERENCES**MINIMUM COMPENSATION:**

\$140,000.00/yr

SHIFTS YOU WILL ACCEPT:

Day , On Call (as needed)

OBJECTIVE:

To learn, and to further my career while staying in Carson City.

EDUCATION**DATES:**

from January/2001 to May/2003

SCHOOL NAME:

University of Nevada Reno

LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Mechanical Engineering		UNITS COMPLETED: 129

WORK EXPERIENCE

DATES: from June/2021 to Present	EMPLOYER: Division of Water Resources	POSITION TITLE: Manager
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St., Suite 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: 775-684-2800	SUPERVISOR: Kelly McGowan - Deputy Administrator	MAY WE CONTACT THIS EMPLOYER? ☐ Yes ☒ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 5	
DUTIES: * Manager of the State of Nevada Dam Safety Program. ----- Duties include maintenance of the NDWR dam database; legislative proposals including Capital Improvement Projects, changes to NRS and NAC, state budget submittal requests, Federal requests for National Dam Safety Program amendments; FEMA grant application submittals and management. Manage South Fork Reservoir Dam including budget building, dam monitoring, maintenance, and construction projects, etc. Supervision of two Staff III Professional Engineers, one Staff II Associate Engineer; one Staff 1 Associate Engineer, one Administrative Assistant 3, and temporary workers (interns). Duties include Staff 3 duties for the NDWR below.		
REASON FOR LEAVING: I am working at this job currently.		
DATES: from December/2018 to May/2021	EMPLOYER: Division of Water Resources	POSITION TITLE: Staff III Professional Engineer
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St., Suite 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: 775-684-2800	SUPERVISOR: Chris Thorson - Manager II	MAY WE CONTACT THIS EMPLOYER? ☐ Yes ☒ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 1	

DUTIES:

- * Review applications, engineering plans, design reports, and records of construction for new dams, dam modifications, and dam decommissioning projects.
- * Yearly visual dam inspections of 650+ low, significant, and high hazard dams within the state of Nevada.
- * Other duties included assessing storage fees, reviewing Emergency Action Plans, dam breach inundation modeling and mapping, and dam seepage and settlement modeling.

REASON FOR LEAVING:

Promotion.

DATES:

from July/2013 to December/2018

EMPLOYER:Nevada Department of
Transportation**POSITION TITLE:**Associate Engineer &
Professional Engineer**ADDRESS:** (Street, City, State, Zip Code):1263 S. Stewart St.
Carson City, NV 89712**COMPANY URL:**

dot.nv.gov

PHONE NUMBER:

775-888-7000

SUPERVISOR:Changlin 'Charlie' Pan -
Materials Division Chief**MAY WE CONTACT THIS
EMPLOYER?**☒ Yes ☐ No**HOURS PER WEEK:**

40

OF EMPLOYEES SUPERVISED:

4

DUTIES:

Professional Engineer, Associate Engineer 2, and Associate Engineer 1

-
- * Design and analyze geotechnical engineering projects including writing geotechnical reports, specifications, boring logs, and project specifications; providing foundation recommendations; settlement modeling.
 - * Conduct geotechnical investigations including boring (hollow stem auger and rock coring), test pits, seismic refraction surveys, surveying, and mapping.
 - * Material site inventory and exploration.
 - * Supervision of up to four Engineering Technicians during geotechnical field explorations.

REASON FOR LEAVING:

Took job at the Division of Water Resources.

DATES:

from August/2007 to July/2013

EMPLOYER:

Division of Water Resources

POSITION TITLE:

Associate Engineer

ADDRESS: (Street, City, State, Zip Code):901 S. Stewart St., Suite 2002
Carson City, NV 89701**COMPANY URL:**

water.nv.gov

PHONE NUMBER:

775-684-2800

SUPERVISOR:Kelvin Hickenbottom - Deputy
State Engineer**MAY WE CONTACT THIS
EMPLOYER?**☐ Yes ☒ No**HOURS PER WEEK:**

40

OF EMPLOYEES SUPERVISED:

1

DUTIES: * Walker River Basin Water Rights Specialist. Duties included groundwater use inventories, well level measurements, water rights permitting, assessment of basin budgets and authoring groundwater pumpage inventories.		
REASON FOR LEAVING: I needed civil engineering experience in order to qualify for Professional Engineer licensure.		
DATES: from June/2006 to August/2007	EMPLOYER: Kassbohrer All Terrain Vehicles	POSITION TITLE: Project Engineer
ADDRESS: (Street, City, State, Zip Code): 8850 Double Diamond Parkway #4114 Reno, NV 89521		COMPANY URL: pistenbully.com
PHONE NUMBER: 775-857-5000	SUPERVISOR: Dennis McGiboney - Vice President	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Building, and testing of snow vehicles, snow grooming implements and parts including 3-D modeling, prototyping, tooling, and jig fabrication for parts, assemblies, and complete vehicles.		
REASON FOR LEAVING: Took job closer to home.		
DATES: from August/2003 to June/2006	EMPLOYER: Sierra Control Systems	POSITION TITLE: Project Engineer
ADDRESS: (Street, City, State, Zip Code): 940 Mallory Way Carson City, NV 89701		COMPANY URL: sierracontrols.com
PHONE NUMBER: 775-883-0443	SUPERVISOR: Jerry Kelly - President	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 2	
DUTIES: Testing, installation, and maintenance of Supervisory Control and Data Acquisition ----- (SCADA) and Distributed Control Systems (DCS) systems. * Write Operations and Maintenance Manuals and training for SCADA and DCS systems. * Supervision of technicians during manufacturing, testing, and site installation.		
REASON FOR LEAVING: Took mechanical engineering job.		

DATES: from January/1991 to May/2002	EMPLOYER: Spoooner Lake Cross Country Ski Area	POSITION TITLE: Equipment Operator
ADDRESS: (Street, City, State, Zip Code): 3709 State Route 28 Carson City, NV 89703		
PHONE NUMBER: 775-749-5349	SUPERVISOR: Max Jones - Owner	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: * Operate snow grooming equipment including snowcats and snowmobiles. * Snow removal using front-end loaders, plow trucks, and snowblowers.		
REASON FOR LEAVING: Return to school.		
DATES: from May/1990 to September/1998	EMPLOYER: Bureau of Land Management	POSITION TITLE: Engine Captain
ADDRESS: (Street, City, State, Zip Code): 5665 Morgan Mill Road Carson City, NV 89701		COMPANY URL: blm.gov/office/carson-city-district-office
PHONE NUMBER: 775-885-6000	SUPERVISOR: Kevin Johnson - Station Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 8	
DUTIES: Bureau of Land Management, Carson City, NV - ----- * Engine captain of Type 3 'heavy' and Type 6 'light' wildland fire engines and crew member on a Type I 'Hotshot' firefighting hand crew. * Supervision of up to eight wildland firefighters during fire and non-fire assignments.		
REASON FOR LEAVING: Returned to school.		

CERTIFICATES AND LICENSES

TYPE:
Professional Engineer

DATE ISSUED: July 2024	EXPIRATION DATE: July 2026	NUMBER: 25781	ISSUING AGENCY: Nevada Board of Professional Engineers and Land Surveyors
TYPE: Water Rights Surveyor			
DATE ISSUED: July 2018	EXPIRATION DATE: July 2025	NUMBER: 1335	ISSUING AGENCY: Nevada Division of Water Resources

SKILLS

OFFICE SKILLS:
Nothing Entered For This Section

OTHER SKILLS:
Nothing Entered For This Section

LANGUAGE(S):
Nothing Entered For This Section

SUPPLEMENTAL INFORMATION**Volunteer Experience**

Current Trail Crew Supervisor for Muscle Powered.
Current Board Member for the Association of State Dam Safety Officials.
Founder, Coach and past Board Member of Carson Futbol Club.
Past Coach and Board Member AYSO Region 140.

REFERENCES

REFERENCE TYPE: Professional	NAME: Jason King	POSITION: Nevada State Engineer-Retired
--	----------------------------	---

ADDRESS: (Street, City, State, Zip Code)

EMAIL ADDRESS: [REDACTED]	PHONE NUMBER: [REDACTED]
-------------------------------------	------------------------------------

REFERENCE TYPE: Professional	NAME: Austin Martin	POSITION: Professional Engineer
--	-------------------------------	---

ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Cheyenne Lawrence	POSITION: EIT
ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency - Wide Questions

- 1. Have you been previously employed by Carson City?**
No
- 2. Are you related to a current or former employee of Carson City?**
No
- 3. If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
NA
- 4. How did you learn of this vacancy?**
City of Carson City Web Site
- 5. Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
No
- 6. Are you currently a citizen of the State of Nevada?**
Yes

7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.
- Yes

Job Specific Supplemental Questions

1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.
- Working within the Nevada Division of Water Resources, it is not uncommon to be in the middle of fights over water rights, water usage, water rules, etc. Within the Dam Safety Section, we have had ongoing dam safety issues with regards to a dam of questionable ownership located on public land. To effect an emergency remediation project, our office successfully brought together the public land owner, the water rights owners, and other parties of interest to a successful agreement by ensuring the public land owner identified the water rights owners needs for the project and that the water rights owners accepted the public land owner's right and need to perform the project. The stubbornness on behalf of the public land owner and the water rights owners needed mediation by our office. This was done by presenting what a successful, common outcome would look like for both parties, and then working backward to get the parties to make steps necessary to make this happen. Transparency, fairness and effective decision making was done by having on site meetings and open email communication regarding the project to all those involved. While we could have pursued violations of state law for either of both parties involved, it is only a last resort and would not have improved the situation for any involved and may have not meant a successful outcome.

- 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

A water resource-related project that is currently ongoing is the management of water rights for the South Fork Reservoir in Elko County, Nevada. The Nevada Division of Water Resources (DWR) owns and operates the South Fork Reservoir Dam, and the Dam Safety Section works with our Elko DWR office on all things regarding South Fork. The water rights for South Fork aren't great, to say the least. At best, we have enough surface water rights to support reservoir evaporation for any given year, and in poor water years, this leads to conflicts with downstream users. Regardless of the water year, the rights do not legally allow for any additional capture to refill the reservoir. To operate the reservoir, we coordinate with the Pershing County Water Conservation District, Nevada State Parks and the Nevada Department of Wildlife. Frequent discussions regarding the lack of sufficient water rights for the reservoir don't have much traction within DWR, but discussions with the administrators of the Department of Conservation and Natural Resources regarding the issue (of which they were unaware of) have yielded some traction to look at programs that might be used to purchase water rights for the reservoir. At a minimum, the problem is now known by more people that can come up with additional ideas for solutions that may effect a positive outcome for all involved. Regardless, our office coordinates with downstream users to make sure that we (and the downstream users) are operating in compliance with the decree.

- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Outreach, good communication, transparency, timeliness, and the generating and maintaining useful metrics are useful strategies to ensure organizational effectiveness, financial stewardship, and public trust within any agency. It is also important to know the rules, laws, codes, etc. for any regulatory entity that you may deal with and it is just as important to ask questions of staff, partners, regulators, etc. to ensure that work is being done correctly and to the expectations for all involved.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference

with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Conrad, Keith

Signature _____

Date _____

Keith Conrad, P.E.

November 12, 2025

Ed James, P.E.

General Manager, Carson Water Subconservancy District
777 E. Williams St., Ste 209
Carson City, NV 89701

Dear Mr. James,

Please accept my attached resume for the General Manager position. My years of experience as a supervisor and working with various governmental agencies, non-governmental agencies, engineers, private parties, etc. with regards to water rights, dams, engineering, etc. makes me suited for this position. In my more recent jobs, my duties have included the generation and management of budgets and projects, analysis of flood retention and detention basins, geotechnical engineering, applying for and managing multiple FEMA Grant Programs. While I have some familiarity with the National Flood Insurance Program, I have years of experience with Nevada water rights, decrees, and water law. Recently I authored and testified for the successful passage of AB26 to amend the NRS for dam safety laws for the State of Nevada, as well as participated in the successful renewal of (2023) and adding amendments to (2025) the National Dam Safety Act in Washington, D.C. in coordination with Representative Jeff Van Drew's (R-NJ) office and Representative Dina Titus' (D-NV) office.

As a nearly life-long resident of Carson City, I have a lot of volunteer experience ranging from AYSO coach and board member, founder and coach for the Carson Futbol Club, trail design, sawyer and crew lead for MusclePowered, and currently a board member for the Association of State Dam Safety Officials. My diverse work experience coupled with my ability to learn and become proficient at new topics, I feel I would be a successful candidate for this position.

Professional references: Austin Martin, P.E. - [REDACTED] Cheyenne Lawrence - [REDACTED] Jason King, P.E. - [REDACTED]

Sincerely,



Keith Conrad, P.E.

Keith Conrad

Engineer

EXPERIENCE

Nevada Division of Water Resources (NDWR), Carson City, NV - Manager 2

MAY 2021 - PRESENT

- Manager of the State of Nevada Dam Safety Program.
- Other duties include FEMA grant application submittals and management; management of the South Fork Reservoir Dam including monitoring, maintenance, and construction projects; database management; legislative proposals for NRS and NAC changes, and budget submittal requests; duties listed in the following listed job.
- Supervision of Professional Engineers, Associate Engineers, and an Administrative Assistant.

NDWR, Carson City, NV - Professional Engineer

DECEMBER 2018 - MAY 2021

- Review applications, engineering plans, design reports, and records of construction for new dams, dam modifications, and dam decommissioning projects.
- Yearly visual dam inspections of 650+ low, significant, and high hazard dams within the state of Nevada.
- Other duties included assessing storage fees, reviewing Emergency Action Plans, dam breach inundation modeling and mapping, and dam seepage and settlement modeling.

Nevada Department of Transportation, Carson City, NV - Professional Engineer, Associate Engineer 2, and Associate Engineer 1

JULY 2013 - DECEMBER 2018

- Design and analyze geotechnical engineering projects including writing geotechnical reports, specifications, boring logs, and project specifications; providing foundation recommendations; settlement modeling.
- Conduct geotechnical investigations including boring (hollow stem auger and rock coring), test pits, seismic refraction surveys, surveying, and mapping.
- Material site inventory and exploration.
- Supervision of up to four Engineering Technicians during geotechnical field explorations.

NDWR, Carson City, NV - Associate Engineer 1

AUGUST 2007 - JULY 2013

- Walker River Basin Water Rights Specialist. Duties included groundwater use inventories, well level measurements, water rights permitting, assessment of basin budgets and authoring groundwater pumpage inventories.

Kassbohrer All Terrain Vehicles, Reno, NV - Project Engineer

JUNE 2006 - AUGUST 2007

- Engineering, building, and testing of snow vehicles, snow grooming implements and parts including 3-D modeling, prototyping, tooling, and jig fabrication for parts, assemblies, and complete vehicles.

Sierra Control Systems, Carson City, NV - Project Engineer

AUGUST 2003 - JUNE 2006

- Engineering, testing, installation, and maintenance of Supervisory Control and Data Acquisition (SCADA) and Distributed Control Systems (DCS) systems.
- Write Operations and Maintenance Manuals and training for SCADA and DCS systems.
- Supervision of technicians during manufacturing, testing, and site installation.

Spooner Lake Cross Country Ski Area, Spooner Lake, NV - Equipment Operator

JANUARY 1991 - MAY 2002 (seasonal)

- Operate snow grooming equipment including snowcats and snowmobiles.
- Snow removal using front-end loaders, plow trucks, and snowblowers.

Bureau of Land Management, Carson City, NV - Engine Captain

MAY 1990 - SEPTEMBER 1998 (seasonal)

- Engine captain of Type 3 'heavy' and Type 6 'light' wildland fire engines and crew member on a Type I 'Hotshot' firefighting hand crew.
- Supervision of up to eight wildland firefighters during fire and non-fire assignments.

EDUCATION

University of Nevada Reno - Bachelor of Science, Mechanical Engineering

JANUARY 2001 - MAY 2003

- 3.4 GPA for undergraduate degree.
- 3.6 GPA for subsequent classes including CEE 377-Construction Materials, CEE 442-Fundamentals of Geotechnical Engineering, CEE 643-Foundation Engineering Design, and CEE 679-Earthquake Engineering.

EMPLOYMENT APPLICATION



Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)
Cozens, Reed, A
General Manager - Carson Water Subconservancy District

Received: 11/11/25, 7:02 PM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE:

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Cozens, Reed, A

PERSON ID:

14029014

Date And Month Of Birth:

07/27

ADDRESS: (Street, City, State, Zip Code)

HOME PHONE:

EMAIL ADDRESS:

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: NV Number: 0*****4

LEGAL RIGHT TO WORK IN THE UNITED STATES?:

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Bachelor's Degree

PREFERENCES

SHIFTS YOU WILL ACCEPT:

Day , Evening

OBJECTIVE:

Serve as General Manager of the Carson Water Subconservancy District. Apply over twenty years of Nevada water resources experience, board engagement, and responsible budgeting. Support CWSD's mission: Ensuring a reliable water supply, advancing sound policy, and delivering transparent, collaborative service to the communities we serve.

EDUCATION

DATES:

from September/2022 to January/2023

SCHOOL NAME:

University of Nevada Extended Studies

LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☐ Yes ☒ No	DEGREE RECEIVED: Certification
MAJOR/MINOR: Supervisory Management		UNITS COMPLETED: 54
DATES: from June/2008 to December/2012	SCHOOL NAME: University of Nevada, Reno	
LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Civil Engineering		UNITS COMPLETED: 132
DATES: from June/2005 to August/2008	SCHOOL NAME: Western Nevada College	
LOCATION:(City , State) Carson City, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Associate's
MAJOR/MINOR: Engineering		UNITS COMPLETED: 80

WORK EXPERIENCE		
DATES: from January/2023 to Present	EMPLOYER: DOWL, LLC	POSITION TITLE: Professional Engineer—Senior Water Rights Specialist
ADDRESS: (Street, City, State, Zip Code): 5510 Longley Lane Reno, NV 89511		COMPANY URL: https://www.dowl.com/
PHONE NUMBER: (775) 851-4788	SUPERVISOR: Laine Christman - Water Resources Manager	MAY WE CONTACT THIS EMPLOYER? ☐ Yes ☒ No
HOURS PER WEEK: 40		

DUTIES:

DOWL LLC — Professional Engineer & Water Rights Specialist (Jan 2023 - Present)

Water supply & master planning

- Prepare water supply studies and planning reports within the public and private sectors.
- Convert findings into capital and O&M recommendations and schedules; present results to boards and staff for action.

Agency & stakeholder coordination

- Work directly with NDWR, counties, cities, and GIDs to keep projects within policy and regulatory requirements.
- Draft board/staff packets, interlocal agreements, and decision memos; manage submittal and review timelines.

Water-rights administration

- Build and QA/QC water right/use geodatabases with field verification; develop return-flow and consumptive-use accounting; reconcile meter and production data for compliance.
- Complete title research and Reports of Conveyance; file appropriations, changes, Extensions of Time, Proofs of Completion, and Proofs of Beneficial Use.

Program and portfolio management

- Manage multi-project, multi-basin programs for municipal, industrial, and agricultural clients, including scope, schedule, budget, invoicing, and team coordination.
- Integrate GIS, regulatory tracking, and accounting to maintain portfolio compliance and reduce risk.

Selected outcomes

- Utility portfolios (statewide): Ongoing management of water-rights assets for TRI General Improvement District, City of Yerington, Lovelock Meadows Water District, and others—combining title work, regulatory filings, GIS mapping, and project controls to maintain service reliability.
- Truckee River Basin (NDOT/TMWA/TRI project): Coordinated ~94 water-right claims with NDOT and TRI-GID; completed chain-of-title research and NDOT-ready abstracts; filed ROCs; drafted change applications for return-flow management; monitored permits, prepared maps, and advanced filings through NDWR review in coordination with TMWA.
- Walker Basin Conservancy: Supported acquisitions and management to increase Walker Lake inflows; prepared change applications and GIS maps; coordinated with state/federal partners and local stakeholders to align transactions with Nevada water law and program goals.
- Nevada Gold Mines (multi-basin): Maintained NDWR compliance across a large portfolio (EOTs, appropriations, changes, POCs/PBUs), performed pumpage research and meter totalization/reporting, and prepared waiver requests; provided risk mitigation and mapping support.

REASON FOR LEAVING:

N/A

DATES:

from April/2018 to January/2023

EMPLOYER:

Resource Concepts, Inc.

POSITION TITLE:

Water Rights Project Manager

ADDRESS: (Street, City, State, Zip Code):

340 N Minnesota St
Carson City, NV 89703

COMPANY URL:

rci-nv.com

PHONE NUMBER:

(775) 883-1600

SUPERVISOR:

Bruce Scott - Principal

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

Resource Concepts, Inc. (RCI) — Professional Engineer & Water Rights Surveyor (Apr 2018–Jan 2023)

Led regional water-planning and multi-agency projects for municipal, industrial, and agricultural clients. Managed technical teams, coordinated with regulators, and prepared filings and materials for hearings and board actions.

Water Supply & Master Planning

- * Prepared municipal and industrial studies covering source characterization, demand projections, and reliability/resilience assessments; translated findings into capital and O&M recommendations.
- * Presented findings in plain language to governing bodies and staff to support timely, well-documented approvals.

Agency & Stakeholder Coordination

- * Worked directly with NDWR, USBR, and county agencies to align technical work with policy and regulatory requirements.
- * Drafted board/staff packets and interlocal materials to support execution within established timelines.

Water-Rights Administration (Full Cycle)

- * Conducted title research and Reports of Conveyance; drafted and filed appropriations, change applications, Extensions of Time, Proofs of Completion, and Proofs of Beneficial Use.
- * Developed return-flow and consumptive-use accounting; reconciled production and meter data for compliance reporting.
- * Built planning-grade PPOD/PPOU/EPOU geodatabases with field verification and QA/QC; provided hearing support.

Selected Achievements

- * Chief water-rights agent for Albemarle U.S. (Clayton Valley); filed 500+ NDWR applications under an Administrative Order on Consent.
- * Admitted as an expert witness in the Diamond Valley adjudication (Office of the State Engineer and Nevada District Court) and in Washoe County District Court (historic rights, Washoe Valley).
- * Participated on the Federal Water Master's TROA scheduling team on behalf of the City of Fernley (storage/release coordination).
- * Developed a water-banking database for Fernley to track ownership, will-serve commitments, and assignable interests.
- * Prepared Conservation Plans meeting state and USBR requirements.
- * Prepared Safety of Dams Emergency Action Plans, including inundation mapping and tabletop exercises.
- * Managed 75+ active water-rights and planning projects; mentored junior staff; oversaw scope, schedule, budget, and invoicing.

REASON FOR LEAVING:

I departed RCI amicably, handing off 40 active files, to accept a broader, municipality-focused role at DOWL leading multi-basin water-rights and planning projects. The transition was planned and in alignment with my growth goals.

DATES:

from September/2014 to April/2018

EMPLOYER:

Nevada Division of Water
Resources

POSITION TITLE:

Professional Engineer

ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart Street Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: (775) 684-2800	SUPERVISOR: Edmund Quaglieri - Manager II	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 2	
DUTIES: •Leader of the Walker River Basin's (Mason and Smith Valleys) water right management team. •Enforced state-issued water rights throughout Nevada. •Developed and implemented multiple online Geographic Information Systems (GIS) mapping frameworks used to report real-time water usage. •Coordinated inter-agency water use meetings, including stakeholder management plan negotiation. •Managed and compiled statewide water planning data and water conservation plans. •Managed statewide channel clearance funding projects.		
REASON FOR LEAVING: Left job to work with Resource Concepts, Inc.		
DATES: from January/2013 to September/2014	EMPLOYER: Utah Division of Water Right	POSITION TITLE: Commissioner of the Weber & Ogden River Distribution Systems
ADDRESS: (Street, City, State, Zip Code): 1594 W N Temple St #220 Salt Lake City, UT 84116		COMPANY URL: https://waterrights.utah.gov/
PHONE NUMBER: (801) 538-7240	SUPERVISOR: Ben Anderson - Professional Engineer	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 8	
DUTIES: Core responsibilities: • Supervised the distribution of approximately five hundred thousand acre-feet of storage located in eight reservoirs, three U.S. Bureau of Reclamation projects, and multiple private ditches and canal companies. • Managed and appointed deputy river commissioners, each responsible for the direct distribution of water within their respective districts.		
REASON FOR LEAVING: Accepted the role as the Groundwater Commissioner for the Walker River Basin (State of Nevada Division of Water Resources)		
DATES: from June/2012 to August/2012	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: Well Supervisor

ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St. Ste. 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: (775) 684-2800	SUPERVISOR: Keith Conrad - Water Rights Specialist	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Co-wrote the Mason Valley Groundwater Pumpage Inventory for years 2005-2011; this report documented the estimated groundwater usage in the administrative groundwater basin of Mason Valley as described by the State Engineer of Nevada.		
REASON FOR LEAVING: Project completion.		
DATES: from February/2011 to January/2012	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: Engineering Technician III
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St. Ste. 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: (775) 684-2800	SUPERVISOR: Richard Felling - Chief Hydrologist	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: •Used ARCMap GIS software to compile and analyze water right data. •Estimated annual pumpage for all permitted, certificated, and vested claims of right within Antelope and Imlay groundwater basins. •Was responsible for the production of two annual Inventory Reports using data collected from the field investigations. •Conducted quarterly and semi-annual groundwater level measurements in six hydrographic basins. •Independently performed field investigations. •Reviewed and enforced groundwater level monitoring plans. •Assisted the public with questions regarding water right and well drilling statutes, policies, and regulations. •Performed technical and statutory review of water right applications and application maps.		
REASON FOR LEAVING: I went from a full-time employee/part-time student to a full-time student.		
DATES: from April/2007 to February/2011	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: Engineering Technician III

ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St. Ste. 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: (775) 684-2800	SUPERVISOR: Stephen Walmsley - Staff Engineer III	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: •Performed technical and statutory review of water right applications and application maps. •Used ARCMAP GIS software to compile and analyze water right data. •Independently performed field investigations and stream flow gaging. •Performed research required in the administration of Vested Claims of Water Right. •Managed and maintained an extensive record of water right Adjudications and Court Decrees. •Prepared materials for administrative and court hearings. •Assisted staff engineer in preparing Orders of Determination. •Assisted hearing officers during hearings. •Prepared draft orders and public notices. •Maintained water right adjudication files. •Logged and reviewed Vested Proofs of Appropriation. •Assisted water right claimants in filing Proofs of Appropriation.		
REASON FOR LEAVING: Organization restructuring placed me into a different section, with a different supervisor.		
DATES: from December/2005 to April/2007	EMPLOYER: Nevada Division of Water Resources	POSITION TITLE: Well Supervisor
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart St. Ste. 2002 Carson City, NV 89701		COMPANY URL: water.nv.gov
PHONE NUMBER: (775) 684-2800	SUPERVISOR: Matt Dillon - Staff Engineer II	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: •Used ARCMAP GIS software to compile and analyze water right data. •Conducted annual pumpage inventories for Churchill, Dayton, and Antelope Valleys. •Conducted quarterly and semi-annual groundwater level measurements in six hydrographic basins. •Independently performed field investigations as assigned. •Reviewed Well Drilling Logs as submitted by licensed water well drillers. •Assisted the public with questions regarding water right and well drilling statutes, policies, and regulations. •Performed technical and statutory review of water right applications and application maps.		
REASON FOR LEAVING: Promotion		

DATES: from August/2005 to December/2005	EMPLOYER: Carson Water Subconservancy District	POSITION TITLE: Intern
ADDRESS: (Street, City, State, Zip Code): 777 William St. 110A Carson City, NV 89701		COMPANY URL: cwsd.org
PHONE NUMBER: (775) 887-7450	SUPERVISOR: Edwin James - General Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 25		
DUTIES: •Estimated pumpage for all permitted, certificated, and vested claims of right within Churchill and Dayton Valleys. •Assisted in the production of an Inventory Report using data collected from the field investigations. •Maintained and released water from Lost Lakes reservoirs at the head water of the West Fork of the Carson River.		
REASON FOR LEAVING: Hired full-time with the State of Nevada		

CERTIFICATES AND LICENSES			
TYPE: Fundamentals of Engineering (FE/EIT)			
DATE ISSUED: May 2011	EXPIRATION DATE: No expiration	NUMBER: 0T6502	ISSUING AGENCY: Nevada Board of Professional Engineers
TYPE: Professional Engineer			
DATE ISSUED: April 2017	EXPIRATION DATE: December 2026	NUMBER: 24427	ISSUING AGENCY: Nevada Board of Professional Engineers
TYPE: State Water Rights Surveyor			

DATE ISSUED: June 2018	EXPIRATION DATE: June 2023	NUMBER: 1329	ISSUING AGENCY: Nevada State Engineer's Office
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SKILLS

OFFICE SKILLS:

Nothing Entered For This Section

OTHER SKILLS:

Nothing Entered For This Section

LANGUAGE(S):

Nothing Entered For This Section

SUPPLEMENTAL INFORMATION

Professional Associations

As President of the Nevada Water Resources Association (NWRA), I lead a statewide, nonpartisan group of water professionals, including managers, engineers, attorneys, scientists, utilities, ranchers, tribes, and industry. I chair the Board with officers and committee chairs, and oversee the budget, sponsorships, and annual audit. I represent NWRA in meetings with state, local, and federal partners and keep the focus on education and collaboration—not advocacy. I guide our programs, including the Annual Conference, Fall Symposium, technical workshops, field tours, and student activities, and I make sure our updates are clear and easy to understand. My priorities are steady governance, transparent finances, and practical programs that help Nevada's water community plan and operate effectively.

Technical

I work with the National Judicial College's Dividing the Waters program and have trained Nevada and Western State judges on water-rights topics. I teach sessions that are approved for JLE/CLE credit by the Nevada Supreme Court's administrative office. My materials use plain language and clear visuals, including Nevada's adjudication processes, and water right permitting process. The goal is to give judges practical tools to understand technical water-rights issues and use consistent terms in their decisions.

Technical

Volunteer instructor for continuing legal/continuing education with HalfMoon Education (nonprofit), teaching courses on: the evolution of water laws and regulations; Nevada surface- and groundwater rights; the NDWR water-right application and permitting process; use of GIS for water-right data; regulatory requirements for well drilling in Nevada; and regional water planning and water-resource plan requirements.

REFERENCES

REFERENCE TYPE:

Professional

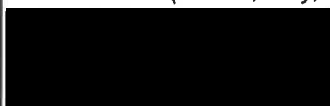
NAME:

Bert Bryan

POSITION:

General Manager—Walker River
Irrigation District

ADDRESS: (Street, City, State, Zip Code)



EMAIL ADDRESS:



PHONE NUMBER:



REFERENCE TYPE: Professional	NAME: Adam Sullivan, P.E.	POSITION: Nevada State Engineer
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Hon. John Schlegelmiltch	POSITION: District Judge
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Edmund Quaglieri, P.E.	POSITION: Natural Resources Manager— Truckee Meadows Water Authority
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Tina Triplett	POSITION: Executive Consultant—Nevada Water Resources Association
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Justin Huntington, PhD	POSITION: Research Professor, Hydrology, Desert Research Institute
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		

EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Jena Huntington	POSITION: Hydrologist
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
Yes

2. **Are you related to a current or former employee of Carson City?**
Yes

3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
I worked for the Carson Water Subconservancy District in 2005. Additionally, my wife's uncle, Terry Swanson, formerly worked for Carson City.

4. **How did you learn of this vacancy?**
City of Carson City Web Site

5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
No

6. **Are you currently a citizen of the State of Nevada?**
Yes

7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.

Yes

Job Specific Supplemental Questions

1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Please refer to attachment labeled Cozens_CWSD Question 1

2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Please refer to attachment labeled Cozens_CWSD Question 2

3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Please refer to attachment labeled Cozens_CWSD Question 3

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation

verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Cozens, Reed, A

Signature_____

Date_____

November 9, 2025

Carson Water Subconservancy District
Board of Directors
777 East William Street, Suite 110-A
Carson City, NV 89701

Re: Application for General Manager

Dear Board of Directors,

Thank you for considering my application. I bring more than twenty years of Nevada-focused experience in water-rights administration, watershed planning, and multi-jurisdiction coordination. My work has centered on turning technical analysis into clear, decisions managing budgets, preparing agreements, and maintaining transparent reporting that partners and the public can trust.

I bring expertise in water-rights administration, watershed planning, and multi-jurisdiction coordination. Additionally, I've led drought-year groundwater administration as a basin commissioner and served on the Truckee River Operating Agreement (TROA) scheduling team, coordinating storage and releases with decreed priorities. As President of the Nevada Water Resources Association, I strengthened statewide collaboration among diverse stakeholders. Across municipal, industrial, and agricultural portfolios, I've built defensible accounting, improved meter reconciliation and compliance, while delivering projects on scope, schedule, and budget.

I have worked in every basin in the Carson River Watershed and possess in-depth knowledge of the Alpine Decree. If selected, my approach will be mission-first, neutral, and practical: align work with the Board's plan, communicate plainly, and measure results. I am particularly eager to advance CWSD's ongoing flood-risk reduction and habitat-restoration initiatives while maintaining fiscal discipline.

I would welcome the opportunity to support CWSD's next chapter and to continue serving the Carson River watershed and its communities.

With gratitude,

A handwritten signature in blue ink, appearing to read 'Reed A. Cozens', is written over a light blue circular stamp.

Reed A. Cozens, PE, WRS
Carson City, Nevada

[REDACTED]

Carson Water Subconservancy District, General Manager

Reed Cozens, PE, WRS

Question 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process?

Building Consensus in Drought (Walker River Basin, 2014–2016)

Context and Role

During the 2014–2016 extreme drought, I served as Groundwater Commissioner for the Walker River Basin, responsible for administering State Engineer-issued groundwater rights in coordination with surface-water operations managed by the U.S. Board of Water Commissioners and the Walker River Irrigation District. With basin-wide groundwater curtailment under consideration and tensions high, my mandate was to function as a neutral arbiter, translating water-right requirements and hydrologic conditions into clear, lawful, day-to-day decisions.

Operating Posture

I led with three principles: neutrality, uniform application of rules, and measurement before management. Valid rights were protected; unauthorized or excess diversions were regulated. Decisions were consistent and traceable to statute, decree terms, and based on measured data.

Building a Common Fact Base

To eliminate ambiguity, I required accurate totalizing flow meters for all regulated groundwater pumping. I established an online map-based reporting system showing points of diversion, near-real-time volumes, and legal limits. Tribes, agricultural producers, municipalities, counties, environmental groups, and state and federal partners all saw the same data at the same time.

Engagement and Process

Rules and expectations were communicated in plain language. With support from field staff, we conducted frequent site visits and held regular meetings with administrators and water users, often in the field, to align policy with on-the-ground realities. Public meetings provided transparent explanations of the science, water law, and required compliance steps. While not every outcome was popular, stakeholders understood the standards and respected the fairness of the process.

Results

Across the 2014–15 and 2015–16 water years, the combination of metering, clear limits, and cooperative compliance reduced basin groundwater use by more than 30% without implementing across-the-board shutdowns. Conflicts shifted from broad disputes to specific, solvable issues because all parties worked from a shared dataset and consistent procedures.

System Improvements

Prior to 2014, the basin lacked coordinated conjunctive administration. I helped align the State Engineer's Office, the U.S. Board of Water Commissioners, and the Walker River Irrigation District

around shared data, regular communication, and synchronized decision criteria, an approach that continues to inform operations.

Relevance to CWSD

Multi-jurisdiction watersheds function best when four elements are reliable: neutral administration, transparent data, documented decisions, and steady communication. As General Manager, I would apply the same playbook in the Carson River watershed: maintaining routine field presence, providing clear public updates, and actively coordinating with partners to manage the resource wisely, lawfully, and with the best achievable outcomes for the region.

Carson Water Subconservancy District, General Manager

Reed Cozens, PE, WRS

Question 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome.

Project Case Study (Truckee Meadows Water Reclamation Facility to Tahoe Reno Industrial Pipeline & Truckee River Decree Claims)

Project Overview

I served as lead water-rights engineer for the TMWRF-to-TRI reuse pipeline and pump station, a 16-mile conveyance delivering 4,000 acre-feet of treated effluent annually from the Truckee Meadows Water Reclamation Facility (TMWRF) to the Tahoe-Reno Industrial Center. This first-of-its-kind public-private effort in northern Nevada aimed to reduce nitrate loading to the Truckee River, improve water quality at Pyramid Lake for fish & wildlife, conserve in-river flows, avoid a \$25 million treatment upgrade, and support regional industrial growth.

Although the pipeline was constructed, administrative actions to convert and align existing decreed rights that allowed for the exchange of effluent water for in-stream river flow had stalled. Two prior consultants were unable to complete the work. I was retained to resolve the water-rights pathway and finish the job.

Multi-Agency Coordination

The project required coordinated action among the Truckee Meadows Water Authority (TMWA, effluent operator), NDOT (water-right owner), the Nevada Division of Water Resources (regulator), the TRI General Improvement District (end user/operator), and the TRI Master Developer (financing obligations). Historic Truckee River claims were dispersed across the Truckee Meadows and complicated by legacy deeds, split ownership, mismatched naming, and non-conforming maps. I established an organized work plan with a live project dashboard, scheduled coordination meetings, and upgraded GIS mapping to reconcile records and keep all parties aligned.

Key Challenges and How We Solved Them

NDOT capacity on water rights: NDOT's strength is land survey, easements, and rights-of-way, not water-rights administration. I developed focused review checklists and working sessions to train staff on the change applications and accounting, enabling timely, confident approvals.

Alignment with TMWA operations and accounting: TMWA's technical standards are high. We ensured each proposed change fit TMWA's accounting conventions and did not disrupt operations by using precise documentation, version-controlled maps, and regular technical reviews.

TRI-GID experience: As a newer purveyor implementing a new pipeline, TRI-GID faced a steep learning curve, compounded by earlier stalled efforts. We rebuilt trust through transparent schedules, clear deliverables, and open technical walkthroughs, elevating their ability to review, question, and improve coordination.

Execution Discipline

We maintained a reconciled database of claims, places of use, and right-of-way interactions; closed decisions with one-page memos (issue, options, decision, rationale); and held weekly calls with NDOT, TMWA, TRI-GID, and NDWR to avoid surprises. Every filing was checked against NDWR requirements and operational data before submission.

Deliverables and Outcomes

We produced complete, consistent change-application packets on decreed Truckee River rights that moved through review with minimal pushback. Reviewers at TMWA, NDOT, TRI-GID, and NDWR could open a map, trace the request, and act with confidence. The project achieved its objectives: reduced nitrate loading to the Truckee River (benefiting Pyramid Lake), avoided costly plant upgrades at TMWRF, preserved in-river flows, and enabled industrial development, supported by sound documentation, and aligned operations.

Relevance to CWSD

This is the playbook I would bring as General Manager: disciplined records and mapping, clear decision logs, routine cross-agency coordination, and filings that match on-the-ground operations. The approach keeps projects on schedule, aligns partners, makes decisions traceable to data and policy, and ties every technical step to budget discipline and long-term watershed outcomes.

Carson Water Subconservancy District, General Manager

Reed Cozens, PE, WRS

Question 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work?

From Frontline Insight to Board Action: Building Trusted Leadership at CWSD

I have observed remarkable success with a leadership style known as Management by Wandering Around (MBWA). This is a hands-on leadership practice where the manager regularly visits where the work happens, offices, field sites, and partner agencies, to listen, ask brief questions, and remove roadblocks. It emphasizes trust, fast feedback, and catching small issues before they become big ones. Despite its awkward name, MBWA is taught at leading business schools, including Harvard Business School, and MIT's Sloan School of Management, because it builds trust, surfaces weak signals early, and keeps leadership decisions grounded in frontline realities. A consistent MBWA cadence builds relationships, improves coordination across programs, and keeps decisions grounded in real conditions. For an agency like CWSD, it supports transparency where concerns are logged and routed through the board of directors with clear follow-through.

In the initial months, I will prioritize continuity, honoring what works while building durable systems for the long term. With the Board's consent, I will work side-by-side with the outgoing General Manager to ensure the hand-off of critical functions and relationships, reviewing active grants, contracts, and compliance deadlines, and walking through project histories and decision criteria.

During the first 90 days, I will conduct a listening tour with each Board member and key partners, issue a one-page priorities memo aligned to CWSD's program areas. Board packets will follow a predictable cadence with brief, easy-to-understand summaries, fiscal impacts, and links to Strategic Plan objectives.

Organizational Effectiveness

The organization's effectiveness will be tied to the lessons learned during the hand-off and listening tour. However, if needed, I have observed success by introducing quarterly objectives, complemented by monthly project and operations reviews to ensure visibility of scope, schedule, risks, and compliance. Updates to standard operating procedures for procurement, grants administration, records management, and public-meeting preparation. Staff will be cross trained to enhance operational resilience and continuity. To maintain leadership engagement, I will implement a structured weekly schedule of office, field, and partner agency visits, using consistent questions to identify operational successes, obstacles, and opportunities for efficiency. Identified issues will be documented, assigned to appropriate managers for resolution, and followed up promptly to ensure visible progress.

Financial Stewardship

Budgets will be developed, program-focused, and linked to measurable outcomes. Followed by documentation of operating, capital, and grant-funded activities across the General, Regional, and Flood accounts. The Board will receive monthly financial updates summarizing budget versus

actuals, cash flow, significant variances, and corrective measures. A centralized register will track awards, match obligations, schedules, deliverables, and risks. Supported by milestone verification before payments, invoice validation, and close-out documentation. Finance Committee oversight. Will review reports monthly to enable proactive adjustments with regular oversight and ensure that the books are accurate.

Public Trust

As a non-regulatory agency, CWSD's strength depends on its reputation for neutrality, competence, and follow-through. As a result, transparency, engagement, and accountability will guide operations. Board packets will adhere to a predictable format and schedule, featuring clear summaries, options, fiscal impacts, and references to Strategic Plan objectives, compliant with Open Meeting Law. Post-meeting, a concise public summary will be posted, detailing actions, project milestones, and upcoming decisions. Performance metrics, including project status, financial summaries, compliance milestones, and service standards, will be published following Board review. Policy-related stakeholders' concerns will be channeled through standard agenda processes to ensure transparency. Periodic targeted audits or peer reviews will be supported to validate controls and refine practices.

Summary

These strategies, structured onboarding, clear objectives and routines, engaged leadership, rigorous financial oversight, transparent communication, integrated compliance, and incremental improvements, strengthen organizational performance, safeguard public resources, and uphold public confidence. They align Board priorities with staff execution, link budgets to outcomes, and ensure public input informs transparent decision-making, enabling CWSD to deliver consistent, measurable results.

To: Board of Directors

Carson Water Subconservancy District

777 East William Street, Suite 110-A

Carson City, NV 89701

Dear Members of the Board,

It is my pleasure to recommend Mr. Reed A. Cozens, PE, WRS for the position of General Manager with the Carson Water Subconservancy District. I have had the opportunity to work alongside Reed on several water resource initiatives in Nevada and have always been impressed by his depth of knowledge, practical judgment, and commitment to collaboration.

Reed's experience extends across more than twenty years of work in water rights, engineering, and hydrology. He has a proven ability to bring together diverse interests—agencies, stakeholders, and technical teams—to develop solutions that are both effective and sustainable. His thoughtful approach to problem-solving and his understanding of Nevada's complex water systems make him particularly well suited to lead an organization like CWSD.

As President of the Nevada Water Resources Association, Reed has demonstrated leadership that is both inclusive and forward-looking. He fosters open communication, builds consensus, and supports others in achieving shared goals. Those same qualities—integrity, professionalism, and a genuine respect for the people he works with—define his approach to every project and partnership.

I believe Reed would be an outstanding General Manager for CWSD. His technical skill, collaborative leadership style, and deep connection to the Carson River watershed position him to guide the District's mission with purpose and balance.

Sincerely,



Robert C. Bryan
WRID General Manager

To: Board of Directors
Carson Water Subconservancy District
777 East William Street, Suite 110-A
Carson City, NV 89701

Subject: Letter of Recommendation – Reed A. Cozens, PE, WRS

Dear Members of the Board,

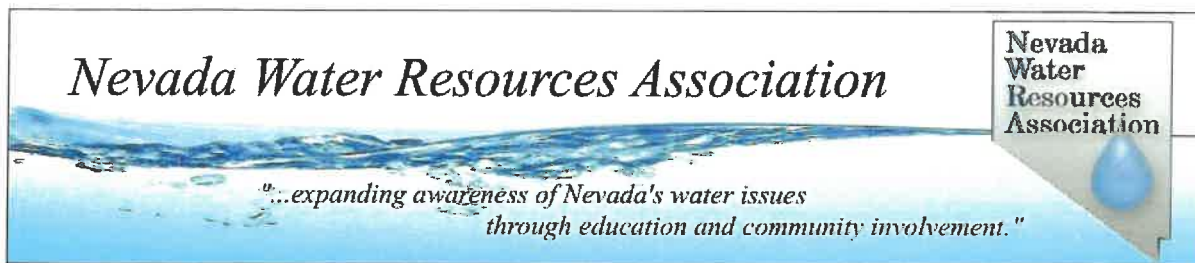
It is my pleasure to recommend **Mr. Reed A. Cozens, PE, WRS** for the position of **General Manager** with the Carson Water Subconservancy District. I have had the privilege of working with Reed in a professional capacity in many role I've had, including at the Nevada Division of Water Resources, and have observed his leadership, professionalism, and deep understanding of Nevada's water resources firsthand.

Reed possesses a rare combination of real-world field experience in water management, technical depth, collaborative approach and strategic perspective. His experience spans more than two decades in water rights, hydrology, and engineering, during which he has successfully guided multi-agency projects involving regulatory compliance, interlocal agreements, and stakeholder coordination. His ability to balance technical precision with sound policy judgment is particularly well-suited to CWSD's mission and governance structure.

As President of the Nevada Water Resources Association, Reed has demonstrated his commitment to public service and to elevating water management standards statewide. His approach to leadership is inclusive and transparent—qualities that foster trust and effective decision-making within both technical and community settings.

I am confident that Reed will bring the same integrity, professionalism, and collaborative spirit to the General Manager role that he has brought to every position throughout his career. He would be an outstanding leader for CWSD and an asset to the region.

Sincerely,
Edmund Quaglieri
Edmund Quaglieri, P.E.
Natural Resources Manager



Board of Directors
Carson Water Subconservancy District
777 East William Street, Suite 110-A
Carson City, NV 89701

Subject: Letter of Recommendation – Reed A. Cozens, PE, WRS

Dear Members of the Board,

It is my pleasure to recommend Reed A. Cozens, PE, WRS for the position of General Manager. As Executive Consultant to the Nevada Water Resources Association (NWRA), I have worked closely with Reed in his capacity as NWRA President and as an active member of our Finance Committee. In every setting, Reed models board-facing leadership with a deliberate “no-surprises” approach. He collaborates constructively with members, the Board of Trustees, Executive Committee, and external partners to keep discussions productive and solutions-oriented.

Reed’s financial stewardship is equally strong. He brings a disciplined budgeting cadence, ensures we are prepared for audits, and keeps the association’s mission of water education front and center. He communicates tradeoffs plainly, surfaces risks early, and follows through—qualities that build trust with both the Board and our stakeholders. He anchors our work in straightforward, accessible communication with plain-language updates and consistent follow-through that turns decisions into action.

Perhaps most important, Reed’s professional credibility is unquestioned. He is even-handed on complex water resources issues, reliable under pressure, and consistently professional in representing NWRA to agencies, peers, and the public. He combines technical fluency with governance savvy, which is precisely what effective watershed leadership requires.

I recommend Reed without reservation. Please feel free to contact me if I can provide additional information.

Sincerely,

A handwritten signature in black ink that reads "Tina Triplett". The signature is fluid and cursive, with the first name "Tina" and last name "Triplett" clearly distinguishable.

Tina Triplett
Executive Consultant
Nevada Water Resources Association
PO Box 8064
Reno, Nevada 89507
tina@nvwra.org
www.nvwra.org



THIRD JUDICIAL DISTRICT COURT

DEPARTMENT I
LYON COUNTY
STATE OF NEVADA

JOHN P. SCHLEGELMILCH
DISTRICT JUDGE

911 HARVEY WAY
SECOND FLOOR
YERINGTON, NEVADA 89447
(775) 463-6571
FAX (775) 463-6575

Carson Water Subconservancy District
777 East William Street, Suite 110-A
Carson City, NV 89701

Subject: Letter of Recommendation – Reed A. Cozens, PE, WRS

Dear Members of the Board,

I am pleased to recommend Reed Cozens for the position of General Manager with the Carson Water Subconservancy District. I have had the opportunity to personally work with Reed in a professional capacity and have been consistently impressed by his technical expertise, integrity, and commitment to collaborative water management in Nevada.

Most recently, Reed and I collaborated on a judicial education module at the National Judicial College - Dividing the Waters Program in Missoula, MT. It is clear to me that his two decades worth of experience in water rights, engineering, and resource planning would be a great asset to any agency that he may work with.

Reed's leadership style is pragmatic and inclusive. He combines a deep understanding of Nevada's water law and hydrology with strong communication skills, enabling him to bridge diverse perspectives and guide complex initiatives to resolution. His long-standing involvement with the Nevada Water Resources Association, including his current role as President, underscores his commitment to the profession and to public service.

Based upon my personal experiences with Reed, I believe he would provide thoughtful, capable leadership to CWSD and strengthen the region's capacity for sustainable water management. I recommend him without reservation.

Sincerely,

A handwritten signature in blue ink, appearing to read "John P. Schlegelmilch", is written over a horizontal line.

Hon. John P. Schlegelmilch

November 7, 2025

Subject: Letter of Recommendation – Reed Cozens

To Whom It May Concern,

I'm writing to recommend Reed Cozens. I've worked with Mr. Cozens for many years, and I can attest to his technical skill, integrity, and commitment to collaborative water management.

Reed holds a high standard of pragmatism and open collaboration that I admire. He is a great communicator with both technical and non-technical audiences. He is very talented at building common ground with a focus on practical solutions. His long service in the water resources profession speaks to his dedication to professional service, education, and the public interest.

I've always enjoyed working with Reed and would be happy to discuss further if you require any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Adam Sullivan', with a stylized flourish at the end.

Adam Sullivan
Nevada State Engineer

Reed A. Cozens, PE, WRS

Water Resources Professional

Water Supply & Basin Planning | Policy & Multi-Jurisdiction Collaboration

Professional Profile

Senior water-resources engineer with 20 years in Nevada and the Intermountain West, specializing in water rights, hydrology, and engineering for watershed-scale planning, portfolio administration, and multi-jurisdiction coordination. Convert technical analysis into policy-aligned action for municipal, industrial, and agricultural partners. Build defensible accounting tools for return-flow, consumptive-use, and meter-reconciliation, that improve accuracy and transparency. Manage multi-project, multi-basin programs, scope, schedule, budget, and teams. Integrating regulatory tracking and fiscal stewardship to ensure reliability and compliance. Leadership includes administering and operations as Commissioner for the Walker Basin groundwater system and the Weber & Ogden River systems, instituting real-time reporting; contributed to regional operations on the Federal Water Master's Truckee River Operating Agreements (TROA) scheduling team and routinely facilitate consensus among cities, GIDs, conservancy districts, Tribes, and industry.

Areas of Expertise

Watershed-scale planning & conjunctive management	Interlocal agreements & multi-jurisdiction coordination
Board governance, budgeting & presentations	Project management (scopes, schedules, budgets)
Water-rights permitting, adjudications & administration	Data, GIS & mapping geodatabases for decision support

Professional Accomplishments

Nevada Water Resources Association President (2023-Present): Led statewide, nonpartisan association to provide objective information, training, and education related to key issues regarding water resources in Nevada and the region; strengthened budgets, sponsorships, and cross-agency partnerships to elevate Nevada's water dialogue.

National Judicial College — Science in Water Cases (2025): Designed and delivered training for judges on Nevada water law, hydrology, and measurement/accounting, translating technical issues for judicial decision-makers.

Represented the City of Fernley on the Federal Water Master's TROA scheduling team (2018-2023): Coordinating reservoir storage and release operations to align deliveries with decreed priorities, drought contingencies, and interagency obligations.

Walker Basin Conservancy (2023-Present): Principal contributor to efforts restoring flows to Walker Lake; coordinated state, federal, agricultural, and environmental partners and supported acquisitions, change applications, and implementation.

EXPERIENCE: 20 Years

EDUCATION

University of Nevada
Civil Engineering (2012)

REGISTRATION/CERTIFICATION:

Professional Civil Engineer
NV #24427

NV State Water Right Surveyor #1329

President, Nevada Water Resources Association

SKILLS

Leadership & governance

Public speaking & meeting facilitation

Negotiation & consensus-building

Water Rights

Hydrology

Engineering

Strategic planning & program/project management

Regulatory coordination

SOFTWARE

Microsoft Office Suite

ArcGIS

Quickbooks

HEC-RAS

RiverWARE

LOCATION: Carson City, Nevada

DOWL, LLC. January 2023 – Present*Senior Water Rights Engineer**Reno, NV*

Lead water-supply studies and master-planning for public and private clients; translate findings into capital and O&M recommendations and present actionable options to boards and staff. Coordinate directly with NDWR, counties, cities, and GIDs to keep work aligned with policy and regulatory requirements; prepare board/staff packets, interlocal agreements, and decision memos while managing submittal and review timelines. Administer full-cycle water rights: build planning-grade geodatabases with field verification; develop return-flow and consumptive-use accounting; reconcile meter and production data for compliance. Manage multi-project, multi-basin programs, scope, schedule, budget, invoicing, and team coordination, integrating regulatory tracking and accounting to maintain portfolio compliance.

Representative projects include ongoing utility-portfolio management for the City of Yerington, Lovelock Meadows Water District, Kingsbury GID, and Roundhill GID; coordination of approximately 100 Truckee River Basin claims with the Truckee Meadows Water Authority, the Nevada Department of Transportation, and TRI-GID for return-flow management, permit monitoring, and NDWR coordination; support to the Walker Basin Conservancy to increase flows to Walker Lake and multi-party coordination aligned with Nevada water law and program goals; and multi-basin water right portfolio management for Nevada Gold Mines, including water use research, meter totalization/reporting, and risk-mitigation mapping.

Resource Concepts, Inc. April 2018 – January 2023*Professional Engineer & Water Right Surveyor**Carson City, NV*

Led regional water-planning and multi-agency projects for municipal, industrial, and agricultural clients. Managed technical teams, coordinated with regulators, and prepared filings and materials for hearings and board actions. This work included municipal and industrial water-supply studies, covering source characterization, demand projections, and reliability/resilience assessments, and translating those findings into capital and O&M recommendations. Worked directly with NDWR, USBR, and county agencies to align technical analyses with policy and regulatory requirements.

On the administration side, developed return-flow and consumptive-use accounting tools, reconciled production and meter data for compliance reporting, and built planning-grade geodatabases, providing hearing support as needed. A representative accomplishment includes serving on the Federal Water Master's TROA scheduling team on behalf of the City of Fernley to coordinate storage and release operations.

Nevada Division of Water Resources, Sept. 2014 – Apr. 2018*Professional Engineer**Carson City, NV*

Led groundwater rights management for the Walker River Basin, coordinated interagency water-use meetings and negotiated stakeholder management plans, developed and implemented online GIS dashboards for real-time water-use reporting, and managed statewide channel-clearance funding programs.

Utah Division of Water Rights, Jan. 2013 – Sept. 2014*Commissioner of Weber & Ogden Rivers Distribution Systems**Layton, UT*

Administered priority based water rights across 500,000 acre-feet of river flow and integrated storage and delivery, coordinating operations among multiple reservoirs and associated canals. Working closely with the Weber Basin Water Conservancy District, the Weber River Water Users Association, and the U.S. Bureau of Reclamation to align releases and deliveries with decreed priorities and project operations. Supervising day-to-day distribution, overseeing eight appointed deputy commissioners in each district, ensuring accurate accounting, real-time reporting, and compliance with the State Engineer's priority administration.



SCIENCE THAT MATTERS NOW.™

2215 Raggio Parkway, Reno, NV 89512-1095 | 775.673.7300
755 East Flamingo Road, Las Vegas, NV 89119-7363 | 702.862.5400
www.dri.edu

November 7, 2025

To: Board of Directors, Carson Water Subconservancy District
777 East William Street, Suite 110-A
Carson City, NV 89701

Subject: Letter of Recommendation – Reed A. Cozens

Dear Members of the Board,

It is my pleasure to recommend **Mr. Reed A. Cozens, PE, WRS** for the position of **General Manager** with the Carson Water Subconservancy District (CWSD). I have had the privilege of working with Reed in a professional capacity for over 18 years and have observed his leadership, professionalism, and deep understanding of Nevada's water resources firsthand.

Reed possesses a rare combination of high quality technical, leadership, and communication skills. His experience spans more than two decades in water rights, hydrology, and engineering, during which he has successfully guided multi-agency projects involving regulatory compliance, interlocal agreements, and stakeholder coordination. His ability to address and balance technical water issues with objective and sound policy judgment is particularly well-suited to CWSD's mission and governance structure.

Reed's work history at the Nevada Division of Water Resources as a Professional Engineer (PE) and Walker River Groundwater Commissioner, Resource Concepts, Inc as a PE and Water Right Surveyor, and DOWL as a Senior Water Rights Engineer, has provided him a depth of knowledge and experience that is extensive, unique, and ideal for this position. Reed has led agencies and water users through difficult negotiations and with many successes, including but not limited to community led reductions in groundwater use during drought, water use reporting, and the development of online water dashboards and GIS mapping for near real-time monitoring in the Walker River Basin, supported the Mott Creek adjudication in Carson Valley, and coordinated storage and release operations for the Truckee River Operating Agreement (TROA) for the City of Fernley. Reed's public speaking and communication skills are top-notch. His ability to bring people together, initiate dialog, and discuss complex and sensitive issues with a full spectrum of stakeholders has always impressed me. He always manages to make people feel heard, remain objective, and stay positive even in tense and sometimes heated discussions. He is an amazing communicator, negotiator, consensus builder, and people person. To top it off, he is technical, with experience using water accounting software such as RiverWare, which is used for TROA and Operating Criteria and Procedures (OCAP) analysis and management scenarios, HEC-RAS flood modeling software, and hydrology and engineering analyses. These technical skills combined with his leadership, communications, and people skills make him an ideal candidate to be General Manager of CWSD.

As President of the Nevada Water Resources Association, Reed has demonstrated his commitment to public service and to elevating water management standards statewide. His approach to leadership is participative and transparent—qualities that foster trust and effective decision-making within both technical and community settings.

NEVADA SYSTEM OF HIGHER EDUCATION

I am very confident that Reed will bring the same integrity, professionalism, and collaborative spirit to the General Manager role that he has brought to every position throughout his career. If selected, he will be an outstanding leader for CWSD and an asset to the region.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin L. Huntington". The signature is fluid and cursive, with the first name "Justin" and last name "Huntington" clearly distinguishable.

Justin L. Huntington, PhD
Research Professor, Hydrology
Desert Research Institute
775-750-4617
Justin.Huntington@dri.edu

November 9, 2025

To: Board of Directors, Carson Water Subconservancy District
777 East William St., Suite 110-A
Carson City, NV 89701

From: Jena M. Huntington, Hydrologist

Subject: Letter of Recommendation - Reed A. Cozens

Dear CWSD Board of Directors,

It is my pleasure to recommend **Mr. Reed A. Cozens, PE, WRS** for the position of **General Manager** with the Carson Water Subconservancy District. I have had the privilege of working with Reed in a professional capacity for over a decade and have observed his leadership, professionalism, and deep understanding of Nevada's water resources firsthand.

Reed possesses a rare combination of technical depth and strategic perspective. His experience spans more than two decades in water rights, hydrology, and engineering, during which he has successfully guided multi-agency projects involving regulatory compliance, interlocal agreements, and stakeholder coordination. Reed is an asset in every meeting. His attentiveness to all participants, thoughtful contributions, and swift ability to summarize issues and suggest a course of action is, in my opinion, unparalleled. His ability to balance technical precision with sound policy judgment is particularly well-suited to CWSD's mission and governance structure.

As President of the Nevada Water Resources Association (NWRA), Reed has demonstrated his commitment to public service and to elevating water management standards statewide. His approach to leadership is inclusive and transparent—qualities that foster trust and effective decision-making within both technical and community settings. I've had the honor of serving on the NWRA Board of Directors with Reed for several years and can attest to how his calm confidence and innovative ideas have helped move the Association to serve the water resources community better than ever before.

Reed is a calm, yet confident, leader with outstanding public speaking skills in both casual and stressful situations. With his impressive hydrologic experience in the region, he still values input from everyone, which I feel is an invaluable quality for the CWSD General Manager position. I am confident that Reed will bring the same integrity, professionalism, and collaborative spirit to the General Manager role that he has brought to every position throughout his career. He would be a knowledgeable and respected leader for CWSD and an asset to the region.

Sincerely,

Jena M. Huntington

EMPLOYMENT APPLICATION



Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)

Kent, Ashley
General Manager - Carson Water Subconservancy District

Received: 11/13/25,
3:34 PM

For Official Use
Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE:

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Kent, Ashley

PERSON ID:

21329054

Date And Month Of Birth:

07/17

ADDRESS: (Street, City, State, Zip Code)

[REDACTED]

HOME PHONE:

[REDACTED]

ALTERNATE PHONE:

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: NV Number: 0*****4

**LEGAL RIGHT TO WORK IN
THE UNITED STATES?:**

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES

SHIFTS YOU WILL ACCEPT:

Day

OBJECTIVE:

Seeking opportunity to apply and capitalize on my existing skill set and be an asset to my employer.

EDUCATION

DATES:

from February/2024 to August/2025

SCHOOL NAME:

University of Arizona

LOCATION:(City , State)

Phoenix, AZ

DID YOU GRADUATE?

☒ Yes ☐ No

DEGREE RECEIVED:

Master's

MAJOR/MINOR: Business Administration		
DATES: from August/2010 to August/2014	SCHOOL NAME: University of the Pacific	
LOCATION:(City , State) Stockton, CA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Psychology		UNITS COMPLETED: 125
DATES: from August/2006 to May/2010	SCHOOL NAME: Pitman High School	
LOCATION:(City , State) Turlock, CA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: High School Diploma

WORK EXPERIENCE		
DATES: from October/2019 to Present	EMPLOYER: Lawrence Livermore National Laboratory	POSITION TITLE: Senior Technical Coordinator/Team Lead
ADDRESS: (Street, City, State, Zip Code): 7000 East Avenue Livermore, CA 94550		COMPANY URL: llnl.gov
PHONE NUMBER: (925) 423-8011	SUPERVISOR: Tiffany Taylor - Supervisor	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 6	

DUTIES:

- Mastered the complexities of the LLNL procurement program, demonstrating a deep understanding of the unique requirements of programs of the Strategic Deterrence Infrastructure and Operations Division such as Radioactive and Hazardous Waste Management, Superblock (category 2 nuclear facility), Nevada Test Site, W87-1 life extension, Defense Technology and Engineering, and S300 (experimental test site).
- Pioneered participation as a pilot member of the 'Super User' program, enabling select individuals to initiate high-value (over \$100k) credit card orders when the normal limit is \$35k. Successfully navigated a rigorous process akin to the Contract Analyst contract award procedure.
- Lead of the SD Ops procurement team of three specialists and facilitated recruitment of a fourth member. Orchestrate and conduct monthly check-in meetings, providing senior guidance on policies and processes.
- Ensured meticulous compliance with federal and multi-state hazardous fees and strictly adhered to nuclear facility prerequisites, preserving LLNL's impeccable standing with federal, state, and local regulatory bodies.
- Attained proficiency in NQA1 policy, reinforcing commitment to stringent quality standards and regulations.
- Collaborated closely with diverse Subject Matter Experts, Quality Engineers, and Program Managers, collaborating seamlessly with Senior Management across multiple concurrent projects.
- Seamlessly transitioned to a remote work environment while sustaining an unwavering focus on delivering exceptional customer service and meticulous attention to detail. Navigated evolving COVID-related requisites for orders and on-site work.
- Cultivated and maintained an outstanding rapport with a diverse range of stakeholders including customers, managers, engineers, analysts, and colleagues, fostering positive working relationships that enhanced overall team efficiency and effectiveness.

REASON FOR LEAVING:

Looking to move to Nevada

DATES:

from September/2014 to April/2019

EMPLOYER:

Encore Wraparound Services

POSITION TITLE:

Senior Behavior Counselor

ADDRESS: (Street, City, State, Zip Code):

2027 W March Lane
Stockton, CA 95207

PHONE NUMBER:

(209) 451-1003

SUPERVISOR:

Noel - Hein

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

- Provide hands on and side by side intervention with client and their caregivers to reduce unwanted and problem behavior including inappropriate vocalizations, aggression, property destruction, self-injurious behavior, tantrums, inappropriate interactions, and elopement
- Work with caregivers on appropriate attention and reinforcement strategies to increase positive behavior and interactions per their individualized behavior plan
- Provide daily, monthly, and quarterly reports in addition to keeping data logs and service provided logs
- Consult with schools as well as other community agencies to ensure generalization
- Teach coping and daily living skills per the clients behavior plan and adapt them to the clients current needs and physical ability

REASON FOR LEAVING:

Moved on to new job

DATES:

from December/2014 to March/2019

EMPLOYER:

Manteca Fit Body Boot Camp

POSITION TITLE:

Manager

ADDRESS: (Street, City, State, Zip Code): 249 N Main Street Manteca, CA 95336		
PHONE NUMBER: (209) 629-8001	SUPERVISOR: Saul Carter - Owner	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 30	# OF EMPLOYEES SUPERVISED: 8	
DUTIES: - Ensure all current and prospective members are being followed up with on a regular basis and are reaching their respective goals - Handling all aspects of memberships including billing, attendance, and correspondence - Implementing new promotions and procedures at both of the owner's location. This includes ensuring all staff has the correct information and needed materials in a timely manner to be best prepared - Submitting and calculating payroll for both locations - Approving all workouts and running training sessions when needed at both locations - Scheduling individual member meetings to track progress, review nutrition, or design a plan specific to that member at both locations - Being the point of contact for all staff and members		
REASON FOR LEAVING: Business is going in a different direction		
DATES: from February/2012 to October/2014	EMPLOYER: Juice It Up!	POSITION TITLE: Manager
ADDRESS: (Street, City, State, Zip Code): 347 Sutter Street Stockton, CA 95202		
PHONE NUMBER: (209) 505-9127	SUPERVISOR: Megan Cort - Owner	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 30	# OF EMPLOYEES SUPERVISED: 4	
DUTIES: - Created monthly schedules as well as managed, hired, and disciplined staff - Tracked inventory and maintained stock level of all goods and products - Negotiated prices and schedule for weekly, biweekly, and bimonthly delivery of product - Initiated and maintained contact with outside revenue sources - Ensured that the store was running in the most efficient manner and enabled customer satisfaction - Facilitated the negotiating, buying, and delivery of product - Fully stocked, prepared, and organized all new deliveries and shipments - Balanced the register during opening and closing shifts and made the daily deposit		
REASON FOR LEAVING: New owner		

CERTIFICATES AND LICENSES

Nothing Entered For This Section

SKILLS**OFFICE SKILLS:**

Typing: 54 WPM

OTHER SKILLS:

Nothing Entered For This Section

LANGUAGE(S):

Nothing Entered For This Section

SUPPLEMENTAL INFORMATION

Nothing Entered For This Section

REFERENCES**REFERENCE TYPE:**

Professional

NAME:

Nick Marino

POSITION:Nuclear Facility Maintenance
Manager**ADDRESS:** (Street, City, State, Zip Code)

CA

EMAIL ADDRESS:**PHONE NUMBER:****REFERENCE TYPE:**

Professional

NAME:

Wendy Ratto

POSITION:

Program Director

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****REFERENCE TYPE:**

Professional

NAME:

Kelly McCarty

POSITION:

Quality Assurance Coordinator

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:**

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
No
2. **Are you related to a current or former employee of Carson City?**
No
3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
N/A
4. **How did you learn of this vacancy?**
City of Carson City Web Site
5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
No
6. **Are you currently a citizen of the State of Nevada?**
No
7. **By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.**
Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Throughout my career, I have frequently worked with teams and stakeholders who brought different priorities and perspectives to the table. One example comes from my current role at Lawrence Livermore National Laboratory. In my current position, I regularly coordinate projects that require input and approval from a variety of stakeholders, including program managers, quality engineers, supervisors, and external partners at sister laboratories across the country. Each group often has its own objectives, requirements, and operational concerns, and timelines.

To build consensus among diverse parties, I focus on effective communication and active listening and most of all transparency. I ensure that all stakeholders have access to or understand the same information regarding what is needed and who needs to do what. This also entails regular updates or reminders and open communication to help everyone stay informed about the project status. This approach builds trust and reduces misunderstandings while also informing everyone of what is expected and needed for future projects.

Being a subject matter expert in all types of procurement, I guide teams through structured decision-making processes, setting clear priorities and informing them of the standard timelines. If conflicts arise, I collaborate with the respective subject matter experts and program managers to evaluate options and work out solutions to ensure the project keeps moving forward and is done per policy and regulations.

If I were to approach water planning with similarly diverse stakeholders, I would organize regular meetings and workshops to encourage open dialogue and mutual understanding and document the key points that were brought up for future reference. I would share clear, accessible documentation outlining project goals and constraints and establish transparent criteria for evaluating proposals and making decisions. I would then encourage feedback and participation from all groups, ensuring that no voice is overlooked and re-iterate points initially made and addressed if necessary. Lastly, I would continuously communicate progress and rationale for decisions to maintain trust and accountability if deemed appropriate to do so.

2. **Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

During my tenure at Lawrence Livermore National Laboratory, I had the opportunity to contribute to a project that, while not focused on water resources, involved significant management and compliance components as part of a larger facility operations initiative. My experience in this project showcased my ability to adapt my project management and regulatory compliance skills to water resource-related challenges.

The project's primary goal was to upgrade and integrate plutonium monitoring systems within a high-security laboratory facility. The objective was to ensure compliance with Department of Energy (DOE), Environmental Safety & Health (ES&H), OPSEC, Cyber Security, and state and federal regulations. As the team lead for the procurement, I was responsible for coordinating the pre-procurement package and submitting the final procurement package while serving as the main point of contact for internal stakeholders such as project managers and IT team.

The project goals were to modernize the current plutonium monitoring infrastructure to meet updated federal and state requirements, ensure uninterrupted facility operations during upgrades, and achieve full regulatory compliance and successful audit outcomes

One of the main challenges was navigating the complex regulatory landscape, which required close coordination with internal stakeholders that were subject matter experts on the relevant DOE and state orders and policies. Additionally, integrating new technology without disrupting ongoing facility operations demanded careful planning and communication. Budget constraints were also a threat to the project timelines.

To address regulatory challenges, I was a part of regular meetings with the project team and subject matter experts to clarify requirements and ensure all documentation was in order. I developed detailed project action items and ensured tasks were completed before assigning the next action item. When supply chain issues arose, I worked closely with the contract analyst to do as much work 'off line' as possible to help expedite the orders.

The project was completed on time, within budget, and passed all regulatory audits with no findings, and the facility experienced zero downtime during the transition. The keys to the success included proactive stakeholder engagement and transparent communication.

While my background is rooted in technical operations and project management, this project demonstrated my ability to apply those skills to water resource management. I am confident that these skills will translate well to future water resource projects and contribute to their success.

3. **As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

As a leader with a background in technical operations, team management, and regulatory compliance, I understand the importance of balancing organizational effectiveness, sound financial practices, and public accountability. If selected as General Manager, I would draw on my experience overseeing diverse teams, managing complex budgets, and ensuring compliance with stringent regulations to foster a culture of transparency, efficiency, and trust.

To ensure the agency operates at its highest potential, I would prioritize clear communication, well-defined goals, and continuous staff development. My approach includes:

- **Empowering Teams:** I believe that high-performing teams are built through mentorship, training, and open communication, and understanding each team members' strengths and weaknesses. I would implement regular check-ins, encourage professional growth, and provide opportunities for staff to take on leadership roles, much as I have done in my current role leading a procurement team at Lawrence Livermore National Laboratory. I understand and respect that different people prefer different management styles, and I enjoy being able to support each team member in the way they respond to leadership best.
- **Setting Measurable Objectives:** While I am certain this is already in place, I would establish clear and measurable objectives aligned with the agency's mission to ensure that everyone understands priorities and expectations. Progress would be tracked through regular reporting and performance reviews and by overall success of each team member and the team as a whole.

Responsible financial management is critical to the agency's credibility and long-term success. My strategies would include:

- **Transparent Budgeting:** I would develop detailed, transparent budgets and regularly share financial reports with both the governing board and staff. This approach not only fosters accountability and enables early identification of potential budgetary issues, but also helps everyone feel more connected to the agency's mission and engaged as valued members of the team.
- **Cost-Benefit Analysis:** Before committing to major expenditures, I would conduct thorough cost-benefit analyses to ensure that resources are allocated efficiently and in alignment with strategic goals.
- **Regular Audits:** Implementing routine internal audits and reviews helps maintain financial integrity and compliance with regulations. Lessons learned from audits would inform future financial planning and risk management.

Public trust is built on transparency, responsiveness, and ethical conduct. My strategies to maintain and strengthen this trust include:

- **Open Communication:** I would establish regular channels for public input and feedback, such as a simple link to email any issues or concerns, surveys, and accessible reports. This would also include responding to those emails. This ensures the community feels heard and engaged in the agency's work.
- **Accountability to the Board:** I recognize the importance of maintaining a strong, transparent relationship with the governing board. I would provide timely, comprehensive updates and be receptive to guidance and oversight.
- **Ethical Standards:** Upholding the highest ethical standards in all operations is non-negotiable. I would ensure that staff are trained in ethical practices and that any concerns are addressed promptly and transparently. Integrity is a pillar of a good team and a driving force behind my work.

In summary, my approach as General Manager would be rooted in proactive leadership, transparent financial management, and a commitment to public service. By fostering a culture of accountability, continuous improvement, and open communication, I am confident that I can help the agency achieve its goals while maintaining the trust of both the governing board and the public.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any

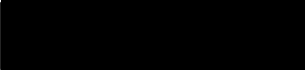
and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Kent, Ashley

Signature_____

Date_____

Ashley Kent



Dear Hiring Professional,

I am writing to express my interest in the role within your organization. With a strong background in leadership and a diverse set of transferable skills applicable to any industry, I am confident in my ability to contribute effectively to your team and help drive organizational success.

Throughout my career, I have honed my skills in strategic planning, team building, and problem-solving to achieve business objectives and deliver exceptional results. I have a proven track record of driving operational efficiency, fostering a positive work culture, and leading teams to success in dynamic and fast-paced environments. I am adept at communication, collaboration, and decision-making, which have enabled me to effectively lead teams and navigate complex challenges.

I am a proactive and innovative leader committed to driving continuous improvement and achieving excellence in all endeavors. I thrive on challenges and am quick to learn new skills, allowing me to adapt to different industries and roles with ease. I am confident that my leadership abilities and transferable skills make me a strong candidate for the position.

I look forward to the possibility of discussing how my background, skills, and enthusiasm align with the needs of your team. Thank you for your time and considering my application.

With regards,

Ashley Kent

Ashley Kent

EDUCATION:

University of Arizona Global Campus

Master of Business Administration

August 2025

University of the Pacific, Stockton, CA

Bachelor of Arts in Psychology

August 2014

EXPERIENCE:

Lawrence Livermore National Laboratory, Livermore, CA

Team Lead - Strategic Deterrence Operations Coordinators

Senior Technical Coordinator - Superblock & Nevada Operations

October 2019 – Present

- Lead and expanded a high-performing procurement team of 4 coordinators, conducting monthly check-ins, hiring a new team member, promoting two team members, and providing targeted technical and administrative guidance.
- Assist in planning, directing, and oversight of laboratory projects, procurement activities, and facility operations, ensuring compliance with DOE, ES&H, federal, and multi-state regulations.
- Coordinate project teams through all phases, from material and equipment acquisition to installation and integration, serving as the primary contact for project stakeholders and management.
- Mentor and train staff across the weapons complex, delivering advanced technical training and supporting career development and leadership succession.
- Collaborate with supervisors, subject matter experts, quality engineers, and program managers to align team objectives and resolve complex technical challenges.
- Exercise independent authority to interpret standards, set priorities, make operational decisions, and prepare team members for leadership roles.
- Develop and present technical reports, operation manuals, and procurement documents to management and subordinates such as fiscal trends, audit reports, and individual performance.
- Initiate and manage high-value procurement processes, ensuring quality and regulatory compliance such as NQA-1 and ISO standards, and reconciling multiple contract types in excess of \$20 million combined.
- Regularly update program management and external partners at sister laboratories on project status and schedules.

San Joaquin County Sheriff, French Camp, CA

Communications Dispatcher I

April 2019 – September 2019

- Received, assessed, and prioritized emergency and non-emergency 911 calls, ensuring accurate information gathering and appropriate response coordination.
- Utilized Computer Aided Dispatch (CAD) systems to dispatch units and maintain efficient communication with law enforcement, fire, and EMS agencies.
- Maintained confidentiality and officer safety, managing high-stress situations with composure and effectiveness.
- Received commendations for clear, concise communication and successful emergency resolutions.
- Participated in ongoing training to stay current with protocols and best practices.

Human Services Project, Stockton, CA**Senior Behavior Counselor***February 2015 – September 2019*

- Delivered individualized behavioral interventions, collaborating with caregivers, schools, and community organizations to reduce problematic behaviors and foster positive development.
- Designed and implemented tailored behavior strategies, monitored progress through data collection, and adjusted interventions to achieve optimal outcomes.
- Trained staff in data entry, workflow processes, and intervention practices.
- Partnered with program directors to develop training materials, guidelines, and program improvements.
- Conducted progress assessments, maintained accurate records, and provided consultative support to caregivers and external partners to ensure continuity of care.
- Contributed to event planning and community engagement initiatives to strengthen program visibility and impact.
- Maintained strict ethical standards, prioritizing client welfare and safety in all interventions, while engaging in ongoing professional development to enhance evidence-based practices.

Manteca Fit Body Boot Camp, Manteca, CA**District Manager / Public Relations***December 2014 – April 2019*

- Oversaw all operational functions for three separate locations, ensuring seamless day-to-day management and consistent service delivery.
- Managed end-to-end payroll processing for all staff including bonuses and maintained accurate records.
- Generated detailed financial reports for leadership focused on operation costs, budgetary pitfalls, and areas for improvement.
- Planned, coordinated, and executed a wide range of events including member and non-member activities, company-wide meetings, and special challenges to drive engagement and strengthen community ties.
- Designed and implemented comprehensive content strategies for multiple social media platforms, resulting in increased brand visibility, audience growth, and higher engagement rates.
- Moderated and nurtured online communities, promptly addressing member inquiries and feedback to maintain a positive and professional brand reputation.
- Monitored and analyzed engagement metrics, providing actionable insights to refine content strategies and event planning for maximum impact.
- Served as the primary point of contact for operational issues, quickly resolving challenges to maintain smooth business operations at all sites.

Juice it Up!, Stockton, CA**Manager / Partner***February 2012 – October 2014*

- Managed all aspects of staff scheduling, recruitment, onboarding, and performance, ensuring adequate coverage and a high-performing team; addressed disciplinary issues promptly and professionally.
- Implemented robust inventory management systems, monitored stock levels, and negotiated with suppliers to secure high-quality ingredients at optimal prices.
- Built and maintained strong relationships with external vendors and local partners to support business growth and streamline supply chain operations.
- Analyzed sales and operational data to identify trends, reduce costs, and drive continuous process improvements for greater efficiency.

SKILLS

- Technical Operations & Project Management
- Team Leadership & Mentoring
- Regulatory Compliance (DOE, ES&H, NQA-1, ISO, ANSI)
- Procurement & Contract Management
- Strategic Planning & Reporting
- Advanced Communication (Written, Verbal, Presentation)
- Crisis Management & Decision-Making
- Process Improvement
- Stakeholder Engagement

EMPLOYMENT APPLICATION

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)
Larsen, Elena, J
General Manager - Carson Water Subconservancy District

Received: 11/4/25, 12:47 PM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION**POSITION TITLE:**

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Larsen, Elena, J

PERSON ID:

17041423

Date And Month Of Birth:

01/19

ADDRESS: (Street, City, State, Zip Code)**HOME PHONE:****EMAIL ADDRESS:****NOTIFICATION PREFERENCE:**

Email

DRIVER'S LICENSE:

Yes

State: NV **Number:**

0*****0

LEGAL RIGHT TO WORK IN THE UNITED STATES?:

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES**SHIFTS YOU WILL ACCEPT:**

Day , Evening , Rotating , Weekends

OBJECTIVE:

My objective is to secure a position where my skills and passion for conservation and public engagement can be utilized to sustain a healthy environment in Northern Nevada.

EDUCATION**DATES:**

from August/2015 to December/2017

SCHOOL NAME:

University of Nevada, Reno

LOCATION:(City , State)

Reno, NV

DID YOU GRADUATE?

☒ Yes ☐ No

DEGREE RECEIVED:

Master's

MAJOR/MINOR: Biology		UNITS COMPLETED: 41
DATES: from August/2009 to May/2013	SCHOOL NAME: University of Nevada, Reno	
LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Wildlife Ecology and Conservation/Biology/Rangeland Ecology and Management		UNITS COMPLETED: 120

WORK EXPERIENCE		
DATES: from February/2021 to July/2025	EMPLOYER: Truckee Meadows Parks Foundation	POSITION TITLE: Nature Study Area Director/Vice President
ADDRESS: (Street, City, State, Zip Code): 50 Cowan Dr Reno, NV 89509		COMPANY URL: https://www.tmparksfoundation.org/
PHONE NUMBER: (775) 410-1702	SUPERVISOR: Heidi Anderson - Executive Director	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 14	
DUTIES: · Responsible for all operations related to the Rosewood Nature Study Area, including facilities, volunteer events, environmental sustainability and programming, and habitat restoration · Researched and drafted an integrated pest management plan to ensure best practices for invasive species removal · Expanded program partnerships · Ensured grant and project deliverables were met and reported on · Recruited, onboarded, trained, and supervised AmeriCorps wetland restoration technicians · Researched, wrote, and reported on multiple federal, state, and local grants to support project goals · Developed and administrated program budgets		
REASON FOR LEAVING: The organization was dissolved in July of 2025.		
DATES: from September/2018 to February/2021	EMPLOYER: Truckee Meadows Parks Foundation	POSITION TITLE: Wetland Restoration Program Director
ADDRESS: (Street, City, State, Zip Code): 50 Cowan Dr Reno, NV 89509		COMPANY URL: https://www.tmparksfoundation.org/

PHONE NUMBER: 775-410-1702	SUPERVISOR: Heidi Anderson - Executive Director	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
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HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 14
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DUTIES: · Planned, developed, and implemented a brand-new habitat restoration project · Directed all aspects of the Wetland Restoration Program including goals, objectives, policies and procedures, and best management practices · Recruited subject-matter experts to establish a robust project advisory board to help guide project goals and ensure best management practices · Recruited, onboarded, trained, and supervised up to 14 AmeriCorps wetland restoration technicians · Organized and conducted multiple public forums with partnering organizations and stakeholders to create a community driven restoration plan · Develop and oversee monitoring protocols to ensure progress and goals are being met
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REASON FOR LEAVING: I did not leave this organization, my position changed due to a promotion.
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DATES: from October/2013 to September/2018	EMPLOYER: Southcreek Pizza Co.	POSITION TITLE: Server/Bartender/Manager
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ADDRESS: (Street, City, State, Zip Code): 45 Foothill Rd Reno, NV 89511
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PHONE NUMBER: (775) 622-1620	SUPERVISOR: Ian Maden - General Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
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HOURS PER WEEK: 35	# OF EMPLOYEES SUPERVISED: 12
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DUTIES: · Provided high quality food and beverage service · Hire and train front of house staff including servers, bussers, and hosts · Manage all front of house operations including scheduling, inventory, hiring, discipline, cash handling, and conflict resolution

REASON FOR LEAVING: I left my position at Southcreek Pizza Co. to pursue my career goals with Truckee Meadows Parks Foundation as the Wetland Restoration Program Director.

CERTIFICATES AND LICENSES

TYPE: Geographic Information Systems (GIS)
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DATE ISSUED: November 2022	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY: University of California, San Diego Extended Studies
TYPE: Nevada Pest Control Government License			
DATE ISSUED: December 2019	EXPIRATION DATE: December 2027	NUMBER: 800634	ISSUING AGENCY: Nevada Department of Agriculture
TYPE: Excellence in Nonprofit Managment			
DATE ISSUED: April 2022	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY: University of Nevada, Reno Extended Studies

SKILLS

OFFICE SKILLS:

Typing: 72 WPM

OTHER SKILLS:

arcGIS - Intermediate - 3 years, 2 months
Microsoft Suite - Expert - 8 years, 0 months

LANGUAGE(S):

Nothing Entered For This Section

SUPPLEMENTAL INFORMATION
Honors & Awards

Winner of the 2022 Wayne E. Kirch Conservation Award through the Nevada Department of Wildlife.

REFERENCES

REFERENCE TYPE:

Professional

NAME:

Danny Gleich

POSITION:

Aquatics/Athletics Recreation
Manager - City of Reno

ADDRESS: (Street, City, State, Zip Code)		
NV		
EMAIL ADDRESS: 	PHONE NUMBER: 	
REFERENCE TYPE: Professional	NAME: Shanna Kokosh	POSITION: Safety and Billing Coordinator - SILegacacy Floor and Finishing
ADDRESS: (Street, City, State, Zip Code)		
NV		
EMAIL ADDRESS: 	PHONE NUMBER: 	
REFERENCE TYPE: Professional	NAME: Stefanie Given	POSITION: Director of Development - The Nature Conservancy
ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: 	PHONE NUMBER: 	

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
 No

2. **Are you related to a current or former employee of Carson City?**
 No

3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
 N/A

4. **How did you learn of this vacancy?**
 Indeed

5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
 No

6. **Are you currently a citizen of the State of Nevada?**
 Yes

7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.

Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

During my time with Truckee Meadows Parks Foundation, I was able to gain experience in working with the public to discuss complex issues among groups with differing priorities. The most relevant experience was in the development of the implementation plan for the Rosewood Nature Study Area in Reno, NV. The property had previously been a city owned golf course and was decommissioned during the construction of Veterans Parkway. People had differing views and opinions on what the property should be used for, and I had to work to ensure the project served the goals of the organization, the community, and stakeholders.

Before working directly with the community on the plan, I determined the parameters of what was possible based on the restrictions of the property and the goals of the organization. The purpose of setting the guiding parameters was to ensure people at the forum weren't pushing for usage that wasn't feasible, such as development or changes to the topography. I felt this step was necessary to maintain transparency and detail the decision making process of the organization. Once these parameters were established, I was able to work with a grant from the National Park Service to begin planning the public outreach portion of the project. The first step for this was to invite the community to a public forum to discuss the property and what the Parks Foundation's goals were. I also sent out a survey for those who couldn't be at the meeting in person to fill out if they were interested. The purpose of the public forum was to ensure all people in the area who wished to give their opinion on the project were able to do so. Organization staff led the meeting and were able to provide information on goals, answer questions about the project or the property, and manage expectations for feasibility. This first step was a bit chaotic, but I believe it was important for the community to be able to make their opinions and concerns heard.

The second step in the process was to have another open forum that followed a workshop outline. During this phase, we had participants break out into small groups and give their suggestions on possible usage based on information gathered at the first forum. This included topics such as dogs being allowed on the property, trail usage and design, and many, many more. These smaller groups allowed for more detailed discussion and helped get to the heart of what the community wanted to see the property used for. This information was then taken to an invite-only stakeholder workshop consisting of subject matter experts such as government officials, tribal partners, environmental organizations, and more. Stakeholders at this workshop discussed how these goals would be implemented, if they were feasible, the estimated cost of the project, and other factors to consider.

Finally, the community was invited back for a final gathering where they could give comments on final design options. This was the final step of the outreach process before the plan itself was developed. I was very proud of the community driven nature of this plan, and how myself and the organization were able to take a multitude of ideas and turn it into a single, cohesive document.

Ensuring we had the support of the community with the developed plan, I felt confident presenting the ideas to the City of Reno and neighborhood boards for approval. While going through the process of conducting so many outreach events was very time consuming and difficult, I believe it was the most fair and transparent way to move forward with the goals of the Nature Study Area. In the end, the project was approved and the Parks Foundation received a fifty year lease on the property to move forward.

- 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

While working at Truckee Meadows Parks Foundation, I worked on a variety of water resource projects aimed at increasing water quality, limiting nonpoint source pollutants, and increasing quality habitat. One project that I'm particularly proud of was a multi-year stream bank stabilization project aimed at reducing the amount of sediment entering both Boynton Slough and Steamboat Creek in Reno, NV. My role in this project was to secure the funding, create the initial research design, and monitor and report on the results. The overall goal of this project was to limit sedimentation by increasing the stability of the incised stream banks at the Rosewood Nature Study Area. This project was particularly challenging due to funding constraints, and the property being a wetland area. With these two facts in mind, we opted for a low tech approach to stabilization that would take longer to see results, but wouldn't harm the wetland ecosystem.

The first step I took for this project was to identify the highest need areas for stabilization and build the protocols based on those areas. Field technicians would then work on less impacted areas throughout the property as higher need areas were completed. I researched native plants to the area that were ecologically appropriate for the environment they would be placed in, and also had strong stabilization properties that would help reduce sedimentation. I worked with project partners to source young plants, and also obtain seeds to grow plants on site for future restoration activities. I decided on a mix of herbaceous and woody plants that could be established at different densities, the diversity of root structure maximizes the stabilization properties within the zones. This mix would have the highest possibility of stabilizing the soil. These plants were established throughout the year with the assistance of the community and were marked for survival monitoring. Having the assistance from the community was a great asset for this project. In some years, more than 100 volunteers came out and planted over 1,000 plants. This would have taken the team of eight field technicians weeks to complete on their own. If planted areas were not hitting a 70% survival rate, teams would replant the area with different species until that goal was hit. In addition to monitoring the survival of the vegetation, we used the EPA website to estimate the reduction of sedimentation based on the establishment of these buffer zones. While I was only able to officially gather one year of data with this final project using the EPA website, the survival of the young plants was up to 90% in many areas and they no longer required intervention from organization staff to survive.

I consider this project a success based on the increased survival of vegetation we were able to achieve over the years, and the establishment of the buffer zones throughout the property. While I don't have the exact number for the sediment reduction, I do know that there was a measurable reduction in sedimentation, which also showed reduction in phosphorus and nitrogen entering the waterways. This showed that our overall goal of reducing nonpoint source pollution was feasible, and something we could have built on more in the future.

- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

I have over ten years of experience supervising staff on a variety of projects and with multiple positions. I enjoy management roles, and I believe I am an effective leader and mentor. To be an efficient leader, I believe it's important to communicate with your direct reports often and ensure they not only understand what is expected of them, but why certain decisions were made for particular projects. I also believe giving space for ideas and input from staff is vital and can lead to innovative problem solving within organizations. To me, developing an effective staff starts with understanding each staff member's strengths and utilizing our diverse backgrounds to maximize organization impact.

I have developed and managed budgets for a variety of projects from multiple funding sources. When working within a budget, especially if there are multiple budgets for different projects, I believe organization and collaboration are key to success. Tracking spending using specific software or spreadsheets is vital to ensure all line items are within the projected range and being spent down on a timeline that makes sense with the project the budget is for. Also ensuring project budgets are in line with the overall organizational budget is extremely important to overall success. Communication with the financial team and board on budget management can make this much more efficient and oftentimes more accurate. Being good stewards of the funds you receive reflects well on the organization, and increases the chance for repeat funding in the future.

I have nearly a decade of experience adhering to very strict regulatory guidelines on local, state, and federal projects. The property I was working to restore for the Rosewood Nature Study Area was a wetland ecosystem and had many restrictions on what work was allowed to be conducted and what permits were required for said projects. I am very comfortable navigating guidelines and restrictions, and reaching out to subject experts for help if I feel unsure about particular regulations. I have used the code of federal regulations (CFR) numerous times to interpret requirements for federal projects, including AmeriCorps grant funding. With any sort of regulations, I feel the key to success is to document everything. This includes printing out or saving information from CFRs in case they are updated without notice. This protects the organization from differing regulations that may not be documented within their systems.

To ensure public trust and efficiency, I believe the best course of action is transparency, both internally and externally. Being able to provide data to board members or funders when requested is extremely important for establishing and maintaining trust, and also helps to keep the agency organized and accountable. Prompt filing of required documents and annual reports can also lead to increased trust from the public, and allow the community to keep up with the agency and what is being accomplished.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in

furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Larsen, Elena, J

Signature_____

Date_____

Elena Larsen

Dear Members of the Hiring Committee,

I am writing to express my interest in the General Manager position with the Carson Water Subconservancy District. With a decade of experience leading environmental programs, managing staff, and coordinating with local, state, and federal partners, I have built a career dedicated to collaborative watershed management, community education, and effective public administration. My experience in program leadership, grant management, and interagency coordination aligns strongly with CWSD's mission to protect and enhance the water resources of the Carson River Watershed.

As the Vice President at the Truckee Meadows Parks Foundation, I directed all operations of the Rosewood Nature Study Area, overseeing environmental restoration, facilities management, budget development, and staff supervision. I have led multi-agency partnerships with government entities, nonprofits, and tribal organizations to deliver complex environmental projects from planning through implementation. This included ensuring compliance with state and federal regulations, securing and managing diverse funding streams, and developing performance reports for multiple stakeholders.

Prior to my role as Vice President, I worked at the Wetland Restoration Program Director where I launched and led a new watershed-scale restoration initiative, managing budgets, supervising staff, and coordinating with regulatory agencies. I developed best management practices, oversaw data collection, and led public forums to ensure that projects reflected both ecological priorities and community values. These experiences gave me a strong foundation in strategic planning, program evaluation, and partnership-driven water resource management. These skills directly support CWSD's ongoing work in watershed management.

In addition to administrative and policy leadership, I have managed a diversity of public communication and outreach. I have researched, written, and designed technical reports, interpretive signage, and educational materials. My experience preparing and presenting materials to boards, community groups, and public agencies has strengthened my ability to convey technical information in accessible and compelling ways.

I am particularly drawn to CWSD's integrated approach to watershed management, which recognizes the importance of balancing natural resource protection with community needs.

Thank you for considering my application. I would be honored to contribute my leadership experience, conservation background, and commitment to interagency cooperation to advance CWSD's mission and strategic goals.

Sincerely,
Elena Larsen

Elena Larsen

Experience

NATURE STUDY AREA VICE PRESIDENT | TRUCKEE MEADOWS PARKS FOUNDATION | FEBRUARY 2021 - 2025

- Responsible for all operations related to the Rosewood Nature Study Area including facilities maintenance, volunteer coordination, programming, outreach, and environmental activities
- Independently oversaw all aspects of the environmental programs operating within the organization
- Coordinated with local, state, and federal entities to ensure compliance and accuracy on all projects and programs
- Researched, wrote, monitored, and reported on grants from private and government funding sources
- Developed monitoring protocols to ensure grant deliverables were accurately tracked and reported on
- Communicated all aspects of environmental programs to a wide range of audiences including community groups, nonprofit organizations, government entities, and more
- Ensured all required documentation for projects and programming were maintained according to federal standards
- Developed and administered program budgets and assisted in the development of organizational annual budgets

WETLAND RESTORATION PROGRAM DIRECTOR | TRUCKEE MEADOWS PARKS FOUNDATION | SEPTEMBER 2018 - FEBRUARY 2021

- Planned, developed, and implemented a new habitat restoration project to transform a decommissioned golf course back to a functional wetland system
- Directed all aspects of the Wetland Restoration Program including goals, objectives, policies and procedures, and best management practices following federal, state, and local guidelines
- Recruited subject matter experts to establish a robust project advisory board to help guide project goals and ensure accurate and relevant information was being presented to the community
- Provided training and resources to restoration crew members on environmental best management practices
- Organized and conducted multiple public forums with partnering organizations and stakeholders to create a community driven restoration plan
- Developed and oversaw monitoring protocols to ensure project progress

FRONT OF HOUSE MANAGER | SOUTHCREEK PIZZA CO. | OCTOBER 2013 - SEPTEMBER 2018

- Provided high quality food and beverage service to patrons
- Hired and trained front of house staff including servers, bussers, and hosts
- Managed all front of house operations including scheduling, inventory, hiring, cash handling, and conflict resolution

Education

Master's degree | University of Nevada, Reno

- MS Biology - emphasis in Ecology, Evolution, and Conservation Biology

Bachelor's degree | University of Nevada, Reno

- Major: Wildlife Ecology and Conservation; Minors: Rangeland Ecology and Management, Biology

Professional Certificates and Awards

- Geographic Information Systems (GIS) | November 2022 | University of California, San Diego Extended Studies
- Excellence in Nonprofit Management | April 2022 | University of Nevada, Reno Extended Studies
- Winner of the 2022 Wayne E. Kirch Conservation Award - Nevada

Elena Larsen

Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process?

During my time with Truckee Meadows Parks Foundation, I was able to gain experience in working with the public to discuss complex issues among groups with differing priorities. The most relevant experience was in the development of the implementation plan for the Rosewood Nature Study Area in Reno, NV. The property had previously been a city owned golf course and was decommissioned during the construction of Veterans Parkway. People had differing views and opinions on what the property should be used for, and I had to work to ensure the project served the goals of the organization, the community, and stakeholders.

Before working directly with the community on the plan, I determined the parameters of what was possible based on the restrictions of the property and the goals of the organization. The purpose of setting the guiding parameters was to ensure people at the forum weren't pushing for usage that wasn't feasible, such as development or changes to the topography. I felt this step was necessary to maintain transparency and detail the decision making process of the organization. Once these parameters were established, I was able to work with a grant from the National Park Service to begin planning the public outreach portion of the project. The first step for this was to invite the community to a public forum to discuss the property and what the Parks Foundation's goals were. I also sent out a survey for those who couldn't be at the meeting in person to fill out if they were interested. The purpose of the public forum was to ensure all people in the area who wished to give their opinion on the project were able to do so. Organization staff led the meeting and were able to provide information on goals, answer questions about the project or the property, and manage expectations for feasibility. This first step was a bit chaotic, but I believe it was important for the community to be able to make their opinions and concerns heard.

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Ensuring we had the support of the community with the developed plan, I felt confident presenting the ideas to the City of Reno and neighborhood boards for approval. While going through

Elena Larsen

[REDACTED]

the process of conducting so many outreach events was very time consuming and difficult, I believe it was the most fair and transparent way to move forward with the goals of the Nature Study Area. In the end, the project was approved and the Parks Foundation received a fifty year lease on the property to move forward.

Elena Larsen

Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome.

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Elena Larsen

As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work?

I have over ten years of experience supervising staff on a variety of projects and with multiple positions. I enjoy management roles, and I believe I am an effective leader and mentor. To be an efficient leader, I believe it's important to communicate with your direct reports often and ensure they not only understand what is expected of them, but why certain decisions were made for particular projects. I also believe giving space for ideas and input from staff is vital and can lead to innovative problem solving within organizations. To me, developing an effective staff starts with understanding each staff member's strengths and utilizing our diverse backgrounds to maximize organization impact.

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I have nearly a decade of experience adhering to very strict regulatory guidelines on local, state, and federal projects. The property I was working to restore for the Rosewood Nature Study Area was a wetland ecosystem and had many restrictions on what work was allowed to be conducted and what permits were required for said projects. I am very comfortable navigating guidelines and restrictions, and reaching out to subject experts for help if I feel unsure about particular regulations. I have used the code of federal regulations (CFR) numerous times to interpret requirements for federal projects, including AmeriCorps grant funding. With any sort of regulations, I feel the key to success is to document everything. This includes printing out or saving information from CFRs in case they are updated without notice. This protects the organization from differing regulations that may not be documented within their systems.

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EMPLOYMENT APPLICATION



Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289

<http://www.carson.org> (<http://www.carson.org>)

Liu, Yee Man, N/A

General Manager - Carson Water Subconservancy District

Received: 11/12/25, 12:03 PM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE:

General Manager - Carson Water
Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Liu, Yee Man, N/A

PERSON ID:

27899236

Former Last Name:

Liu

Date And Month Of Birth:

10/13

ADDRESS: (Street, City, State, Zip Code)

[REDACTED]

HOME PHONE:

[REDACTED]

ALTERNATE PHONE:

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

NOTIFICATION PREFERENCE:

Email

**DRIVER'S
LICENSE:**

Yes

State: WA

Number:

W*****B

**LEGAL RIGHT TO
WORK IN THE
UNITED STATES?:**

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES

MINIMUM COMPENSATION:

\$100,000.00/yr

SHIFTS YOU WILL ACCEPT:

Day

OBJECTIVE:

A self-motivated, enthusiastic environmental professional with a relevant field experience and extensive knowledge of water quality, biology, environmental monitoring practicum, scientific methods and practices, statistics, urban planning, climate change science, chemistry, geology, stream/aquatic ecology, geomorphology, GIS, chemistry and hydrogeology interested in water quality monitoring and control of water resources for human health protection.

EDUCATION

DATES: from January/2024 to Present	SCHOOL NAME: University of Oklahoma	
LOCATION:(City , State) Norman, OK	DID YOU GRADUATE? ☐ Yes ☒ No	DEGREE RECEIVED: Master's
MAJOR/MINOR: Hydrology and Water Security-Water Quality Track		UNITS COMPLETED: 4

DATES: from September/2011 to March/2016	SCHOOL NAME: University of Washington	
LOCATION:(City , State) Bothell, WA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Environmental Sciences		UNITS COMPLETED: 16

DATES: from September/2008 to June/2011	SCHOOL NAME: Bothell High School	
LOCATION:(City , State) Bothell, WA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: High School Diploma

WORK EXPERIENCE

DATES: from May/2025 to Present	EMPLOYER: Sno-King Watershed Council	POSITION TITLE: Environmental Stewardship Volunteer
ADDRESS: (Street, City, State, Zip Code): 19851 73rd Ave NE #2006 Kenmore, WA 98011		COMPANY URL: https://snokingwatershedcouncil.org/
PHONE NUMBER: 206-384-0744	SUPERVISOR: Tracy Banaszynski - Co-Executive Director	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 3		

DUTIES:

Removing invasive plant species (i.e. Himalayan blackberry, reed canary grass), mulching and planting native tree seedlings and plants for stream habitat restoration projects in Swamp Creek to restore native vegetation and revitalizing the local watershed.

Currently participating in a local "Water Watchers" program performing monthly water monitoring and water quality assessments for Little Creek and Horse Creek in the Bothell-Kenmore jurisdiction.

Reports monthly bacteria and water chemistry results to the Global Water Watch organization to promote public awareness of watershed health.

REASON FOR LEAVING:

N/A

DATES:

from January/2025 to
February/2025

EMPLOYER:

US Department of
Agriculture Natural
Resources
Conservation
Service

POSITION TITLE:

Water Resources Specialist

ADDRESS: (Street, City, State, Zip Code):

1201 NE Lloyd Blvd
Portland, OR 97232

COMPANY URL:

<https://www.nrcs.usda.gov/contact/state-office-contacts/oregon-employee-directory>

PHONE NUMBER:

(503)-933-2366

SUPERVISOR:

Gary Diridoni -
Assistant State
Conservationist

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

- Coordinated with the Watershed Protection and Flood Prevention Act Operations and non-program conservation planning within the state.
- Developed and recommended state policies and procedures to govern Watershed project planning.
- Developed state business plan action items related to Watershed projects.
- Correlated data for preparing budgets and budget estimates for Watershed projects.
- Applied a wide range of concepts, principles, standards, methods and practices of natural resources management, conservation planning, biological sciences and agricultural disciplines.
- Implemented the National Environmental Policy Act, Watershed Program Requirements and Principles and Requirements for Federal Investments in Water Resources.
- Provided guidance and review NRCS federal water resource plans.

*Unlawfully dismissed due to mass probationary federal worker layoffs in February per Trump Administration's Executive Order. Position reinstated on March for 45-day paid administrative leave. Enrolled into the Deferred Resignation Program 2.0 (paid administrative leave) effective from April to the end of September 2025.

REASON FOR LEAVING:

To continue pursuing my Master's degree program in Hydrology and Water Security at the University of Oklahoma Online and taking environmental certifications through the Washington Department of Ecology Coastal Training Program.

DATES:

from December/2021 to
May/2024

EMPLOYER:

Washington State
Department of
Transportation
(WSDOT)

POSITION TITLE:

Environmental Coordinator (Transportation Planning
Specialist III)

ADDRESS: (Street, City, State, Zip Code):

2809 Rudkin Road
Yakima, WA 98903-1648

COMPANY URL:

<https://wsdot.wa.gov/>

PHONE NUMBER:

425-442-6379

SUPERVISOR:

Scott Anfinson -
Assistant
Environmental
Program Manager

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

- Compiled NEPA documentation such as Section 106 of the National Historic Preservation Act, Endangered Species Act of 1973, Migratory Bird Treaty Act, Good Faith Investigation, Environmental Justice, Section 4(f) of USDOT Act and SEPA Checklists for regionwide transportation projects delivered through design-build and design-bid-build methods.
- Coordinated, evaluated, and tracked environmental research studies, reports, documentation, commitments, and permits for project development and construction for compliance with Federal, State, Tribal, and local regulatory agencies such as US Forest Service, US Army Corps of Engineers, NOAA National Marine Fisheries Service, WA Department of Natural Resources, WA Department of Ecology, WA Department of Fish and Wildlife and US Fish and Wildlife Service.
- Obtained all necessary environmental permits such as Section 404 Clean Water Act Nationwide Permit 14, Section 401 Clean Water Act Water Quality Certification, NPDES Section 402 Construction Stormwater General Permit, Shoreline Management Program, WDFW Hydraulic Project Approvals and FEMA Floodplain Development permits for statewide transportation projects.
- Developed and maintained project schedules, budgets, and workforce estimates for 15 assigned regionwide transportation preservation projects.
- Coordinated, communicated and advised construction site inspectors on environmental commitments during construction.
- Reviewed projects for compliance with permit requirements before, during, and at the close of project activities.
- Reviewed Spill Prevention, Control, and Countermeasure and Temporary Erosion and Sediment Control (SWPPP) plans. Performed regular field inspections on construction sites to review site conditions, erosion and sediment control and water quality issues, assess constructability issues and design consistency.
- Provided assistance to hydraulics engineering performing regionwide level 2 culvert inspections.
- Assisted other WSDOT regional offices with aquatic fish salvaging work for stream restoration and culvert replacement projects.

REASON FOR LEAVING:

To continue pursuing my Master's degree program in Hydrology and Water Security at the University of Oklahoma Online and taking additional environmental certifications through the Washington Department of Ecology Coastal Training Program.

DATES:

from May/2019 to
December/2021

EMPLOYER:

Maryland
Department of
Transportation-State
Highway
Administration
Headquarters

POSITION TITLE:

Environmental Analyst I

ADDRESS: (Street, City, State, Zip Code):

707 N Calvert St.
Baltimore, MD 21218

COMPANY URL:

<https://www.roads.maryland.gov/Home.aspx>

PHONE NUMBER: (410) 545-0300	SUPERVISOR: Brian Cox - Team Leader (Environmental Analyst 5)	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Preparing environmental studies, specialized technical analysis such as surface water, land use, wetland permit applications and assisting in preparing wetland mitigation and stream restoration plans. Reviewing engineering plans to determine design changes, environmental impacts and potential avoidance for both minimization and mitigation strategies. Attending public meetings, hearings and conferences to explain the environmental impact of projects and/or programs. Utilizes ARCGIS to perform environmental resources screenings and fill SPD response forms. Water Programs Division-Assists Team Leaders with onsite TMDL Tree Inspections across 10 counties in the State of Maryland to develop and implement MDOT SHA's NPDES MS4 program and Track Total Maximum Daily Loads (TMDL) pollutants to the Chesapeake Bay. Fulfill the state water quality standards and the federal Clean Water Act by administering NPDES (MS4) Phase I and II Permits.		
REASON FOR LEAVING: Career Advancement to Washington State Department of Transportation.		
DATES: from September/2016 to August/2018	EMPLOYER: Amazon Fresh Pickup	POSITION TITLE: Fulfillment Associate
ADDRESS: (Street, City, State, Zip Code): 5100 15th Ave NW Seattle, WA 98107		COMPANY URL: https://www.amazon.com/alm/storefront?almBrandId=QW1hem9uIEZyZXNo&ref=pd_sl_13pomxnmzx_e
PHONE NUMBER: 425-990-3954	SUPERVISOR: Antoine Herbert - Area Manager	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 25		
DUTIES: - Fulfilling customer orders in a fast-paced environment - Packaging items into totes into a neat and organized manner under 5 minutes. - Picking items overachieving 150 units per hour.		
REASON FOR LEAVING: To pursue a career in my field of interest and taking additional water certifications.		

DATES: from July/2014 to December/2015	EMPLOYER: City of Bothell	POSITION TITLE: Storm Water/Surface Water Intern
ADDRESS: (Street, City, State, Zip Code): 18415 101st Ave NE Bothell, WA 98011		COMPANY URL: https://www.bothellwa.gov/
PHONE NUMBER: (425) 806-6792	SUPERVISOR: Andy Loch - Surface Water Program Coordinator	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Surface water quality monitoring organized and analyzed data in excel spreadsheets and provided brief summary reports about water quality in Bothell's streams. Measuring the water quality with instrumental analysis and equipment. Report updates and keeps records of fecal coliform and water quality results to the surface water coordinator to meet NPDES permit compliance Successfully completed independent research for Environmental Science on Horse Creek for senior portfolio capstone project.		
REASON FOR LEAVING: Completion for internship.		
DATES: from January/2014 to August/2014	EMPLOYER: University of Washington Bothell	POSITION TITLE: Undergraduate Research Assistant
ADDRESS: (Street, City, State, Zip Code): 18115 Campus Way NE Bothell, WA 98011		COMPANY URL: https://www.uwb.edu/
PHONE NUMBER: 425-352-3781	SUPERVISOR: Charlotte Rasmussen - Research Evangelist	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Field research on University of Washington Bothell Wetlands Geodatabase Investigation: Mapping Boundaries, Hydrological features and Plant communities. Reported updates with the professors on a weekly basis. Used a portable GIS/GPS mapping device called "Trimble" to track down and record plant communities, topographic and geomorphologic characteristics, and hydrological features that will be integrated into a comprehensive University of Washington Geo-database.		
REASON FOR LEAVING: Completion for undergraduate research project.		

DATES: from January/2013 to June/2014	EMPLOYER: City of Bothell Public Works	POSITION TITLE: Volunteer
ADDRESS: (Street, City, State, Zip Code): 21233 20th Ave SE Bothell, WA 98021		COMPANY URL: https://www.bothellwa.gov/
PHONE NUMBER: (425) 486-2768	SUPERVISOR: Sabrina Combs - Recycling and Public Services Projects Administrator	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		
DUTIES: Reached out to the community and educated the general public about the City of Bothell Recycling program. Participated in the Lids and Caps Project for the annual Sustainamainia event. Recognized and featured in the Everett Herald newspaper article educating families for properly disposing caps and lids. General office administration duties such as filing paperwork and documents in a neat, alphanumerical order. Designed attractive flyers and brochures for the Bothell Cool recycling program.		
REASON FOR LEAVING: Major school projects and assignments.		
DATES: from July/2013 to September/2013	EMPLOYER: Save Habitat and Diversity of Wetlands SHADOW	POSITION TITLE: GIS Intern
ADDRESS: (Street, City, State, Zip Code): 21656 184th Ave SE Renton, WA 98058		COMPANY URL: https://www.linkedin.com/company/save-habitat-and-diversity-of-wetlands
PHONE NUMBER: 206-819-8627	SUPERVISOR: Bryn Fluharty - Executive Director	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40		

DUTIES:

Applied professional GIS skills such as ArcMAP and ArcGIS for environmental preservation and education.

Collaborated research with colleagues and reports progress to the executive director on a weekly basis.

Composed attractive and informative maps of the nature preserve for habitat preservation, grant applications and education to the general public.

REASON FOR LEAVING:

Completion for GIS internship.

CERTIFICATES AND LICENSES**TYPE:**

Washington State Traffic Control Flagger's Permit

DATE ISSUED:

November 2016

EXPIRATION DATE:

November 2019

NUMBER:

380655

ISSUING AGENCY:

Evergreen Safety
Council

TYPE:

EPA Watershed Management Training Certificate

DATE ISSUED:

February 2017

EXPIRATION DATE:

No expiration

NUMBER:**ISSUING AGENCY:**

Environmental
Protection Agency

TYPE:

OSHA 40 Hour HAZWOPER Training

DATE ISSUED:

April 2017

EXPIRATION DATE:

No expiration

NUMBER:

1704171192074

ISSUING AGENCY:

Safety Unlimited
Inc.

TYPE:

Certified Erosion and Sediment Control Lead (CESCL) Certification

DATE ISSUED:

October 2022

EXPIRATION DATE:

March 2025

NUMBER:

WSDOT 2022-107

ISSUING AGENCY:

Washington State
Department of
Transportation

TYPE:

EPA Water Quality Standards and Criteria: Key Concepts-Certificate of Completion

DATE ISSUED:

June 2018

EXPIRATION DATE:

No expiration

NUMBER:**ISSUING AGENCY:**

US Environmental
Protection Agency
(EPA)

TYPE:

NPDES Permit Writer's Certification

DATE ISSUED: September 2021	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY: United States Environmental Protection Agency
TYPE: Basic Wetland Delineation			
DATE ISSUED: October 2019	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY: Environmental Concern LLC
TYPE: US EPA Construction Inspection Training			
DATE ISSUED: April 2021	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY: US Environmental Protection Agency
TYPE: WSDOT Highway Runoff Manual Training			
DATE ISSUED: June 2022	EXPIRATION DATE: No expiration	NUMBER: 191488	ISSUING AGENCY: Washington State Department of Transportation

SKILLS

OFFICE SKILLS:

Typing: 70 WPM
Data Entry: 70 KPH

OTHER SKILLS:

ARCGIS/ARCMAP - Expert - 6 years, 0 months

LANGUAGE(S):

Cantonese

English

French

☐ Speak
 ☐ Read
 ☐ Write
 ☐ Speak
 ☐ Read
 ☐ Write
 ☐ Speak
 ☐ Read
 ☐ Write

Mandarin

Japanese

☐ Speak
 ☐ Read
 ☐ Write
 ☐ Speak
 ☐ Read
 ☐ Write

SUPPLEMENTAL INFORMATION**Professional Associations**

Qualified in National Society of Collegiate Scholars (NSCS) Honor Society

Honors & Awards

Dean's List Recipient Autumn 2011

Honors & Awards

Dean's List Recipient Autumn 2012

Honors & Awards

Dean's List Recipient Winter 2015

Honors & AwardsQualified in National Society of Collegiate Scholars (NSCS) Honor Society
2011

Autumn

REFERENCES**REFERENCE
TYPE:****NAME:**

Andy Loch

POSITION:

Surface Water Program Coordinator-Public Works Department

Professional

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****REFERENCE
TYPE:****NAME:**

Aaron Esterholt

POSITION:

Stormwater Inspector

Professional

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:****REFERENCE
TYPE:****NAME:**

Brian Cox

POSITION:

Team Leader-Environmental Analyst 5

Professional

ADDRESS: (Street, City, State, Zip Code)**EMAIL ADDRESS:****PHONE NUMBER:**

REFERENCE TYPE: Professional	NAME: Scott Anfinson	POSITION: Assistant Environmental Program Manager
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: William Sauriol	POSITION: Environmental Program Manager
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Aimee Shultz	POSITION: Project Manager-Environmental Analyst 4
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Gary Diridoni	POSITION: Assistant State Conservationist
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Antonio Bentivoglio	POSITION: Water Resources Planning Specialist

ADDRESS: (Street, City, State, Zip Code) 					
EMAIL ADDRESS: 	PHONE NUMBER: 				
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> REFERENCE TYPE: Professional </td> <td style="width: 33%; vertical-align: top;"> NAME: Mark Norman </td> <td style="width: 33%; vertical-align: top;"> POSITION: Biology and Mitigation Program Manager </td> </tr> </table>			REFERENCE TYPE: Professional	NAME: Mark Norman	POSITION: Biology and Mitigation Program Manager
REFERENCE TYPE: Professional	NAME: Mark Norman	POSITION: Biology and Mitigation Program Manager			
ADDRESS: (Street, City, State, Zip Code) 					
EMAIL ADDRESS: 	PHONE NUMBER: 				

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
 No

2. **Are you related to a current or former employee of Carson City?**
 No

3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
 N/A

4. **How did you learn of this vacancy?**
 Other

5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
 No

6. **Are you currently a citizen of the State of Nevada?**
 No

7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.

Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

When I was working for MDOT Headquarters, I have identified and classified natural resources with State/federal wetland and waterways regulators and commenting agencies. I have worked closely with planners, designers and project engineers to achieve environmentally sensitive highway, bridge, and maintenance projects by avoiding and/or minimizing impacts to sensitive natural resources to obtain all necessary State/federal wetlands and waterways permits. I had prepared and reviewed plans, specifications, and estimates for all of MDOT SHA compensatory wetland mitigation and stream mitigation projects. I have identified, evaluated and delivered environmental stewardship projects to help Maryland State to improve water quality of the Chesapeake Bay and its tributaries. I also did wetland and stream restoration site monitoring to ensure regulatory compliance.

I used desktop screening applications such as The U.S. Fish & Wildlife Service's National Wetlands Mapper and ArcMap (ArcGIS) to screen for wetlands, wetland buffers, 100 yr floodplains, streams and critical areas in the project location to determine if a Section 401 and Section 404 permit will be needed from the Maryland Department of Environment (MDE) and the US Army Corps of Engineers. When I see there are environmental resources present, I send a response form and an environmental screening map to the project engineer indicating a permit is required. Then my team and I went out on the project site to delineate the wetlands and streams by using an auger, wetland flagging and a GPS Trimble unit to collect data points/polygons for the delineated environmental resources. After the field work, we've uploaded the data points into ArcMap to connect the delineated wetland and waterway points together to form polygons and convert them into shapefiles and write a wetland delineation report to submit to the PE. Then plats and surveys crew would go out to the project site and pick up the wetland flags and put the environmental resources shapefiles into the plan sheets and impact plates. As soon as the environmental resources are implemented on the plan sheets, I applied for a Joint Permit Application and submit the package (JPA, cover letter, photos, plan sheets, wetland delineation report, maps, permit drawings with wetland, stream and floodplain impact quantities) to the USACE and MDE for review to verify if the resources will be impacted. The regulatory agencies review the Joint Permit Application package and usually takes approximately 3-6 months for reviewing. In the meantime, we respond to their comments and conduct site visits to verify the jurisdictions of wetlands and waterways. MDE and US Army Corps of Engineers will grant us the authorization for Section 404 CWA Nationwide Permit and a Section 401 CWA Water Quality certification. After the projects have been completed, I've assisted the Mitigations program manager to evaluating/monitoring the plant growth conditions at multiple sites statewide.

- 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

When I worked for WSDOT, I have a culvert replacement project on US 12 over Andy Creek in White pass vicinity, the scope of work was to replace the deteriorated corrugated metal pipe with a concrete box culvert and there was going to be a large detour because the project is within the recreational and tourist hotspot. Since there were waterways were going to be impacted, WSDOT was assigned as the SEPA lead. The State Environmental Policy Act (SEPA) is important because it encourages beneficial use of natural resources without damaging the environment. It requires state agencies to consider and report on environmental aspects and potential consequences of their actions. The SEPA environmental checklist to help determine whether a proposal will have significant adverse environmental impacts. The information helps identify what measures can be taken to avoid, counter, or minimize likely impacts to the environment. So, I filled out the SEPA checklist, Determination of non-significance, Notice of environmental determination and the newspaper request letter. The SEPA checklist packages were mailed out to the regulatory agencies, local jurisdiction agencies, business owners, property owners and residents. The 14-day public comment period starts to see if they have any questions, comments and concerns regarding the project. When the 14-day comment period is over and as soon as I received the comments, I included them along with the environmental NEPA documentation package and send to the PE office ahead of time before the NEPA environmental documentation deadline. After that, I filled a Joint Aquatic Resources Permit application form and submit it to the USACE and WDOE to obtain the Section 404 NWP and a Section 401 water quality certification and I've filled out a Hydraulic Project Approval through the DFW Aquatic protection permitting system site to obtain a HPA permit. I have received a message from the project engineer mentioning the Yakima County is proposing shoulder pavement and tree trimming work on our detour route, at that time we have received our environmental permits and the WDFW HPA earlier and construction starts in the beginning of August. Due to those sudden changes, I had to fill out a WDFW HPA permit modification through the DFW Aquatic Protection Permitting System website to move the fish window and in-water work to Mid-July to avoid heavy traffic/congestion during the peak travel season and avoiding time conflict with the county doing their work on our detour route. While the permit modification is currently reviewed, I spoke with a WDFW habitat biologist on the phone regarding this change order along with a clear explanation about our situation and see if he can move the fish window and the in water work to an earlier date during construction. Finally, we both reached an agreement he issued a letter of concurrence to approve the new fish window for in water work date changes. This project was undergoing construction last summer and was completed in October of last year.

- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

When I was an Environmental Coordinator-Transportation Planning Specialist 3 at WSDOT, I was leading a group of Environmental Coordinators (Transportation Planning Specialist 2s) to put together an environmental narrative report for the shared use pedestrian/bicycle pathway project called Heritage Connectivity Trails in the Yakama Nation. WSDOT and Yakama Nation works collaboratively on this project. WSDOT was given a 1 million dollar raise grant and the environmental documentation budget was set for \$5,000. One team member does the GIS portion of making the environmental resources maps, one team member does the research for the potential environmental resource impacts to the following environmental disciplines (water quality, floodplains, wetlands, trees, fish and wildlife, vegetation, shoreline management, cultural resources, Endangered Species Act, Asbestos, Environmental Justice etc). I have set up weekly meetings with the group to debrief and update the progress of the project and to ensure all environmental impact descriptions were included in the narrative. I kept my team informed, think ahead of time in advance, meeting timeframes to reach this goal, having effective communication, and being highly flexible and adaptable to change in different situations quickly within very short time frames in unexpected circumstances. Being a leader is important which involves establishing a clear vision, sharing that vision with my group so that they will know the knowledge and methods to realize that vision, and coordinating and balancing the conflicting interests of all members and stakeholders. I have to be an effective team player, defined as having a driving passion for the work, bringing humility to their job and people interactions, and understanding how words and actions affect my coworkers. After the report has been completed, I've sent the report to the Yakama Nation and the WSDOT Planning Engineers.

For maintaining relationships, I would stay in touch with my colleagues by regularly checking in through phone calls, messages, or face-to-face/virtual meetings. Focus on finding constructive solutions and showing appreciation and gratitude for each other when we accomplish something because small gestures can go a long way. I always apply these when working with my employees in order to provide a professional visionary management style. Often, communicating your vision for a project is all that is needed for my colleagues to take that vision and provide impressive results. I see my employees and me as equals, and I treat them that way. I'd like working closely with my team and taking decisions together. It is important for me to make sure my colleagues are aware that their ideas are heard, and that we are working on projects we all agree on. That helps them feel motivated and provide impressive results as they work to see their own ideas come to life. Being a good colleague means building relationships with the team and motivating them to continue producing valuable work. I continually encourage my colleagues to share their suggestions and opinions when deciding. If they receive a project that may be too difficult or makes them feel overwhelmed, I listen to their concerns and determine how to follow through with the project. This encourages them to make strong and impressive work in a comfortable environment.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with

Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Liu, Yee Man, N/A

Signature_____

Date_____

SUMMARY STATEMENT

A self-driven and enthusiastic environmental professional with a solid, extensive background knowledge of water quality, scientific methods and practices, environmental monitoring practicum, GIS, ecology, wetlands and watersheds, water quality, biology, geomorphology, geology, general chemistry, hydrogeology, hydrology, environmental compliance and a relevant field experience interested in plans, directs, manages, and oversees the activities and operations of Carson Water Subconservancy District (CWSD). Seeking to attain a permanent full-time General Manager position at Carson Water Subconservancy District.

EXPERIENCES

Water Resources Specialist

United States Department of Agriculture

Natural Resources Conservation Service

Portland, OR

Jan. 2025-Feb. 2025*

- Coordinated with the Watershed Protection and Flood Prevention Act Operations and non-program conservation planning within the state.
- Developed and recommended state policies and procedures to govern Watershed project planning.
- Developed state business plan action items related to Watershed projects.
- Correlated data for preparing budgets and budget estimates for Watershed projects.
- Applied a wide range of concepts, principles, standards, methods and practices of natural resources management, conservation planning, biological sciences and agricultural disciplines.
- Implemented the National Environmental Policy Act, Watershed Program Requirements and Principles and Requirements for Federal Investments in Water Resources.
- Provided guidance and review NRCS federal water resource plans.
- *Unlawfully dismissed due to mass probationary federal worker layoffs in February per Trump Administration's Executive Order. Position reinstated on March for 45-day paid administrative leave. Enrolled into the Deferred Resignation Program 2.0 (paid administrative leave) effective from April to the end of September 2025.

Environmental Coordinator (Transportation Planning Specialist III)

Washington State Department of Transportation

South Central Region Office

Union Gap, WA

Dec. 2021-May 2024

- Compiled NEPA documentation such as Section 106 of the National Historic Preservation Act, Endangered Species Act of 1973, Migratory Bird Treaty Act, Asbestos GFI, Environmental Justice, Section 4(f) of USDOT Act and SEPA Checklists for regionwide transportation projects delivered through design-build and design-bid-build methods.
- Coordinated, evaluated, and tracked environmental research studies, reports, documentation, commitments, and permits for project development and construction for compliance with Federal, State, Tribal, and local regulatory agencies such as US Forest Service, US Army Corps of Engineers, NOAA National Marine Fisheries Service, WA Department of Natural Resources, WA Department of Ecology, WA Department of Fish and Wildlife and US Fish and Wildlife Service.
- Obtained all necessary environmental permits such as Section 404 Clean Water Act Nationwide Permit 14, Section 401 CWA Water Quality Certification, DNR Forest Practices Application, DNR Land Use License, NPDES Section 402 Construction Stormwater General Permit, Shoreline Management Program, WDFW Hydraulic Project Approvals and FEMA Floodplain Development permits for statewide transportation projects.
- Developed and maintained project schedules, budgets, and workforce estimates for 15+ assigned regionwide transportation preservation projects.
- Coordinated, communicated and advised construction site inspectors on environmental commitments during construction.
- Reviewed projects for compliance with permit requirements before, during, and at the close of project activities.
- Reviewed Spill Prevention, Control, and Countermeasures and Temporary Erosion and Sediment Control (SWPPP) plans. Performed regular field inspections on construction sites to review site conditions, erosion and sediment control and water quality issues, assess constructability issues and design consistency.
- Provided assistance to hydraulics engineering performing regionwide level 2 culvert inspections.
- Assisted other WSDOT regional offices with aquatic fish salvaging work for stream restoration and culvert replacement projects.

Environmental Analyst

Maryland Department of Transportation

State Highway Administration Headquarters

Baltimore, MD

May 2019-Dec 2021

- Ensured environmental compliance of all assigned bridge and highway projects that impact wetlands, streams, and 100 yr. floodplains under the jurisdiction of the US Army Corps of Engineers, Maryland Department of Environment, Maryland Department of Natural Resources and all other relevant and appropriate State, Federal and local environmental regulations and guidelines.

- Prepared environmental studies, specialized technical analysis such as surface water quality, land use, wetland permit applications and assisting in preparing wetland mitigation and stream restoration plans for statewide transportation projects.
- Reviewed engineering/as-built plans to determine design changes, environmental impacts and potential avoidance for both minimization and mitigation strategies.
- Attended pre-application, preliminary, semifinal review, final review and partnering/progress meetings, on site visits and conferences to explain environmental resource impacts of projects and/or programs.
- Utilized ARCGIS to perform desktop environmental resources screening and fill SPD response forms to project engineers and environmental planners for wetland/stream permitting requirements.
- Water Programs Division-Assisted Team Leaders with onsite TMDL Tree Inspections across 10 counties in the State of Maryland to develop and implement MDOT SHA's NPDES MS4 program and Track Total Maximum Daily Loads (TMDL) pollutants to the Chesapeake Bay Watershed.
- Fulfilled state water quality standards and the federal Clean Water Act by administering NPDES (MS4) Phase I and II MS4 Permits.

Fulfillment Associate

Amazon Fresh Pickup

Seattle, WA

Sept. 2016 – Aug. 2018

- Fulfilled customer orders in a fast-paced environment.
- Packaged items into totes in a neat and organized manner under 5 minutes.
- Picked items exceeded over 150 units per hour.

Surface Water/Stormwater Intern

City of Bothell

Bothell, WA

Jul. 2014 – Dec. 2015

- Surface water quality monitoring- organized and analyzed data in excel spreadsheets and provided brief summary reports about water quality in Bothell's creeks.
- Remarkable ability to organize, synthesize, analyze water quality data, remediation site data, hydrogeological information and other scientific issues related to each case.
- Reported updates and keeps records of fecal coliform and water quality results to the surface water coordinator to meet NPDES permit compliance.
- Successfully completed water quality report on Horse Creek for senior portfolio capstone project. Measured water quality with instrumental analysis and monitoring equipment.

Undergraduate Research Assistant

University of Washington Bothell

Bothell, WA

Jan. 2014 - Aug. 2014

- Used a portable GIS/GPS mapping device called “Trimble” to track down and record plant communities, topographic, geomorphologic, and hydrological features integrated into a comprehensive Geo-database.
- Assisted faculty and team members with on-going research by writing lab procedures and reports. Collecting, analyzing and compiling research findings.

GIS Intern

Save Habitat and Diversity of Wetlands

Renton, WA

Jul. 2013 - Sept. 2013

- Applied professional GIS skills such as ArcGIS for environmental preservation and education.
- Composed attractive and informative maps of the nature preserve for habitat preservation, grant applications and education to the general public.
- Collaborated research with colleagues and reported progress to the executive director on a weekly basis.

VOLUNTEER

Environmental Stewardship Volunteer

Kenmore, WA

May 2025-present

Sno-King Watershed Council

- Removing invasive plant species (i.e. Himalayan blackberry, reed canary grass), mulching and planting native tree seedlings and plants for stream habitat restoration projects in Swamp Creek to restore native vegetation and revitalizing the local watershed.
- Currently participating in a local “Water Watchers” program performing monthly water monitoring and water quality assessments for Little Creek and Horse Creek in the Bothell-Kenmore jurisdiction.
- Reports monthly bacteria and water chemistry results to the Global Water Watch organization to promote public awareness of watershed health.

Volunteer

City of Bothell

Bothell, WA Page 142 of 230

Jan. 2013 – Jun. 2014

- Reached out to the community and educated the public about City of Bothell Recycling program.
- Participated in the Lids and Caps Project for the annual Sustainamania event.
- Recognized and featured in the Everett Herald newspaper article educating families for properly disposing caps and lids.
- General administration duties such as filing paperwork, invoice and documents, researching and summarizing data for reports.
- Designing attractive flyers and brochures for the Bothell Cool recycling program.

SKILLS

Tools: Trimble GPS, ESRI GIS ArcMap, Microsoft Office Suite, QGIS, GPS Pathfinder, ArcGIS Collector, Unifier, MicroStation, ProjectWise.

Spoken Languages: Cantonese, Mandarin, Japanese, English and French

Proficient in writing scientific and technical reports, strong analytical and observation skills.

EDUCATION

University of Oklahoma, School of Civil Engineering and Environmental Science (CEES) Online

Jan 2024-present

Masters of Science-Hydrology and Water Security

Concentration: Water Quality

Society for Collegiate Leadership and Achievement (SCLA) Honor Society

University of Washington Bothell, School of Interdisciplinary Arts and Sciences,

March 2016

Bachelors of Science-Environmental Science

Concentration: Earth Systems Science-Water Resources Discipline

Dean's List Recipient Autumn 2011, Autumn 2012, Winter 2015

National Society of Collegiate Scholars (NSCS) Honor Society

CERTIFICATIONS, PERMITS AND ONLINE TRAINING

US Environmental Protection Agency Certificates of Completion

Watershed Management Training

Water Quality Standards and Criteria: Key Concepts

NPDES Permit Writer's Guided Learning Course

Construction General Permit Inspector Training

StormwaterOne-Certificates of Completion

Low Impact Development and the Basics of Bioretention

Green Infrastructure Solutions for Wet Weather

Collaborative Stormwater Management Solutions

Understanding EPA's NPDES MS4 Permit Program

Stormwater Management for Oil and Gas Operations

Urban Hydrology and Green Stormwater Infrastructure

Basic Stormwater Calculations

Prepping Construction Stormwater Controls for Winter Weather

Common Stormwater Violations and Tips To Avoid Them

How to Choose the Correct BMPs for Your Construction Site

The Evolution of Inspections - From Pencil and Paper to Data-Driven Compliance

Washington Department of Ecology Coastal Training Program-Certificates of Completion

Introduction to the National Flood Insurance Program

National Flood Insurance Program Requirements for Coastal High Hazard Areas

How to Administer Development Permits in Washington's Shorelines

Federal Flood Risk Management Standard for Community Officials

ALTERNATIVES TO BULKHEADS: Course #1 - General Concepts Related to Shorelines and Stabilization

ALTERNATIVES TO BULKHEADS: Course #2 - An Overview of Local, State, and Federal Permit Requirements

Alternatives to Bulkheads: Course #3 - How to address Site Assessments for Design and Construction

Alternatives to Bulkheads: Course #4 - Demonstration of Need, Risk Assessment, and Alternatives Analysis

Alternatives to Bulkheads: Course #5 - Techniques for Erosion Control, including Construction Materials and Maintenance

Pacific Marine Estuarine Fish Habitat Partnership Estuaries Explorer and Estuary Viewer Data Tools

National Flood Insurance Program Requirements for Substantial Improvement and Substantial Damage

Navigating the State Environmental Policy Act (SEPA): Modules 1-4

Coastal Adaptation Planning Essentials

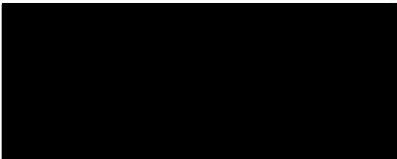
Advanced Shoreline permitting: No Net Loss and Mitigation

How to Explain Science, Share Data, and Build Trust: Presentation Skills for Scientists and Public Officials
ALTERNATIVES TO BULKHEADS: Course #6 -Sea Level Rise Issues
Coastal Zone Management (CZM) Federal Consistency Review in Washington
Flood Recovery Resources
Using the 2021 Interagency Wetland Mitigation Guidance
How to Conduct a Forage Fish Survey
Eelgrass Delineation Training
Designing and Installing Wetland Mitigation and Restoration Projects
Using the Washington State Wetland Rating System (2014) in Western Washington
How to Determine the Ordinary High Water Mark
Using the Credit-Debit Method for Estimating Mitigation Needs

Washington State Department of Transportation Certificates of Completion

WSDOT Endangered Species Act Biological Assessment Training
WSDOT Certified Erosion and Sediment Control Lead
WSDOT Highway Runoff Manual Training
WSDOT Stream Simulation Culvert Beds: Design recommendations to improve channel stability
WSDOT NEPA Fundamentals Training Modules 1-4
WSDOT Tidal fish passage & estuarine habitat connectivity
WSDOT Endangered Species Act In-Water Work Training

Safety Unlimited LLC. OSHA 40 Hour HAZWOPER Training-Certificate of Completion
Washington State Traffic Control Flagger's Permit-Certificate of completion
Maryland Department of Environment Erosion and Sediment Control Responsible Personnel Certification-Yellow Card
Environmental Concern LLC, St. Michaels, MD Basic Wetland Delineation Course-Certificate of Completion
Towson University Thinking Spatially GIS Training-Certificate of Completion
Maryland Department of Natural Resources Maryland Biological Stream Survey-Benthic Macroinvertebrate Sampling Certificate of Completion
Bowman Construction Supply-Geosynthetic Solutions PDH Certificate of Professional Development
Bowman Construction Supply-Streambank Stabilization PDH Certification of Professional Development
US Coast Guard Bridge Program Info Session-Certification of Completion
Now Environmental LLC AHERA Asbestos Building Inspector Training-Certification of Completion
NOAA Economic Guidance for Coastal Management Professionals: Introduction to Benefit-Cost Analysis



November 10, 2025

Carson Water Subconservancy District
201 North Carson Street, Suite 4
Carson City, Nevada, 89701-4289

Dear Hiring Manager,

I am currently a graduate student pursuing my Masters of Science degree in Hydrology and Water Security-Water Quality Track at the University of Oklahoma. I am writing to express my interest for the permanent full-time General Manager - Carson Water Subconservancy District position (Job# 245_10/2025) at the Carson Water Subconservancy District listed on the governmentjobs.com career website because of my solid, extensive background in environmental monitoring practicum, environmental geography, hydrology, stream/aquatic ecology, scientific methods and practices, statistics, general chemistry, biology, GIS, wetlands and watersheds, sustainable practices, geology, geomorphology, climate change science, hydrogeology and water quality. I have five years of NEPA/SEPA documentation, environmental permitting, wetland and stream delineation and construction compliance experience at the WA State Dept. of Transportation and the Maryland Dept. of Transportation State Highway Administration Headquarters. I have two years of experience at the City of Bothell in the surface water/storm water division working with water quality monitoring, field sampling and data analysis. In addition, with my extensive knowledge from my environmental certification courses, I believe that my remarkable skills would fit closely with the demands that this position needs.

Further qualifications and skills that I offer include the following:

- Capable of analytical, critical thinking and outstanding observation skills when conducting scientific investigations.
- A solid, extensive experience with data compilation and statistical analysis.
- Ability to work efficiently as a team player in a fast-paced work environment.
- Completed the OSHA 40 Hour HAZWOPER Safety Online Certification.
- Strong capabilities conducting and speaking in weekly design, pre-application, pre-construction and weekly construction meetings with consultants, designers, project engineers, planners, and state and federal stakeholders.
- Designed attractive brochures, flyers and promoted sustainable practices, environmental, storm water and recycling public outreach education programs to the general public, other non-profit environmental organizations, municipal agencies and diverse stakeholders.
- Excellent verbal and written communication skills and strong ability to communicate effectively and professionally with coworkers and staff.
- Ability to work independently in planning, multitasking and prioritizing work.
- Excellent foundation knowledge of NEPA, ESA, SEPA, SDWA and the Clean Water Act.
- Proficiency in the use of GPS devices and geographic information systems, such as ESRI ARCGIS 10 suite and ArcMap for environmental preservation and education.
- Completed the Certified Erosion and Sediment Control Lead (CESCL) Certification.
- A solid, significant background knowledge of best management practices (BMPs) and storm water pollution prevention plans (SWPPPs).
- Ensure data compilation, collection, management and analysis with storm water monitoring reports to meet the requirements for NPDES permit compliance and measuring TMDLs accurately.
- Strong organizational skills and have abilities to synthesize, and analyze water quality data, remediation site data, hydrogeological information and other scientific issues to ensure clean water in rivers, streams and lakes.
- Strong proficiency with MS Office Suite and scientific/technical report writing.

I believe that I would be an asset to your department. My resume will provide additional details regarding my education background and professional experiences. If you have any questions regarding about how my qualifications would fit with your division, please feel free to contact me at () I may also be reached by email at (). Thank you for considering me for this position and I look forward to hearing back from you soon.

Sincerely,

Yee Man Liu

Outstanding Volunteer 2013

Yee Man Liu

We hereby express our sincere appreciation
in grateful recognition of their exceptional dedication to environmental
preservation, restoration and education

Save Habitat And Diversity Of Wetlands

Max P. Prinsen

Max P. Prinsen
President, Board of Directors

Darren Beck

Darren Beck
Executive Director

September 14, 2013
Date

Liu, Yee Man

Person ID: 27899236 Pass

Application

Questions

E-References



Attachments



Yee Man Liu Resume 2024.docx



General Manager Carson Water Subconservancy District cover letter.docx



WA drivers license.docx



current references.docx



MS transcript.docx

40 Hour HAZWOPER cert of completion.docx

Basic Wetland Delineation Environmental Concern LLC Certificate.docx

Impact of UWB.docx

Construction General Permit Certification.docx

Maryland CESCL card.docx

Outstanding Volunteer.docx

Streambank Stabilizations Certificate.docx

WSDOT CESCL card.docx

Yee_Man_Liu_Flagger_Permit.docx

Wetlands Geodatabase GIS Research Poster.pdf

Certificate of Completion_INCLASS_2019_HRM_191488_YeeManLiu.pdf

certificate.pdf

CESCL certificate.pdf

University_of_Washington_BS_Degree_PDF.pdf

HeraldNet Print Article.pdf

Horse Creek Capstone Official Research Report PDF.pdf

Hydrogeology final.pdf

completed-transcript-12567756.pdf

Application	Questions	E-References
		Yee Man Liu AHERA Card.pdf
	Yee Man Liu.pdf	
		U.S. EPA- NPDES Permit Writers Course - Guided Learning Test_July 2021 PM_Yee Man Liu.pdf
		watershed_academy_training_certificate.pdf
	PDFMailer (3).pdf	
	PDFMailer (4).pdf	
	PDFMailer (5).pdf	
	PDFMailer (7).pdf	
	PDFMailer (8).pdf	
	PDFMailer (9).pdf	
	PDFMailer (15).pdf	
	PDFMailer (16).pdf	
	PDFMailer (17).pdf	
	PDFMailer (18).pdf	
	PDFMailer (19).pdf	
		EPA Water Quality Standards and Criteria Key Concepts certificate of completion.pdf

EMPLOYMENT APPLICATION



Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)

McAfee, Stephanie, A
General Manager - Carson Water Subconservancy District

Received: 11/4/25,
11:37 AM

For Official Use
Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE:

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

McAfee, Stephanie, A

PERSON ID:

64929951

Date And Month Of Birth:

07/10

ADDRESS: (Street, City, State, Zip Code)

HOME PHONE:

EMAIL ADDRESS:

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: CA **Number:** Y*****6

**LEGAL RIGHT TO WORK IN
THE UNITED STATES?:**

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Doctorate

PREFERENCES

MINIMUM COMPENSATION:

\$160,000.00/yr

SHIFTS YOU WILL ACCEPT:

Day , Evening , Night , Weekends , On Call (as needed)

OBJECTIVE:

Applied scientist, boundary spanner, and public servant seeking to work with and support the public in collaborative, place-based natural resource management.

EDUCATION

DATES:

from August/2005 to August/2009

SCHOOL NAME:

University of Arizona

LOCATION:(City , State) Tucson, AZ	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Doctorate
MAJOR/MINOR: Geosciences		
DATES: from September/1999 to June/2002	SCHOOL NAME: University of Washington	
LOCATION:(City , State) Seattle, WA	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Master's
MAJOR/MINOR: Forest Soils		
DATES: from September/1994 to June/1998	SCHOOL NAME: Darmouth College	
LOCATION:(City , State) Hanover, NH	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Environmental Earth Sciences		

WORK EXPERIENCE		
DATES: from September/2023 to October/2025	EMPLOYER: US Geological Survey	POSITION TITLE: Regional Administrator, Southwest Climate Adaptation Science Center
ADDRESS: (Street, City, State, Zip Code): Carson City, NV		
SUPERVISOR: Shawn Carter - Chief Scientist and Acting Senior Administrator for the Climate Adaptation Science Centers	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 4	

DUTIES:

I serve as the director of the Southwest Climate Adaptation Science Center, leading all aspects of program development and operations.

Collaborative Leadership: Federal director of a collaborative partnership between the US Geological Survey, seven universities, and a Tribal education non-profit. Coordinated with university and non-profit leadership of the SW Climate Adaptation Science Center to support tribal engagement, research, and education. Supported cross-regional and national alignment with Climate Adaptation Science Center leadership.

Program and Budget Management: Supervised a team of 2-8 employees and research fellows, including on-boarding two federal employees. Planned and implemented a \$4m budget. Managed a portfolio of over 20 research awards, including project solicitation development, project selection and management.

Strategic Planning: Identified organizational goals and science needs for regional climate adaptation, increased internal organizational awareness of areas of over- and under-investment, and put a plan into action that increased transparency, trust, and the breadth of the science portfolio. Developed a research framework that addressed current needs and included agility to respond to emerging issues and changing priorities.

Communication: Coordinated with communications staff to identify communications strategies and high-visibility content. Currently leading a team developing communications strategies to broaden awareness of the organization and its drought work. Represented the SW Climate Adaptation Science Center at meetings and conferences.

Partnership Development: Engaged with internal and external partners to broaden the depth and diversity of relationships, including planning and standing up a regional advisory committee. Developed new organizational connections with state agencies and Tribes. Planned and facilitated virtual and in-person meetings.

Mentoring and Capacity Development: Mentored graduate students and other early career professionals through service on graduate committees, through engagement in a graduate fellowship program and attendance at meetings targeted at diverse students.

Science and Policy Awareness: Stay up-to-date with research pertinent to water resources management, hazard response, invasive species, and climate resilience in the southwestern United States. Evaluate regulatory and administrative priority changes and their impact on organizational workflows.

REASON FOR LEAVING:

Currently employed.

DATES:

from July/2013 to August/2023

EMPLOYER:

University of Nevada, Reno

POSITION TITLE:

Assistant and Associate Professor

ADDRESS: (Street, City, State, Zip Code):

Reno, NV

SUPERVISOR:

Katherine McCall - Interim Dean, College of Science

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

I served as an Assistant Professor from July 2013 - June 2019, at which time I was promoted to Associate Professor with tenure.

Climate and Climate Adaptation Research: Conducted research on climate and climate change adaptation in the western US and Alaska, with a focus on water and drought. Published over 20 peer-reviewed papers and contributed to technical reports and reviews, including the Fifth National Climate Assessment.

Fundraising and Grants Management: Collaborated on successful grant proposals totaling over \$13 million.

Extension Climate Specialist: Served as the Extension Climate Specialist from 2019 – 2021, developing public-focused science and science communication products, including factsheets on drought, weather and climate, and the use of high-tunnels for desert agriculture. Collaborated with faculty in art and the curator of the Keck Museum on an exhibit highlighting the intersection of art and science, as well the historical role of women in Nevada weather and climate research.

Program Management: Served on the Department's personnel committee for three years, including one year as committee chair, providing feedback to faculty. Served on hiring committees in Geography, Atmospheric Sciences, and the Graduate Program in Hydrological Sciences. As a member of the Curriculum Committee, evaluated courses, enrollments, and student learning objectives.

Education: Taught courses in climatology, science communication, severe weather, and climate change, including a large introductory course on climate change and its environmental impacts. Developed new and modified existing interactive activities and labs to engage students in analyzing data, contemplating severe weather management, and responding to climate change.

Mentoring: Primary mentor for seven graduate students and two undergraduate theses. Served on over ten graduate student committees.

REASON FOR LEAVING:

To accept a position with the US Geological Survey

DATES:

from July/2015 to August/2023

EMPLOYER:

University of Nevada, Reno

POSITION TITLE:

Deputy State Climatologist &
State Climatologist

ADDRESS: (Street, City, State, Zip Code):

Reno, NV

SUPERVISOR:

Katherine McCall - Interim Dean, College of
Science

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

15

DUTIES:

I served as the Deputy State Climatologist (10% appointment) from July 2015 to July 2019, at which time I was appointed State Climatologist (30% appointment). Appointments were concomitant with a faculty appointment.

Nevada Drought and Water Hazards: Served on the state's Drought Response Committee, tracking drought impacts and providing response recommendations. Regularly Engaged with the National Weather Service, Nevada Division of Water Resources and Nevada Division of Emergency Management on science and planning around Nevada's water- and weather-related hazards.

Communication: Regularly engaged with print, radio, and TV media for comments on drought, heat and extreme weather. Produced widely read and engaging climate and drought reports for the general public. Served as the state point of contact on climate, representing the University, including a presentation on climate hazards for the Nevada Silver Haired Legislative Forum.

Climate Adaptation Support: Contributed to the 2020 Nevada Climate Initiative, engaged with the City of Reno in the early development of their Climate Action Plan, updated the drought and heat sections of the State Hazard Mitigation Plan, provided technical feedback on the Clark County Climate Vulnerability Assessment, and co-authored a factsheet for communities on adaptation planning basics.

Program Management and Development: Crafted a strategic plan for the State Climate Office, outlining growth areas, leading to increased engagement and visibility. Hired and supervised several undergraduate and graduate student workers and managed a modest state budget. Served on the American Association of State Climatologists committee tasked with reviewing state climate office performance.

Collaboration: Worked closely with partners at the National Weather Service, Nevada Division of Water Resources, the Desert Research Institute, and University of Nevada Extension to understand and meet community needs for weather and climate information.

REASON FOR LEAVING:

To accept a position with the US Geological Survey

DATES:

from January/2012 to May/2013

EMPLOYER:

University of Alaska, Fairbanks

POSITION TITLE:

Postdoctoral Fellow, Scenarios Network for Alaska & Arctic Planning

ADDRESS: (Street, City, State, Zip Code):

Anchorage, AK

SUPERVISOR:

Scott Rupp - Director, Scenarios Network for Alaska and Arctic Planning

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

Climate Research and Tools Development: Developed downscaled climate projections for the state of Alaska and evaluated historical and projected changes in high-latitude water balance.

Communication: Produced fact sheets and provided general information on climate and climate change for Alaska.

REASON FOR LEAVING:

To accept a faculty position at the University of Nevada, Reno.

DATES: from July/2010 to January/2012	EMPLOYER: The Wilderness Society	POSITION TITLE: Climate Change Scientist
ADDRESS: (Street, City, State, Zip Code): Anchorage, AK		
SUPERVISOR: Wendy Loya - Lead Ecologist	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 37.5		
DUTIES: Climate Research and Tool Development: Developed downscaled evaporative demand projections for the state of Alaska and assessed precipitation trends and trend estimation methods. Contributed to research assessing climate change impacts on a south-central Alaska watershed.		
REASON FOR LEAVING: To accept a position with with University of Alaska Fairbanks		
DATES: from September/2009 to July/2010	EMPLOYER: National Research Council	POSITION TITLE: Postdoctoral Research Associate at NOAA Earth System Research Laboratory
ADDRESS: (Street, City, State, Zip Code): Boulder, CO		
SUPERVISOR: Robin Webb - Director, Physical Sciences	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 40		
DUTIES: Climate Research: Conducted research on sources of uncertainty in climate-forced vegetation models.		
REASON FOR LEAVING: To accept a position at The Wilderness Society		
CERTIFICATES AND LICENSES		
Nothing Entered For This Section		
SKILLS		
OFFICE SKILLS: Nothing Entered For This Section		

OTHER SKILLS: R programming language - Intermediate - 15 years, 0 months Microsoft Office - Expert - 30 years, 0 months Research - Expert - 25 years, 0 months
LANGUAGE(S): Nothing Entered For This Section
SUPPLEMENTAL INFORMATION Nothing Entered For This Section

REFERENCES		
REFERENCE TYPE: Professional	NAME: Anne Nolin	POSITION: Professor, Department of Geography, University of Nevada, Reno
ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: 		PHONE NUMBER:
REFERENCE TYPE: Professional	NAME: Tim Bardsley	POSITION: Senior Service Hydrologist, National Weather Service
ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: 		PHONE NUMBER:
REFERENCE TYPE: Professional	NAME: Christine Albano	POSITION: Associate Research Professor, Desert Research Institute
ADDRESS: (Street, City, State, Zip Code)		
EMAIL ADDRESS: 		PHONE NUMBER:

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
No
2. **Are you related to a current or former employee of Carson City?**
No

3. If you stated "yes" to the above question, please state the employee's name and the department for which they work.
N/A
4. How did you learn of this vacancy?
Other
5. Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.
No
6. Are you currently a citizen of the State of Nevada?
No
7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.
Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Currently, one of my key responsibilities is to develop and update stakeholder-informed priorities for science funding and work activities. However, the organization's stakeholders are diverse in their needs, priorities, and resources. We serve natural and cultural resource managers broadly, and the organization covers four states with environments ranging from urban coastlines to rural rangelands. Moreover, I wanted the process of developing both long- and short-term priorities to provide space for developing and deepening relationships with the organization and among the stakeholders, in addition to being fair and transparent. To do that, I developed a strategy that provided for initial input, discussion, and iteration that attempted to address both shared and specific needs to the extent possible.

The first step in this process was identifying interested and committed partners who were geographically representative, provided perspectives on a diversity of resource management needs, and could serve on the committee (in this case, committee membership was limited to federal, Tribal and state employees). We relied to some extent on existing relationships but also attempted to broaden engagement by reaching out to leadership of all federally recognized Tribes in the region and by engaging with pertinent agencies to identify potential members.

Once we had assembled a group of partners, we described our goals and our anticipated process for developing science priorities, along with guidance about the limits within which the organization functioned. We did this in advance so that our partners would have time to reflect and prepare.

At our first (virtual), meeting we gathered initial input on management challenges anonymously, through a shared whiteboard, so that everyone could share honestly, irrespective of their comfort in speaking or concerns about raising issues that might not be widely shared. We then asked small groups to "circulate" though the comments for facilitated discussion, to identify shared concerns, and if needed, flag important challenges that they suspected were unique to their organization or location. During lunch break, my staff and I organized and summarized themes, noting concerns that appeared multiple times or that were geographically specific. We then presented our first pass through the comments to the committee at that meeting. It allowed us to gather feedback and corrections while the discussion was still fresh. After the initial meeting, we further organized input and meeting notes, sending them out to the full committee for further comment about what we may have missed or misinterpreted, as well as to get input from partners who could not attend the meeting.

There were several reasons for structuring our initial meeting this way. First, we wanted to be fair and transparent in our process for developing priorities that would shape research investments and time commitments. Second, we hoped to provide a relatively engaging environment where our partners could start developing collegial relationships and grow their understanding and appreciation of other concerns and priorities. Finally, we wanted to demonstrate our commitment to responsiveness and respectful engagement.

After receiving off-line feedback, we further organized the information we had received, identifying six management challenges and associated information needs. We sent this document to the committee and held a short virtual meeting to provide another round of comments and discussion which were incorporated in a subsequent draft, along with concise science framing. At our next (finally in person) meeting, roughly six months into the process, the committee had a final opportunity to review the science needs and address last questions about how to ensure that they offered the flexibility to address emerging needs. The structured but casual meeting format provided opportunity for discussing questions we had not anticipated addressing, such as how to present the challenges and needs so that priority rankings were not assumed.

The lengthy process, though in some ways a luxury, was also strategic. Because these priorities would shape research investments and work priorities, we wanted to ensure that they were thoughtfully developed.

Several rounds of iteration provided opportunity to identify areas of consensus and demonstrated our commitment to transparency. Repeated discussions and the collegiality we developed were particularly helpful in supporting compromise around needs that were not widely shared because committee members had the exposure to understand others' positions. The engaged process also helped ensure that everyone would benefit from the planned research and work activities.

The planning process was relatively low-stakes for most of our stakeholders—they might benefit from research but were not likely to experience direct costs. However, many of the strategies employed here can be useful in more contentious situations, as well. Being clear about boundaries and capacity sets reasonable expectations. Facilitated meetings and small group discussions helped stakeholders develop relationships that enable compromise. Providing multiple modes and times for input demonstrated respect for participants and the demands on their time. Our willingness to iterate showed how much we valued stakeholder and rightsholder input and wanted to do right by all of them, furthering trust with the organization.

2. **Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Several years ago, I was part of a project to provide future climate information for water resource managers in the Colorado River system. The overall project goals were to better understand the impact of rising temperatures on water availability, and I was one of the scientists on the project with a leading role in developing and handling climate scenario information.

One of the first challenges we faced was understanding what kind of analyses would be most useful. Fortunately, we had already planned to work with a team of managers. At one of our project meetings, I proposed three approaches that were consistent with the scope of the project, outlining my perceptions of the strengths and weaknesses of each method. After further discussion among the managers and researchers at the meeting, we decided to go with the least commonly used approach. This would involve resampling and adjusting historical climate time series in a sensitivity testing approach. The resampling aspect provided an estimate of the range of flow variabilities that could be associated with a given future climate scenario, for example 2 °C warming and a 10% increase in winter precipitation. This approach held particular value to managers in helping them to gage the possibility of surprises, unexpectedly low or high flows for a given climate scenario.

This choice did introduce technical and resource-related difficulties. In order to accommodate the large range of plausible futures—reductions and increases in both summer and winter precipitation with no temperature change or up to 4 °C of warming under dry, moderate, or wet initial conditions—we defined 375 distinct scenarios. Resampling each scenario 500 times to characterize uncertainty further inflated the number of individual runs. Given the resources available for this particular effort, that meant having to devise a simple statistical model of flow rather than using a process-based hydrological model. While this choice did reduce interpretability of the output, particularly in light of non-stationarity in climate-hydrology relationships, it still had utility. It provided a relatively easy and low-cost way to explore both a large number of scenarios and uncertainty within them, suggesting that it might be an economical way to select scenarios that would benefit from more computationally intensive approaches.

The greatest challenge, however, was unexpected. It lay in visualizing the research results in ways that were interpretable and let us explore range of variability within and across scenarios. After exploring several graphical options, I landed on violin plots and splitting some scenarios into different graphical panels. This solution was good enough, and we were able to publish the results, so that they are accessible. I think we would all have preferred a more effective solution for visualizing the data. To that end, I wished I had explored more interactive options, like Tableau or R Shiny that would have increased users' ability to explore the output.

Keys to the success of this project included participants' willingness to be flexible try something a little unusual. There is no doubt that the relatively low costs and risks associated with this project increased the comfort with trying a less common approach. The group's shared and honest desire to better manage water resources into the future also increased the motivation to explore new ways of approaching problems. Conversely, the key challenges also arose from being flexible in trying new solutions and, for my part, not fully and accurately predicting all the detailed needs. Even something as apparently minor as graphs can require significant thought and planning, particularly with an approach that was new to the team, myself included. The need to appropriately balance flexibility with planning is now something I more explicitly consider in approaching collaborative projects like this one.

- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Ensuring organizational effectiveness and trust starts with understanding needs, priorities, and preferences. If I were selected for this position, one of my first objectives would be to converse individually with each of the governing board members to understand their perspectives and to begin developing open lines of communication. As possible, I would also want to engage with the outgoing General Manager to ensure that I was conversant with the Subconservancy's current and upcoming activities. Another key priority would be to meet one-on-one with each staff member to learn more about their day-to-day work, accomplishments they are particularly proud of, and challenges they are facing at work. Finally, I would want to begin the process of meeting with key stakeholders, traveling to meet them at their offices or field sites, because my experience in rural Nevada is that showing up demonstrates respect.

Once the stage has been set for effectiveness and trust, I would take steps to ensure transparency in organizational activity and budgeting. The current CWSD staff is small enough that I would initiate or continue a weekly all-staff meeting to ensure that everyone is aware of current and upcoming activities and priorities and to provide opportunities for discussion. At least initially, I would also plan weekly or biweekly one-on-one meetings with staff to grow my awareness of their work and needs, deepen trust, and ensure good internal communications. In terms of communication with Board members, I would take cues from our early meetings about the pace and style of communication that was preferred and effective.

The existing Watershed Connections newsletter seems like a great way to communicate with the board and the public. Continuing that would be a priority. The annual reports are also effective and engaging. However, it would likely also be helpful to provide brief factsheets or presentations on activities to accompany staff reports made during monthly board meetings. This would also support interested members of the public in following the Subconservancy's activities, whether or not they could attend the public meetings. As time progressed, I would want to explore other communication avenues, such as expanding the social media coverage to emerging platforms, to ensure we were reaching more parts of the public effectively.

Thoughtful and effective use of financial resources is also critically important for organizational success and public trust. I would want to review budgets and accounting systems to confirm that they were suitable for meeting regulations, audit requirements, and grant reporting. In my experience, providing short but detailed notes for income and expenditures and the rationale behind them increases transparency. Documentation facilitates future budgeting and continuity of operations planning, while supporting the board in their review of and decisions about financial transactions.

Finally, I would want to evaluate any internal tracking systems for activities and outcomes and, if needed, develop a simple system that assisted staff in tracking deadlines and assessing the value of different efforts. For example, my current team devised methods for using the Planner feature in Microsoft Teams to coordinate on activities and also to record notes and observations. Beyond all of these specific approaches, I would want to remain flexible and responsive so that the organization could continue meet community and board needs and stay in compliance with potential changes in regulations and procedures.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize

Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by McAfee, Stephanie, A

Signature_____

Date_____

STEPHANIE MCAFEE

November 4, 2025

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4
Carson City, NV 89701

Dear Hiring Committee:

I am writing to apply for the General Manager position at the Carson Water Subconservancy District. I have long admired how the Subconservancy engages with and educates the diverse communities in the Carson River watershed to support effective management and planning. As an applied climatologist with particular expertise in western US hydroclimate and over a decade of experience in Nevada, I have significant technical familiarity with regional water resource and water hazard issues. I have also recently begun engaging with Southwestern invasive species issues and have a growing knowledge of terrestrial and aquatic invasives and their impact on regional ecosystem function, fire risk, and infrastructure.

However, I bring more than technical expertise. Currently I serve as the Regional Administrator of the USGS Southwest Climate Adaptation Science Center. In this role, I am responsible for overseeing and engaging in all aspects of organizational management from supervising a team to developing and executing a budget to engaging regional partners on science and work priorities. One of my key accomplishments in the past two years has been collaborating with partners to develop long- and short-term research priorities that effectively serve the needs of diverse natural and cultural resource managers across a four-state region.

Finally, I have extensive experience in public communication and media engagement. As the Nevada State Climatologist and as an educator, I regularly summarized technical information in engaging ways for diverse audiences. In fact, one of the State Climate Office's 2023 drought reports garnered nearly 150,000 views in less than three weeks. I also provided information to local and regional newspaper reporters and appeared on radio and television to talk about climate and water resource issues of interest to northern Nevadans.

I would be enormously excited to bring my technical expertise, management experience, and passion for engaging the community in science and management to the Carson Water Subconservancy District. Please reach out if you have any questions. Thank you for your time and consideration.

Sincerely,
Stephanie McAfee

STEPHANIE A. MCAFEE

EDUCATION

- 2009 PhD, University of Arizona, Tucson AZ
Geosciences, minor in Global Change
- 2002 MS, University of Washington College of Forest Resources, Seattle WA
Forest Soils
- 1998 AB, Dartmouth College, Hanover NH
Environmental Earth Sciences

PROFESSIONAL EXPERIENCE

US Geological Survey SW Climate Adaptation Science Center, Carson City NV
Regional Administrator: 2023 - present

Collaborative Leadership: Federal director of a collaborative partnership between the US Geological Survey, seven universities, and a Tribal education non-profit. Coordinated with university and non-profit leadership of the SW Climate Adaptation Science Center to support tribal engagement, research, and education. Supported cross-regional and national alignment with Climate Adaptation Science Center leadership.

Program and Budget Management: Supervised a team of 2-8 employees and research fellows, including on-boarding two federal employees. Planned and implemented a \$4m budget. Managed a portfolio of over 20 research awards, including project solicitation development, project selection and management.

Strategic Planning: Identified organizational goals and science needs for regional climate adaptation, increased internal organizational awareness of areas of over- and under-investment, and put a plan into action that increased transparency, trust, and the breadth of the science portfolio. Developed a research framework that addressed current needs and included agility to respond to emerging issues and changing priorities.

Communication: Coordinated with communications staff to identify communications strategies and high-visibility content. Currently leading a team developing communications strategies to broaden awareness of the organization and its drought work. Represented the SW Climate Adaptation Science Center at meetings and conferences.

Partnership Development: Engaged with internal and external partners to broaden the depth and diversity of relationships, including planning and standing up a regional advisory committee. Developed new organizational connections with state agencies and Tribes. Planned and facilitated virtual and in-person meetings.

Mentoring and Capacity Development: Mentored graduate students and other early career professionals through service on graduate committees, through engagement in a graduate fellowship program and attendance at meetings targeted at diverse students.

Science and Policy Awareness: Stay up-to-date with research pertinent to water resources management, hazard response, invasive species, and climate resilience in the southwestern United States. Evaluate regulatory and administrative priority changes and their impact on organizational workflows.

University of Nevada, Reno, Reno NV

Emerita Associate Professor of Geography: 2023 – present

Assistant Professor of Geography: 2013 – 2019 & Associate Professor of Geography: 2019 – 2023

Climate and Climate Adaptation Research: Conducted research on climate and climate change adaptation in the western US and Alaska, with a focus on water and drought. Published over 20 peer-reviewed papers and contributed to technical reports and reviews, including the Fifth National Climate Assessment.

Fundraising and Grants Management: Collaborated on successful grant proposals totaling over \$13 million.

Extension Climate Specialist: Served as the Extension Climate Specialist from 2019 – 2021, developing public-focused science and science communication products, including factsheets on drought, weather and climate, and the use of high-tunnels for desert agriculture. Collaborated with faculty in art and the curator of the Keck Museum on an exhibit highlighting the intersection of art and science, as well the historical role of women in Nevada weather and climate research.

Program Management: Served on the Department's personnel committee for three years, including one year as committee chair, providing feedback to faculty. Served on hiring committees in Geography, Atmospheric Sciences, and the Graduate Program in Hydrological Sciences. As a member of the Curriculum Committee, evaluated courses, enrollments, and student learning objectives.

Education: Taught courses in climatology, science communication, severe weather, and climate change, including a large introductory course on climate change and its environmental impacts. Developed new and modified existing interactive activities and labs to engage students in analyzing data, contemplating severe weather management, and responding to climate change.

Mentoring: Primary mentor for seven graduate students and two undergraduate theses. Served on over ten graduate student committees.

Nevada Deputy State Climatologist: 2015-2019 & State Climatologist: 2019 - 2023

Nevada Drought and Water Hazards: Served on the state's Drought Response Committee, tracking drought impacts and providing response recommendations. Regularly Engaged with the National Weather Service, Nevada Division of Water Resources and Nevada Division of Emergency Management on science and planning around Nevada's water- and weather-related hazards.

Communication: Regularly engaged with print, radio, and TV media for comments on drought, heat and extreme weather. Produced widely read and engaging climate and drought reports for the general public. Served as the state point of contact on climate, representing the University, including a presentation on climate hazards for the Nevada Silver Haired Legislative Forum.

Climate Adaptation Support: Contributed to the 2020 Nevada Climate Initiative, engaged with the City of Reno in the early development of their Climate Action Plan, updated the drought and heat sections of the State Hazard Mitigation Plan, provided technical feedback on the Clark County Climate Vulnerability Assessment, and co-authored a factsheet for communities on adaptation planning basics.

Program Management and Development: Crafted a strategic plan for the State Climate Office, outlining growth areas, leading to increased engagement and visibility. Hired and supervised

several undergraduate and graduate student workers and managed a modest state budget. Served on the American Association of State Climatologists committee tasked with reviewing state climate office performance.

Collaboration: Worked closely with partners at the National Weather Service, Nevada Division of Water Resources, the Desert Research Institute, and University of Nevada Extension to understand and meet community needs for weather and climate information.

University of Alaska Fairbanks, Anchorage AK
Postdoctoral Fellow, Scenarios Network for Alaska & Arctic Planning: 2012 – 2013

Climate Research and Tools Development: Developed downscaled climate projections for the state of Alaska and evaluated historical and projected changes in high-latitude water balance.

Communication: Produced fact sheets and provided general information on climate and climate change for Alaska.

The Wilderness Society, Anchorage AK
Climate Change Scientist: 2010 – 2012

Climate Research and Tool Development: Developed downscaled evaporative demand projections for the state of Alaska and assessed precipitation trends and trend estimation methods. Contributed to research assessing climate change impacts on a south-central Alaska watershed.

National Research Council, Boulder CO
Postdoctoral Research Associate, NOAA Earth System Research Laboratory: 2009 – 2010

Climate Research: Conducted research on sources of uncertainty in climate-forced vegetation models.

University of Arizona Department of Geosciences, Tucson AZ
Graduate Research and Teaching Assistant: 2005 – 2009

Climate Research: Conducted research on precipitation variability and climate projections for the western US.

Teaching and Education: Served as a teaching assistant for courses on paleontology, earth history, and global change.

Communication: Participated in the Biosphere 2 Science and Society Fellows program, producing an exhibit on evapotranspiration for the Biosphere 2.

Conference Planning: Co-chaired the 2009 GeoDaze conference, including identifying and reserving venues, scheduling talks, and recruiting a guest speaker.

US Geological Survey, Forest & Rangeland Ecosystem Science Center, Corvallis OR
Biologist, 2004 – 2005

Field Research Coordination: Field crew lead for a complex project studying nitrogen cycling along a precipitation gradient crossing the Olympic Peninsula. Coordinated equipment, staffing, and transportation.

PUBLICATIONS

Journal Articles

- Shaftel RS, ML Feddern, SA McAfee, ER Schoen, C Cunningham, VR von Biela, J Paul, Y Cheng, A Newman, M Perdue, J Schwenk, A von Finster, J Falke. Integrating climate data and river modeling to reveal Chinook salmon habitat conditions in sub-Arctic river basins. *Ecosphere*. (Accepted)
- Walsh JE, S Bigalke, SA McAfee, R Lader, MC Serreze, TJ Ballinger (2023) Precipitation in The Arctic. *Bulletin of the American Meteorological Society*, 104, <https://doi.org/10.1175/BAMS-D-23-0079.1>.
- Payton EA, AO Pinson, T Asefa, LE Condon, L-A Dupigny-Giroux, BL Harding, J Kiang, DH Lee, SA McAfee, JM Pflug, I Rangwala, HJ Tanana, DB Wright (2023) Ch. 4. Water. In: *Fifth National Climate Assessment*. Crimmins AR, CW Avery, DR Easterling, KE Kunkel, BC Stewart, TK Maycock, Eds. U.S. Global Change Research Program, Washington, DC, USA, <https://toolkit.climate.gov/NCA5>.
- Walston JM, SA McAfee, DJ McEvoy (2023) Evaluating drought indices for Alaska. *Earth Interactions*, 27 e220025, <https://doi.org/10.1175/EI-D-22-0025.1>.
- McAfee SA, A Csank, M Lachniet, S Mensing, C Millar, D Rhode, DH Thomas (2022) Understanding Nevada's current drought in historical and paleoclimatic context. *Journal of the Nevada Water Resources Association*, 1, 10 – 52, <https://doi.org/10.22542/jnwra/2022/1/2>.
- Frisvold GB, LM Fernandez, F Lehner, SA McAfee, S Megdal, E Payton, et al. (2022) Featured Collection Introduction: Severe Sustained Drought Revisited: Managing the Colorado River System in Times of Water Shortage 25 Years Later—Part I. *Journal of the American Water Resources Association*, 58, 5, <https://doi.org/10.1111/1752-1688.13062>.
- Canon C, D Boyle, SA McAfee (2022) Visualizing the structure and development of climate communication research. *Journal of Science Communication*, 21 A03, <https://doi.org/10.22323/2.21070203>.
- Albano CM, DMD Dettinger, MI McCarthy, SA McAfee (2021) Techniques for constructing climate stress test scenarios. *Climatic Change*, 164, 1-25, <https://doi.org/10.1007/s10584-021-02985-6>.
- Woodhouse CA, RM Smith, SA McAfee, GT Pederson, GL McCabe, P Miller, A Csank (2021) Upper Colorado River Basin 20th century droughts under 21st century warming: Plausible scenarios for the future. *Climate Services*, 100206, <https://doi.org/10.1016/j.cliser.2020.100206>.
- Sadoti G, SA McAfee, EF Nicklen, PJ Sousanes, CA Roland (2021) Evaluating multiple climate products in ecological models under current and forecasted temperatures. *Ecological Applications*, 31(2) e02240 <https://doi.org/10.1002/eap.2240>.
- Littell JS, SA McAfee, K Bartz, J Reynolds, G Hayward (2020) So goes the snow: snowpack changes and impacts in a warming climate. *Alaska Park Science*, 19(1), 62-74, <https://www.nps.gov/articles/aps-19-1-10.htm>.
- Striplin RL, SA McAfee, H Safford, MJ Papa (2020) Historical analysis of burn windows for fire and fuels management: An example from the Lake Tahoe Basin. *Fire Ecology*, 16, 13, <https://doi.org/10.1186/s42408-020-00071-3>.
- McCabe GJ, DM Wolock, CA Woodhouse, GT Pederson, SA McAfee, S Gray, AZ Csank (2020) Basinwide hydro-climatic drought in the Colorado River Basin. *Earth Interactions*, 24(2), 1-20, <https://doi.org/10.1175/EI-D-20-0001.1>.
- Roland CA, G Sadoti, EF Nicklen, SA McAfee, SE Stehn (2019) Structural equation models linking past and present plant diversity in Alaska: a framework for evaluating future change. *Ecosphere*. 10(8), e02832, <https://doi.org/10.1002/ecs2.2832>.

- DeLaFrance A, SA McAfee (2019) Evaluation of synoptic-scale patterns during extreme temperature and precipitation events in Alaska. *International Journal of Climatology*, 39(7), 3134-3146, <https://doi.org/10.1002/joc.6006>.
- McAfee SA, GJ McCabe, ST Gray, GT Pederson (2019) Changing station coverage impacts temperature trends in the Upper Colorado River Basin. *International Journal of Climatology*, 39(3), 1517-1538, <https://doi.org/10.1002/joc.5898>.
- Littell JS, SA McAfee, GD Hayward (2018) Alaska snowpack response to climate change: statewide snowfall equivalent and snowpack water scenarios. *Water*, 10, 668, <https://doi.org/10.3390/w10050668>.
- Sadoti G, SA McAfee, C Roland, EF Nicklen, PJ Sousanes (2018) Physiographic and synoptic controls on high-latitude summer temperature patterns. *International Journal of Climatology*, 38, 4033-4042, <https://doi.org/10.1002/joc.5538>.
- McAfee SA, GT Pederson, CA Woodhouse, GJ McCabe (2017) Application of synthetic scenarios to address water resource concerns: A manager-guided case study from the Upper Colorado River Basin. *Climate Services*, 8, 26-35, <https://doi.org/10.1016/j.cliser.2017.10.003>.
- McCabe GJ, DM Wolock, GT Pederson, CA Woodhouse, SA McAfee (2017) Evidence that recent warming is reducing Upper Colorado River flows. *Earth Interactions*, 21, 10, <https://doi.org/10.1175/EI-D-17-0007.1>.
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- Woodhouse CA, GT Pederson, K Morino, SA McAfee, GJ McCabe (2016) The increasing influence of temperature on Colorado streamflow. *Geophysical Research Letters*, 43, 2174-218, <https://doi.org/10.1002/2015GL067613>.
- McAfee SA and EK Wise (2016) Intra-seasonal and inter-decadal variability in ENSO on impacts on the Pacific Northwest. *International Journal of Climatology*, 36, 508-516, <https://doi.org/10.1002/joc.4351>.
- Mutiibwa D, SJ Vavrus, SA McAfee, TP Albright (2015) Recent Spatio-temporal patterns in conterminous United States temperature extremes. *Journal of Geophysical Research: Atmospheres*, 120, 7378-7392, <https://doi.org/10.1002/2015JD023598>.
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Other Reports and Publications

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- Davis A, SA McAfee, C Restaino, KJ Ormerod (2022) Drought and Fire in Nevada: Is fire risk higher during drought? University of Nevada, Reno Extension Factsheet FS-22-19, <https://extension.unr.edu/publication.aspx?PubID=4950>.
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- American Fisheries Society. 2018. Five-year external reviews of the eight Department of Interior Climate Science Centers: Pacific Islands Climate Science Center. American Fisheries Society, Bethesda, Maryland. *Note: I served on the review team and contributed text to the final report, which was issued under institutional authorship.*
- Prucha R, J Leppi, S McAfee, W Loya (2011) Integrated hydrologic effects of climate change in the Chuitna watershed, Alaska. Report to U.S. Fish and Wildlife Service.
- Leonawicz M, M Lindgren, T Kurkowski, TS Rupp, J Walsh, SA McAfee, W Loya, A Springsteen, B O'Brien. Historical and Projected Monthly Total Evapotranspiration for Alaska and parts of Canada.

GRANTS & CONTRACTS

- 2022 – 2027*: The California-Nevada Adaptation Program (CNAP): Building capacity for near- and long-term resiliency in California and Nevada. NOAA Climate Program Office Regional Integrated Science and Assessments (PI: T Wall, coPIs: J Kalansky, D Cayan, Project Team: L Engeman, A Gershunov, T Corringham, A Pairis, D McEvoy, J Medellin-Azuara, J Abatzoglou, J Thomason, J Selgrath, T Ott, T Smith, S Moser, S McAfee, M Dettinger, E Bloomfield, K ValderMoeln, T Benchmarkia, T Brown, Y Son, D Kauneckis, K Marcal). ~\$5m
- 2022 – 2025*: CSSI: Elements: Innovating for Edge-to-Edge Climate Services Network. (PI: S Dascalu, co-PIs: FC Harris, SA McAfee, SD Strachan). \$589,234 National Science Foundation OAC - Software Institutes 2104101
- 2022 – 2022*: SRS RN: Planning Grant (Track 2): Nevada Water Research and Education Network. (PI: A Nolin, co-PIs: S McKenna, L Saito, S McAfee, J Edmonds, EA Marchand). National Science Foundation 2115432. \$149,923
- 2021 – 2022: History of Climate Reporting in Nevada Exhibit. Nevada Humanities Major Project Grant (PI: G Barmore, V Zavataro, S McAfee, B Khoh) \$5,250
- 2021 – 2023: Evaluating Nevada's drought monitoring network (D Simeral, DJ McEvoy, SA McAfee). National Integrated Drought Information System. (non-competitive, \$80,000)
- 2021 – 2024*: Improving drought communication in Nevada to enhance regional and local resilience (PIs: SA McAfee, KL Ormerod, co-PIs: H Kratsch, M Rebori). US Department of Agriculture, Smith-Lever Special Needs Competitive Grants Program. Standard Grant 13305939. \$46,303
- 2021 – 2024*: Collaborative Research: High-resolution reconstruction of last millennium North American Arctic temperatures using quantitative wood anatomy. (PI: K Anchukaitis, co-PIs: A Csank, SA McAfee). \$99,707 at UNR, \$471,704 at U Arizona. National Science Foundation AGS - Paleoclimate 210299
- 2017 – 2022: Alaska Climate Science Center. (PI TS Rupp, coPIs: A Bidlack, J Trammel, WR Bolton, Senior Scientists: U Bhatt, P Bieniek, T Brinkman, B Buma, N Fresco, C Hauri, E Hood, N Kettle, S McAfee, J Walsh). Department of Interior. ~\$7 million, \$93,225 to UNR.
- 2019 – 2020: State of the Science Report - Hydrology and Climate Information in the Colorado River Basin. Southern Nevada Water Authority via CU Boulder. \$13,203
- 2017 – 2019: Anticipating Future Impacts on Streamflow using Multi-Century Climate Records and Applied Hydrologic Models (PI CA Woodhouse, Co-PIs: GT Pederson, GJ McCabe, SA McAfee, AZ Csank, ST Gray). Southwest Climate Science Center. \$78,461, \$30,553 at UNR. (extended through March 2020)
- 2017 – 2019: Learning from recent snow droughts to improve resource management. (PI AA Harpold, Co-PIs: M Dettinger, SA McAfee, S Rajagopal). Southwest Climate Science Center. \$137,517.
- 2016 – 2017: Alaska Climate Science Center subaward to UNR from U. Alaska Fairbanks. \$18,645 to UNR.
- 2015 – 2019: Analyze interaction among elevation and temperature in Alaska National Parks. (PI: S. McAfee). CESU Alaska National Parks. \$80,000. (extended through July 2020)
- 2015 - 2015: Ecohydrologic resilience in transitional landscapes of the Great Basin: Importance of vegetation heterogeneity for interpreting NASA remote sensing products. (PI: A

Harpold, Co-PIs: T Albright, J Huntington, S McAfee, S Rajagopal, P Weisberg)
 Nevada NASA EPSCoR Workshop Support Proposal. \$11,877

2014 - 2016: Disentangling the influence of antecedent temperature and oil moisture on Colorado River Water Resources (PI: C Woodhouse, CO-PIs: AZ Csank, GT Pederson, Partners: S McAfee, G McCabe, S Gray). USGS Southwest Climate Science Center. \$118,024.

2013 – 2016: Detection of long-term variability in storm tracks using seasonally resolved tree-ring isotope records: Implications for hydroclimatic change in the U.S. Pacific Northwest (PI: EK Wise, Co-PIs A Csank, SA McAfee), NSF Paleo Perspectives on Climate Change. \$639,946.

2011 – 2014: Reconciling Precipitation Trends in Alaska: Comparison of Station-Base and Gridded Precipitation Trends (SA McAfee, G Guentchev, WM Loya), Arctic Landscape Conservation Cooperative, US Fish & Wildlife. \$41,000.

2007 – 2009: University of Arizona Global Change Program Dissertation Improvement Grant

* Indicates grants I resigned from to take a position with the US Geological survey

FELLOWSHIPS AND AWARDS

2023, Nevada Water Resources Association Michael Rosen Outstanding Paper Award
 2016, Nomination for Regents' Rising Researcher Award
 2009, GeoDaze 2009, Errol K. Montgomery Award for Best Overall Talk
 2008, University of Arizona Biosphere 2 Science and Society Fellowship
 2008, Central Arizona Award for Water Research, Second Place
 2008, Wilson Thompson Scholarship
 2008, GeoDaze 2008, Second Place Paleoclimate/Surface Processes Talk

PROFESSIONAL AND OTHER AFFILIATIONS

American Geophysical Union, American Association of State Climatologists, American Meteorological Society, Adjunct Faculty at Nipissing University (2012 – 2017)

TRAINING

US Geological Survey Supervisory Challenge, May 2024
 Federal Grants and Cooperative Agreements, December 2023
 Alan Alda Science Communication Workshop, February 2020
 Introduction to Managing Environmental Conflict, U.S. Institute for Environmental Conflict Resolution, August 2016.

QUESTION 1

Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Currently, one of my key responsibilities is to develop and update stakeholder-informed priorities for science funding and work activities. However, the organization's stakeholders are diverse in their needs, priorities, and resources. We serve natural and cultural resource managers broadly, and the organization covers four states with environments ranging from urban coastlines to rural rangelands. Moreover, I wanted the process of developing both long- and short-term priorities to provide space for developing and deepening relationships with the organization and among the stakeholders, in addition to being fair and transparent. To do that, I developed a strategy that provided for initial input, discussion, and iteration that attempted to address both shared and specific needs to the extent possible.

The first step in this process was identifying interested and committed partners who were geographically representative, provided perspectives on a diversity of resource management needs, and could serve on the committee (in this case, committee membership was limited to federal, Tribal and state employees). We relied to some extent on existing relationships but also attempted to broaden engagement by reaching out to leadership of all federally recognized Tribes in the region and by engaging with pertinent agencies to identify potential members.

Once we had assembled a group of partners, we described our goals and our anticipated process for developing science priorities, along with guidance about the limits within which the organization functioned. We did this in advance so that our partners would have time to reflect and prepare.

At our first (virtual), meeting we gathered initial input on management challenges anonymously, through a shared whiteboard, so that everyone could share honestly, irrespective of their comfort in speaking or concerns about raising issues that might not be widely shared. We then asked small groups to "circulate" through the comments for facilitated discussion, to identify shared concerns, and if needed, flag important challenges that they suspected were unique to their organization or location. During lunch break, my staff and I organized and summarized themes, noting concerns that appeared multiple times or that were geographically specific. We then presented our first pass through the comments to the committee at that meeting. It allowed us to gather feedback and corrections while the discussion was still fresh. After the initial meeting, we further organized input and meeting notes, sending them out to the full committee for further comment about what we may have missed or misinterpreted, as well as to get input from partners who could not attend the meeting.

There were several reasons for structuring our initial meeting this way. First, we wanted to be fair and transparent in our process for developing priorities that would shape research investments and time commitments. Second, we hoped to provide a relatively engaging environment where our partners could start developing collegial relationships and grow their understanding and appreciation of other concerns and priorities. Finally, we wanted to demonstrate our commitment to responsiveness and respectful engagement.

After receiving off-line feedback, we further organized the information we had received, identifying six management challenges and associated information needs. We sent this document to the committee and held a short virtual meeting to provide another round of comments and discussion which were incorporated in a subsequent draft, along with concise science framing. At our next (finally in person) meeting, roughly six months into the process, the committee had a final opportunity to review the science needs and address last questions about how to ensure that they offered the flexibility to address emerging needs. The structured but casual meeting format provided opportunity for discussing questions we had not anticipated addressing, such as how to present the challenges and needs so that priority rankings were not assumed.

The lengthy process, though in some ways a luxury, was also strategic. Because these priorities would shape research investments and work priorities, we wanted to ensure that they were thoughtfully developed. Several rounds of iteration provided opportunity to identify areas of consensus and demonstrated our commitment to transparency. Repeated discussions and the collegiality we developed were particularly helpful in supporting compromise around needs that were not widely shared because committee members had the exposure to understand others' positions. The engaged process also helped ensure that everyone would benefit from the planned research and work activities.

The planning process was relatively low-stakes for most of our stakeholders—they might benefit from research but were not likely to experience direct costs. However, many of the strategies employed here can be useful in more contentious situations, as well. Being clear about boundaries and capacity sets reasonable expectations. Facilitated meetings and small group discussions helped stakeholders develop relationships that enable compromise. Providing multiple modes and times for input demonstrated respect for participants and the demands on their time. Our willingness to iterate showed how much we valued stakeholder and rightsholder input and wanted to do right by all of them, furthering trust with the organization.

QUESTION 2

Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Several years ago, I was part of a project to provide future climate information for water resource managers in the Colorado River system. The overall project goals were to better understand the impact of rising temperatures on water availability, and I was one of the scientists on the project with a leading role in developing and handling climate scenario information.

One of the first challenges we faced was understanding what kind of analyses would be most useful. Fortunately, we had already planned to work with a team of managers. At one of our project meetings, I proposed three approaches that were consistent with the scope of the project, outlining my perceptions of the strengths and weaknesses of each method. After further discussion among the managers and researchers at the meeting, we decided to go with the least commonly used approach. This would involve resampling and adjusting historical climate time series in a sensitivity testing approach. The resampling aspect provided an estimate of the range of flow variabilities that could be associated with a given future climate scenario, for example 2 °C warming and a 10% increase in winter precipitation. This approach held particular value to managers in helping them to gage the possibility of surprises, unexpectedly low or high flows for a given climate scenario.

This choice did introduce technical and resource-related difficulties. In order to accommodate the large range of plausible futures—reductions and increases in both summer and winter precipitation with no temperature change or up to 4 °C of warming under dry, moderate, or wet initial conditions—we defined 375 distinct scenarios. Resampling each scenario 500 times to characterize uncertainty further inflated the number of individual runs. Given the resources available for this particular effort, that meant having to devise a simple statistical model of flow rather than using a process-based hydrological model. While this choice did reduce interpretability of the output, particularly in light of non-stationarity in climate-hydrology relationships, it still had utility. It provided a relatively easy and low-cost way to explore both a large number of scenarios and uncertainty within them, suggesting that it might be an economical way to select scenarios that would benefit from more computationally intensive approaches.

The greatest challenge, however, was unexpected. It lay in visualizing the research results in ways that were interpretable and let us explore range of variability within and across scenarios. After exploring several graphical options, I landed on violin plots and splitting some scenarios into different graphical panels. This solution was good enough, and we were able to publish the results, so that they are accessible. I think we would all have preferred a more effective solution

for visualizing the data. To that end, I wished I had explored more interactive options, like Tableau or R Shiny that would have increased users' ability to explore the output.

Keys to the success of this project included participants' willingness to be flexible try something a little unusual. There is no doubt that the relatively low costs and risks associated with this project increased the comfort with trying a less common approach. The group's shared and honest desire to better manage water resources into the future also increased the motivation to explore new ways of approaching problems. Conversely, the key challenges also arose from being flexible in trying new solutions and, for my part, not fully and accurately predicting all the detailed needs. Even something as apparently minor as graphs can require significant thought and planning, particularly with an approach that was new to the team, myself included. The need to appropriately balance flexibility with planning is now something I more explicitly consider in approaching collaborative projects like this one.

***QUESTION 3**

As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.

Ensuring organizational effectiveness and trust starts with understanding needs, priorities, and preferences. If I were selected for this position, one of my first objectives would be to converse individually with each of the governing board members to understand their perspectives and to begin developing open lines of communication. As possible, I would also want to engage with the outgoing General Manager to ensure that I was conversant with the Subconservancy's current and upcoming activities. Another key priority would be to meet one-on-one with each staff member to learn more about their day-to-day work, accomplishments they are particularly proud of, and challenges they are facing at work. Finally, I would want to begin the process of meeting with key stakeholders, traveling to meet them at their offices or field sites, because my experience in rural Nevada is that showing up demonstrates respect.

Once the stage has been set for effectiveness and trust, I would take steps to ensure transparency in organizational activity and budgeting. The current CWSD staff is small enough that I would initiate or continue a weekly all-staff meeting to ensure that everyone is aware of current and upcoming activities and priorities and to provide opportunities for discussion. At least initially, I would also plan weekly or biweekly one-on-one meetings with staff to grow my awareness of their work and needs, deepen trust, and ensure good internal communications. In terms of communication with Board members, I would take cues from our early meetings about the pace and style of communication that was preferred and effective.

The existing Watershed Connections newsletter seems like a great way to communicate with the board and the public. Continuing that would be a priority. The annual reports are also effective and engaging. However, it would likely also be helpful to provide brief factsheets or presentations on activities to accompany staff reports made during monthly board meetings. This would also support interested members of the public in following the Subconservancy's activities, whether or not they could attend the public meetings. As time progressed, I would want to explore other communication avenues, such as expanding the social media coverage to emerging platforms, to ensure we were reaching more parts of the public effectively.

Thoughtful and effective use of financial resources is also critically important for organizational success and public trust. I would want to review budgets and accounting systems to confirm that they were suitable for meeting regulations, audit requirements, and grant reporting. In my experience, providing short but detailed notes for income and expenditures and the rationale behind them increases transparency. Documentation facilitates future budgeting and continuity of operations planning, while supporting the board in their review of and decisions about financial transactions.

Finally, I would want to evaluate any internal tracking systems for activities and outcomes and, if needed, develop a simple system that assisted staff in tracking deadlines and assessing the value of different efforts. For example, my current team devised methods for using the Planner feature in Microsoft Teams to coordinate on activities and also to record notes and observations.

Beyond all of these specific approaches, I would want to remain flexible and responsive so that the organization could continue meet community and board needs and stay in compliance with potential changes in regulations and procedures.

EMPLOYMENT APPLICATION

Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289

<http://www.carson.org> (<http://www.carson.org>)

O'Connell, Jeffrey, Ian

General Manager - Carson Water Subconservancy District

Received: 11/13/25,
9:53 AM

For Official Use
Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION**POSITION TITLE:**

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

O'Connell, Jeffrey, Ian

PERSON ID:

65080373

Date And Month Of Birth:

04/13

ADDRESS: (Street, City, State, Zip Code)

[REDACTED]

HOME PHONE:

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: NV **Number:** 0*****5

**LEGAL RIGHT TO WORK IN
THE UNITED STATES?:**

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Master's Degree

PREFERENCES**SHIFTS YOU WILL ACCEPT:**

Day , Evening , Night , Rotating , Weekends , On Call (as needed)

EDUCATION**DATES:**

to May/2002

SCHOOL NAME:

West Virginia University

LOCATION:(City , State)

Morgantown, WV

DID YOU GRADUATE?

☒ Yes ☐ No

DEGREE RECEIVED:

Master's

MAJOR/MINOR:

Geology

DATES: to March/1998	SCHOOL NAME: University of Cincinnati	
LOCATION:(City , State) Cincinnati, OH	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Geology		

WORK EXPERIENCE

DATES: from June/2024 to Present	EMPLOYER: Anabran Solutions	POSITION TITLE: Regional Program Manager
ADDRESS: (Street, City, State, Zip Code): 1074 Rolling hills drive Carson City, NV 89706		
SUPERVISOR: Scott Shahverdian - Geomorphologist	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	

HOURS PER WEEK: 40

DUTIES: In my current role I primarily serve as the Regional Program Manager for Nevada and New Mexico but occasionally support projects in Arizona and California as well. My position involves collaborating with non- profit organizations, local, State, private, and Federal land managers to improve aquatic and riparian habitat as well as geomorphic processes along degraded waterways. I provide field assessments, design recommendations, cost estimates, and lead field crews in implementing low-tech process-based restoration (LTPBR) methods and techniques. Specific watershed objectives include floodplain connectivity, channel widening, pool habitat creation, headcut mitigation, and riparian enhancement. Working in several western states this requires creating and maintaining working relationship with many entities and agencies including State regulatory agencies and the US Corps of Engineers regarding more specifically 401 and 404 permitting. Additionally, I possess over 20 years of knowledge of Federal laws, regulations, and the National Environmental Policy Act (NEPA) process; all of which have been beneficial as I primarily partner with Federal land managers and work on federally funded projects. When working with Federal partners I have assisted with navigating planning processes, regulatory logistics, identifying resource concerns, and prioritizing projects for inclusion in watershed plans. Other duties include mentoring journey-level coworkers and promoting and educating others on LTPBR methods and the importance of structure, complexity, beaver activity and other processes on functioning riparian areas and aquatic habitat. I frequently seek opportunities to network with new partners, collaborate on restoration efforts, and give presentations on LTPBR methods and riparian area management.
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REASON FOR LEAVING: Different opportunities and better benefits.
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DATES: from June/2021 to May/2024	EMPLOYER: USDA Forest Service Humboldt	POSITION TITLE: Watershed Program Manager
ADDRESS: (Street, City, State, Zip Code): Reno, NV		

SUPERVISOR: Duncan Leao - Deputy District Ranger		MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 40		# OF EMPLOYEES SUPERVISED: 3	
DUTIES: Duties, Accomplishments and Related Skills: As the watershed program manager for the Forest I provide watershed, soils, and riparian support for the supervisor's office as well as individual districts. Program manager duties include working with the Regional Office and other staff to address water rights issues/actions on the forest in both California and Nevada, managing the watershed budget, reporting forest accomplishments, providing advice and support to Districts pertaining to water resources, leading the Best Management Practices program, and sharing pertinent information with appropriate staff regarding watershed management. In addition I provide project and NEPA support to most districts on the forest pertaining to range, recreation, lands, minerals, fire and fuels, and timber management. Currently I am the point of contact for several meadow and stream restoration projects on the forest and work closely with partners that include community organizations, watershed groups, non-profit organizations, and other federal and state agencies. I also represent the Forest as a member of several watershed working groups and a riparian area management group. I advocate internally for watershed and habitat enhancement projects and have quickly formed effective and motivated partnerships that assist in accomplishing these goals on National Forest System lands. Other duties include supervising a soil scientist and water rights specialist, as well as mentoring entry level watershed staff across the Forest. Supervisory duties include approving time, travel, purchases and supporting training opportunities as well as providing guidance on issues related to technical duties and Forest procedures.			
REASON FOR LEAVING: More interesting opportunities			
DATES: from January/2018 to March/2021		EMPLOYER: USDA Forest Service	POSITION TITLE: Hydrologist
ADDRESS: (Street, City, State, Zip Code): New Castle, CO			
SUPERVISOR: Camilio Arias - Program Manager		MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 40			

DUTIES:**Duties, Accomplishments and Related Skills:**

This position involved providing hydrology, geology, riparian, and soils support for proposed land management activities throughout the Forest Service system. Providing advice, expertise and analysis for those disciplines through literature review, monitoring, prescribing mitigation, and specialist reports. Most of my work was associated with various phases and levels of NEPA from Categorical Exclusions to Environmental Impact Statements and occurs in most Regions within the FS system. I was involved with several fuels reduction projects (timber and fire) of both small and large scale, sediment monitoring, pre-timber sale wetland identification, grazing and riparian assessments, oil and gas lease parcel review, Forest Plan revision, gas pipeline and right of way projects, culvert and bridge assessment projects, BAER implementation, and water rights adjudication. Field work included GRAIP (Geomorphic Road Analysis and Inventory Package) road inventory protocols, AOP (aquatic organism passage) surveys, using ArcMap Collector and various GPS devices and protocols for collecting usable hydrologic data, riparian and water quality assessments; pre- and post fire assessments, and various types of pre-NEPA field reviews primarily related to fire, timber, recreation, and grazing activities. In addition, I frequently used my geology background to assess landslides, unstable areas, mine reclamation, and groundwater issues. All of my work involved working on and analyzing various activities as a single resource or as part of an interdisciplinary team and requires frequent communication and collaboration to meet Forest goals and objectives while protecting resources. As an Enterprise employee I often worked remotely, with a team, and independently to achieve mission results. The primary product for projects was a Hydrology report for the project record that addresses riparian resources, erosion and sedimentation potential, water quality and quantity, and cumulative effects. These reports relied on frequent communication with Forest staff, literature review, knowledge of the NEPA process, and knowledge of models and various software/programs to produce accurate, professional, and defensible products in a timely fashion. My ability to work internally and externally with other agencies and interest groups has been a key to being a successful member of interdisciplinary teams on many forests. I also served as a single resource for BLM Nevada assessing and reporting on riparian and geomorphic conditions and for the NRCS Snow Survey maintaining Snotel sites in the states of Nevada and Utah. Other job duties included project management, budget tracking for multiple projects using Forecast, working on cost estimates and agreements, reviewing work orders and deliverables, and networking to find work with Forests and other agencies.

REASON FOR LEAVING:

Promotional opportunity.

DATES:

from July/2016 to January/2018

EMPLOYER:

USDOJ Bureau of Reclamation

POSITION TITLE:

Geologist

ADDRESS: (Street, City, State, Zip Code):

Salt Lake City, UT

SUPERVISOR:

Talmadge Oxford - Power Office Manager

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:

Duties, Accomplishments and Related Skills:

Note: This supervisor has since retired and I do not have their current contact information.

As a Geologist with the BOR, I oversaw the safety of dams program for the Upper Colorado Region, Power Office of the BOR. Field work involved investigating and assessing the structural components of facilities within the region as well as nearby geologic features that could impact these structures (such as landslides, rockfall, groundwater, etc.). This involved all inspections and reporting for the Power Office and at times included examination of inaccessible features or special examinations that include penstocks, hollow jets, and spillways.

Observations made during field visits were recorded in inspection reports which were distributed to dam personnel for execution. Recommendations were made regarding appropriate actions to be taken that involved the dam safety program and overall operation of the facilities. I also tracked all recommendations, status reports, facility reliability ratings, dam tender and instrumentation requirements, and Emergency Action Plans for the facilities. I was also responsible for updates to Standing Operating Procedures as they relate to dam safety and Emergency Management. Frequent interaction with the facilities and field division managers occurred on a weekly basis to accomplish facility and Power Office goals. Frequent travel and field work involved traveling to remote locations in various conditions within Utah as well as Wyoming, Colorado, and Arizona. Coordination internally as well as with other Federal, State, and local agencies occurred in order to effectively manage operation of these facilities. My position also involved working on various terrain that included professional rope access techniques for investigating slopes, walls, facilities, drainage and outlet works, and rockfall hazard zones. Additional duties involved assisting with the emergency management program by updating plans and inundation maps, coordinating and participating in exercises, and ensuring annual obligations were met by the Power Office facilities.

REASON FOR LEAVING:

Took a position to remotely work from my Colorado home.

DATES:

from November/2013 to July/2016

EMPLOYER:

USDA Natural Resources
Conservation Service

POSITION TITLE:

Hydrologist

ADDRESS: (Street, City, State, Zip Code):

Salt Lake City, UT

SUPERVISOR:

Troy Brosten - Supervisory Hydrologist

MAY WE CONTACT THIS EMPLOYER?

☒ Yes ☐ No

HOURS PER WEEK:

40

DUTIES:**Duties, Accomplishments and Related Skills:**

As a member of the Utah Snow Survey staff, my position involved both office and field work during all times of the year. Both involved frequent coordination and collaboration internally as well as with other Federal, State, and local agencies; members of the public, institutions, and other interest groups.

-Office duties involved frequently editing Snotel data (climatic parameters) for sites in Utah, Nevada, and the Sierra Nevada of California. I edited data weekly using the Snotel DMP editor and the AWDB data editor to observe changes in sensor behavior and site conditions, and to ensure that the sensors are reporting accurately. I have edited data at approximately 200 sites in the Sierra Nevada, Nevada sites, and Utah; which represent all the Snotel sites within the Utah Data Collection Office jurisdiction. I record any problems for future monitoring which may eventually result in site maintenance or exchanging bad sensors, radios, or any other infrastructure that impacts data relay and accuracy. My familiarity with regional and local weather patterns in the Rocky Mountains, Great Basin, and Sierras; as well as Snotel site infrastructure helps me make accurate edits when Snotel sensors report what appear to be inaccurate data. Snotel data is frequently made available to the public and is incorporated into Snow Survey products such as water supply outlook reports and climate and water reports. In addition, I assist in compiling water supply outlook reports and climate reports for Utah and Nevada by generating reservoir storage, the water availability index, and the surface water supply index for specific basins used in these reports. I have reviewed these reports for data and grammatical errors prior to distribution to interested parties.

-Field duties primarily involved Snotel site maintenance and installation as well as manual snow surveys. I have performed field work at all times of the year using snowmobiles, ATVs, helicopter travel, hiking, snowshoeing, and skiing to access sites. Knowledge of these modes of travel and physical fitness is required to perform these duties. In addition, preparation and safety are very important because this work occurs in mountain conditions in which you are subjected to extreme heat, cold, wind, rain, and snow. To better assist in preparation and safety, I have been Level I avalanche certified and keep up to date on CPR/First Aid certifications, defensive driving, ATV training, and maintain physical and mental fitness.

Regular maintenance occurs annually at every site to ensure proper functioning of the Snotel sensors which ensures accurate data collection and associated products. Knowledge of individual sensors and equipment needed to maintain them is necessary to ensure accurate and timely maintenance which can occur at any time of the year. I have participated in fluid exchange (precipitation gage & snow pillow) along with checking sensors for accuracy as part of general maintenance at several sites in Utah. I have also assisted in radio work and made manual snow depth/density measurements at UT, NV, and Sierra sites. I have assisted in field evaluations that required troubleshooting of the site exchanging sensors. In addition to Snotel sites, I have assisted our Soil with maintenance of Scan (soil climate analysis network) sites.

-I participated in Snotel site installation that involved not only physical activity but knowledge of site layout and the interaction of all working components. Components typically include a shelter containing dataloggers, radios, batteries, and manometers (precipitation & snow pillow); a precipitation gage, a snow pillow, and a tower that supports a snow depth sensor, solar panels, and an anemometer (wind speed and direction). Maintenance and site installation require working knowledge of dataloggers and communication systems. I am familiar with Snotel and Scan telemetry systems including Iridium modems, Campbell Scientific CR10X and CR1000 dataloggers and Loggernet software, 545 meteorburst radios and Xterm software, Druck pressure transducers, and the Judd snow depth sensor. In addition, I have spent time with our Electronic Technician programming radios, communicating with radios and data loggers, and reviewing wiring techniques and procedures.

-Snow courses are performed in the winter and spring months to make manual measurements of snow depth and density and often occur in areas where Snotel sites do not exist. This information is used in conjunction with Snotel data to make correlations between the data in areas where Snotel sites do not exist. Manual snow measurements are also made each time a Snotel site is visited in the winter and spring to check the accuracy of Snotel sensors. I have participated in snow courses and manual measurements in Utah, Nevada, and the Sierras.

REASON FOR LEAVING:

Promotional opportunity.

DATES:

from October/2012 to November/2013

EMPLOYER:

USDA Natural Resources
Conservation Service

POSITION TITLE:

Geologist

ADDRESS: (Street, City, State, Zip Code): Salt Lake City, UT	
SUPERVISOR: Bronson Smart - State Conservation Engineer	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	
DUTIES: Duties, Accomplishments and Related Skills: for the NRCS, I provided geology and hydrology support for a variety of projects and programs in Utah and at times Arizona. This included collecting and analyzing geologic information for wetland determinations, stream rehabilitation projects, dam rehabilitation projects, and conservation easements. Data collection involved interpreting geologic maps in the field, ground-water measurements, drilling rig data (soil and rock cores), taking geologic measurements (bedding planes, thickness, composition, etc.), and characterizing and interpreting geologic conditions and processes that could impact proposed activities. My knowledge of geologic principles and identification techniques were used to describe soil and rock cores for inclusion in reports and design criteria on projects. Many projects required working with a variety of disciplines internally, external groups, private landowners, and other state, local, and federal agencies. At times field work was performed independently or oversight was provided for drilling activities where I directed field operations of the drill crew. Office work included reviewing NEPA documents, writing geology reports, and making recommendations concerning management activities. Geology reports were primarily either mineral assessments (mineral potential in the vicinity of a proposed project) or groundwater feasibility reports associated with new water well requests. These reports relied on data collected in the field regarding site conditions such as mineral occurrence and potential or sources of groundwater recharge within the watershed and subsurface geologic conditions. With both types of reports, GIS and various state databases were used to obtain spatial data for geologic conditions and existing water wells so that accurate conclusions and recommendations could be made concerning mineral potential or groundwater potential for proposed wells. In addition, literature searches and references where applicable were used for inclusion in these Geology reports.	
REASON FOR LEAVING: Took a position with the Snow Survey.	

CERTIFICATES AND LICENSES
Nothing Entered For This Section

SKILLS
OFFICE SKILLS: Nothing Entered For This Section
OTHER SKILLS: Nothing Entered For This Section
LANGUAGE(S): English Spanish ☒ Speak ☒ Read ☒ Write ☒ Speak ☒ Read ☐ Write
SUPPLEMENTAL INFORMATION Nothing Entered For This Section

REFERENCES		
REFERENCE TYPE: Professional	NAME: Duncan Leao	POSITION: Wildfire Crisis Manager
ADDRESS: (Street, City, State, Zip Code) Carson City, NV		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Tom Fresques	POSITION: Fisheries Biologist
ADDRESS: (Street, City, State, Zip Code) New Castle, CO		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Chad Hermendorfer	POSITION: Hydrologist
ADDRESS: (Street, City, State, Zip Code) San Diego, CA		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency - Wide Questions

1. **Have you been previously employed by Carson City?**
No
2. **Are you related to a current or former employee of Carson City?**
No
3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
NA
4. **How did you learn of this vacancy?**
City of Carson City Web Site
5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
No

6. Are you currently a citizen of the State of Nevada?

Yes

- 7. By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.**

Yes

Job Specific Supplemental Questions

- 1. Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**
See Supplemental Questions attachment.
- 2. Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**
See Supplemental Questions attachment.
- 3. As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**
See Supplemental Questions attachment.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by O'Connell, Jeffrey, Ian

Signature_____

Date_____

November 13, 2025

Position: General Manager - Carson Water Subconservancy District

Applicant: Jeffrey O'Connell

Supplemental Questions

01

Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process?

In my previous 22 year Federal career with the Forest Service, BLM, and NRCS; I frequently interacted with a diverse group of partners that included private landowners, other State, Local, and Federal agencies, as well as with non-profit organizations and environmental advocates. My previous roles have involved analyzing the impacts of land management activities on water resources that included water quality, water rights and uses, soil loss and erosion, and riparian resources. Many of the projects I worked on involved transparent communication with all groups involved, respectful dialogue and considerations, and objective analyses. My career has given me exposure and experience working with all user groups, many with conflicting priorities (e.g. range or oil and gas vs. environmental advocacy). My career has been a balancing act of staying fair, equitable, objective; but considering the livelihood of rural communities, business, and other land uses.

Ensuring transparency and fairness in decision making would involve clear and honest communication with all impacted parties or stakeholders; while considering the pros and cons or potential repercussions of those decisions. I have prided myself on my career by being objective and primarily guided by sound science and rationale. I have found communicating respectfully, frequently, and presenting defensible materials in decision making procedures have resulted in most if not all parties being satisfied. My background in land management and hydrology have given me the tools to communicate with all groups and make tough decisions regarding water uses.

02

Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome.

As mentioned above I have worked on a variety of water resource related projects from water rights transactions to other land management uses that require water availability such as range improvements, oil and gas projects, and fuels reduction projects. The goal of many of these projects were either recreation for the public, safety, or economic development for local communities. The challenge with all of these projects has been the balancing act between objectively analyzing potential impacts to water resources and the overall benefit of the surrounding or nearby communities. Steps to overcome those challenges frequently involved communication, collaboration, and staying objective. Finding a compromise between all involved and ways to mitigate adverse impacts resulted in projects moving forward. Keys to success involve frequent and early transparent communication with all parties involved. Respectful dialogue from all parties involved and independent objective analysis. Presenting results and alternatives and the potential impacts or benefits of each. Lastly making an informed decision based on all of these previous steps. Having worked for many years on different land uses and water uses and being involved as a key member in the National Environmental Policy Act (NEPA) analysis have given me the tools to work through difficult or contentious projects.

03

As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work?

In previous positions I have supervised and mentored staff; managed budgets, and ensured regulatory compliance. My Federal career has given me the tools to manage a water resources organization. I would rely on my communication style, respect for others, and other personal skills to engage, enable, and build an effective and accountable team that would be looked upon favorably in the eyes of the public and governing boards.

Jeffrey Ian O'Connell**Availability:****Job Type:** Permanent, Temporary, Term, Detail, Telework**Work Schedule:** Full-time, Part-time, Intermittent**Work experience:****Restoration Manager and Hydrologist****Anabran Solutions**

1074 Rolling hills drive

Carson City, NV

6/2024 - Present**Salary:** \$50.00 USD Per Hour**Hours per week:** 40**Duties, Accomplishments and Related Skills:**

In my current role I primarily serve as the Regional Program Manager for Nevada and New Mexico but occasionally support projects in Arizona and California as well. My position involves collaborating with non-profit organizations, local, State, private, and Federal land managers to improve aquatic and riparian habitat as well as geomorphic processes along degraded waterways. I provide field assessments, design recommendations, cost estimates, and lead field crews in implementing low-tech process-based restoration (LTPBR) methods and techniques. Specific watershed objectives include floodplain connectivity, channel widening, pool habitat creation, headcut mitigation, and riparian enhancement. Working in several western states this requires creating and maintaining working relationship with many entities and agencies including State regulatory agencies and the US Corps of Engineers regarding more specifically 401 and 404 permitting. Additionally, I possess over 20 years of knowledge of Federal laws, regulations, and the National Environmental Policy Act (NEPA) process; all of which have been beneficial as I primarily partner with Federal land managers and work on federally funded projects. When working with Federal partners I have assisted with navigating planning processes, regulatory logistics, identifying resource concerns, and prioritizing projects for inclusion in watershed plans. Other duties include mentoring journey-level coworkers and promoting and educating others on LTPBR methods and the importance of structure, complexity, beaver activity and other processes on functioning riparian areas and aquatic habitat. I frequently seek opportunities to network with new partners, collaborate on restoration efforts, and give presentations on LTPBR methods and riparian area management.

Supervisor: Scott Shahverdian (5413901392)**Okay to contact this Supervisor:** Contact me first**VIRTUAL DETAIL - Forest Hydrologist****USDA Forest Service Bridger Teton National Forest (This is a federal job)**

340 N. Cache

Jackson, WY

1/2024 - 4/2024**Salary:** \$104,352.00 USD Per Year**Hours per week:** 40**Series:** 1315 Hydrology**Pay Plan:** GS - General Schedule (Ch. 51, 5 U.S.C.).**Grade:** 12**Duties, Accomplishments and Related Skills:**

As the Forest Hydrologist for the Forest I provided watershed, soils, and riparian support for the supervisor's office as well as individual districts. This involved managing the watershed budget, reporting forest

accomplishments, providing advice and support to Districts pertaining to water resources, leading the Best Management Practices program, and sharing pertinent information with appropriate staff regarding watershed management. Most activities supported included rangeland management, recreation, and watershed restoration action plan development. These activities involved creating and fostering relationships with non-profit organizations as well as district employees. I also supported Forest Plan Revision efforts and participated in objection review team support. Supervisory duties included approving time, travel, purchases and supporting training opportunities as well as providing guidance on issues related to technical duties and Forest procedures. I also worked closely with and mentored one of the newer district Hydrologists as he navigated USDA policies and procedures.

Supervisor: Randall Griebel (307-699-4163)

Okay to contact this Supervisor: Yes

Watershed Program Manager

USDA Forest Service Humboldt Toiyabe National Forest (This is a federal job)

1200 Franklin Way
Sparks, NV

6/2021 - 5/2024

Salary: \$104,611.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 12

Duties, Accomplishments and Related Skills:

As the watershed program manager for the Forest I provide watershed, soils, and riparian support for the supervisor's office as well as individual districts. Program manager duties include working with the Regional Office and other staff to address water rights issues/actions on the forest in both California and Nevada, managing the watershed budget, reporting forest accomplishments, providing advice and support to Districts pertaining to water resources, leading the Best Management Practices program, and sharing pertinent information with appropriate staff regarding watershed management. In addition I provide project and NEPA support to most districts on the forest pertaining to range, recreation, lands, minerals, fire and fuels, and timber management. Currently I am the point of contact for several meadow and stream restoration projects on the forest and work closely with partners that include community organizations, watershed groups, non-profit organizations, and other federal and state agencies. I also represent the Forest as a member of several watershed working groups and a riparian area management group. I advocate internally for watershed and habitat enhancement projects and have quickly formed effective and motivated partnerships that assist in accomplishing these goals on National Forest System lands. Other duties include supervising a soil scientist and water rights specialist, as well as mentoring entry level watershed staff across the Forest. Supervisory duties include approving time, travel, purchases and supporting training opportunities as well as providing guidance on issues related to technical duties and Forest procedures.

Supervisor: Kendal Young (775-276-4659)

Okay to contact this Supervisor: Yes

DETAIL - Ecosystem Conservation Staff Officer

USDA Forest Service Lake Tahoe Basin Management Unit (This is a federal job)

35 College Drive
South Lake Tahoe, CA

7/2022 - 10/2022

Salary: \$100,664.00 USD Bi-weekly

Hours per week: 40

Series: 0401 General Natural Resources Management And Biological Sciences

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 13

This is a time-limited appointment or temporary promotion

Duties, Accomplishments and Related Skills:

Note: This supervisor has since retired and I do not have their current contact information.

Duties involved supervising permanent staff as well as seasonal crews that include Wildlife Biologists, Aquatic Biologists, Botanists, and Hydrologists. Supervisory duties included responsibility for administrative tasks such as performance reviews, time approval, leave requests, employee recognition, and other personnel needs. As the staff officer I advocated and supported employees in their career development and ability to effectively perform their job duties. Represented the staff at forest leadership meetings and informed staff of higher level changes and updates such as hiring, project priorities, and budget issues. Other unit duties included distributing workload effectively, representing the group when interacting with other agencies, and managing the budget and program of work for the group. Occasionally I worked with BLM on interagency funded projects, facilitated communication and compliance with regulatory agencies, and assisted researchers in navigating permitting and approval processes. My natural resource background and interpersonal skills allowed me to successfully lead this group of specialists working on a relatively complex Forest Service Unit.

Supervisor: Vicki Lankford (530-721-0838)

Okay to contact this Supervisor: Yes

VIRTUAL DETAIL - Hydrologist

USDA Forest Service Arapaho Roosevelt National Forest (This is a federal job)

719 Storm King Circle

New Castle, CO

3/2021 - 6/2021

Salary: \$90,405.00 USD Bi-weekly

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 12

This is a time-limited appointment or temporary promotion

Duties, Accomplishments and Related Skills:

Served as the hydrologist for the Post-Fire Recovery team on the Arapaho Roosevelt National Forest. This team was assembled to address the impacts of recent (2020) wildfires and the impacts on life, property, ecosystem function, infrastructure, and other critical values. As the hydrologist my duties involved reviewing BAER reports, restoration and rehabilitation plans and other plans submitted by local municipalities, water users, interest groups, and other government agencies. This involved providing input, direction, and advice pertaining to water resources and watershed function. Frequent communicating with outside groups as well as with Forest personnel to provide transparency to all involved regarding processes and policies. Preparing briefing papers on behalf of the forest to address outside proposals as they relate to water quality, geomorphic function, and aquatic habitat. Assisting the forest and outside entities in prioritizing areas that are at high risk of runoff events or that pose a threat to life, property, and infrastructure.

Supervisor: Mark Mendonca (303-506-7659)

Okay to contact this Supervisor: Yes

Hydrologist

USDA Forest Service Washington Office Enterprise Program (This is a federal job)

719 Storm King Circle

New Castle, CO

1/2018 - 3/2021

Salary: \$84,049.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

Duties, Accomplishments and Related Skills:

This position involved providing hydrology, geology, riparian, and soils support for proposed land management activities throughout the Forest Service system. Providing advice, expertise and analysis for those disciplines through literature review, monitoring, prescribing mitigation, and specialist reports. Most of my work was associated with various phases and levels of NEPA from Categorical Exclusions to Environmental Impact Statements and occurs in most Regions within the FS system. I was involved with several fuels reduction projects (timber and fire) of both small and large scale, sediment monitoring, pre-timber sale wetland identification, grazing and riparian assessments, oil and gas lease parcel review, Forest Plan revision, gas pipeline and right of way projects, culvert and bridge assessment projects, BAER implementation, and water rights adjudication. Field work included GRAIP (Geomorphic Road Analysis and Inventory Package) road inventory protocols, AOP (aquatic organism passage) surveys, using ArcMap Collector and various GPS devices and protocols for collecting usable hydrologic data, riparian and water quality assessments; pre- and post fire assessments, and various types of pre-NEPA field reviews primarily related to fire, timber, recreation, and grazing activities. In addition, I frequently used my geology background to assess landslides, unstable areas, mine reclamation, and groundwater issues. All of my work involved working on and analyzing various activities as a single resource or as part of an interdisciplinary team and requires frequent communication and collaboration to meet Forest goals and objectives while protecting resources. As an Enterprise employee I often worked remotely, with a team, and independently to achieve mission results. The primary product for projects was a Hydrology report for the project record that addresses riparian resources, erosion and sedimentation potential, water quality and quantity, and cumulative effects. These reports relied on frequent communication with Forest staff, literature review, knowledge of the NEPA process, and knowledge of models and various software/programs to produce accurate, professional, and defensible products in a timely fashion. My ability to work internally and externally with other agencies and interest groups has been a key to being a successful member of interdisciplinary teams on many forests. I also served as a single resource for BLM Nevada assessing and reporting on riparian and geomorphic conditions and for the NRCS Snow Survey maintaining Snotel sites in the states of Nevada and Utah. Other job duties included project management, budget tracking for multiple projects using Forecast, working on cost estimates and agreements, reviewing work orders and deliverables, and networking to find work with Forests and other agencies.

Supervisor: Camilo Arias (559-359-2757)

Okay to contact this Supervisor: Yes

VIRTUAL DETAIL - Hydrologic Technician

USDA Forest Service Washington Office National Stream & Aquatic Ecology Center (This is a federal job)

719 Storm King Circle

New Castle, CO

10/2020 - 1/2021

Salary: \$83,210.00 USD Bi-weekly

Hours per week: 40

Series: 1316 Hydrologic Technician

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

This is a time-limited appointment or temporary promotion

Duties, Accomplishments and Related Skills:

Primary duties involved a variety of activities pertaining to stream channel monitoring and design as well as riparian vegetation identification and assessments. Job duties supported a variety of earth scientists and the purpose of the Center is to support Forest Service units and objectives upon request for technical support. These activities occurred in the field through data collection and surveying features such as channel cross sections and longitudinal profiles to observe changes in channel morphology. Office work involved data analysis through a variety of programs and measurement parameters using ArcGIS, such as channel and bank migration, sediment movement, and responses to flow and flood events. Report writing, briefing papers, and communication/collaboration with scientists and other Forest units occurred daily.

Supervisor: David Levinson (970-286-5876)

Okay to contact this Supervisor: Yes

Geologist**USDOI Bureau of Reclamation, Power Office (This is a federal job)**

125 S State St.

Salt Lake City, UT

7/2016 - 1/2018**Salary:** \$76,980.00 USD Per Year**Hours per week:** 40**Series:** 1350 Geology**Pay Plan:** GS - General Schedule (Ch. 51, 5 U.S.C.).**Grade:** 12**Duties, Accomplishments and Related Skills:**

Note: This supervisor has since retired and I do not have their current contact information.

As a Geologist with the BOR, I oversaw the safety of dams program for the Upper Colorado Region, Power Office of the BOR. Field work involved investigating and assessing the structural components of facilities within the region as well as nearby geologic features that could impact these structures (such as landslides, rockfall, groundwater, etc.). This involved all inspections and reporting for the Power Office and at times included examination of inaccessible features or special examinations that include penstocks, hollow jets, and spillways. Observations made during field visits were recorded in inspection reports which were distributed to dam personnel for execution. Recommendations were made regarding appropriate actions to be taken that involved the dam safety program and overall operation of the facilities. I also tracked all recommendations, status reports, facility reliability ratings, dam tender and instrumentation requirements, and Emergency Action Plans for the facilities. I was also responsible for updates to Standing Operating Procedures as they relate to dam safety and Emergency Management. Frequent interaction with the facilities and field division managers occurred on a weekly basis to accomplish facility and Power Office goals. Frequent travel and field work involved traveling to remote locations in various conditions within Utah as well as Wyoming, Colorado, and Arizona. Coordination internally as well as with other Federal, State, and local agencies occurred in order to effectively manage operation of these facilities. My position also involved working on various terrain that included professional rope access techniques for investigating slopes, walls, facilities, drainage and outlet works, and rockfall hazard zones. Additional duties involved assisting with the emergency management program by updating plans and inundation maps, coordinating and participating in exercises, and ensuring annual obligations were met by the Power Office facilities.

Supervisor: Talmadge Oxford (720-454-9939)**Okay to contact this Supervisor:** Yes

Hydrologist**USDA NRCS Utah Snow Survey (This is a federal job)**

245 Jimmy Doolittle Road

Salt Lake City, UT

11/2013 - 7/2016**Salary:** \$62,920.00 USD Per Year**Hours per week:** 40**Series:** 1315 Hydrology**Pay Plan:** GS - General Schedule (Ch. 51, 5 U.S.C.).**Grade:** 09**Duties, Accomplishments and Related Skills:**

As a member of the Utah Snow Survey staff, my position involved both office and field work during all times of the year. Both involved frequent coordination and collaboration internally as well as with other Federal, State, and local agencies; members of the public, institutions, and other interest groups.

-Office duties involved frequently editing Snotel data (climatic parameters) for sites in Utah, Nevada, and the Sierra Nevada of California. I edited data weekly using the Snotel DMP editor and the AWDB data editor to observe changes in sensor behavior and site conditions, and to ensure that the sensors are reporting accurately. I

have edited data at approximately 200 sites in the Sierra Nevada, Nevada sites, and Utah; which represent all the Snotel sites within the Utah Data Collection Office jurisdiction. I record any problems for future monitoring which may eventually result in site maintenance or exchanging bad sensors, radios, or any other infrastructure that impacts data relay and accuracy. My familiarity with regional and local weather patterns in the Rocky Mountains, Great Basin, and Sierras; as well as Snotel site infrastructure helps me make accurate edits when Snotel sensors report what appear to be inaccurate data. Snotel data is frequently made available to the public and is incorporated into Snow Survey products such as water supply outlook reports and climate and water reports. In addition, I assist in compiling water supply outlook reports and climate reports for Utah and Nevada by generating reservoir storage, the water availability index, and the surface water supply index for specific basins used in these reports. I have reviewed these reports for data and grammatical errors prior to distribution to interested parties.

-Field duties primarily involved Snotel site maintenance and installation as well as manual snow surveys. I have performed field work at all times of the year using snowmobiles, ATVs, helicopter travel, hiking, snowshoeing, and skiing to access sites. Knowledge of these modes of travel and physical fitness is required to perform these duties. In addition, preparation and safety are very important because this work occurs in mountain conditions in which you are subjected to extreme heat, cold, wind, rain, and snow. To better assist in preparation and safety, I have been Level I avalanche certified and keep up to date on CPR/First Aid certifications, defensive driving, ATV training, and maintain physical and mental fitness.

Regular maintenance occurs annually at every site to ensure proper functioning of the Snotel sensors which ensures accurate data collection and associated products. Knowledge of individual sensors and equipment needed to maintain them is necessary to ensure accurate and timely maintenance which can occur at any time of the year. I have participated in fluid exchange (precipitation gage & snow pillow) along with checking sensors for accuracy as part of general maintenance at several sites in Utah. I have also assisted in radio work and made manual snow depth/density measurements at UT, NV, and Sierra sites. I have assisted in field evaluations that required troubleshooting of the site exchanging sensors. In addition to Snotel sites, I have assisted our Soil Scientist with maintenance of Scan (soil climate analysis network) sites.

-I participated in Snotel site installation that involved not only physical activity but knowledge of site layout and the interaction of all working components. Components typically include a shelter containing dataloggers, radios, batteries, and manometers (precipitation & snow pillow); a precipitation gage, a snow pillow, and a tower that supports a snow depth sensor, solar panels, and an anemometer (wind speed and direction). Maintenance and site installation require working knowledge of dataloggers and communication systems. I am familiar with Snotel and Scan telemetry systems including iridium modems, Campbell Scientific CR10X and CR1000 dataloggers and loggernet software, 545 meteorburst radios and Xterm software, Druck pressure transducers, and the Judd snow depth sensor. In addition, I have spent time with our Electronic Technician programming radios, communicating with radios and data loggers, and reviewing wiring techniques and procedures.

-Snow courses are performed in the winter and spring months to make manual measurements of snow depth and density and often occur in areas where Snotel sites do not exist. This information is used in conjunction with Snotel data to make correlations between the data in areas where Snotel sites do not exist. Manual snow measurements are also made each time a Snotel site is visited in the winter and spring to check the accuracy of Snotel sensors. I have participated in snow courses and manual measurements in Utah, Nevada, and the Sierras.

Supervisor: Troy Brosten (385-229-9667)

Okay to contact this Supervisor: Yes

Geologist

USDA NRCS Utah State Office (This is a federal job)

125 South State Street, Room 4428

Salt Lake City, UT

10/2012 - 11/2013

Salary: \$66,974.00 USD Per Year

Hours per week: 40

Series: 1350 Geology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

Duties, Accomplishments and Related Skills:

As a Geologist for the NRCS, I provided geology and hydrology support for a variety of projects and programs in Utah and at times Arizona. This included collecting and analyzing geologic information for wetland determinations, stream rehabilitation projects, dam rehabilitation projects, and conservation easements. Data collection involved interpreting geologic maps in the field, ground-water measurements, drilling rig data (soil and rock cores), taking geologic measurements (bedding planes, thickness, composition, etc.), and characterizing and interpreting geologic conditions and processes that could impact proposed activities. My knowledge of geologic principles and identification techniques were used to describe soil and rock cores for inclusion in reports and design criteria on projects. Many projects required working with a variety of disciplines internally, external groups, private landowners, and other state, local, and federal agencies. At times field work was performed independently or oversight was provided for drilling activities where I directed field operations of the drill crew. Office work included reviewing NEPA documents, writing geology reports, and making recommendations concerning management activities. Geology reports were primarily either mineral assessments (mineral potential in the vicinity of a proposed project) or groundwater feasibility reports associated with new water well requests. These reports relied on data collected in the field regarding site conditions such as mineral occurrence and potential or sources of groundwater recharge within the watershed and subsurface geologic conditions. With both types of reports, GIS and various state databases were used to obtain spatial data for geologic conditions and existing water wells so that accurate conclusions and recommendations could be made concerning mineral potential or groundwater potential for proposed wells. In addition, literature searches and references where applicable were used for inclusion in these Geology reports.

Supervisor: Bronson Smart (801-524-4559)

Okay to contact this Supervisor: Yes

North Zone Hydrologist

USDA Forest Service Eldorado National Forest (This is a federal job)

7887 Highway 50
Pacific House, CA

4/2010 - 10/2012

Salary: \$69,643.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

Duties, Accomplishments and Related Skills:

Note: Supervisor Diane Rubiaco has since retired. For the most accurate idea of my duties and performance contact Don Errington, Timber Management Officer, don.errington@usda.gov.

As the North Zone Hydrologist on the Eldorado National Forest, I was responsible for all watershed related fieldwork and NEPA input that occurred on the two northern districts of the forest. Fieldwork included the assessment of riparian areas and water quality impacts associated with proposed activities on the districts. Activities analyzed for impacts primarily included various forms of recreation, timber, prescribed fire, range, and abandoned mines. Analysis involved the use of field data, cumulative watershed effects, available geomorphic parameters regarding the landscape in question, and available water quality data. I independently prepared Hydrology technical reports for all NEPA actions. These reports not only relied on field data but spatial data using GIS and also included prescribed mitigation measures and approved Best Management Practices. My position involved fieldwork in variable conditions at all times of the year which involved hiking, ATV use, truck use, and at times skiing into sites. Frequently I attended interdisciplinary meetings and presented projects and data results internally as well as to external audiences that included other local, state, and federal agencies as well as the public and interest groups. From past and current positions, I have experience performing a variety of field techniques for collecting watershed related data in a variety of conditions. In addition, I served on interdisciplinary teams for a variety of land uses. I often worked closely with project leads in order to meet established deadlines and to assist in project design when a watershed component was part of the goals and objectives. My position also involved establishing and maintaining partnerships and effective working relationships with other federal, state, and local governments; as well as interest groups and members of the

public. In particular I frequently interacted and worked with the El Dorado County Department of Transportation, State water quality control board, and the US Army Corps of Engineers on controversial projects such as in cases where water quality violations had occurred. These cases also involved prescription and the oversight of installation of Best Management Practices designed to improve water quality and geomorphic function. My primary strengths are performing fieldwork, reporting, communicating, forming external relationships, and working with other specialists. Additional duties included providing guidance or advice to lower graded specialists, monitoring project effectiveness, and assisting other disciplines as needed such as biological surveys (amphibians and terrestrial wildlife).

Supervisor: Don Errington (530-647-5450)

Okay to contact this Supervisor: Yes

Hydrologist/Geologist

USDOI BLM Colorado River Valley Field Office (This is a federal job)

2300 River Frontage Road

Silt, CO

12/2007 - 4/2010

Salary: \$62,050.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

Duties, Accomplishments and Related Skills:

Note: This supervisor has recently retired but may be contacted.

As the Hydrologist/Geologist for the Colorado River Valley Field Office my role was the soil, air, water, geology, and hazardous materials program lead. I provided support to recreation, range, realty, planning and all programs that are not related to fluid minerals (i.e. oil and gas). This support work included field visits and site assessments related to my program areas and associated NEPA input which included soil, air, surface water, water rights, groundwater, geology and minerals, paleontology, noise, prime farmlands, and hazardous materials. Not only did these areas require being familiar with these resources but being able to identify, protect, and recommend mitigation measures for protection and avoidance. In addition to providing NEPA support, I was involved in developing alternatives for the current Resource Management Plan (RMP) regarding my program areas. Other RMP duties included reviewing and providing input for the Wild and Scenic River suitability study and designating unique areas as Areas of Critical Environmental Concern based on geologic values, and participating in the resource area travel management plan. I provided support for the fisheries program by verifying culvert and stream crossing design adequacy for flow conveyance and fish passage. I also participated in Proper Functioning Condition (PFC) assessments for riparian systems, electro shocking for fish inventories, and water quality data collection. I participated in Land Health Assessments in which I was the soil and water lead and provided riparian support. Water quality duties involved taking flow measurements, collecting various samples (fecal coliform, suspended sediment, heavy metals), and collecting water quality parameters using various water quality equipment and methods (dissolved oxygen, specific conductance, temperature, pH, etc.). Water rights duties included reviewing the monthly water rights resume and assisting in the filing of oppositions as needed to protect fisheries, instream flows, riparian values, and other resources on public lands. Soils field work involved stability tests and soil classification associated with rangeland health assessments. Mineral activities in the resource area included gravel, gypsum, and limestone. I completed inspections regarding these activities and worked with operators on planned activities when needed. I managed the soil, air, water budget; the mineral resources budget; the mining law budget; and the hazmat budget. In addition I developed and presented safety topics office wide on both avalanche and lightning avoidance and awareness.

Supervisor: Karl Mendonca (970-989-8064)

Okay to contact this Supervisor: Yes

Hydrologist

USDOI BLM Glenwood Springs Energy Office (This is a federal job)

2425 S. Grand Ave., Suite 101

Glenwood Springs, CO

4/2006 - 12/2007

Salary: \$54,675.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 11

Duties, Accomplishments and Related Skills:

Note: This supervisor has since retired and I do not have their current contact information. For an accurate idea of job duties and performance contact my former Field Office supervisor Karl Mendonca at 970-989-8064.

Oil and Gas Duties:

- * Provided soil, air, water, riparian, and noise information and mitigation for NEPA documents with respect to oil and gas activities.
- * Reviewed APDs and produces geologic reports. Wrote the geology, groundwater, and paleontology portions of NEPA documents with respect to oil and gas activities. Provided mitigation and guidance for protection of paleontological resources.(January 2007-March 2007)
- * Attended site visits for proposed oil and gas activities that include well pad construction, access road construction, and pipeline construction.
- * Worked closely with other resource specialists on mitigation issues and site visits.
- * Interagency Coordination: Worked with the US Army Corps of Engineers on 404 issues and with the State of Colorado on Stormwater issues. Worked with other CO BLM Hydrologists on soil, air, water, and riparian issues regarding energy development. Provided soil, air, water, and riparian support for energy activities on the White River National Forest and works closely with Forest Service personnel.
- * Tracked 404 and Stormwater Permit compliance for oil and gas activities.
- * Reviewed stormwater designs and plans for adequacy and verifies culvert and stream crossing adequacy with respect to anticipated flow events.
- * Inspected oil and gas activities for environmental compliance regarding BLM Conditions of Approval and other applicable State and Federal regulations.
- * Verified culvert and stream crossing design adequacy for flow conveyance and fish passage.
- * Used Microsoft Office, ArcMap, and GPS devices for collecting, displaying, and analyzing data.

Non-Energy Duties:

- * Assisted the Glenwood Springs Field Office with non-energy related Hydrology and Geology support work as needed. Wild and Scenic River and Areas of Critical Environmental Concern geologic evaluations for Resource Management Plan designations. Soil, air, water, and geology support for the current RMP (Resource Management Plan) revision.
- * Provided soil, air, and water input for NEPA documents that involve grazing, realty transactions, road maintenance, and recreation activities.
- * Verified culvert and stream crossing design adequacy for flow conveyance and fish passage.

Supervisor: Steve Bennett (970-876-9000)

Okay to contact this Supervisor: Yes

Hydrologist

USDA Forest Service, Lake Tahoe Basin Management Unit (This is a federal job)

35 College Drive

South Lake Tahoe, CA

1/2004 - 4/2006

Salary: \$48,014.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 09

Duties, Accomplishments and Related Skills:

Note: Supervisor Sue Norman and former coworker listed have both since retired.

As a member of the Ecosystems Department-Adaptive Management Group, I served as the soils and hydrology specialist for the Vegetation Management Department and was solely responsible for running the Region 5 Best Management Practices Evaluation Program (BMPEP) for the Lake Tahoe Basin Management Unit (LTBMU).

Primary duties related to timber involved (40%):

- * Making recommendations concerning soil, water, and vegetation resource protection by participating in various phases of fuels reduction projects.
- * Streamside Environment Zone (SEZ) identification and delineation.
- * Suggesting and approving stream crossing locations throughout a timber unit
- * Serving as an ID team member for the soils and hydrology portions of fuels reduction projects and reviewing fuels reduction NEPA documents including CWEs.
- * Monitoring current and past timber projects for soil and water quality impacts as well as identifying BMP failures and making BMP recommendations.
- * Writing reports that assess BMP implementation and effectiveness for past fuels reduction projects that involve using programs such as Word, Excel, Camedia, GPS (Trimble and Garmin units, Pathfinder Office and GPS Utility), and GIS (ArcView and ArcMap). These reports are circulated throughout the office departments (LTBMU) and sent to the Regional Office as well as to other State and Local agencies.
- * Developing monitoring plans with protocols for monitoring the impacts of fuels treatment projects on soils and water quality.

BMPEP duties included (30%):

- * Coordinating with office departments to develop a sample pool of recent and current Timber, Engineering, Recreation, Range, Fire, and Revegetation projects that meet Region 5 monitoring criteria.
- * Evaluating the implementation and effectiveness of the BMPs employed for these specific projects.
- * Making recommendations concerning project related site improvements to appropriate departments.
- * Writing the annual Region 5 BMPEP report for the LTBMU.

Additional job duties included (30%):

- * Collecting water samples and taking flow measurements for water quality monitoring and water rights verification at all times of the year. This involved hiking or skiing in to sites depending on the time of year and access.
- * Taking weekly air quality measurements as part of a cooperative study with UC Davis.
- * Soil quality analysis of timber sale areas through compaction testing, bulk density sampling, and measuring permeability.
- * Serving as the Forest Spill Coordinator.
- * Running the Water Rights program for the LTBMU which involves frequent interaction with the State of California and State of Nevada Water Resources Divisions.
- * Participating in monthly snow surveys in cooperation with the State of CA to measure snowpack and percent water content. These activities involved skiing into sites.
- * Supervising a seasonal Hydrologic Technician.

Supervisor: Craig Oehrli (530-543-2681)

Okay to contact this Supervisor: Yes

Hydrologist

USDA Forest Service, Manti-La Sal National Forest (This is a federal job)

599 West Price River Dr.

Price, UT

4/2003 - 1/2004

Salary: \$40,454.00 USD Per Year

Hours per week: 40

Series: 1315 Hydrology

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 09

Duties, Accomplishments and Related Skills:

Note: This supervisor has since retired and I have lost contact with the Forest personnel.

Field Work included (50%): * interpreting aerial photographs and topographic maps * taking detailed field notes, pictures and GPS locations * stream classification using criteria defined by Rosgen (1996) and Montgomery and Buffington (1993) * assessing stream bank erosion potential for ephemeral, intermittent, and perennial systems * inspecting low-water crossings, culverts, and stream banks along forest roads * identifying riparian habitats and assessing proper functioning condition * identifying various types of vegetation and macroinvertebrates * surface water quality sampling * discharge measurements * burned area rehabilitation (assessing hydrophobicity, erosion potential and control measures, burn intensity and severity) * inspecting reclaimed and ongoing oil, gas, and coal sites

Office Work included (50%): * mapping features in the field and the office using GPS (Garmin eTrex Vista and Trimble Geoexplorer 3), GPS Pathfinder Office 2.90, GPS Utility 4.10, MediaMapper and ArcMap * reviewing hydrology, soils, and vegetation (including noxious weeds) literature * serve as an ID team member who provides project support for CEs, RODs, EAs, and EISs * prepare hydrologic monitoring reports and technical reports for ongoing projects and supported projects

Supervisor: Katherine Foster (435-637-2817)

Okay to contact this Supervisor: Yes

Hydrologic Technician

USDOI BLM Casper Field Office (This is a federal job)

2987 Prospector Dr

Casper, WY

2/2002 - 4/2003

Salary: \$31,830.00 USD Per Year

Hours per week: 40

Series: 1316 Hydrologic Technician

Pay Plan: GS - General Schedule (Ch. 51, 5 U.S.C.).

Grade: 07

Duties, Accomplishments and Related Skills:

Note: This supervisor has since retired.

Primary duties were associated with the Coal Bed Methane (CBM) Project in the Powder River Basin and included:

- * Monthly visits to CBM monitoring well locations to measure local groundwater levels and methane levels (and associated gas pressure) in hydrologic units associated with regional CBM production (using data loggers, electronic measuring tapes, methane meters, and pressure gauges). 25%

- * Processing groundwater data, flow measurements, and cross-section measurements by entering data, generating data-bases and graphs, and performing necessary calculations and corrections (using primarily Microsoft Excel and Access). 25%

- * Maintaining and installing groundwater monitoring equipment (CR10X data loggers and transducers). 10%

- * Flow and discharge measurements in channels that receive water from producing CBM wells. 10%

- * Surveying channel cross-sections to monitor the effects of discharged CBM water on channel morphology. 10%

- * Assisting in groundwater monitoring well installation (using hollow stem auger techniques) and oversight. Also involved well development and sampling for water quality parameters. 5%

- * Mapping monitoring locations using ArcView 3.2 and preparing detailed road logs to these locations. 5%

- * Riparian assessments (proper functioning condition) with office Biologists and Range Technicians. 5%

- * Air quality monitoring. 5%

Supervisor: Don Whyde (307-261-7600)

Okay to contact this Supervisor: Yes

Graduate Teaching Assistant

West Virginia University

425 White Hall

Morgantown, WV

8/1998 - 12/2001**Salary:** \$8,750.00 USD Per Year**Hours per week:** 20**Duties, Accomplishments and Related Skills:**

Note: This supervisor has since retired.

Primary duties included preparing lab exercises and exams for introductory geology lab courses, lecturing students on the basic principles of geology, assisting students as needed both in class and out of class, grading geology labs and exams, and issuing final semester grades. Coordination between lecturing professors and other laboratories occurred as needed. At times altering or preparing unique lectures occurred to keep students engaged and interested.

Supervisor: Dr. Richard A. Smosna (304-293-5603 4311)**Okay to contact this Supervisor:** Yes

Staff Geologist**Civil & Environmental Consultants, Inc.**

5899 Montclair Blvd

Blue Ash, OH

9/2000 - 8/2001**Salary:** \$30,105.00 USD Per Year**Hours per week:** 40**Duties, Accomplishments and Related Skills:**

Note: I cannot confirm the supervisor's contact information or whereabouts at this time.

As a Staff Geologist my position involved report writing, data interpretation, drilling oversight (boring inspection, environmental and geotechnical), groundwater sampling, well installation and development, soil sampling and classification, supervision of asbestos removal, gas monitoring systems and contamination monitoring (Chevron Refinery), surveying well locations, and landfill liner inspection. Soil and rock coring oversight involved knowledge of geologic conditions and principles to properly identify materials and describe in logs that were later used in reports and project designs. Samples were prepared in order for proper geotechnical lab analysis to occur. Sampling groundwater for water quality involved well development, purging, and sampling on a regular basis. Preparing field samples for shipment and laboratory analysis. In addition, basic parameters were recorded onsite using various forms of instrumentation. Work often occurred independently in the field and when drilling occurred I oversaw all drilling field operations.

Supervisor: Paul M. Stevens (1-866-250-3679)**Okay to contact this Supervisor:** Yes

Boring Inspector-Geotechnical summer intern**H.C. Nutting Company**

912 Morris St.

Charleston, WV

5/1999 - 7/1999**Salary:** \$9.00 USD Per Hour**Hours per week:** 40**Duties, Accomplishments and Related Skills:**

Note: I cannot confirm the supervisor's whereabouts at this time.

This summer position involved locating and inspecting roadway and structure boring drill sites prior to drilling operations. During drilling operations, soil sampling and identification, and rock coring and identification occurred using knowledge of geologic principles and identification procedures. Site descriptions and soil/rock logs were used for reporting and overall design purposes. Work often occurred independently in the field and when drilling occurred I oversaw all drilling field operations. In addition, soil and rock samples were properly stored and prepared for later geotechnical analysis.

Supervisor: Petros Zenieris (304-344-0821)

Okay to contact this Supervisor: Yes

Education:

West Virginia University Morgantown, WV United States

Master's degree 5 / 2002

GPA: 3.54 of a maximum 4.0

Credits Earned: 53 Semester Hours

Major: Geology

Relevant Coursework, Licenses and Certifications:

<http://www.geo.wvu.edu/> Relevant Coursework: Stratigraphy of Porous Media, Basin Structures, Geophysics, Statistics, Introduction to GIS, Physical Hydrogeology

University of Cincinnati Cincinnati, OH United States

Bachelor's degree 3 / 1998

GPA: 3.35 of a maximum 4.0

Credits Earned: 187 Quarter Hours

Major: Geology

Relevant Coursework, Licenses and Certifications:

Honors in Geology. <http://www.artsci.uc.edu/departments/geology.html> Relevant Coursework: Chemistry, Physics, Calculus, Geomorphology, Sedimentology & Stratigraphy, Structural Geology, Mineralogy

Southern Utah University Cedar City, UT United States

Some college (no degree) 7 / 1997

Relevant Coursework, Licenses and Certifications:

Geology Field Camp as a prerequisite for BS degree in Geology. Course involved familiarity and ability to apply geologic principles in identifying features and formations in the field and how to map them. Stratigraphy and structural geology particularly were useful for this course and the ability to identify local/regional formations based on descriptions and stratigraphic columns.

Archbishop Moeller High School Cincinnati, OH United States

High school diploma or equivalent 5 / 1994

Relevant Coursework, Licenses and Certifications:

Private high school that emphasized education, discipline and principles, and athletics.

<http://www.moeller.org/page>

Job-related training:

2024 Nevada Water Resources Association, NEPA presenter 01/29-02/01/2024

BLM Assessment, Inventory, & Monitoring (AIM), Lentic & Wetland Field Protocol, Las Vegas, NV, 04/03-04/06/23

USDA Supervisor Training including coaching, mentoring, IDP development, and additional courses

Nevada Water Workshop 01/30-01/31/2023

CA BLM-USFS Groundwater Stewardship Course 12/2022

2022 Nevada Water Resources Association 02/01-02/03/2022

2022 Advanced Water Rights in Nevada 02/01/2022

2022 Water Rights in Nevada 01/31/2022

N-9042 Resource Advisor - Spring 2021

RT-130 Wildland Fire Safety Training Annual Refresher - Spring 2021

Aquatic Organism Passage (AOP) work 06/22-06/26/2020

Environmental Analysis and Decision Making (EADM), 10/21-10/23/2019

Aquatic Organism Passage (AOP) work 07/22-07/26/2019

USFS GRAIP Road Inventory, May 1-3, 2019

DOI Dam Safety & Security Training, May 16-19, 2017

BOR Facility Review Workshop, April 25-27, 2017

Industrial Rope Access course, August 21-25, 2016

International Rope Access Trade Association (IRATA) Level 1, August 25, 2016

Society of Professional Rope Access Technicians (SPRAT) Level I, August 25, 2016

USDA NRCS National Water & Climate Center Electronics Maintenance Facility March 14-25, 2016

USDA NRCS Snow Survey Field Operations May 2015
USDA NRCS Westwide Snow Survey Tower Climbing Training May 2014
USDA NRCS Westwide Snow Survey Snow School January 12-17, 2014
Partnering with Beavers for Restoration Workshop August 13, 2013
NRCS Conservation Bootcamp April 16-May 2, 2013
Managing for Excellence 02/26-02/28/2013
Geomorphic & Ecological Fundamentals for River Restoration 08/13-08/17/2012
Proper Functioning Condition (PFC) for Professionals 05/07-05/11/2012
NR20 Stream and Watershed Restoration Design and Implementation Workshop 05/16-05/20/2011
Multiple Indicator Monitoring of Stream Channels and Riparian Vegetation 06/2009
Interpreting and Measuring Indicators of Rangeland Health 04/2009
Colorado Water Law Seminar 11/06/08
Geomorphic Processes of Natural Channels in the Arid Southwest 09/2007
River Morphology and Applications 07/2007
Designing for Aquatic Organism Passage at Road-Stream Crossings 04/2007
Surface Management for Fluid Mineral Development 06/2006
GeoWEPP 03/2006
Statistics for Forestry 02/2006
Applied Fluvial Geomorphology 01/2006
Geology and Ecosystems 06/2005
Introduction to ArcGIS 8.3 05/2005
BAER Team Member Training 04/2005
Contracting Officer Representative Certification 02/2005
National Ski Patrol Level I Avalanche Training 02/2005
Introduction to Wildland Fire Behavior S-190 05/2004
Beyond 2000: Leading and Supervising in the 21st Century 04/2004
Forest Plan Implementation 1900-01 12/2003
ESRI Learning ArcGIS II: Presenting Information 07/2003
GPS for Natural Resource Applications 06/2003
Introduction to Hydrology and Watershed Management 05/2003
BLM: Successful Land Use Planning 11/2002
US Army Corps of Engineers: Regulatory IV - Wetlands Identification and Delineation 08/2002
Riparian Proper Functioning Condition 06/2002
Campbell Scientific CR10X Loggernet 05/2002

Languages:

English

Spoken Advanced**Written** Advanced**Read** Advanced

Spanish

Spoken Intermediate**Written** Intermediate**Read** Intermediate

Portuguese

Spoken Novice**Written** Novice**Read** Novice

Organizations and affiliations:

Nevada Creeks and Communities - US Forest Service Representative

Nevada Water Working Group - US Forest Service Representative

Walker River working group - US Forest Service Representative

Professional publications:

Masters Thesis: <http://etd.wvu.edu/templates/showETD.cfm?recnum=2266>

Forest Service monitoring reports: <http://www.fs.fed.us/r5/lbmu/publications/>

References:

Tom Fresques (*)

Employer USDOJ Bureau of Land Management

Title CO Fish and Riparian Program Lead

[REDACTED]

Duncan Leao (*)

Employer US Forest Service

Title Deputy District Ranger

[REDACTED]

Chad Hermendorfer (*)

Employer USDA Forest Service, Enterprise Program

Title Hydrologist

[REDACTED]

Jordan Clayton (*)

Employer USDA NRCS Snow Survey

Title Snow Survey Supervisor

[REDACTED]

Kevin Roehrs (*)

Employer USDA Forest Service Region 5

Title Regional Valuation Specialist

[REDACTED]

Sylvia Ringer (*)

Employer USDOJ, Bureau of Land Management

Title Assistant Field Manager

[REDACTED]

(*) Indicates professional reference

Additional information:

* In all my Federal positions, I have frequently taken advantage of opportunities to inform and educate the public as well as interested parties of the agency mission with regards to land management, ecosystem function and sustainability, water consumption and responsible development. Volunteering with other groups and participating in water councils and related meetings. I enjoy taking opportunities to mentor colleagues as well as students and other professionals for potential Federal employment or career opportunities.

* International BAER (Burned Area Emergency Response) assignment in Australia 03/05/2009-04/04/2009
Work involved assessing burn severity, erosion potential and runoff, water quality impacts, and recommending treatments.

*** Awards**

USDA Forest Service Humboldt-Toiyabe Individual Award 08/2023
USDA Forest Service Humboldt-Toiyabe Individual and Group Awards 09/2021
USDA Forest Service Enterprise Program Group Award 05/2021
USDA Enterprise Program Director Award Innovation 08/2020
USDA Performance Award 12/2015
USDA Performance Award 12/2012
USDA Time Off Award 12/2012
USDA Performance Award 12/2011
USDA Certificate of Merit 12/2010
BLM CO Performance Award 12/2008
BLM CO Star Award 06/2008
BLM CO Performance Award 11/2007
BLM CO Star Award 08/2007
BLM CO Star Award 05/2007
USDA Certificate of Merit 12/2005
USDA Certificate of Merit 12/2004
BLM Wyoming Star Award 12/2002

*** Performance Appraisal Ratings**

All Federal performance ratings have been meeting or exceeding performance standards.

*** Technical Skills & Software Applications**

GIS skills include: ArcGIS 10.5.1, AGOL, ArcGIS Collector, Citrix database,
GPS & surveying: RTK & Total Station surveying, familiar with Trimble and Garmin units and associated software, Pathfinder Office 2.90, GPS Utility 4.10, DNR Garmin
FSWEPP erosion prediction models, WEPP for Windows, and GeoWEPP
HEC-RAS, National Streamflow Statistics, StreamStats
Microsoft Office: Teams, Word, Excel, Access, Power Point, Outlook, Skype, Adobe
USFS Forecast budget tracking and project management
USFS: Workplan Database, SF-52 tracker and hiring practices, Oracle Database such as the Regional BMPEP Database (USFS)
BLM: AFMSS Database and LR2000 Database, MIS

Vegetation Identification and Monitoring in the Rocky Mountains: Proper Functioning Condition assessments, Multiple Indicator Monitoring (MIM) of streams and riparian areas primarily associated with grazing allotments, identification and delineation of wetlands and riparian areas, cover and distribution transects as part of BLM Land Health Assessments, familiarity with NRCS Ecological Site Descriptions, and general knowledge of occurrence and distribution of species and the ability to identify wetland/riparian vegetation, invasive species, and upland species.

Soil Monitoring and Identification in the Sierras, Great Basin, and Rocky Mountains: experience with soils is

primarily related to stability tests and basic identification through the BLM Land Health Assessments, familiarity with the NRCS Ecological Site Descriptions and soil surveys

Water Quality and Quantity: familiar with USGS flow measurement procedures using Price Pygmy and AA type current meters as well as Marsh-McBirney flow meters, experience using several types of multi parameter water quality meters including YSI type meters, experience with a variety of data loggers and instrumentation including Campbell Scientific Instruments, experience with electronic tapes and groundwater level monitoring instruments and techniques, experience with surface water and groundwater sampling techniques

*** Educational Accomplishments/Reports**

Masters Thesis: <http://etd.wvu.edu/templates/showETD.cfm?recnum=2266>

Bachelor of Science with Honors in Geology from the University of Cincinnati

Forest Service monitoring reports: <http://www.fs.fed.us/r5/lbmu/publications/>

* Although not directly job related, frequent activities, skills, lifestyle include: backpacking, mountain biking, backcountry snowboarding, rock climbing, canyoneering, boating and pack rafting.



Office of the Registrar
Cincinnati, Ohio 45221-0069

Ident number:

[Redacted]

Transcript of record

04/13/XXXX

Date printed: 01/23/21

Area	Course Number	Course Title	Credit Hours	Grade	Quality Points	College Number	Area	Course Number	Course Title	Credit Hours	Grade	Quality Points
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COL: MCMICKEN COLLEGE OF ARTS AND SCIENCES

AUTUMN QUARTER 1994-95

15 ENGLISH	101	FRESHMAN ENGLISH	3.0	C	6.0000
15 MATH	261	CALC & AN GEOM I	5.0	W	
15 CHEM	101	FIRST YR CHEMISTRY	4.0	B	12.0000
15 CHEM	111	1ST YR CHEM LAB	1.0	B	3.0000
15 GEOLOGY	101	INTRO TO GEOLOGY	3.0	B	9.0000
15 GEOLOGY	111	GEOLOGY LABORATORY	2.0	C	4.0000

QTR: HR C 13.0 HR E 13.0 QP 34.0000 AVG 2.615

WINTER QUARTER 1994-95

15 ENGLISH	102	FRESHMAN ENGLISH	3.0	F	
15 SPANISH	105	ELEMENTARY SPANISH	5.0	T	
15 CHEM	102	FIRST YR CHEMISTRY	4.0	B	12.0000
15 CHEM	112	1ST YR CHEM LAB	1.0	B	3.0000
15 GEOLOGY	102	INTRO TO GEOLOGY	3.0	B	9.0000
15 GEOLOGY	112	GEOLOGY LABORATORY	2.0	A	8.0000

QTR: HR C 13.0 HR E 10.0 QP 32.0000 AVG 2.462

SPRING QUARTER 1994-95

15 ENGLISH	102	FRESHMAN ENGLISH	3.0	A	12.0000
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See reverse side for
explanation of entries.

John B. Bader

15 SPANISH	106	ELEMENTARY SPANISH	5.0	A	20.000
15 CHEM	103	FIRST YR CHEMISTRY	4.0	B	12.000
15 CHEM	113	1ST YR CHEM LAB	1.0	A	4.000
15 GEOLOGY	103	INTRO TO GEOLOGY	3.0	B	9.000
15 GEOLOGY	113	GEOLOGY LABORATORY	2.0	A	8.000

QTR: HR C 18.0 HR E 18.0 QP 65.0000 AVG 3.611
** DEAN'S LIST **

COL: HR C 44.0 HR E 41.0 QP 131.0000 AVG 2.977
N HR 0 P HR 0 ADV 0 TOT H 41.0
UNIV: HR C 44.0 HR E 41.0 QP 131.0000 AVG 2.977
N HR 0 P HR 0 ADV 0 TOT H 41.0

AUTUMN QUARTER 1995-96

15 PHYSICS	101	COLLEGE PHYSICS	4.0	B	12.000
15 PHYSICS	111	COLLEGE PHYSICS LA	1.0	A	4.000
15 GEOLOGY	301	MINERALOGY	3.0	B	9.000
15 GEOLOGY	521	PALEONTOLOGY I	3.0	B	9.000
30 MATH	261	CAL & AN GEOM I	5.0	B	15.000

QTR: HR C 16.0 HR E 16.0 QP 49.0000 AVG 3.063

WINTER QUARTER 1995-96

15 PHYSICS	102	COLLEGE PHYSICS	4.0	C	8.000
15 PHYSICS	112	COLLEGE PHYSICS LA	1.0	B	3.000

*** TRANSCRIPT CONTINUED ON NEXT PAGE ***

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information is released on the condition that you will not permit any other party to
have access to it without the written consent of the individual whose record it is.
A black & white transcript is not official.
Student is in good academic standing unless otherwise indicated.
The name of the University is printed in white across the face of this
11" x 8 1/2" transcript.

For Office Use:
DREGNJ

Office of the Registrar
Lincoln, Ohio 45214-0001

01/23/2019

[illegible]

QTR: HR C 19.0 HR E 19.0 QP 56.0000 AVG 2.947

15	ENGLISH	103	FRESHMAN ENGLISH	3.0 B	9.0000	15	GEOLOGY	502	ELEMENTY PETROLOGY	3.0 B	9.0000
15	PHYSICS	103	COLLEGE PHYSICS	4.0 A	16.0000	15	GEOLOGY	532	STRATIGR & SEDIMEN	3.0 A	12.0000
15	PHYSICS	113	COLLEGE PHYSICS IA	1.0 A	4.0000	15	PSYCH	103	INTRO TO PSYCH	3.0 A	12.0000
15	GEOLOGY	303	MOD METH MIN ANAL	3.0 A	12.0000	15	HISTORY	111	AM HIST 1820-1920	3.0 A	12.0000
15	SOCIOL	141	INTRO TO SOCIOLOGY	3.0 B	9.0000	15	SOCIOL	142	SOCIETIES IN CHANG	3.0 B	9.0000

QTR: HR C 19.0 HR E 19.0 OP 60.0000 AVG 3.158

COL:	HR C	98.0	HR E	95.0	QP	295.0000	AVG	3.020
	N HR 0		P HR 0		ADV 0		TOT H	95.0
UNIV:	HR C	98.0	HR E	95.0	QP	296.0000	AVG	3.020
	N HR 0		P HR 0		ADV 0		TOT H	95.0

15	GEOLOGY 331	ELEM STRUCT GEOLOG	3.0	B	9.0000
15	GEOLOGY 501	ELEMENTY PETROLOGY	3.0	A	12.0000
15	PSYCH 101	INTRO TO PSYCHOLOG	3.0	B	9.0000

TRANSCRIPT CONTINUED ON NEXT PAGE

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Student is in good academic standing unless otherwise indicated.

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For Office Use
DREGNJ

Student number:

Month/day of birth: 04/13/XXXX

Date printed: 01/23/20

College Number	Area	Course Number	Course Title	Credit Hours	Grade	Quality Points	College Number	Area	Course Number	Course Title	Credit Hours	Grade	Quality Points
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COL: HR C 146.0 HR E 143.0 QP 473.0000 AVG 3.240
N HR 0 P HR 0 ADV 0 TOT H 143.0
UNIV: HR C 146.0 HR E 143.0 QP 473.0000 AVG 3.240
N HR 0 P HR 0 ADV 0 TOT H 143.0

ADVANCED STANDING:

SOUTHERN UTAH UNIVERSITY 1997
15 GEOLOGY 300 GEOLOGY FIELD WORK 9.0

TOTAL QTR HRS 9.0

AUTUMN QUARTER 1997-98

15 ENGLISH 201 TOPICS IN LITERATUR 3.0 A 12.0000
15 GEOLOGY 351 AGE OF DINOSAURS 3.0 A 12.0000
15 GEOLOGY 361 ENV VOLCANOLOGY 3.0 A 12.0000
15 GEOLOGY 504 GEOMORPHIC PROCESS 3.0 A 12.0000
15 GEOLOGY 685 SEMINAR:PETROLOGY 3.0 A 12.0000
15 PSYCH 102 INTRO TO PSYCHOLOG 3.0 A 12.0000
15 MULTDIS 250 CAREER DEV FOR A&S 1.0 A 4.0000

QTR: HR C 19.0 HR E 19.0 QP 76.0000 AVG 4.000

** DEAN'S LIST **

ADDITIONAL ADVANCED STANDING

BY PLACEMENT EXAM 1998

15 SPANISH 104,105 ELEMENTARY SPANISH 10.0

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Lynn B. Barker

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Student is in good academic standing unless otherwise indicated.
The name of the University is printed in white across the face of this 11" x 8 1/2" transcript.

For Office Use
DREGNUJ

EMPLOYMENT APPLICATION



Consolidated Municipality of Carson City
201 North Carson Street, Suite 4

Carson City, Nevada - 89701-4289
<http://www.carson.org> (<http://www.carson.org>)

Perdomo, Frederick, J
General Manager - Carson Water Subconservancy District

Received: 11/10/25,
11:42 AM

For Official Use
Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE:

General Manager - Carson Water Subconservancy District

Job Number:

245_10/2025

NAME: (Last, First, Middle)

Perdomo, Frederick, J

PERSON ID:

11200825

Date And Month Of Birth:

01/25

ADDRESS: (Street, City, State, Zip Code)

HOME PHONE:

EMAIL ADDRESS:

NOTIFICATION PREFERENCE:

Email

DRIVER'S LICENSE:

Yes

State: NV **Number:** 0*****7

**LEGAL RIGHT TO WORK IN
THE UNITED STATES?:**

☒ Yes ☐ No

HIGHEST LEVEL OF EDUCATION:

Doctorate

PREFERENCES

MINIMUM COMPENSATION:

\$150,000.00/yr

SHIFTS YOU WILL ACCEPT:

Day

OBJECTIVE:

To obtain an administrative lead position in the fields of conservation and natural resource management and/or environmental and public health and safety.

EDUCATION

DATES:

from August/2004 to May/2007

SCHOOL NAME:

University of Nevada - Las Vegas

LOCATION:(City , State) Las Vegas, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Professional
MAJOR/MINOR: Law		
DATES: from August/1998 to December/2003	SCHOOL NAME: University of Nevada - Reno	
LOCATION:(City , State) Reno, NV	DID YOU GRADUATE? ☒ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Civil Engineering		

WORK EXPERIENCE		
DATES: from December/2018 to Present	EMPLOYER: Nevada Division of Environmental Protection	POSITION TITLE: Deputy Administrator
ADDRESS: (Street, City, State, Zip Code): 901 S. Stewart Street Carson City, NV 89701		
PHONE NUMBER: 775-687-9301	SUPERVISOR: Jennifer Carr - Administrator	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 18	

DUTIES:

Member of the agency's executive team with general counsel, environmental program management, and risk management responsibilities.

Provide legal advice on environmental compliance, enforcement, and permitting issues; review and edit financial assurance instruments, grant agreements, interlocal contracts and access agreements; draft environmental legislation, regulation, and policy; respond to public records requests; and facilitate compliance with open meeting law.

Lead teams of scientists and engineers who regulate compliance with state environmental statutes, regulations, permits, and orders at the Nevada National Security Sites, the Black Mountain Industrial Complex, and the Three Kids Mine Site.

Engage with federal partner agencies, local and state leaders, tribal governments, community organizations, and business leaders concerning proposed agency administrative actions and legislative and regulatory initiatives.

Manage and direct NDEP attorneys in developing and implementing legal strategy and arguments for administrative and judicial hearings and appeals contesting or enforcing NDEP administrative decisions.

Research and interpret federal and state law, remain current on changes to environmental and administrative law, and provide practical guidance on the application of such laws to agency operations.

Serve as NDEP's state diversity and inclusion liaison and non-discrimination compliance officer and ensure agency compliance with federal and state civil rights laws.

Manage employee safety programs, mitigate safety risks through safety training, and facilitate compliance with workers compensation laws for work related injuries.

REASON FOR LEAVING:

Current employment

DATES:

from October/2016 to December/2018

EMPLOYER:

Nevada Attorney General's
Office

POSITION TITLE:

Senior Deputy Attorney General

ADDRESS: (Street, City, State, Zip Code):

100 North Carson Street
Carson City, NV 89701

PHONE NUMBER:

775-684-1100

SUPERVISOR:

Wayne Howle - Chief Deputy
Attorney General

**MAY WE CONTACT THIS
EMPLOYER?**

☒ Yes ☐ No

HOURS PER WEEK:

40

OF EMPLOYEES SUPERVISED:

3

DUTIES:

Supervisory attorney representing the Nevada Division of Environmental Protection (NDEP) with general legal counsel and litigation responsibilities.

Provided legal advice to NDEP on environmental compliance, enforcement, and permitting issues; reviewed and edited financial assurance instruments, grant agreements, and contracts; assisted with responses to public records requests and subpoenas, and facilitated compliance with open meeting law requirements.

Researched and interpreted federal and state law, remained current on changes to environmental and administrative law, and provided practical guidance on the application of such laws to agency operations.

Supervised attorneys assigned to NDEP, delegated legal work and litigation to attorneys, monitored status of the work and cases, and provided guidance on work product and legal strategy.

Negotiated and drafted agreement with the U.S. Environmental Protection Agency (EPA), Region 9 to defer final listing of the Anaconda Mine Site in Lyon County, Nevada on the National Priorities List.

Negotiated and drafted post-deferral agreements to undertake cleanup at the Anaconda Mine Site, which included a Framework Agreement that describe the structure of site cleanup; an Interim Administrative Order on Consent that required completion of the first portion of site cleanup and investigation and feasibility studies for remainder of site; a memoranda of understanding with a federal agency and Tribal Governments to coordinate site cleanup efforts on public and reservation land, and a \$20 million insurance policy to financially assure cleanup at the site.

Provided legal assistance to NDEP's Bureau of Industrial Site Cleanup related to environmental cleanup work under the Nevada Environmental Response Trust (NERT) – a multi-billion dollar trust fund established to remediate groundwater contamination emanating from a portion of the BMI Complex in Henderson, Nevada.

Assisted NDEP's Bureau of Mining, Regulation, and Reclamation draft comments concerning EPA's proposed rulemaking under CERCLA 108(b) that, if adopted, duplicated and preempted Nevada's existing state financial assurance statutes and regulations for hard rock mines.

Worked with the Solicitor's Office to establish a coalition of states to draft a joint brief before the U.S. Court of Appeals for the D.C. Circuit in support of EPA's decision to not adopt the proposed CERCLA 108(b) rulemaking.

REASON FOR LEAVING:

Transferred to Deputy Administrator position with Nevada Division of Environmental Protection.

DATES:

from August/2015 to October/2016

EMPLOYER:

Nevada Attorney General's
Office

POSITION TITLE:

Senior Deputy Attorney General

ADDRESS: (Street, City, State, Zip Code):

100 North Carson Street
Carson City, NV 89701

PHONE NUMBER:

775-684-1100

SUPERVISOR:

Clark Leslie - Chief Deputy
Attorney General

**MAY WE CONTACT THIS
EMPLOYER?**

☒ Yes ☐ No

HOURS PER WEEK:

40

OF EMPLOYEES SUPERVISED:

4

DUTIES:

Supervisory attorney representing the Nevada court system with responsibility for:

Litigation naming the Supreme Court Justices and District Court Judges of the State of Nevada, employees of the Eighth Judicial District Court, Clark County, Nevada; and state agencies and employees in cases with high exposure.

Counsel to the Nevada Supreme Court, Eighth Judicial District Court, Clark County, Nevada, and the Administrative Office of the Courts on employment matters.

Supervised and mentored Deputy Attorney Generals, reviewed legal work product, and provided guidance on legal strategy.

Drafted pre-trial documents, which included pleadings, dispositive motions, discovery motions, written discovery, mediation statements, settlement agreements, pre-trial disclosures, trial briefs, jury instructions, and motions-in-limine.

Engaged in discovery practice, which included initial disclosures, written discovery, deposition practice, and utilization of expert witnesses.

Represented clients in and resolved cases through alternative dispute resolution.

Notable cases included:

A denial of preliminary injunctive relief challenging the constitutionality of a State District Court's security screening measures. The decision was affirmed on appeal.

A grant of summary judgment in a case alleging race discrimination against a State District Court.

A grant of a Petition for a Writ of Mandamus, which directed dismissal of a case against a Special Master appointed under Rule 53 on the basis of immunity and lack of jurisdiction. The case resulted in a published decision, Larry L. Bertsch, et al. v. The Eighth Judicial District Court, et al., 133 Nev. Ad. Op. 33 (2017).

A denial of a Petition to Set Aside Arbitration Award, which upheld a State District Court's decision to terminate a marshal. The case resulted in a published decision, Thomas Knickmeyer v. the State of Nevada, ex rel. Eighth Judicial District Court, 133 Nev. Ad. Op. 84 (2017).

REASON FOR LEAVING:

Selected to represent NDEP.

CERTIFICATES AND LICENSES**TYPE:**

Nevada State Bar

DATE ISSUED:

November 2007

EXPIRATION DATE:

No expiration

NUMBER:

10714

ISSUING AGENCY:

Supreme Court of Nevada

TYPE:

Colorado State Bar (Inactive Status)

DATE ISSUED:

April 2014

EXPIRATION DATE:

No expiration

NUMBER:

46928

ISSUING AGENCY:

Colorado Supreme Court

SKILLS
OFFICE SKILLS: Nothing Entered For This Section
OTHER SKILLS: Nothing Entered For This Section
LANGUAGE(S): Nothing Entered For This Section
SUPPLEMENTAL INFORMATION Nothing Entered For This Section

REFERENCES		
REFERENCE TYPE: Professional	NAME: Greg Lovato	POSITION: Administrator (former)
ADDRESS: (Street, City, State, Zip Code) NV		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Jennifer Carr	POSITION: Administrator
ADDRESS: (Street, City, State, Zip Code) 901 South Stewart Street, Ste. 400 Carson City, NV 89701		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Jeffrey Kinder	POSITION: Deputy Administrator
ADDRESS: (Street, City, State, Zip Code) 901 South Stewart Street, Ste. 400 Carson City 89701		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency - Wide Questions

1. Have you been previously employed by Carson City?
No

2. **Are you related to a current or former employee of Carson City?**
No
3. **If you stated "yes" to the above question, please state the employee's name and the department for which they work.**
Not applicable.
4. **How did you learn of this vacancy?**
Other
5. **Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.**
No
6. **Are you currently a citizen of the State of Nevada?**
Yes
7. **By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.**
Yes

Job Specific Supplemental Questions

1. **Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**
Response is enclosed with Cover Letter.

2. **Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome. Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Response is enclosed with Cover Letter.

3. **As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency's work? Please submit your response as an attachment to your application. Essay question responses are limited to two pages. Applicants must submit genuine responses. Artificial Intelligence created and/or false narratives will result in disqualification for the position.**

Response is enclosed with Cover Letter.

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Carson City and will not be returned. I authorize Carson City to contact employers or individuals that I have listed on my employment application and to obtain job related information from them. I authorize Carson City to contact any institution and/or licensing authority for job-related information regarding education, licenses, and/or certificates which I may currently hold or have held in the past. In exchange for Carson City's consideration of my employment application, and /or my continued employment with Carson City, if any, I authorize anyone possessing this information to furnish it to Carson City upon request, and I release the individual company or institution and all individuals providing the information or acquiring the information, including Carson City, from all claims, liability, and damages whatsoever in furnishing, obtaining, or using said information including, but not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations. My Signature below certifies that the information provided is true and correct to the best of my knowledge. I understand that any false or misleading statements will result in rescission of a job offer or termination of employment. Following an offer of employment, I will be required to successfully complete a criminal background check and a drug test for select positions. I understand that I must notify the Human Resources Department of any changes in my name, address, or phone number.

This application was submitted by Perdomo, Frederick, J

Signature_____

FREDERICK “RICK” J. PERDOMO

Carson Water Subconservancy District
777 E. William Street, Suite 209
Carson City, NV 89701

Dear Hiring Committee,

I am writing to express interest in the General Manager position with the Carson Water Subconservancy District (CWSD). As a Deputy Administrator with the Nevada Division of Environmental Protection, I have established a track record of providing legal counsel and technical leadership that is collaborative, approachable, transparent, and forward looking. I believe these skills and my core competencies, described below, are tailored to this position, and would serve CWSD's mission to promote cooperative and integrated management of the Carson River watershed.

As NDEP's legal counsel, I work with the Division's administration and technical staff to interpret, apply, and draft laws and legal agreements to promote environmental compliance. I further this objective by interpreting state and federal law and providing legal analysis that is accessible to technical staff and the regulated community; reviewing grant, financial assurance, interlocal, and access agreements and crafting provisions that clearly define each party's roles and responsibilities; drafting legislation, regulations, and policies that strengthen agency programs; engaging with regulated parties, local and state leaders, tribal governments, business leaders, and other community stakeholders to collectively solve complex regulatory issues; remaining current on evolving environmental and administrative case law and regulations that impact agency business; and facilitating compliance with Nevada's public records laws. I have found that NDEP's interactions with regulated parties, interested stakeholders, governmental agencies, and the public are productive and meaningful when administration and staff receive legal advice and counsel that is clear and accessible.

I also serve as programmatic lead for three remediation and reclamation sites in southern Nevada, specifically, the Nevada National Security Site, the Black Mountain Industrial Complex, and the Three Kids Mine Site. In this technical role, I manage teams of engineers and scientists who supervise remediation of legacy contamination from weapons and other military development and testing and legal compliance of current industrial and national security operations. The complexity and breadth of these sites demand that I provide staff and supervisors with support, direction, and trust to work within their roles and responsibilities, make decisions at appropriate levels, and elevate issues that require broader policy assessment and regulatory vision. My goal is to create an environment that cultivates and values professional growth and responsibility and efficiently generates quality work product and sound decision-making, and I believe this managerial approach achieves these objectives.

In sum, I consider myself qualified and positioned to continue CWSD's impactful work within the Carson River watershed. I have enclosed a resume and responses to the three application questions for your review and consideration. I welcome the opportunity to further discuss the merits of my application with the Hiring Committee.

Sincerely,

Rick Perdomo

Application Questions and Responses

Question 1: Water planning often involves diverse stakeholders, including local governments, utilities, agricultural groups, environmental advocates, and the public. Provide an example from your experience (or a detailed approach you would take) to build consensus among stakeholders with conflicting priorities. How would you ensure transparency, fairness, and effective decision-making in this process?

Response to Question 1: Building consensus around decisions and finding sensible solutions to conflicts in and among the regulated community and interested stakeholders is critical to effective environmental regulatory oversight and management. I have found that candidly communicating the NDEP’s position, exercising active listening and empathy, and taking a solution-oriented approach to conflicts are necessary skills to resolve complex environmental matters fairly, effectively, and transparently. Below are three examples that highlight my work with stakeholder groups to advance environmental legislation and projects that benefit the public and the environment.

1. Assembly Bill 40 (2025): I was a primary drafter of Assembly Bill 40, which was presented to and passed by the Nevada Legislature in 2025, with near unanimous support. AB 40, in part, amends environmental statutes to protect the public from receiving the financial burden for remediation and reclamation of mining operations or hazardous and solid waste storage and disposal facilities when these facilities either go out of business or default on these obligations. During the bill drafting process, I worked extensively with representatives from the mining, battery recycling, and waste management industries as well as environmental groups to understand their concerns with proposed text and develop amendments that found sensible solutions to these concerns while still protecting the State’s interests.
2. Three Kids Mine Site (TKM): TKM is a public/private partnership to remediate and redevelop an abandoned mine in Henderson, Nevada. During planning and development of the project, my technical team and I worked with the developers and the City of Henderson to draft regulatory and financial assurance agreements that were protective of public health, public finances, and the environment. During project construction, my team and I have worked with the developer, the City of Henderson, and Clark County to ensure project compliance with regulatory documents and permits, conducted regular outreach to neighboring housing associations to discuss the project status and remediation milestones, and responded to questions from the public and media concerning measures NDEP and the Developer implemented to protect the public from exposure to mine generated contaminants.
3. Anaconda Copper Mine Site (ACMS): Prior to December 2018, ACMS was on a path to placement on the Superfund National Priorities List. I was the lead attorney for NDEP who, with NDEP’s administration, negotiated an agreement to defer site listing and conduct site remediation under NDEP as the lead environmental regulatory agency. Because of its broad impact, the Deferral Agreement required NDEP and I to negotiate cleanup terms with the responsible party, Atlantic Richfield Company, and gain community acceptance by holding roundtable meetings with Yerington residents and community groups, individual meetings with the Yerington Paiute and Walker River Paiute Tribes, and outreach to farm and ranch properties in the vicinity of the mine. The deferral process also required NDEP and I to negotiate Memoranda of Understanding with YPT and WRPT concerning tribal coordination in response actions and financial support for and participation in review of site decision documents.

Question 2: Provide a detailed description of a water resource-related project that you worked on. Describe your role, the goals of the project, challenges you encountered, and steps you took to overcome challenges. Detail the outcome of the project and the overall success (or failure) of the project and highlight the keys to that outcome.

Response to Question 2: As agency counsel, I work with NDEP’s Office of Financial Assistance (OFA) and Bureau of Water Quality Planning to provide loans from the State Revolving Fund and sub-grants for projects that improve water quality.

1. SRF Loans: At times, there have been challenges with less sophisticated borrowers adhering to project schedules and budgets. When issues like this arise, I typically assist OFA by reviewing the facts and circumstances of the case and working with OFA to develop a plan for greater contract compliance oversight. Typically, increasing NDEP oversight of design, planning, construction, and associated reimbursement requests, places projects back on a financially sustainable path to completion.
2. Subgrant Agreements: With water quality planning sub-grant agreements, there have been issues with subrecipients making modifications to project design during construction, which are discovered when as-built drawings substantially deviate from the approved pre-construction design. NDEP is working to address this issue by increasing the frequency of its communications with subrecipients and the number of site inspections during construction.

Question 3: As General Manager, you will oversee staff, budgets, and regulatory compliance while maintaining accountability to a governing board and the public. What specific strategies would you use to ensure organizational effectiveness, financial stewardship, and public trust in the agency’s work?

Response to Question 3: Currently, I serve as a programmatic lead for three complex remediation and reclamation sites in Southern Nevada, specifically, the Nevada National Security Site, the Black Mountain Industrial Complex, and the Three Kids Mine Site. In this technical role, I manage a team of engineers and scientists who supervise remediation of legacy contamination from weapons and other military development and testing and legal compliance of current industrial and national security operations. My teams are accountable to the public through work productivity and quality, financial accountability, and public transparency. We achieve these standards by:

1. Training and trusting staff to work within their roles and responsibilities and developing staff confidence, work product, judgment, and decision-making.
2. Maintaining multiple lines of communication between supervisors and staff about the status of work and challenging issues by setting aside time to meet on a regular basis; making time for walk-in discussions on urgent legal and technical issues and collaborating on technical and legal documents that are significant to project advancement.
3. Working with fiscal staff to ensure responsible stewardship of public funds by developing knowledge and understanding of Bureau budgets through monitoring sources of revenue and actual and expected expenditures, learning fiscal processes for receiving and expending funds, and scrutinizing expenditures when appropriate.
4. Communicating openly with the public through structured public participation plans, which provide schedules for meeting with stakeholders and interested persons to discuss the status of a project and questions or concerns with project elements; responses to public and media inquiries, which require staff and I to offer timely, comprehensive, and accurate information about the status of a site; and production of public records on request, which require staff and I to compile and produce records on transactions of agency business.

FREDERICK “RICK” J. PERDOMO

EDUCATION

WILLIAM S. BOYD SCHOOL OF LAW
UNIVERSITY OF NEVADA—LAS VEGAS, Las Vegas, Nevada
Juris Doctor, May 2007

UNIVERSITY OF NEVADA, Reno, Nevada
Bachelor of Science: Civil Engineering, awarded with distinction, December 2003
Tau Beta Pi Engineering Honor Society, 2000-2003

PROFESSIONAL LICENSES AND EXAMINATIONS

State Bar of Colorado, 2014; License Number: 46928 (Inactive status)
State Bar of Nevada, 2007; License Number: 10714

Principles and Practices of Engineering Examination, Passed 2007
Fundamentals of Engineering Examination, Passed 2003

EXPERIENCE (PRIOR 10 YEARS - ADDITIONAL EXPERIENCE AVAILABLE ON REQUEST)

NEVADA DIVISION OF ENVIRONMENTAL PROTECTION, Carson City, Nevada
Deputy Administrator

December 2018 –
present

- Member of the agency’s executive team with general counsel, environmental program management, and risk management responsibilities.
- Provide legal advice on environmental compliance, enforcement, and permitting issues; review and edit financial assurance instruments, grant agreements, interlocal contracts and access agreements; draft environmental legislation, regulation, and policy; respond to public records requests; and facilitate compliance with open meeting law.
- Lead teams of scientists and engineers who regulate compliance with state environmental statutes, regulations, permits, and orders at the Nevada National Security Sites, the Black Mountain Industrial Complex, and the Three Kids Mine Site.
- Engage with federal partner agencies, local and state leaders, tribal governments, community organizations, and business leaders concerning proposed agency administrative actions and legislative and regulatory initiatives.
- Manage and direct NDEP attorneys in developing and implementing legal strategy and arguments for administrative and judicial hearings and appeals contesting or enforcing NDEP administrative decisions.
- Research and interpret federal and state law, remain current on changes to environmental and administrative law, and provide practical guidance on the application of such laws to agency operations.
- Serve as NDEP’s state diversity and inclusion liaison and non-discrimination compliance officer and ensure agency compliance with federal and state civil rights laws.
- Manage employee safety programs, mitigate safety risks through safety training, and facilitate compliance with workers compensation laws for work related injuries.

NEVADA ATTORNEY GENERAL'S OFFICE, Carson City, Nevada

Senior Deputy Attorney General, Bureau of Government and Natural Resources

October 2016 –
December 2018

- Supervisory attorney representing the Nevada Division of Environmental Protection (NDEP) with general legal counsel and litigation responsibilities.
- Provided legal advice to NDEP on environmental compliance, enforcement, and permitting issues; reviewed and edited financial assurance instruments, grant agreements, and contracts; assisted with responses to public records requests and subpoenas, and facilitated compliance with open meeting law requirements.
- Researched and interpreted federal and state law, remained current on changes to environmental and administrative law, and provided practical guidance on the application of such laws to agency operations.
- Supervised attorneys assigned to NDEP, delegated legal work and litigation to attorneys, monitored status of the work and cases, and provided guidance on work product and legal strategy.
- Negotiated and drafted agreement with the U.S. Environmental Protection Agency (EPA), Region 9 to defer final listing of the Anaconda Mine Site in Lyon County, Nevada on the National Priorities List.
- Negotiated and drafted post-deferral agreements to undertake cleanup at the Anaconda Mine Site, which included a Framework Agreement that describe the structure of site cleanup; an Interim Administrative Order on Consent that required completion of the first portion of site cleanup and investigation and feasibility studies for remainder of site; a memorandum of understanding with a federal agency and Tribal Governments to coordinate site cleanup efforts on public and reservation land, and a \$20 million insurance policy to financially assure cleanup at the site.
- Provided legal assistance to NDEP's Bureau of Industrial Site Cleanup related to environmental cleanup work under the Nevada Environmental Response Trust (NERT) – a multi-billion dollar trust fund established to remediate groundwater contamination emanating from a portion of the BMI Complex in Henderson, Nevada.
- Assisted NDEP's Bureau of Mining, Regulation, and Reclamation draft comments concerning EPA's proposed rulemaking under CERCLA 108(b) that, if adopted, duplicated and preempted Nevada's existing state financial assurance statutes and regulations for hard rock mines.
- Worked with the Solicitor's Office to establish a coalition of states to draft a joint brief before the U.S. Court of Appeals for the D.C. Circuit in support of EPA's decision to not adopt the proposed CERCLA 108(b) rulemaking.

NEVADA ATTORNEY GENERAL'S OFFICE, Carson City, Nevada

Senior Deputy Attorney General, Bureau of Litigation

August 2015 –
October 2016

- Supervisory attorney representing the Nevada court system with responsibility for:
 - Litigation naming the Supreme Court Justices and District Court Judges of the State of Nevada, employees of the Eighth Judicial District Court, Clark County, Nevada; and state agencies and employees in cases with high exposure.
 - Counsel to the Nevada Supreme Court, Eighth Judicial District Court, Clark County, Nevada, and the Administrative Office of the Courts on employment matters.
- Supervised and mentored Deputy Attorneys General, reviewed legal work product, and provided guidance on legal strategy.

- Drafted pre-trial documents, which included pleadings, dispositive motions, discovery motions, written discovery, mediation statements, settlement agreements, pre-trial disclosures, trial briefs, jury instructions, and motions-in-limine.
- Engaged in discovery practice, which included initial disclosures, written discovery, deposition practice, and utilization of expert witnesses.
- Represented clients in and resolved cases through alternative dispute resolution.
- Notable cases included:
 - A denial of preliminary injunctive relief challenging the constitutionality of a State District Court’s security screening measures. The decision was affirmed on appeal.
 - A grant of summary judgment in a case alleging race discrimination against a State District Court.
 - A grant of a Petition for a Writ of Mandamus, which directed dismissal of a case against a Special Master appointed under Rule 53 on the basis of immunity and lack of jurisdiction. The case resulted in a published decision, *Larry L. Bertsch, et al. v. The Eighth Judicial District Court, et al.*, 133 Nev. Ad. Op. 33 (2017).
 - A denial of a Petition to Set Aside Arbitration Award, which upheld a State District Court’s decision to terminate a marshal. The case resulted in a published decision, *Thomas Knickmeyer v. the State of Nevada, ex rel. Eighth Judicial District Court*, 133 Nev. Ad. Op. 84 (2017).

PUBLICATIONS

American Indian Law Deskbook, Conference of Western Attorneys General (2018 Ed.)

Larry L. Bertsch, et al. v. The Eighth Judicial District Court, et al., 133 Nev. Ad. Op. 33 (2017).

Scoring Spreadsheet

Applicant Name:	Scale	Bunny Bishop	Nick Charles	Keith Conrad	Reed Cozens	Ashley Kent	Elena Larsen	Yee Liu	Stephanie McAfee	Jeff O'Connell	Fred Perdomo
		Score	Score	Score	Score	Score	Score	Score	Score	Score	Score
Application Completeness	1 - 5										
Open Meeting Law	1 - 5										
Budgeting Experience	1 - 5										
Water Law	1 - 5										
Government Lobbying	1 - 5										
Education Background	1 - 5										
Grant Experience	1 - 5										
Work Experience	1 - 5										
Regional Water Supply Experience	1 - 5										
Worked for a Board	1 - 5										
Working with County Staff / Stakeholders	1 - 5										
Worked with General Public	1 - 5										
Supervisory Experience	1 - 5										
Essay Question 1	1 - 10										
Essay Question 2	1 - 10										
Essay Question 3	1 - 10										
Total Score	16-95										

AGENDA ITEM #7

CARSON WATER SUBCONSERVANCY DISTRICT

Administrative Committee

TO: Administrative Committee Members

FROM: Edwin James

DATE: December 8, 2025

SUBJECT: Agenda Item #7 – For Possible Action: Review Interview Process and Interview Questions

DISCUSSION: To be consistent with the interview process it is important that the board asks the same questions to all the candidates. Below is a draft interview process and draft interview questions.

INTERVIEW PROCESS

1. Introductions
 - A. Board Members
2. Review the interview process:
 - A. Applicant will be asked a set of questions.
 - B. Applicant will be given an opportunity to ask questions about the organization and position.
3. Questions to the Applicants:
 - A. Tells us briefly about your work experience and education as it relates to this position.
 - B. What interested you to apply for this job?
 - C. In this position, you will need to be a self-starter, to take initiative on tasks, and to often work with limited resources and limited information. Give some examples of your ability and/or experience to work effectively with limited oversight and information to complete a task?
 - D. We have a very small team that works in a shared office space. What experience do you have supervising employees?

- E. What do you see yourself doing in five years and how does this position fit into those plans?
 - F. This job sometimes requires juggling a lot of different things at once. How do you organize your day, your workload, and administrative tasks?
 - G. What is your strategy for building consensus and resolving conflicts both inside the office and with our partners?
 - H. Discuss your experience working with water purveyors.
4. Do you have any questions for us about the organization and the position?
 5. Applicant has the opportunity to give a closing statement.

Other possible questions:

- o Please discuss your knowledge of the Alpine Decree, Water rights and the Carson River Watershed.
- o Describe your experience with budgeting, reporting and general administrative responsibilities.
- o Describe your experience in grant writing, grant administration and contracts.
- o Do you live in the Carson Watershed, if not, would you be willing to move to the Carson River Watershed?
- o This position includes a vehicle allowance and some travel that may require 4-wheel drive capable of navigating unmaintained roads. Do you have such a vehicle and if not are you willing to acquire one?

STAFF RECOMMENDATION: Provide input for the interview process and questions.