



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

June 16th, 2025

DRAFT

Meeting Minutes

1. Call to Order

4:30 pm

- A. Supervisors present: Steve Glass, Dan Conklin, Maria Young (left at 6:03pm), Zoe Economou, Gabriella Coughlin
- B. Supervisors Absent: Tom Allen
- C. Others Present: Joshua O'Halloran, Erin Blaz, Ricky Reedy, CJ Ames, Annie Montes, Charlene E Pskyoty, Theresa Aragon, Roxann Moore (joined late)

2. **Agenda Review and Approval (Action Item):** Economou moved to approve the agenda. Seconded by Mr. Conklin and approved unanimously by roll call vote.

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

3. **5.19.2025 Minutes Review and Approval (Action Item):** Steve made some minor edits to May 19th. Economou moved to approve May 19th minutes Conklin seconded. Board approved unanimously by roll call vote.

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

4. **6.5.2025 Special Meeting Minutes Review and approval (Action Item):** Steve asked to put CJ as submitted by. Economou moved to approve the minutes Conklin seconded. Board approved unanimously by roll call vote.

Roll Call Vote: Steve Glass – Yes
Thomas Allen – absent

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

5. **Guest Presentation:** None

6. **Reports of Partners**

- A. [NMDA](#) (Katie Mechenbier) - Katie was absent. Written report was submitted and discussed. Soil and water commission meeting is in three days. Discussion of appointments.
 - I. Healthy Soils Training (June 24th) - Can Josh or CJ attend or Megan? Steve is unavailable to attend. CJ confirmed that they can be there and will invite Megan.
 - II. ICIP - approved and filed last month.
- B. [NRCS](#) (Roxann Moore) - Written report was submitted and discussed.
 - I. Josh to help pull together work group.

7. **Finance Committee Report (Action Item):** Written report was submitted and discussed. Tabled April finance report from last month – needs to be resolved and added to agenda next board meeting in July. Working on figuring out report format with new Quickbooks – will experiment with what may be useful. Discussion of level of detail in reports needed for board. Discussion on credit card discrepancies – input issues. Economou recommends approval. Economou moved to approve the report. Seconded by Hurteau and approved unanimously by roll call vote.

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

8. **Action Items**

- A. [PSA](#) with Phyllis Baker for Graphics Design for 2026 Land and Water Summit: Hurteau moved to approve the PSA. Seconded by Mr. Conklin and approved unanimously by roll call vote.

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

- B. [PSA](#) with Hero's Path Palliative Care: Steve - two sensory tables or one? Josh/Theresa confirmed it should be one vision table, one sensory table. Steve added some suggested edits. Hurteau moved to approve the PSA. Seconded by

Conklin and approved unanimously by roll call vote.

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

- C. [Price Agreement](#) for Conservation Crews: We do this every year, invitation to bid that gets put out every year for conservation crews. \$80k every year - RMYC and ALCC place bids and we are the pass-through for BernCo. Steve added line for Josh to sign as well and made some other small comments. Economou moved to approve the Price Agreement. Seconded by Hurteau and approved unanimously by roll call vote.

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

- D. [Letter of engagement](#) with Chris Fogel, CPA: Short-term engagement - 30hrs. Oversight for the transition. Glass and Economou a little unsure about handing over payroll. Hureteau expressed confidence in the org that would do payroll. Hurteau moved to approve the letter. Seconded by Economou and approved unanimously by roll call vote.

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

- E. [Amendment](#) to PSA with Muddy Cistern LLC: To extend Astrid's term to help with financial oversight. Economou moved to approve the amendment. Seconded by Mr. Conklin and approved unanimously by roll call vote.

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

- F. [MOA](#) with NMDA for DO grant: Advancing the RRHIP: Funds three rainwater harvesting installation workshops with BernCo. Erin to develop proposal and Hurteau to support. Hurteau moved to approve the MOA. Seconded by Economou and approved unanimously by roll call vote.

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

- G. [MOU](#) with SSCAFCA for RiverXchange and Arroyo Classroom: Hurteau moved to approve the MOU. Seconded by Economou and approved unanimously by roll call vote.

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

9. Reports of committees and possible Action Items

- A. Policy Committee - n/a
- B. Personnel Committee - n/a
- C. Mill Levy Committee: Update and projections
 - I. Will not implement mill levy in CY 2025. We overviewed correspondence and Ciudad SWCD did everything correctly. Assessors Office failed to fulfill their requirements.
 - II. Exploring other avenues to see what can be done:
 - 1. Can protest determination.
 - 2. Could get a loan from a different SWCD
 - III. Discussion about next steps and conduct of the meeting. Board assured that staffing is the top priority.
- D. Ceci going full time in FY26. Have the funding between two composting grants. Makes life easier. ^_^
- E. MOU with BernCo for Reflective Signs and Completed Project Signs - no updates for now but will next time. Ricky will add to agenda.

10. **District Staff Report** - Written report was submitted and discussed. Steve gave great praise on behalf of the board.

11. Other Business

- A. Ciudad Mill Levy discussion
- B.

Adjourned

6:33 PM

Submitted by: Annie Montes

Annie Montes

Validated by: J. Steven Glass, Board Chair

Date approved: