



---

Providing resource conservation for a quality environment demonstrated through active leadership, cooperation and partnership

---

**Board of Supervisors  
March Special Monthly Meeting  
March 6th, 2017 6:30 P.M.**

*held at the Whitfield Wildlife Conservation Education & Visitor Center  
2424 Hwy 47, Belen, NM*

**Board of Supervisors Attending:** Chair Abel Camarena, Vice Chair Teresa Smith de Cherif, Supervisor Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Richard Bonine and Supervisor Jeff Goebel. Supervisor Jim Lane was absent.

**Others Attending:** District Manager Madeline Miller.

**Meeting Minutes**

1) **Call to Order:** Chairman Abel Camarena verified quorum and called the meeting to order at 6:35 p.m.

**Motion was made to approve Agenda with additions of consideration of budget adjustments for the East Valencia Urban Gardens Program (EVUGP) and establishing a GIS database for VSWCD.**

1<sup>st</sup>: AH 2<sup>nd</sup>: JG No further discussion.  
For: all Against: 0 Abstain: 0 Absent: 0  
Motion carried.

2) **Special Business: Budget matters tabled February 25<sup>th</sup>, 2017:**

- **January & February Expenditures approval:** The Board reviewed the January and February 2017 Expenditures Reports separately.

**Motion to approve expenditures as presented for January 2017.**

1<sup>st</sup>: Richard Bonine, 2<sup>nd</sup>: JMoya  
For: all Against: 0 Abstain: 0 Absent: 1  
There was no further discussion. Motion carried.

**Motion to approve expenditures as presented for February 2017.**

1<sup>st</sup>: Joseph Moya 2<sup>nd</sup>: Teresa Smith de Cherif  
For: all Against: 0 Abstain: 0 Absent: 1 No further discussion.  
Motion carried.

- **Mid-year 2017 Budget review:** The Board reviewed the approved 2017 Budget of revenues and expenditures, the actual expenditures to date through February 28<sup>th</sup> 2017 and discussed the proposed adjustments. Budget adjustments included:

- i. **Teresa presented a memo from Lindsey Hamilton regarding needs for establishment of the community gardens for the E. Valencia Urban Gardens Program.**

**Motion was made to approve the EVUGP proposal of \$2588 for garden supplies for the Meadowlake and El Cerro Community Gardens, and an additional \$1412 for fencing of the El Cerro Comm Garden as an in kind match of the NACD grant program.**

**1<sup>st</sup>: Teresa Smith de Cherif 2<sup>nd</sup>: Richard Bonine**

**There was additional discussion regarding the District Manager following up with Lindsey to review grant funding available to be used and the balance to be provided as in kind match from the District for the program.**

**For: all          Against: 0   Abstain: 0   Absent: 1          Motion Carried.**

- ii. **Jeff Goebel presented a GIS database set proposal he obtained from a potential contractor which would include 12 maps (static) for the Land Use Plan and create a database with sources from NRCS, County etc. to prepare for our mapping 'what if' scenarios. This would get the VSWCD database populated and a little data analysis to start. Richard Bonine recommended developing scope of work thru the Land Use Plan committee, and obtaining 3 quotes for possible services.**

**Motion was made to approve sponsoring the 'innovative farming' soils workshop being planned for with the USDA Natural Resources Conservation Service with a budget increase in education expense up to \$5k for speakers, lunch and facility costs as needed.**

**1<sup>st</sup>: Andrew Hautzinger 2<sup>nd</sup>: Jeff Goebel**

**There was no further discussion.**

**For: all   Against: 0   Abstain: 0   Absent: 1**

**Motion carried.**

**Motion to approve the Budget Adjust as reviewed with amendments totaling \$102,613, an increase of the following budget items:**

- a. **Personnel services adjustments: regular employee as proposed in the amount of \$58,808 (including East Valencia Urban Gardens Program Coordinator position funded with NACD grant) and temporary part-time position for 2017 of \$3444.80**
- b. **Whitfield expenditures adjustments: including increase for equipment \$1030, and maintenance building project \$3886.**
- c. **Office expense adjustment of \$5000 for office equipment needs**

- d. Election 2017 adjustments: to contract with Automated Electronic Services increased \$17,500 if election is carried out following filing of declarations of candidates.
- e. Dues and Board fees: \$360 to reflect Board action to increase meeting stipends
- f. Education expense increased by \$7300 for Innovative Farming Conference sponsorship and overage for education in current budget
- g. Fees & Services: increased by \$10,200

1<sup>st</sup>: Andrew Hautzinger    2<sup>nd</sup> Richard Bonine    There was discussion that the revised budget adjust with resolution would be prepared for signature at the March regular meeting.

For: all    Against: 0    Abstain: 0    Absent: 1    Motion carried.

**3) Adjournment**

Motion was made by Teresa Smith de Cherif to adjourn the meeting at 7:56 1<sup>st</sup> TSdeCherif. There was no 2<sup>nd</sup> motion.


The Board discussed upcoming meeting dates. The March regular meeting time was changed to Saturday the 25<sup>th</sup> starting at 2 p.m. The Board considered the April meeting but the regular time was not changed.


Andrew Hautzinger motioned to adjourn, Jeff Goebel seconded. All were in favor. The meeting adjourned at 8:25 p.m.

Signatures:

  
 \_\_\_\_\_  
 Abel Camarena, Chair

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Madeline Miller, District Manager

  
 \_\_\_\_\_  
 Date

