

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

Zoom
Virtual Meeting

September 18th, 2023

Meeting Minutes

1. **Call to Order** **4:32 pm**
 - A. Supervisors present: Steve Glass, Thomas Allen (Departed 4:55, Arrived 5:03, Departed 5:07, Arrived at 5:15), Zoe Economou, Dan Conklin, Maria Young, Tom Allen, Sarah Hurteau,
 - B. Supervisors absent: Joshua O'Halloran
 - C. Others Present: Astrid Mooney, Theresa Aragon, Erin Blaz, Jaren Peplinski, Ricky Reedy, Nick Goodman (Departed at 5:59), Katie Mechenbeir, Adam Splitek (Departed at 6:10)

2. **Agenda Review and Approval (Action Item):** Ms. Young moved to approve the agenda, which was seconded by Mr. Conklin 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 – Yes
 - Sarah Hurteau - Yes
 - Joshua O-Halloran – Absent

3. **Review and Approval of Minutes (Action Item)**
 - A. Regular Board Meeting Minutes 8/21/2023 – Mr. Conklin made a motion to approve the 8/21/2023 meeting minutes, 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 – Yes
 - Sarah Hurteau - Yes
 - Joshua O-Halloran – Absent

4. **Guest Presentation: None.**

5. **Reports of Partners**
 - A. EMNRD (Marissa Goodwin): No report was provided.
 - B. NRCS (Nickolas Goodman): A written report was provided and reviewed. NRCS provided a batching update on EQIP and CSP applications, FY 23 will see the highest amount of expenditures. NRCS addressed recent new releases including cost-share requirements waived for Emergency Watershed Protection program to address watershed impairments impacted by Cerro Pelado wildfire; NRCS staff are busy drafting Conservation Plans for Hermits Peak and Calf Canyon Fire to address stream rehabilitation, woody debris removal; Conservation Innovation Grant 65 million available. CIG does not require farm tract number, but DUNS /SAM registration.
 - C. NMDA (Katie Mechenbier): A written report was provided and reviewed. Deadlines were reviewed: 1st Quarterly Budget Report, WQ&C Report, SWCC Legislative Funds Report due are Oct. 31st. Additional items in the report were addressed including Items 2. Healthy Soil Program, Item 3. Ag Workforce Development, Item 4. State Allotment funding for

districts' operation, Item 7. Southwest Drought Learning Network, Item 8. Dam Owners Conference. Item 9. African Rue Field Day, Item 10. State Forestry Seedling Program, Item 11. WUI Summit., Item 13. WaterSMART Funding Opportunities, Item 14. Wildland Fire Management Strategy Workshop, Item 15. NMACD Annual meeting. Mr. Glass inquired and expressed concerns with the way SWCDs positions are listed on the ballot. NMDA will be hosting a meeting with the SoS on October 13th at 8 AM and will share it with Ciudad SWCD.

D. NMED (TBD): No report was provided.

6. Finance Committee Report (Action Item)

A. 8/31/2023 Finance Report. Ms. Mooney reviewed the August financial reports. Ms. Economou recommended acceptance of the finance report on behalf of the finance committee, Ms. Economou moved to accept the 8/31/2023 financial reports, which was seconded by Mr. Conklin and the motion was unanimously approved by roll call vote.

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

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

8. Action Items

A. JFA with Bernalillo County for Green Waste Events – Mr. Reedy provided an overview of the JFA. Mr. Allen moved to approve the JFA with Bernalillo County for Green Waste Events and to authorize Chairman Glass to sign on behalf of the Board, which was seconded by Mr. Conklin 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran – Absent

B. 75/25 Cost-Share for Gamble Project, 16 Acres adjacent to USFS Boundary – Mr. Glass outlined pervious cost share rates that had been amended. Mr. Allen moved to the 75/25 Cost-Share for Gamble Project, which was seconded by Ms. Economou 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran – Absent

C. License Agreement with Talking Talons for the Use of Tijeras Bio-Zone Education Center – Ms. Blaz noted that the pervious License Agreement did not include the exhibits and outlined the process for Talking Talons to schedule additional dates. Ms. Hurteau inquired

about organizational changes with Talking Talons and how this would impact the use of the space. Ms. Blaz provided an update and expressed no concerns. Ms. Hurteau moved to approve License Agreement with Talking Talons for the Use of Tijeras Bio-Zone Education Center and to authorize Chairman Glass to sign on behalf of the Board, which was seconded by Mr. Conklin 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran – Absent

- D. Service Agreement with Ernest Rivera for Carlito Springs Caretaker – Mr. Glass inquired about the interest received for the position as many individuals had expressed interest over the weekend. Ms. Mooney provided an update on the process for selecting the applicant. Mr. Glass inquired if the agreement had changed since the previous caretaker. Ms. Mooney noted that one item had been added to outline the process for caretaker taking vacation. Mr. Allen moved to approve Service Agreement with Ernest Rivera for Carlito Springs Caretaker and to authorize Chairman Glass to sign on behalf of the Board, which was seconded by Ms. Hurteau 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran – Absent

- E. Professional Service Agreement with RGALT for Bernalillo Conservation Easement – Mr. Glass inquired if the PSA with RGALT was identical and already executed. Ms. Mooney provided clarification that the previous agreement with RGALT was related to the 2020-2022 IGA and this PSA was for the 2023 – 2027 IGA. Mr. Conklin moved to approve the Professional Service Agreement with RGALT for Bernalillo Conservation Easement and to authorize Chairman Glass to sign on behalf of the Board, which was seconded by Ms. Economou 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran – Absent

- F. Price Agreement for Conservation Corps Work Crews – Ms. Mooney provided a brief overview of the Invitation to Bid process and why the ITB was issued. Mr. Glass inquired why there was language remaining in the Price agreement that addressed the solicitation. Consensus was in favor of removing the ITB terms and conditions in the Price Agreement. Ms. Hurteau moved to approve the Price Agreement for Conservation Corps Work Crews with changes to omit the term and conditions of the ITB and to authorize Chairman Glass to sign on behalf of the Board, which was seconded by Mr. Conklin 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran –

9. Reports and Possible Action Items

A. Letter of Support for perimeter trail improvements at Valle de Oro NWR – Mr. Peplinski informed the Board that he has been working on an NM EDD ORD Trails+ grant with Valle de Oro NWR, however the letter of support was not ready yet. Discussion took place and the consensus was to delegate the responsibility of providing Letters of Support to the District Manager. No action was taken or necessary.

B. Authorized Personnel Committee to make decisions, such as approving employment agreements, approval of additional hours, etc. – Mr. Glass outlined the various committees that the Board participated in, including the Personnel, Finance, Policy Committee. Mr. Allen noted that to formally constitute the committees, description for each committee and its responsibilities and authorities should be designated in a written document. Consensus was in favor and it was discussed that once the document is drafted it should be brought to the Board for approval. In the meantime, Mr. Conklin requested that the Board consider authorizing the Personnel Committee to hire the Watershed Conservation Manager. Mr. Allen made a motion to authorize the Personnel Committee to hire the Watershed Conservation Manager, which was seconded by Ms. Young 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran - Absent

10. Closed Session (6:23) - Closed session for personnel matters pertaining to Education Coordinator (per 10-15-1(H)(2) NMSA 1978).

Mr. Allen moved to approve entering a closed session according to NMSA 1978 to discuss personnel matters pertaining to Education Coordinator. Ms. Economou seconded the motion 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran - Absent

Return to Open Session at 6:34.

Ms. Economou made a motion to accept the recommendations of the Personnel Committee pertaining to the Education Coordinator, 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 – Yes
Sarah Hurteau - Yes
Joshua O-Halloran - Absent

11. Other Business

- A. NM Senator O’Neill and Representative Martinez (staff)Senators visit to CNP Fri Aug 25 – Mr. Glass attended the visit to CNP.
- B. Letter to Secretary of State regarding ballots for SWCDs – Ms. Mooney will address this.
- C. Certificate of Conservation Advocacy – Mrs. Economou recommended nominating individuals for the Conservation Advocacy Awards at the next meeting.

Adjourned

6:46 PM

Submitted by: Astrid Mooney

Date approved: 10/16/2023