



Ciudad Soil and Water Conservation District
100 Sun Ave NE Room 160
Albuquerque, NM 87109
505-510-3478



CIUDAD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Zoom
Virtual Meeting

February 23rd, 2026

DRAFT

Meeting Minutes

1. Call to Order

4:32 pm

A. Supervisors present: Attendance confirmed by roll call. A Quorum was present.

Roll call: Steve Glass: Present
Tom Allen: Present
Ramona Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Present, Left at 5:31
Sarah Hurteau: Present

B. Supervisors Absent:

C. Others Present: Joshua O'Halloran, Ricky Reedy, Annie Montes, Tammy Silva, CJ Ames, Erin Blaz, Laurel Ladwig,

2. Agenda for 2/23/2026 Review and Approval (Action Item): Sarah Hurteau moved to approve the 2/23/2026 agenda. Seconded by Tom Allen and approved unanimously by roll-call vote.

Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

3. Review and Approval of Minutes (Action Item)

A. Review and Approval (**Action Item**): Sarah Hurteau moved to approve the [1/26/2026 minutes](#). Seconded by Tom Allen and approved unanimously by roll-call vote by all voting members.

Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent

Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

4. **Guest Presentation:**

A.

5. **Reports of Partners**

- A. [NMDA](#) (Katie Mechenbier): Ms. Mechenbier was present and gave a verbal report.
- B. NRCS (Jason Martin): Mr. Martin was present and gave a verbal report.
- C.

6. **Action Items**

- A. [Letter of Amendment](#) to BernCo IGA #2025-0724. Sarah Hurteau made a motion to approve Steve Glass's signature on the agreement on behalf of the board. Seconded by Tom Allen and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
 Tom Allen: Yes
 Ramonda Goolsby: Absent
 Maria Young: Absent
 Gabriella Coughlin: Absent
 Daniel Conklin: Yes
 Sarah Hurteau: Yes

- B. Approval of [GSA](#) for YCC grant. Tom Allen made a motion to approve Steve Glass's signature on the agreement. Seconded by Dan Conklin and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
 Tom Allen: Yes
 Ramonda Goolsby: Absent
 Maria Young: Absent
 Gabriella Coughlin: Absent
 Daniel Conklin: Yes
 Sarah Hurteau: Yes

- C. [WQ&C PSA](#) for Nature Matters curriculum development. Sarah Hurteau made a motion to approve Steve Glass's signature on the agreement. Seconded by Dan Conklin and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
 Tom Allen: Yes

Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- D. [WPAP PSA](#) for water quality data analysis. Sarah Hurteau made a motion to approve Steve Glass's signature on the agreement. Seconded by Tom Allen and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- E. Blake Collins [PSA for Backyard Refuge](#). Tom Allen made a motion to approve Steve Glass's signature on the agreement. Seconded by Sarah Hurtau and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- F. Approval of changes to [employee handbook](#). Tom Allen made a motion to approve the changes. Seconded by Dan Conklin and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- G. [Letter of Agreement](#) with Coronado SWCD. Tom Allen made a motion to approve Steve Glass's signature on the agreement. Seconded by Dan Conklin and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes

Sarah Hurteau: Yes

- H. [Letter of Commitment](#) for BernCo CWPP. Steve Glass made a motion to approve Josh O'Halloran's signature on the Letter. Seconded by Sarah Hurteau and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- I. [IGA](#) with COA OSD for Bosque thinning. Tom Allen made a motion to approve Steve Glass's signature with included edits and any further edits based on Steve and Josh's review on behalf of the board. Seconded by Sarah Hurteau and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

- J. Do we want to pay for NACD [membership](#)? Dan Conklin made a motion to join at the gold level with a \$1000 contribution. Seconded by Tom Allen and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent
Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

7. Finance Committee (Action Item):

- A. [Finance Committee Report](#) - 2/23/2026. The report was verbally reviewed by Tammy Silva. Tom Allen recommended that the board accept the report, then moved for acceptance. Seconded by Sarah Hurteau and approved by roll call vote.

Roll Call Vote: Steve Glass: Yes
Tom Allen: Yes
Ramonda Goolsby: Absent

Maria Young: Absent
Gabriella Coughlin: Absent
Daniel Conklin: Yes
Sarah Hurteau: Yes

8. Reports of committees and possible Action Items

- A. Policy Committee: Proposed changes to the [Finance Policy](#). The committee is working on track changes/updates.
- B. Personnel Committee:
- C. Mill Levy Committee: (Status of tax year 2026 process?) As of last week Sandoval County parcels are submitted to Sandoval County. We need updated parcel information from Bernalillo County for 2026. Santa Fe County assessors say info was sent to the treasurer's office, Josh followed up with Santa Fe County treasurers and they had not yet received that information.
- D. Government Affairs Committee:

9. District Staff [Report](#). A written report was submitted and discussed.

10. Other Business

- A. Update on office space lease: We are running a RFP because the cost is over \$60,000. This is required per procurement code.

Adjourned

7:00 PM

Submitted by: Ricky Reedy

Validated by:

J. Steven Glass, Board Chair

Date approved: