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**MINUTES**  
**Conservation District of Southern Nevada**  
**Conservation District- 5820 S. Pecos Road A-400, Conference Room**  
**November 10, 2010 – 9:30 A.M.**

**Attendees:**

Supervisor Jon Wardlaw, Chair  
Supervisor Joseph Fortier, Vice Chair  
Supervisor Elizabeth Hewett, Treas. /Secretary  
Supervisor Chris Magee, Incorporated Cities Rep.  
Supervisor Mark Silverstein, Clark County Rep.  
Supervisor John Hunt  
Supervisor Elise McAllister  
Jennifer Clifford, District Coordinator  
Michele Diener

**Absent:**

Maureen Merry-Lamoureux, CC Dept. of Aviation

**OPEN MEETING**

**Supervisor Wardlaw called the meeting to order at 9:37 AM.**

**Consent Agenda: (Action item)**

- 1. Introductions**
- 2. Compliance with Nevada Open Meeting Law**
- 3. Approval November 2010 Agenda**
- 4. Approval of September 2010 Meeting Minutes**
- 5. Correspondence**

**Supervisor Silverstein motioned to approve the consent agenda. Supervisor Hewitt seconded and the motion carried.**

**Business Agenda:**

**6. Financial Update - (Discussion/Action Item)**

Staff informed the Board that there is currently a \$3,000 deficit for FY1011. Supervisor Fortier informed the Board that the State Conservation Commission due to budget cuts may not be able to cover the insurance for Board Supervisors next year for errors & omissions, vehicles, etc. This may cost district's \$1,000. **No action taken.**

**7. Fundraising Work Plan Update - (Discussion/Action Item)**

Jennifer noted that a few updates were added to the fundraising work plan from the previous meeting, including the SNRPC sustainable communities planning grant was not funded, EPA climate showcase grant not awarded, RC&D grant awarded for \$2,490. **No action taken.**

**8. Authorize funds for NACD Dues - (Discussion/Action Item)**

NACD has sent request for dues. CDSN paid \$520 last year. Jennifer mentioned that NACD annual meeting coming to Las Vegas for 2012. Board discussed sending half last year's amount or sending a letter in lieu of funding with letter explaining funding situation. **Supervisor Fortier motioned to table the agenda item until next meeting in January. Supervisor Magee seconded and the motion passed.**

**9. NvACD Annual Meeting recap - (Discussion/Action Item)**

Jennifer reported the NvACD annual meeting held at Saddle West, Pahrump had low turnout. Topics discussed included wildfire management, Ash Meadow's Ed-Ventures program, and Pinyon-Juniper encroachment. The four tickets donated by Shark Reef netted \$95 for the scholarship fund a total of \$1,600 was raised. Jennifer will send a thank you letter to Shark Reef. Supervisor Fortier reported attending the SCC meetings and that they may be losing staff at the state level. Supervisor Hunt attended and suggested CDSN get more involved in the statewide committees. **No action taken.**

**10. Cities/County Appointments - (Discussion/Action Item)**

Mark Silverstein and Maureen Merry-Lamoureux have been re-appointed and appointed as Clark County representatives. Maureen will act as the alternate representative. Terms will start January 1, 2011 – December 31, 2012. Supervisor Magee's term is not set to expire until December 31, 2011. **No action taken.**

**11. Close public meeting and open balloting – 10:00 AM - (Discussion/Action Item)**

Supervisor Wardlaw closes meeting for elections at 10AM.

**12. Nominations from the Floor for District Supervisor Seats A, B, and C - (Discussion/Action Item)**

Nominations from the floor are taken. There are three seats open. Supervisor Fortier nominated Elise McAllister. Elise accepts the nomination. Supervisor Silverstein nominates Joseph Fortier. Joe accepts the nomination. Supervisor Magee nominates Michele Diener. Michele accepts nomination. No other nominations are made.

**13. Close Nominations for balloting - (Discussion/Action Item)**

**Supervisor Hunt motions to close nominations. Supervisor Hewitt seconds and the motion passes. Supervisor Wardlaw closes nominations at 10:15AM.**

**14. Close Balloting and re-open public meeting – 11:00 AM - (Discussion/Action Item)**

**Public meeting re-opens at 11:01AM.**

**15. Approve SNWA Cooperative Agreement - (Discussion/Action Item)**

SNWA approached CDSN with a cooperative agreement to complete services at the Las Vegas Wash. SNWA will provide up to \$195,000 for the one year contract with CDSN receiving 9% administrative fees from the total. County DA has reviewed and is a signatory on the agreement. **Supervisor Silverstein motion to approve the agreement. Supervisor Hewitt seconds and the motion passed.**

**16. Employee Policy changes for section on personnel & pay grades - (Discussion/Action Item)**

No new updates at this time, item is tabled for next meeting. CDSN will use the SNWA job description to craft the new position descriptions for addressing the hiring under the SNWA Interlocal Agreement. **No action taken.**

**17. Fall Plant Sales recap - (Discussion/Action Item)**

Graph of total plants sold (531plants) and profit (\$1,865.50) for the two fall sales included in packet. There have been four dates set for spring 2011 (3/5, 3/26, 4/9, 4/23). Supervisor Hewitt is confident that the spring sales will do well because some of the local nurseries are cutting back. **No action taken.**

**18. Conservation Partnership Program update - (Discussion/Action Item)**

The Fundraising Working Group has been working to create program for local businesses and organizations to encourage sustainability and provide a vehicle for highlighting their sustainability initiatives. The goal of the program is to be self-sustaining financially and accomplish CDSN mission for resource conservation. Discussion occurred of logistics, application for membership, and logos which were included in the packet. Supervisor Wardlaw explains the program as the best of LV meets Energy Star. Tentative program launch set for February 2011. **No action taken.**

**19. Coordinator's Report – Jennifer Clifford (Discussion/Action Item)**

**a) Current Progress & Accomplishments**

**Marketing:** Facebook page has over 130 friends, new awards page created for website to highlight awards CDSN has received or sponsored, and Christmas Tree Recycling advertising has started dates run 12/26-1/15.

**Programs & Partnerships:** Spring 2011 Plant Sale dates have been set: 3/5, 3/26, 4/9, & 4/23; Mt. Charleston projects are making progress; West Career & Technical Academy considering working with CDSN on a pilot Envirothon team; LVWCC members received a Partners in Conservation Award from US Dept of Interior for work at LV Wash; CDSN is managing Christmas Tree Recycling committee funds, MGM Resort's involvement and the Magical Forest tree; The following dates have been set for entry in the 4<sup>th</sup> Annual Stormwater Pollution Poster Contest: 1/3/11-3/4/11.

**Funding:** HUD Sustainable Communities Planning Grant was not funded; RC&D grant awarded to CDSN \$2,490 for outreach materials; 319 grant submitted 9/30/10 with SNWA and RFCO to fund stormwater poster contest for 2012; EPA Climate Showcase Communities grant not funded; letters requesting funds from the cities were sent 10/15/10; advertising Dine to Donate received \$28 for September event; attended webinar Finding Time to Write Grant Proposals.

**Operations & Administration:** NACD dues have been requested.

**b) Upcoming Plans**

**Marketing:** Advertise Plant Sale

**Programs & Partnerships:** Presentation at SNRPC Planning Director's meeting to propose partnership in regional sustainability efforts.

**Funding:** Continuing work on funding development and Dining to Donate with Henderson restaurant.

**Operations & Administration:** Board appointment and election results submitted.

c) **Board Assistance & Input**

**Marketing:** Advertise plant sale, promote Facebook page, Supervisor bios for website, input needed for brainstorming on fundraising presentation.

**Programs & Partnerships:** Conservation Partnership Program

**Funding:** Assistance with Fundraising Work Plan, and Weed Grant with Supervisor McAllister

**Operations & Administration:** No update.  
**No action taken.**

**20. Supervisor's Report - (Discussion/Action Item)**

Supervisor Wardlaw nothing to report.

Supervisor McAllister reported the community garden in Mesquite will be only 4 acres not 40 acres that was previously reported.

Supervisor Hewitt reported that CSN has received their certification to sell in California and is now selling to Death Valley National Park.

Supervisor Magee reported that MGM Resorts are participating in Christmas Tree Recycling. Plants being taken out at CityCenter are going to be donated to CSN.

Supervisor Fortier had nothing to report.

Supervisor Hunt reported that his term expires December 31, 2010 but will be attending the meetings left this year and hopes CDSN remains a partner of RC&D.

**21. Election Results - (Discussion/Action Item)**

All three nominated candidates were voted into the three open board seats. An oath of office will be signed at the January meeting. **No action taken.**

**22. John Hunt's Farewell - (Discussion/Action Item)**

Supervisor Hunt was presented with a plaque and thank you letter on behalf of the supervisors and staff for his service to CDSN. Supervisor Hunt was appreciative and stated he's enjoyed serving as a board supervisor. **No action taken.**

**23. Open Discussion and Public Comment – (Discussion Only)\***

**No discussion.**

**24. Agenda Items – (Discussion/Action Item)**

- Board Positions

- Oath of Office
- Financial Working Group
- Fundraising Work Plan Update
- Appoint RC&D Representative
- NACD Dues
- Approve Employee Policy changes
- Plant Sale Spring logistics and petty cash approval
- Conservation Partnership Program update
- Approve SNWA Interlocal Agreement to house two positions
- NRCS update

**25. Meeting Date and Location - (Discussion/Action Item)**

- January 19<sup>th</sup> at 1:30 PM at CDSN

**No action taken**

**26. Adjournment - (Action Item)**

**Supervisor Fortier motioned to adjourn, Supervisor Magee seconded and the motion passed.**

**The meeting was adjourned at 12:04 pm.**

Respectfully Submitted,

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Elizabeth Tomica Hewitt, Sec. /Treasurer

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Date