

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

Zoom  
Virtual Meeting

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**May 20th, 2024**

**DRAFT**

**Meeting Minutes**

1. **Call to Order** **4:32 pm**
  - A. Supervisors Present: Steve Glass, Tom Allen, Zoe Economou, Dan Conklin, Maria Young, Gabriella Coughlin, Sarah Hurteau
  - B. Supervisors Absent:
  - C. Others Present: Astrid Mooney, Erin Blaz, Ricky Reedy, Orlando Romero, Jaren Peplinski, Theresa Aragon, Alicia Armijo, Dusty Glidewell
  
2. **Agenda Review and Approval (Action Item):** Mr. Allen moved to approve the agenda, which was seconded by Ms. Economou 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  
Gabriella Coughlin – Yes  
Sarah Hurteau - Yes
  
3. **Minutes Review and Approval (Action Item)**
  - A. *Regular Board Meeting Minutes 4/18/2024.* Ms. Economou made a motion to approve the 4/18/2024 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 – Yes  
Gabriella Coughlin – Yes  
Sarah Hurteau – Yes
  
4. **Guest Presentation**
  - A. None.
  
5. **Reports of Partners**
  - A. EMNRD (Lawrence Crane): No report was provided.
  - B. NRCS (Dusty Glidewell): A written report was provided and reviewed. NRCS is trying to get community members to reinvigorate local work groups. NRCS is working on obligating Farm Bill money. NRCS has available desk space at 100 Sun Ave NE for when the District Conservationist is not in the office for use by Ciudad SWCD staff. The deadline for submitting RCPP applications appears to be July 2, 2024. Dusty Glidewell commented in the chat, "So I just double checked the RCPP website. Both Classic and AFA deadlines are July 2. You can view those NOF[O]'s on grants.gov."
  - C. NMDA (Katie Mechenbier): A written report was provided. The board reviewed the report, noting the Sunshine Laws trainings that will be held in Albuquerque in July (exact date yet TBA). Astrid Mooney noted via the virtual meeting chat, "NM OSA and NM office of attorney general both are regulatory agencies for OMA and IPRA."
  - D. NMED (TBD): No report was provided.

E. Other: No additional reports were provided.

**6. Financial Report (Action Item)**

A. *4/30/2024 Financial Report.* The 4/30/2024 Financial Report was detailed by Astrid Mooney and reviewed by the board of supervisors. Ms. Economou recommended acceptance of the 4/30/2024 Financial Report on behalf of the Finance Committee. Ms. Economou moved to accept the 4/30/2024 Financial Report. The motion was seconded by Mr. Allen. 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

B. *Resolution No. 2024-02 approving the FY 2025 Preliminary Budget.* The FY 2025 Preliminary Budget and Resolution No. 2024-02 were detailed by Astrid Mooney and reviewed by the board of supervisors. Ms. Economou moved to accept *Resolution No. 2024-02 approving the FY 2025 Preliminary Budget.* The motion was seconded by Mr. Conklin. 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

7. **District Staff Report** – (Astrid Mooney, Erin Blaz, Ricky Reedy, Orlando Romero, Jaren Peplinski, Theresa Aragon, Alicia Armijo) – The report was provided and reviewed. Regarding internal operation of the District and building capacity, Ms. Hurteau provided an update on the work of the Mill Levy Committee. The committee has been meeting regularly with the Trust for Public Land and their contractor. The working group went through a series of meetings to draft ballot language for polling.

**8. Action Items**

A. *Reappointment of Gabby Coughlin and Sarah Hurteau for FY25 (Soil and Water Conservation Commission meets 6/18/2024).* Ms. Economou recommended approval of the *Reappointment of Gabby Coughlin and Sarah Hurteau for FY25.* Ms. Economou moved to accept the reappointment. The motion was seconded by Mr. Conklin. 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 – Abstain  
Sarah Hurteau – Abstain

B. *One-year extension (5/7/24-5/6/25) of Candelaria Nature Preserve sublease for Rio Grande Return.* Mr. Allen moved to authorize Mr. Glass to sign the *one-year extension (5/7/24-5/6/25) of Candelaria Nature Preserve sublease for Rio Grande Return* on behalf of the board. The motion was seconded by Mr. Conklin. 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

- C. *Revisions to the Service Agreement with the Ag Site Coordinator.* Mr. Allen moved to accept the *Revisions to the Service Agreement with the Ag Site Coordinator*. The motion was seconded by Mr. Conklin. 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. *Revision to the Service Agreement with the Assistant Ag Program Coordinator.* Mr. Allen moved to accept the *Revisions to the Service Agreement with the Assistant Ag Program Coordinator*. The motion was seconded by Mr. Conklin. 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

- E. *Amendment #4 to the IGA with BernCo Open Space.* Ms. Hurteau moved to allow Mr. Glass to sign the amended agreement 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

- F. *Contract with Prospera for facilitation services for the Land & Water Summit.* Ms. Hurteau moved to allow Mr. Glass to sign the *Contract with Prospera for facilitation services for the Land & Water Summit*. 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

- G. *Award Letter from USDA for the Composting and Food Waste Reduction Grant*. Mr. Conklin moved to authorize Mr. Glass to sign the *Award Letter from USDA for the Composting and Food Waste Reduction Grant* 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
- H. *Audit Contract with Cordova CPAs LLC for FY 2024*. M moved to accept the *Audit Contract with Cordova CPAs LLC for FY 2024*. Ms. Hurteau moved to authorize Mr. Glass to sign the *Audit Contract with Cordova CPAs LLC for FY 2024* 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
- I. *FY25 RiverXchange MOA with Middle Rio Grande Stormwater Quality Team*. Mr. Allen moved to authorize Mr. Glass to sign the *FY25 RiverXchange MOA with Middle Rio Grande Stormwater Quality Team*. 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 – Absent  
Gabriella Coughlin – Yes  
Sarah Hurteau – Yes
- J. *Resolutions No. 2024-03 and No. 2024-04 to approve NMC WRR Grant Award*. Mr. Allen moved to *adopt Resolutions No. 2024-03 and No. 2024-04 to approve NMC WRR Grant Award*. The motion was seconded by Mr. Conklin. 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 – Absent  
Gabriella Coughlin – Yes  
Sarah Hurteau – Yes
- K. *District Credit Cards for Orlando Romero and Alicia Armijo*. Mr. Allen moved to approve procurement of *District Credit Cards for Orlando Romero and Alicia Armijo*. The motion was seconded by Ms. Hurteau. 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 – Absent  
Gabriella Coughlin – Yes  
Sarah Hurteau – Yes

9. **Reports** and possible **Action Items**

- A. *Resolution No. 2024-05 adopting FY2026-2030 ICIP.* Mr. Glass detailed the purpose and scope of a prospective resolution, *Resolution No. 2024-05 adopting FY2026-2030 ICIP.* No action was taken; the resolution will be considered for adoption at another time.
- B. *Ranch Management Scholarship for Jaleh Mosher.* Mr. Conklin moved to accept the approval of a *Ranch Management Scholarship for Jaleh Mosher* through the Bernalillo County Grow the Growers funding allotment. The motion was seconded by Ms. Coughlin. 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 – Absent  
Gabriella Coughlin – Yes  
Sarah Hurteau – Yes

10. **Other Business**

- A. *Annual Action Plan for FY 2025 - Special Meeting needed in June*  
B. *Unfunded cooperative agreement with NRCS*

**Adjourned**

**6:50 PM**

**Submitted by: Jaren Peplinski**

**Date approved: 6/17/24**