

**CIUDAD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING**

Zoom  
Virtual Meeting  
**April 15<sup>th</sup>, 2024**

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**Meeting Minutes**

1. **Call to Order** **4:32 pm**
  - A. Supervisors Present: Steve Glass, Tom Allen, Dan Conklin, Sarah Hurteau, Maria Young, Zoe Economou (departed at 5:48pm, re-joined at 5:52pm), Maria Young (arrived at 4:39 PM)
  - B. Supervisors Absent:
  - C. Others Present: Astrid Mooney, Erin Blaz, Ricky Reedy, Orlando Romero, Jaren Peplinski, Theresa Aragon(departed at 6:32), Alicia Armijo, Nick Goodman, Gabby Coughlin, Katie Mechenbier (arrived at 5:04 PM)
  
2. **Agenda Review and Approval (Action Item):** Mr. Allen moved to approve the agenda, which was seconded by Ms. Hurteau and the motion was approved unanimously by roll call vote.  
Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Absent  
Sarah Hurteau - Yes
  
3. **Minutes Review and Approval (Action Item)**
  - A. *Regular Board Meeting Minutes 3/18/2024.* Ms. Hurteau made a motion to approve the 3/18/2024 meeting minutes as amended, which was seconded by Mr. Allen, and the motion was approved unanimously by roll call vote.  
Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Absent  
Sarah Hurteau – Yes
  
4. **Guest Presentation**
  - A. Chairman Glass invited Gabby Coughlin to introduce herself as the nominee for Board Supervisor Position #6.
  
5. **Reports of Partners**
  - A. EMNRD (Lawrence Crane): No report was provided.
  - B. NRCS (Nick Goodman): A written report was provided and reviewed.
  - C. NMDA (Katie Mechenbier): A written report was provided and reviewed.
  - D. NMED (TBD): No report was provided.
  - E. Other: No additional reports were provided.
  
6. **Financial Report (Action Item)**
  - A. *3/31/2024 Financial Report.* Ms. Economou recommended acceptance of the 3/31/2024 Financial Report on behalf of the Finance Committee. Mr. Allen moved to accept the 3/31/2024 Financial Report. The motion was seconded by Ms. Economou. The motion was unanimously approved by roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Sarah Hurteau - Yes

- B. *FY2024 3rd Quarter Budget Report for NM Department of Finance and Administration (DFA) Local Government Division (LGD) Budget and Finance Bureau.* The report was reviewed. Mr. Allen moved to accept the FY2024 3rd Quarter Budget Report. The motion was seconded by Ms. Hurteau. The motion was unanimously approved by a roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Sarah Hurteau - Yes

7. **District Staff Report** – (Astrid Mooney, Erin Blaz, Ricky Reedy, Orlando Romero, Jaren Peplinski, Theresa Aragon, Alicia Armijo) – The report was provided and reviewed.

## 8. Action Items

- A. *Appointment of Gabriella Coughlin to Board of Supervisors Position #6.* Mr. Conklin moved to approve the appointment of Gabriella Coughlin to Position #6. The motion was seconded by Ms. Economou. The motion was unanimously approved by a roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Sarah Hurteau - Yes

- B. *Contractual Service Agreement for Bernalillo County Ag Program Assistant.* Ms. Hurteau moved to approve the language of the Service Agreement pending the addition of necessary information (name of the contractor) and authorized Chairman Glass to sign on behalf of the Board. The motion was seconded by Ms. Economou. The motion was unanimously approved by a roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Gabriella Coughlin - Yes  
Sarah Hurteau - Yes

- C. *Contractual Service Agreement for Bernalillo County Ag Site Coordinator.* Mr. Allen moved to approve the language of the Service Agreement pending the addition of necessary information (name of the contractor) and authorized Chairman Glass to sign on behalf of the Board. The motion was seconded by Ms. Economou. The motion was unanimously approved by roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes

Daniel Conklin – Yes  
Maria Young – Yes  
Gabriella Coughlin - Yes  
Sarah Hurteau - Yes

D. *NRCS request for approval of HEL systems.* Mr. Goodman provided an overview of an HEL systems mandate for SWCDs to maintain their eligibility for USDA programs (*The Food Security Act, 1985*). Mr. Goodman noted that all work being undertaken by producers who participate in USDA programs and growing annual crops on highly erodible land needs to have an HEL plan or system in place to ensure best management practices are followed in areas with highly erodible soils. Mr. Goodman noted that under these regulations, which are included in federal regulations (see *The Food Security Act [Title 7, Part 12 of the Code of Federal Regulations]*), documentation needs to be completed for conservation crop rotations and other practices such as trees, shrubs, and grasses that serve as a windbreak. A WEP (Wind Erosion Prediction) System will be needed for the second HEL type, windbreaks. Mr. Goodman also noted that NRCS needs to pass a vote formally approving these new changes (all of which, as proposed, are linked in the meeting packet under the associated section of the agenda). Ms. Economou moved to approve the request and authorized Chairman Glass to sign on behalf of the Board. The motion was seconded by Mr. Allen. The motion was unanimously approved by a roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Gabriella Coughlin - Yes  
Sarah Hurteau - Yes

E. *Notice of Award from USFWS.* The Board of Supervisors discussed approving an example of the agreement (updated budget, scope, and terms and conditions) and decided that with the firm deadlines for USFWS to execute an agreement, a special meeting will be warranted prior to the next board meeting, to be scheduled around the beginning of May. Ms. Hurteau moved to table the action item in question. The motion was seconded by Mr. Allen. The motion was unanimously approved by a roll call vote.

Roll Call Vote: Steve Glass – Yes  
Thomas Allen – Yes  
Zoe Economou – Yes  
Daniel Conklin – Yes  
Maria Young – Yes  
Gabriella Coughlin - Yes  
Sarah Hurteau - Yes

## 9. Reports and possible Action Items

A. *Letter of Support for RMYC/ALCC legislative funding request.* Mr. Glass noted that RMYC/ALCC requested capital outlay funding to provide a letter of support for a YCC headquarters at Valle de Oro NWR. No action was taken nor required.

## 10. Closed Session

A. **The Ciudad SWCD Board did not enter into a closed session. It was the decision to postpone discussion until further notice. No discussion on pending litigation per Section 10-15-1 H.(7) NMSA 1978.**

**11. Other Business**

A. *None.*

**Adjourned**

**6:46 PM**

**Submitted by: Jaren Peplinski**

**Date approved: 5/20/2024**