



La Union Watershed District

Regular Meeting Notice

Thursday, December 4, 2025 @ 6pm

at

Our Lady of Refuge Hall

1320 Mercantil Ave.

La Union, NM 88021

The meeting agenda will be available 72 hours prior to the meeting on the LUWSD website www.launionwatershreddistrict.org or by calling (915) 525-0544.



La Union Watershed District
325 La Union St.
La Union, New Mexico 88021
Draft
Minutes for November 6, 2025
Regular Meeting

1. Call to order by Maryann Galindo at 6:05pm
2. Roll Call: Maryann Galindo present, Elsa Mendoza present, Irma Lazarin present, Veronica Villalobos absent, Jose Anaya absent
Guests: Pablo, Yvette, Daniel Nelson, Mr. Peres, Jennfier K.
3. Approval of Agenda: Motion to approve agenda as presented made by Elsa , Seconded by Irma. All members present were in agreement.
4. Approval of Minutes: Change regular to special meeting. Motion to approve special meeting minutes for October 2025 made by Elsa, Seconded by Irma. All members present were in agreement.
5. Public Input:
 - a. Jorge:
 - i. The pump at the park has been successfully repaired and is now fully operational.
 - ii. The Walk n Treat event was a great success. Jorge expressed appreciation to all who participated and helped..
 - iii. A commissioner meeting is tentatively scheduled for November 29th. Details will be confirmed as the date approaches
 - b. Pablo:
 - i. Pablo provided a visualization of the water flow from the crest sage gages that were installed. August showed almost .8 inches of rain. There was a big jump in October but the gage was missing once Pablo went to go check on it.
 - ii. Pablo talked to John Gwyne and said cleaning out the dams is bad about holding the water. It's better to let the vegetation grow so that it soaks up the water in the dams.
 - c. Mr. Peres:
 - i. Ground breaking in Sunland Park for the fitness gym at the Complex center happened and it's open to the public.

- d. Yvette:
 - i. OLOR will be selling tamales, \$25 a dozen, can place orders now until December 1st.
 - ii. November 15th will be having a yard sale.
 - iii. Selling luminarias, \$3 each.
- 6. Conflict of Interest: NA
- 7. Directors Report:
 - a.
- 8. DASWCD: The final tree planting of the year will take place on Saturday, November 8th in the Sierra Middle School neighborhood. Volunteers will help plant 79 trees, and with an expected turnout of around 100 participants, the event will also include the giveaway of 100 trees to community members. In addition, a Thanksgiving food drive will be held, collecting non-perishable items to be distributed to local schools. Emma, Jennifer, and Josh will be at the New Mexico Association of Conservation Districts Annual Meeting this weekend in Albuquerque. DASWCD has submitted a proposal to the Interstate Stream Commission for FY27/28, while continuing to implement projects under current FY25/26 funding, with remaining funds available for approved conservation initiatives. The new proposal outlines the establishment of a five-acre development site to plant cover crop seed and experiment with using goats for vegetation management as an alternative to mechanical methods. Four LUWSD board positions will be up for appointment at the end of the year. Community members interested in serving are invited to submit a letter of interest to Jennifer by November 30th, with the DASWCD Board of Supervisors reviewing applications during their December meeting.
- 9. Finance Report: October 2025 financial report was presented. Motion to approve October 2025, Invoice to approve Jorge Garcia's Admin services, OLOR invoice, and Water bill utility made by Irma, Seconded by Elsa. All members present were in agreement.
- 10. Updates:
 - a. Sign - Decision was tabled until the next meeting for further consideration.
 - b. Newsletter - Final draft approved. Jorge to order 100 copies to ensure distribution across the community.
 - c. Dam Signs - Awaiting response from John Gwyne before moving forward.
- 11. Pending Business: NA
- 12. New Business:
 - a. Budget Adjustment
 - i. The board approved a budget adjustment to allocate additional funds to insurance. A total of \$2,500 was moved from Professional Services and \$350 from General Supplies into the insurance category.

- ii. Motion to make budget adjustments made by Elsa, Seconded by Elsa. All members present were in favor.
- b. Insurance
 - i. Part of Budget Adjustment
- c. Audit
 - i. The board is currently awaiting an update from the auditor in order to proceed with the distribution of the official audit results. Once the update is received, the results will be shared accordingly.
- d. Mileage
 - i. The board discussed reimbursement related to conducting LUWSD business. A motion to approve reimbursement was made by Elsa, seconded by Irma, and carried with all members present in favor. It was further agreed that a formal reimbursement policy will be drafted to provide clear guidance for future requests and approvals.
- e. Attachment cutter for Tractor
 - i. Elsa brought forward a proposal to purchase an attachment for the district tractor: a 72" Skid Steer Rotary Tiller (Bi-Directional, 6" tilling depth, Universal Skid Mount, model TMG-SRT72, priced at \$3,999.00. She suggested requesting partial payment assistance from the town to help cover the cost. After discussion, the board agreed to table the item until the next meeting for further consideration.
- f. Brochures for School
 - i. The board determined that Canva Print is the best option for producing the brochures. Jorge will proceed with placing an order for 500 copies to ensure adequate distribution.
- g. LUWSD promotional materials
 - i. The board approved the purchase of 500 LUWSD promotional stickers as part of ongoing outreach efforts. A motion to authorize the order was made by Elsa, seconded by Irma, all members present were in favor.

13. Discussion:

- a. The Emergency Strategic Plan is scheduled to be finalized in December and will be submitted to Amanda at the Dona Ana County Office of Emergency Management (OEM) for review and revision. Looking to finalize plan to send to community residents in early 2026

14. Adjournment: Meeting adjourned at 8:14pm
Next meeting December 4, 2025 at 6pm



La Union Watershed District
325 La Union St.
La Union, New Mexico 88021

Regular meeting - December 4, 2025

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Approval of Minutes

5. Public Input/Presentation

6. Conflict of Interest

7. Directors Report

8. DASWCD

9. Financials

10. Updates

- Dam signs
- Audit
- Insurance
- Sign

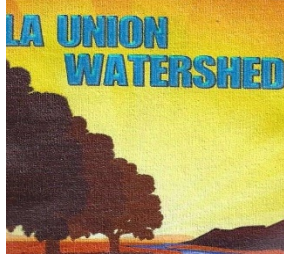
11. Pending Business

12. New Business

- OMA Resolution
- ICIP
- Purchase Attachment
- Mileage Policy

13. Discussion

14. Adjournment - Next Meeting: January , 2026



La Union Watershed District

325 La Union Street
Anthony, NM 88021
915-474-6924

vvillalobos@launionwatersheddistrict.org

FINANCIAL REPORT

November 2025

Balance Forward November 1, 2025 **\$ 120,312.38**

Income

Dona Ana County Mil-Levy Tax 450.55

Total Income: \$ 450.55

Expenses

Google*G Suite – Internet \$ 53.68

Intuit QuickBooks 41.18

CK 228 Admin. Services Jorge Garcia 299.08

CK 227 Our Lady of Refuge – Mtg space lease 70.00

Ck 229 La Union MDS & WA – utilities 35.24

CK 230 Brown & Brown – Insurance 1,887.75

Ck 231 Watts, CPA – Audit 2,605.00

Dona Ana County – Sewer 97.39

Dona Ana County – payment fee 3.17

Vista Print – App 144.40

Canvas – App 244.15

Total Expenses: \$ 5,481.04

Balance Forward as of 11/30/25 \$ 115,281.89

Savings Balance: No Activity 18.00

Total Balance \$ 115,299.89



325 La Union St.

La Union Watershed District



325 La Union St.

La Union Watershed District



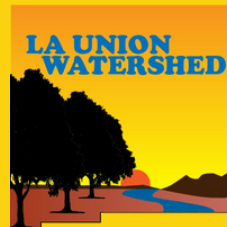
Office



Protecting Property • Preserving Water

Watershed Office

Watershed Office



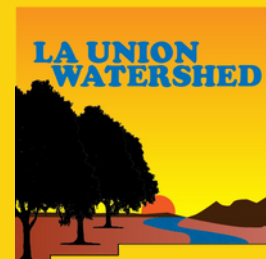
Protecting Property • Preserving Water



Protecting Property • Preserving Water

325 La Union St.

325 La Union St.



Protecting Property • Preserving Water



La Union Watershed District

325 La Union St.

(915) 479-5404

RESOLUTION #2026 OPEN MEETINGS ACT

WHEREAS, the La Union Watershed District (LUWSD) met in regular session in person at Our Lady of Refuge Hall on Thursday, December 4, 2025 at 6:00pm; and

WHEREAS, the Open Meetings Act (NMSA 1978, Sections 10-15-1 thru 10-15-4) states that, except as may be otherwise provided in the New Mexico Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any policymaking body of any state or local public agency held for the purpose formulating public policy, discussing public business or for the purpose of taking any action within the authority or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires LUWSD to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED on December 4, 2025 the Board of Directors of the LUWSD, being in session in accordance with the Open Meetings Act, and a quorum being present, does hereby respectfully resolve the following:

1. Regular meetings shall be held on the first Thursday of each month in person at Our Lady of Refuge Hall at 6pm. Notice of the date, time, place, and agenda availability shall be posted at the La Union Municipal Domestic Water office, the LUWSD website, and the Dona Ana SWCD website. Notice of other regular meetings will be given ten (10) days in advance of the meeting and shall indicate how a copy of the agenda may be obtained. Copies of the written

notice shall also be mailed, by USPS or electronic mail, to those broadcast stations and newspapers that have made a written request for notice of public meetings, and sent by electronic mail to individuals who have requested such notice. The agenda will be available at least seventy-two (72) hours prior to the meeting at the La Union Municipal Domestic Water office the LUWSD website, and the Dona Ana SWCD website.

2. Special meetings may be called by the Chairperson or a majority of the members upon three (3) days' notice. The notice shall include information on how to obtain a copy of the agenda, which shall be available to the public at least seventy-two (72) hours before any special meeting, by the same means of distribution as described in Section 1 above.

3. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial financial loss. LUWSD will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the members upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less notice. Notice for all emergency meetings shall include information on how to obtain a copy of the agenda.

4. For special and emergency meetings, notice of the date, time, place, and agenda shall be provided by telephone or electronic mail to the Las Cruces Sun-News, Las Cruces Bulletin, posted at the LUWSD website, and the Dona Ana SWCD website. Telephone or electronic mail notice shall also be given to broadcast stations and newspapers that have made a written request for notice of public meetings.

5. Pursuant to the Open Meetings Act (NMSA 1978 Section 10-15-3 C.), LUWSD permits that, on a limited or occasional basis, a member of the public body may participate in a meeting of the public body by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.

6. Individuals who need an auxiliary aid or service to attend or participate in the meeting, please contact the Chairperson, at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the district office if a summary or other type of accessible format is needed.

7. LUWSD may close a meeting to the public under section 10-15-1(H) of the Open Meetings Act, if such closure is conducted in accordance with the Open Meetings Act. Except as provided in the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the board of supervisors in an open public meeting.

Mary Ann Galindo, Chairperson

The Resolution was passed upon motion by _____ and
second by _____

Roll call vote:

MG ____; IL ____; VV ____; EM ____; JA ____;

72" Skid Steer Rotary Tiller, Bi-Directional, 6" Tilling Depth, Universal Skid Mount, TMG-SRT72

★★★★★ 20 Reviews [Ask a question](#)



CURRENTLY IN STOCK SKU TMG-SRT72

~~\$4,399.00~~ Save \$1,100.00

\$3,299.00

From \$297.76/mo with [shop Pay](#)

FREE shipping to most locations in **USA**

Delivered in 10 to 15 business days

[Learn More](#)

Quantity

1

Add To Cart

1-877-761-2819

cs@tmgindustrial.com



[Product Manual](#)



[Find Parts](#)



[Product Video](#)

Features

- Universal skid mount compatible with most skid steers for the reworking and preparation of your acreage, garden, nursery or small hobby farm land
- Designed to prepare soil for seeding applications like vegetable patches or flower beds; breaks through hard grounds and turns up nutrient rich soil
- Bi-directional double-edged tilling blades dig hard into the ground and create well-aerated soil for gardens, seedbeds and overall land health and maintenance
- 2900 PSI of pressure and an 18-23 GPM flow rate ensures a thorough job is done after just one pass making for a steady, efficient workflow
- Adjustable skid shoes for depth control keeps dirt in and leave an even, leveled layer of soil
- Direct drive motor ensures efficient energy transfer between the tiller and skid steer while reducing maintenance needs over time
- Included flat face couplers, hydraulic hoses and a universal mount that makes this tiller compatible with most skid steer makes and models

72"

WORKING WIDTH

6"

TILLING DEPTH

36

TOTAL TILLING BLADES

▶ **2900** PSI OF PRESSURE
AND AN **18-23** GPM
FLOW RATE

▶ **COMPATIBLE WITH**
40-70 HP SKID
STEERS

▶ **72" WIDTH & 6"**
TILLING DEPTH OFFERS
EFFICIENT WORK CAPACITY





LUWSD Mileage Reimbursement Policy

Purpose

The purpose of this policy is to establish consistent guidelines for reimbursing mileage expenses incurred by board members while conducting official business on behalf of the La Union Watershed District (LUWSD).

Eligibility

- Reimbursement is available to individuals who use their personal vehicles for approved LUWSD business, including but not limited to attending meetings, site visits, trainings, and community events..

Rate of Reimbursement

- Mileage will be reimbursed at the current IRS standard mileage rate in effect at the time of travel.
- The rate will be updated annually to reflect IRS adjustments.

Documentation

- Individuals requesting reimbursement must submit a Mileage Reimbursement Form that includes:
 - Date(s) of travel
 - Purpose of travel
 - Starting point and destination
 - Total miles driven.

Approval and Payment

- Completed forms will be reviewed by the LUWSD board of directors.
- Approved reimbursements will be issued once approved by the LUWSD board of directors.

Exceptions

- Mileage for routine commuting to and from regular board meetings is not eligible for reimbursement.
- Any exceptions must be approved by the Board.



LUWSD Mileage Reimbursement Form

Name of Applicant: _____

Date(s) of Travel: _____

Purpose of Travel: _____

Starting Point: _____

Destination: _____

Total Miles Driven: _____

Mileage Rate (IRS Standard): _____ cents per mile

Total Reimbursement Requested: \$ _____

Certification

I certify that the mileage listed above was incurred while conducting official business on behalf of the La Union Watershed District (LUWSD).

Signature of Applicant: _____

Date: _____

For Office Use Only

- Reviewed By: _____
- Date Reviewed: _____
- Approved Amount: \$ _____
- Payment Issued On: _____