



**MINUTES OF THE REGULAR MEETING
May 2, 2008**

Supervisors Present: Felipe Lovato, Jr., Chairman
William Caster, Vice-Chairman
J. Brian Greene, Sec. – Treasurer
Richard Shovelin
LeRoy Candelaria
William “Bill” Hignight

Supervisors Absent: Randy Simmons

Others Present: Dierdre Tarr, District Manager
Louis King, District Conservationist
Melissa Kayser, Administrative Assistant
Jerry Melaragno
Art Swenka, East Torrance SWCD
Frank Luna, Associate Supervisor
Roy Todd, NMDA Field Specialist
Paul Gardner, Associate Supervisor
Senator Pete Campos
Susie Marbury, NM EMNRD
Angela Gonzales- Rodarte, NMFA
Jeremy Turner, NMFA

CALL TO ORDER:

- The Claunch-Pinto Soil and Water Conservation District regular meeting of the Board of Supervisors was called to order by Felipe Lovato, Jr., Chairman at the Mountainair United Methodist Church, Fellowship Hall Mountainair, NM at 8:15 a.m. Felipe welcomed the guests and thanked each of them for taking the time to attend the meeting. Felipe introduced NM State Senator Pete Campos and Susie Marbury, NM EMNRD and thanked them for attending the Claunch-Pinto SWCD Board Meeting.

ABSENTEES: The Absentees were excused.

APPROVAL/AGENDA:

- Richard moved to accept the agenda with one change to move NMFA up on the agenda after they arrived at the meeting. Bill seconded the motion. Motion carried.

APPROVAL/DISAPPROVAL OF MINUTES:

- William moved to approve the minutes of the last meeting as presented. Bill seconded the motion. Motion carried.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

- Dee presented the Treasurer's Report for the month of April. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$3, 212.31**. A copy is attached. Discussion followed. **ACTION TAKEN:** Brian moved to accept the report and pay all accounts payable. Richard seconded the motion. Motion carried.

OTHER FINANCIAL MATTERS:

- Dee reported she sent a score sheet to Dan Austin, CPA to review and help her fill out. Dee will send the information to the NM State Auditor who will draft the contract with Dan Austin, CPA for FY2007 and FY2008 audits. The cost will be \$13,584.38 for each fiscal year. Dan Austin was the only CPA to send the District a proposal in response to our telephone call.

- Dee reported the Budget Committee met Monday evening to work on the draft budget for 2008-2009. Dee reviewed the Draft Budget 2008-2009 with the Board. Discussion followed. **ACTION TAKEN:** Brian moved to approve the Draft Budget 2008-2009. William seconded the motion. Motion carried. Dee would like to thank the Budget Committee Brian Greene, Paul Gardner and Richard Shovelin for their time spent on working on the Budget.

NMFA PRESENTATION:

- Jeremy Turner, Chief Financial Advisor and Angela Gonzales-Rodarte, Financial Advisor from the NMFA began their presentation at 8:25 a.m. They passed out a folder containing information on Financing with NMFA. Jeremy explained the Public Project Revolving Fund (PPRF) also known as the Flagship loan fund. PPRF requires legislative authorization for projects over \$1 million; has a useful life of 3 years or more. Interest rates are based on bond market rates. Costs of issuance up to \$200,000 per fiscal year may be paid by the NMFA. Benefits of the PPRF 1) Interest rates Board locks rates for 90 days and disadvantaged funding; 2) Cost of issuance of bonds is approximately \$200k per fiscal year for the cost of bond counsel, tax counsel and associated fees. NMFA takes care of these fees; 3) NMFA staff will work with the SWCD to meet their timing needs 4) No environmental requirements 5) Closing requirements limited burden on the SWCD. NMFA counsel drafts all legal documents. Loans close within 90 day timeframe. PPRF Funding process is as follows: Step 1: Application and Appropriate resolutions are sent to the NMFA. Step 2: Financial analysis is complete once application is received. Step 3: Project goes in front of NMFA Board for approval. Step 4:

Loan documents are drafted and closing schedule is completed by NMFA's attorneys. Step 5: SWCD approves the loan documents. Step 6: Project completion certificate or letter sent to NMFA. Senator Pete Campos commented that with a loan for a 20 year period the District will need additional resources. If the building ends up being a 2 million project we might need to scale it back. Senator Campos assured the District he will give us a 4 year commitment for funding. He asked Jeremy and Angela from NMFA to work with him to find other resources for the building.

PERSONNEL MATTERS:

NMDA REPORT:

- Roy Todd, NMDA Field Specialist reviewed his monthly report with the Board. Discussion Followed.

FO REPORT:

- Louis King, District Conservationist reviewed his monthly report with the Board. Discussion followed.

DISTRICT MANAGER'S REPORT:

- Dee reviewed the District Manager's report with the Board. Discussion followed.

CORRESPONDENCE:

- The Correspondence was reviewed with the Board. See attached list. Dee reviewed the following special correspondence with the board:
- Dee reviewed a letter from the Office of the State Auditor, concerning the Auditors Office will no longer conduct the audits for the SWCD'S. The SWCD's will be responsible for hiring a CPA to complete their 2006, 2007, and 2008 audits.
- Dee reviewed an E-mail from Jose Varela Lopez, Commissioner, Region II, concerning changing the points system to allow Districts to get points by attending the annual Districts meeting during the Annual Conference and voting on Resolutions presented at this meeting. The Board asked Dee to write a letter to Commissioner Varela Lopez explaining the Claunch-Pinto SWCD would like all the Resolutions to come to the District Boards for their review. The District Boards would then send a representative to the Annual Meeting during the Annual Conference prepared to vote on the Resolutions as directed by their District Board.

UPDATE ON GRANTS:

Watershed Health Grant –

Dee reported on the Advisory meeting held on April 28, 2008. The Committee discussed future projects. A decision on the proposed contracts for the 2006 WTB funding was postponed due to the fact Edgewood and East Torrance SWCDs did not have representation at the meeting.

National Fish and Wildlife Foundation & State Forestry Noxious Weed Grant

Dee attended the meeting via conference call. She was informed Tom Perkins the Weed Coordinator has been employed by the NM State Land Office for the Moriarty State Land office. Tom explained the Land Office has approved him acting as the Noxious Weed Coordinator at the same time he is employed by the State Land Office. The Board discussed their concerns about Tom being paid as the weed coordinator at the same time he is working for the State Land Office. The Board asked the District Manager to ask for a letter from the State Land Office giving their approval of this. Dee explained to the Board Vern Kohler has his herbicide license, so he can do all of the work in the Claunch-Pinto District.

State Forestry Community Wildfire Protection Planning Grant –

There was a public meeting in Moriarty to discuss the Draft CWPP. There was no one in attendance. There was a public meeting in Torreon to discuss the Draft CWPP. There were 30 people in attendance.

Upper Rio Grande Salt Cedar Project –

Dee reported she attended the April 11, 2008 URG Steering Committee meeting at the National Hispanic Cultural Arts Center in Albuquerque. The Steering Committee discussed future funding. The UPG has a meeting with Cabinet Secretary Miley Gonzalez, NMDA to discuss future funding for the Phreatophyte program.

New Grant Opportunities

Dee reported there should be a Bureau of Reclamation RFP being advertised. She would like to send in a proposal for the Abo Watershed. Dee reported that State Forestry will be looking for funding to help fund restoration in the Trigo fire area.

UNFINISHED BUSINESS:

- Dee asked the Board to review the Confidential Proposals we received for the Building. The Claunch-Pinto SWCD received 5 Proposals. The Evaluation Committee will be reviewing the proposals and have their decision for the next Board meeting.
- Dee reported to the Board that Richard Shovelin has decided he would like the board to nominate him for the Region II Chairman. Discussion followed.
ACTION TAKEN: Bill moved to nominate Richard Shovelin for the Region II Chairman position. Brian seconded the motion. Motion carried.
- Dee reported to the board that she received Edgewood and East Torrance SWCD's agreements to be signed by Felipe Lovato, Jr. Chairman. We can now proceed forward with the contracts for the 2006 Water Trust Board Grant.

NEW BUSINESS:

- Dee reviewed Budget Resolution 14-08 with the Board. Discussion followed.

ACTION TAKEN: Bill moved to pass Budget Resolution 14-08. Brian seconded the motion. Motion passed with a voice vote.

- Dee reviewed a letter to the Board to the Torrance County Planning and Zoning, concerning the Cedar Hills Subdivision Review. Discussion followed. **ACTION TAKEN:** Bill moved to accept the Letter to Torrance County Planning and Zoning with grammar changes. Brian seconded the motion. Motion carried.

- Dee explained she has a letter from Randy Simmons explaining to the board he needs to resign his position as a District Supervisor in Position 3. Discussion followed.

ACTION TAKEN: Brian moved to accept Randy Simmons resignation. William seconded the motion. Motion carried.

- Felipe Lovato, Jr. administered the Oath of Office to Jerry Melaragno who was the only person who filed for Position No. 3 during the Supervisor Elections.

- Dee explained to the Board Rio Grande Title needs a letter from the Board allowing Felipe Lovato, Jr. Chairman to sign the closing documents on the purchase of the property. The closing is May 3, 2008 at 3:00 p.m. in Albuquerque. **ACTION TAKEN:** Brian moved to approve the letter to Rio Grande Title allowing Felipe Lovato, Jr. to sign closing documents. Bill seconded the motion. Motion carried.

- Dee explained the Emergency Watershed Protection Program. The funding is congressional funding budgeted to NRCS to flow through a local sponsor. Dee and Louis explained to the Board they had made the initial application and sponsorship before the Trigo Fire blew up the third time. Dee asked the Board to ratify the sponsorship for District. Discussion followed. **ACTION TAKEN:** Brian moved to ratify the letter of sponsorship that District has sent to the State Conservationist on April 24, 2008 for the Emergency Watershed Protection. Bill seconded the motion. Motion carried.

REPORTS:

- William reported the Hub RC&D meeting is next Wednesday.
- The South Central Mtn. RC&D had no meeting.
- Brian reported the EBWPC discussed the update on the water plan.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

MEETINGS ATTENDED:

EXECUTIVE SESSION:

NEXT MEETING SCHEDULED:

- The next Regular Meeting will be held Friday June 6, 2008 at 8:00 a.m. at the Mountainair United Methodist Church Fellowship Hall, corner of Sunset and Third Street, Mountainair, New Mexico.

PLAN FOR NEXT MEETING:

ADJOURN:

There being no further business to come before the Board. **ACTION TAKEN:** Bill moved to adjourn at 11:50 p.m. Brian seconded the motion. Motion Carried.

/s/ _____
FELIPE LOVATO, JR., CHAIRMAN

/s/ _____
J. BRIAN GREENE, SEC.-TREAS

**May 2, 2008
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Regular Meeting**