



Official Document of  
Valencia Soil & Water  
Conservation District

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

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**Board of Supervisors  
July Monthly Meeting  
July 24th, 2017 6:30 P.M.  
Whitfield Wildlife Conservation Education & Visitor Center  
2424 Hwy 47, Belen, NM**

**Board of Supervisors Attending:** Chair Abel Camarena, Supervisor Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Richard Bonine, Jr., Supervisor Jeff Goebel, Associate Supervisor Myrna Castro; **Teleconference:** Vice Chair Teresa Smith de Cherif

**Others Attending:** District Manager Madeline Miller, Administrative Assistant Jasmine Martinez;

**Absent:** NRCS Soil Conservationist Pearl Armijo, NMDA Specialist Katie Mechenbier, Whitfield Manager Ted Hodoba

**Meeting Minutes**

**1) Call to Order:** Chairman Abel Camarena verified quorum and called meeting to order at 6:33 pm. Clarified that shade structure discussion is for the El Cerro garden, not the Meadowlake garden.

**Motion was made to approve Agenda as amended.**

**1<sup>st</sup>: Jeff Goebel**

**2<sup>nd</sup>: P. Joseph Moya**

No further discussion.

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

**Motion carried.**

**2) Special Business:**

- i. Fiscal Year 17 Year End Report review and approval:** The Board reviewed the written FY17 Year End Report provided by the District Manager. District Manager Miller indicated that the copy of the recap sheet presented to them may contain some errors, adjustments will be made as soon as she is able to get in touch with the accountant to correct them. She suggested that the Board authorize the Treasurer to finalize any adjustments made to the recap sheet by the accountant.
- ii. Resolution #1-2018 – Valencia SWCD Year End Report Submittal to the NM Department of Finance and Administration for Fiscal Year 2017; July 1<sup>st</sup>, 2016 through June 30<sup>th</sup>, 2017:** Resolution #1-2018 to accept the Year End Report was presented to the Board for review. The Board considered the information provided by the District Manager regarding possible corrections to the Recap page of the Year End Report where

**Motion was made to adopt Resolution #1-2018 pending adjustments of the Recap sheet of the report and that the Board authorize Treasurer Hautzinger and District Manager Miller to work directly with the accountant on any possible adjustments.**  
**1st: Richard Bonine, Jr. 2nd: Teresa Smith de Cherif** No further discussion.  
**Roll call: P. Joseph Moya, yea; Jeff Goebel, yea; Andrew Hautzinger, yea; Richard Bonine, Jr., yea; Teresa Smith de Cherif, yea; Abel Camarena, yea.**  
**Against: 0 Abstain: 0 Absent: 0**  
**Motion carried.**

**Motion to adjust the beginning balance for the FY18 Final Budget:** District Manager Madeline Miller requested Board permission to make adjustment to the beginning balance for the FY18 Final Budget in the amount of \$315,587 upon verifying with the accountant this is the correct amount derived from the balance sheet at year end.  
**Motion to accept cash balance of \$315,586.65 as the beginning balance for FY18 Final Budget.**  
**1st: Andrew Hautzinger 2nd: Richard Bonine, Jr.** No further discussion.  
**For: all Against: 0 Abstain: 0 Absent: 0**  
**Motion carried.**

iii. **East Valencia Urban Gardens Program Update; Meadowlake Gardens shade structure cost share with Valencia County:** Vice Chair Smith de Cherif reported on changes to the current Memorandum of Agreement (MOA) with Valencia County for the East Valencia Urban Gardens Program. Smith de Cherif proposed the following amendments: Section II part D addition to include first 'the VCG (Valencia County Government), will provide the space at or adjacent to the existent community centers in Meadow Lake and El Cerro Mission for the East Valencia Urban Gardens Program for a period of at least five years', and 2nd in new paragraph 'The VCG will plot the coordinates of the East Valencia Urban Gardens with a view to deeding the land to the VSWCD.' The Board discussed the amendment language being purposely left as a statement of potential future consideration of possible transfer of ownership to the VSWCD. The MOA with the proposed amendment, and upon approval by the Board, was to be sent to the County for review.

**Motion to accept the amended language to Section II part D to the current MOA with the understanding that any future land transfer offered by Valencia County to VSWCD was recognized as a "potential" action for future consideration.**  
**1st: Andrew Hautzinger 2nd: Richard Bonine, Jr.** No further discussion.  
**For: all Against: 0 Abstain: 0 Absent: 0 Motion carried.**

Vice Chair Smith de Cherif reported on her discussions with the County and architect John Kirkpatrick about providing shade structures for the Meadow Lake and El Cerro Mission community gardens. The Board was provided a drawing of a shade structure designed for the community park under development next to the Meadowlake Community Center. Teresa expressed that for cost sharing, the County would require an architect's stamp and in her discussions with John Kirkpatrick for his review and stamp, he is considering offering his stamp pro bono. Teresa proposed that the Board's preliminary approval on cost sharing on



