

**HEREFORD NATURAL RESOURCE CONSERVATION DISTRICT (HNRCD)  
BOARD OF SUPERVISORS**

**REGULAR MEETING MINUTES**

**Wednesday, July 15, 2021**

**Palominas Fire District Training Center Facility  
9222 S Kings Ranch Rd, Hereford, AZ 85615**

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**A. Call to Order**

Chair John Ladd called the meeting to order 5:02 P.M.

**B. Introductions, Roll Call, and Housekeeping**

**Board Present:** John Ladd, Chair, Lucinda Earven, Vice-Chair, Steve Boice, Supervisor, and Jim Lindsey Supervisor (5:10 P.M.)

**Board Absent:** None

**Others Present:**

Joanne Roberts, HNRCD Clerk of the Board

Ivette Cunningham, HNRCD Board Advisor (5:13 P.M.)

Chuck Cunningham, HNRCD Board Advisor (5:13 P.M.)

Pat Call, HNRCD Board Advisor

Don Decker, NRCS Douglas Field Office, District Conservationist

Tricia Gerodette, Public (by telephone)

Jackie Thomas, Arizona State Land Department, NRCD Program Manager (by telephone)

A quorum was met.

**C. Call to the Public**

A.R.S. 38-431.01 authorizes the Board to make an open call to the public during a public meeting, to allow individuals to address the Board on any issue within the jurisdiction of the public body. The time will be limited to three minutes per speaker.

No comments were made.

At this time Chair Ladd moved to Agenda Item E8, Arizona State Land Department Agency Report. Ms. Jackie Thomas's report is reflected under Item E8 of this agenda.

**D. Review and Approval of Minutes**

1. Regular Meeting June 17, 2021

**Motion:** Supervisor Steve Boice moved to approve the regular meeting minutes of June 17, 2021.

**Second:** Vice-Chair Earven seconded the motion.

**Vote:** Carried unanimously.

**Discussion:** Ms. Tricia Gerodette noted that she attended the meeting by telephone but was not recognized by the Board when she called in after the meeting had begun. Ms.

Roberts asked if she was asking the Board to change the minutes to reflect that instead of "Public." Ms. Gerodette responded it was up to the Board. Chair Ladd indicated the motion to accept had been approved. The minutes stand as approved.

## 2. Executive Session June 17, 2021

Chair Ladd stated he did not believe the Board needed to go into an Executive Session to discuss the minutes and had concurrence from the Board. He then asked for motion to approve the minutes.

**Motion:** Supervisor Lindsey motioned to approve the Executive Session Minutes as written.  
**Second:** Supervisor Boice seconded the motion.  
**Vote:** Carried unanimously.  
**Discussion:** None.

## E. Agency and Committee Reports

### 1. Natural Resources Conservation Service (NRCS)

Mr. Don Decker provided an NRCS Activity Report and Arizona drought map handout and he proceeded to inform the Board about the EQIP contracts for the District which has one wildlife related contract, one irrigated cropland/pastureland contract and eight rangeland contracts. Together, these contracts represent a total funding amount of \$563,406. He further stated the Conservation Stewardship Program (CSP) applicants are still under review and awards should be forthcoming shortly. A brief review of the drought conditions in Arizona and rain gauge data from Mr. Decker's home in Douglas.

Chair Ladd noted that he provided Mr. Decker's contact information to an individual who contacted the District regarding soil and water information for a property close to the San Pedro River. The District does not maintain that type of information and referred this individual to Mr. Decker and provided additional agency resource contact information. Mr. Decker stated he certainly is available should the individual contact him.

Mr. Decker also informed the Board of a teleconference with the internal teams including the Engineering Department. He indicated they could begin discussing the cultural resource and engineering design workloads for the contracts.

2. United States Forest Service (USFS) – No one present to report.
3. Bureau of Land Management (BLM) – No one present to report.
4. Arizona Game and Fish Department (AZGFD) – No one present to report.
5. Cochise Conservation and Recharge Network (CCRN) - Advisor Pat Call had no updates to report.
6. Fort Huachuca Sentinel Landscape Restoration Partnership (SLRP) – Chair Ladd stated he received an update from Amber Morin and Ms. Roberts clarified that Ms. Morin sent the District an update in the form of a newsletter which had been sent to the Supervisors via email.
7. Arizona Department of Forestry and Fire Management (ADFFM) - No one present to report.

Chair Ladd noted the DFFM has a grant program that could help with road and trail repairs. Ms. Roberts noted a recent site visit with Mr. Matthew Jewel on Cooperators Ivette and Chuck Cunningham's property. She stated that Mr. Jewel will be working with the Cunninghams on a property Stewardship Plan which will be looking at various programs that can be used to implement projects such as the road and trail money referred to by Chair Ladd. Mr. Jewel also sent information on the Department's invasive species program and the application cut off is 30 July 2021.

8. Arizona State Land Department (ASLD) – Ms. Jackie Thomas informed the Board the ASLD portal is "active" and besides Ms. Roberts, she sent invitation notices to Chair Ladd and Supervisor Lindsey to register for their individual passwords. She reminded everyone to keep username and password confidential because it is a secure environment and there is a record of the last time your account was logged into. She further stated Supervisors, other than Chair Ladd and Supervisor Lindsey, that wish to access to the portal should contact her directly.

Ms. Roberts inquired whether the Financial Applications already submitted by hardcopy needed to be resubmitted online. Ms. Thomas responded negatively. She was able to upload the documents into the HNRCD account.

9. Arizona Association of Conservation Districts (AACD)

Ms. Roberts stated that Ms. Deborah Smith could not be at tonight's meeting. However, she is working on the end of year Financial Statements as well as the budget information required for the annual reports. Ms. Roberts further stated that due to the transition to a new financial application, the next Financial Reports the District will receive are the July and August Reports and will be available for the September meeting.

10. San Pedro NCA Uplands and Grazing Working Group

Chair Ladd has been tracking emails and the proposed next meeting is 22 July 2021.

11. Upper San Pedro Partnership (USPP)

Vice-Chair Earven stated she received an email from Mr. Bruce Gungle of the USGS who was tasked by USPP Technical Committee in 2013 to generate a report on the Sierra Vista sub-watershed groundwater budget for water used for cattle operations. She continued to inform the Board the USPP is asking for that report to be updated and wanted to know if any of the other Supervisors had been contacted by Mr. Gungle. She also referred to a letter written by HNRCD by then Board Chair Jim Lindsey and Dr. Gary Thrasher (local livestock DVM) that provided information for the 2013 report. Vice-Chair Earven asked if Advisor Pat Call had been contacted or if he knew of who may have asked for the report to be updated. Advisor Call stated that it is one of many reports the USPP Technical Committee writes and recommended the Board follow up with Mr. Gungle. Vice-Chair Earven is to provide Advisor Call with Mr. Gungle's contact information and he will reach out to him and report back to the Board.

Supervisor Boice asked for clarification on the circumstances behind the 2013 report and that Mr. Gungle contacted Vice-Chair Earven "out of the blue" asking for the same information. Vice-Chair Earven responded positively. Supervisor Boice wants to know who is asking and why? Advisor Call, clarified the USPP is doing another report and the cattle water budget is just part of that water use in the sub-watershed. He further stated, he will follow up with Mr. Gungle.

Some discussion on the decrease in the county's cattle population from last year to now due to the drought. Conservatively, the Board believes that numbers have decreased by 40%-60% throughout the County. However, the water budget report just for the Sierra Vista sub-watershed which includes, Hereford, Tombstone, Palominas, and Whetstone.

## F. District Financial Reports

### 1. Financial Reports—File for Audit June 2021

Financial Reports were not available in time for the meeting.

### 2. Payment Schedule July 2021

**Motion:** Supervisor Lindsey moved to approved items 1-4.  
**Second:** Vice-Chair Earven seconds the motion.  
**Vote:** Carried unanimously.  
**Discussion:** Before a motion was presented, Supervisor Lindsey stated the Agenda Item should be for July 2021 not June 2021.

## G. Old Business

### 1. Discussion and update on Type of In- memoriam Dedication for Mike Hayhurst

Supervisor Boice noted that he further investigated the tree species preferable for planting and it most likely will be an Emory oak. He further stated they still need to meet with Principal Thursday to discuss location on the school grounds, water supply, and maintenance. He had no update on a plaque. Supervisor Lindsey stated he can meet with Mr. Thursby and that he (Mr. Thursby) would coordinate with Superintendent Ralph Devere. He further stated the preference in location is the football field. Supervisor Lindsey stated he will contact Mr. Thursby next week and report back to the Board. Supervisor Boice indicated he also wanted to attend any sight visit.

Chair Ladd noted wording still needs to be finalized for the plaque and whether we would purchase a bench and if so, what material (metal or concrete). Vice-Chair Earven will investigate bench costs and put together a few words for the plaque and report back at next month's meeting.

Ms. Roberts inquired about who will be providing an in-memoriam article for the District's summer newsletter. Supervisor Lindsey stated he is working on it and Ms. Roberts asked they she receive a copy no later than 29 July 2021.

### 2. Review/Discuss updates to the Draft Policy Guidelines for Funding Student SAE, 4-H, and Small Landowner Projects Using Local District Monies

Ms. Roberts stated she had updated the documents based on the few comments she received from the Board and from Ms. Deborah Smith and asked what the next steps are including making sure the numbers are appropriate for the purposes of this application for funds.

Supervisor Lindsey inquired whether there is a current process that is being used by other Arizona Districts and Education Centers so that Hereford was not recreating something that already works. Ms. Roberts stated when Ms. Deborah Smith reviewed the documents and during other conversations they had about this process, Ms. Smith did not mention any other Districts/Ed Centers using a process like this. Ms. Roberts will follow up with

Ms. Smith, Ms. Sharma Torrens, and other Education Center Coordinators' regarding what they are doing, if anything, and how their process was working for them and report back to the Board.

Chair Ladd stated, that as the process is now proposed, it makes it very clear to the applicant what the District expects and needs and helps cover any potential liability related to funding and reporting to State Land. He further stated, he is unsure how many other Districts contribute in the same way. Supervisor Lindsey stated that during the Education Committee meetings discussions mostly revolve around what they are doing and not so much about financial issues.

### 3. Annual Plans of Work for ASLD due July 20 2021

Ms. Roberts asked if everyone was able to look at the updated documents before the meeting. She further noted the budget information in the reports is not accurate as Ms. Deborah Smith was working on Hereford's and several other District budgets required for the reports and there had not been time to update this information in the reports before tonight's meeting. Ms. Roberts is working on-line in the portal and it seems to be working smoothly at this point.

Ms. Roberts asked for feedback from the Board and reminds them if they want direct access to the reports to let Jackie Thomas know as she (Ms. Thomas) stated earlier in her report to the Board. Ms. Roberts asked that changes not be made on line but to contact her (Ms. Roberts) directly with changes is needed before the submission date of 20 July. Ms. Roberts stated both Supervisor Lindsey and Chair Ladd was already sent a link from Ms. Thomas to register for their password.

Ms. Roberts informed the Board that the report restricts the number of programs and projects to four and she believes the Technical Support Grant program should be added which means one needs to be removed. Review of the contents of the report continued with minor recommendations for changes. Ms. Roberts stated she would send Chair Ladd a notice when the changes are made so that he can review and sign submission.

Chair Ladd requested a report on who sees' these reports since it is a requirement to complete them annually and it stated the reports were intended to be used to lobby State legislators for funding. Ms. Roberts will make inquiries and report back to the Board.

### 4. Annual Reports for ASLD due July 20 2021

Some of the conversation crossed over between the Annual Reports and Plans of Work. Review of the contents of the reports continued with considerable discussion on the resource concerns, generalized strategies described in a 2016 District document, implementation schedules, and comments and recommendations for changes. Ms. Roberts stated she would send Chair Ladd a notice when the changes are made so that he can review and sign submission.

*NOTE: At this time Mr. Decker asked Chair Ladd if we can go to Agenda Item 6 and Chair Ladd agreed.*

### 5. Status Co-Hosting Small Land Owner Workshops Fencing/Other – See discussion below under Item 6.

### 6. Small acreage non-producing land owner follow up with NRCS

Advisor Ivette Cunningham stated she believed items 5 and 6 on the Agenda are complementary to each other. She gave a brief overview of an initial report Mr. Decker provided on her property and described some of the issues facing the small landowners and how NRCS can help with some of the issues. She further stated she is

recommending a workshop that she and Advisor Chuck Cunningham would host on their property dealing with a priority resource concern and in this case, erosion.

Further discussion on workshop content, contributors aside from NRCS and HNRCD, property evaluations and trips to properties, stewardship plans, funding opportunities applicable to small acreage land owners, and the target audience. Mr. Decker indicated he will work with Mr. Matthew Jewell, and work towards a workshop, and best approach to have a workshop relevant to multiple landowners.

Ms. Roberts noted that the reason this idea coalesced was because of the discussion at the last meeting to work with Bureau of Land Management and others on a fencing workshop. Ms. Roberts noted that she had further discussion with Mr. Emilio Corella (Bureau of Land Management), a representative from Friends of San Pedro River (FSPR), and Ms. Kim McReynolds. Mr. Corella had informed her (Ms. Roberts) that he had contacted colleagues and committed to having an outline of what a workshop would look like at the end of July after which time, the information could be presented to the FSPR Board and to the Supervisors. A workshop is not expected to take place until September or October.

Chair Ladd stated that his goal is to get NRCS to reinstate a budget line item for small land owners by showing a demand. Mr. Decker reminded the Board that not all programs fit everyone's needs and often, technical assistance is all an agency can provide and it can be, and is, a lengthy process.

#### **H. New Business**

##### **1. Legal Proceedings Initiated Vs SPRNCA Managers for Failing to Repair and Maintain Boundary Fencing and To Remove Trespass Cattle**

Vice – Chair Lucinda was contacted by a newspaper reporter inquiring about this notice of intent. Vice-Chair Earven had not seen this previously and inquired if this was in conjunction with the grazing lease renewal process or is it something new? Discussion about trespass Mexican cattle, general cattle trespass, Bureau of Land Management responsibility and budget for labor and fencing materials, inspectors and default on who to contact, loose horses on the SPRNCA, and legal concerns associated with removing cattle and horses.

#### **I. Education Program**

1. Tombstone High School Ag Program - Supervisor Lindsey had no updates to report.
2. San Pedro Spirits 4-H Group – Supervisor Boice had no updates to report.
3. Education Committee Meeting Report.

Supervisor Lindsey attended the last meeting. They reviewed all the Education Centers' activities throughout the state. Ms. Roberts stated that she spoke with Ms. Sharma Torrens because of the meeting, about having room to put HNRCD materials at AACDs booth at the Annual Conference in August. Materials such as our newsletters and a banner. AACD will accommodate the Districts.

#### **J. Board Clerk Updates Time Permitting**

Ms. Roberts reminds Supervisor Steve Boice that an article for the summer newsletter is due by 29 July and confirms Supervisor Lindsey submission on Mike Hayhurst for the same date.



Follow up from the American Stewards regarding the District's position on the 30 x 30 directive.

Follow up with Advisor Call on his affirmation documents for his Supervisor position nomination.

Removal of agencies and organizations from recurring Agenda item.

Unsolicited emails from property owner near the San Pedro regarding technical assistance and possible funding from HNRCD. Brief review of the requests.

ADFFM road and trail grant application submission last date is 22 July 2021.

#### **K. Correspondence**

1. American Stewards Membership Renewal
2. Arizona State Treasurer Office Local Government Investment Pool Notification
3. American Stewards 30 x 30 Donation Drive
4. Deluxe Check Order Forms

#### **L. Supervisor and Advisor Comments Time Permitting**

Vice-Chair Earven wants to discontinue forwarding ADEQ pollution alerts.

Advisor Pat Call wants to add to next Agenda the issue of forwarding unnecessary emails like the pollution alerts.

Supervisor Lindsey would like to revisit the day and time of the Board meetings. What is more important the agency or public participation and he favors accommodating the agencies.

Advisor Ivette Cunningham prefers meeting earlier and would favor moving back to daytime.

Chair Ladd stated the Board at discussed putting an ad in the paper but to date this had not been done.

Supervisor Boice stated he is in favor of a meeting time that is best to maximize participation. Supervisor Boice also informed the Board of a conversation he had with a RV Park manager in Whetstone on extra activities that could be offered to the visitors such as the attractor's workshop. There could be a potential for a collaboration with the park.

Chair Ladd stated that he wanted to make it clear that he likes the current location for meetings.

#### **M. Future Meetings / Future Agenda Items**

2021 Regular Board Meetings Schedule:

January 20	July 15
February 17 (cancelled)	August 19
March 17	September 16
April 21 (cancelled)	October 21
May 19	November 18
June 17	December 16

Location: Palominas Fire District Training Center

Time: 5:00 P.M.

Agenda Items

- Choose September 2021 Dated for Pen meeting Law Training
- Review of Hereford NRCD Review of Policies and Resolutions
- Forwarding Email Announcements from Agencies and Organizations

**N. Executive Session:** Notice is hereby given to the members of the Hereford Natural Resource Conservation District Board of Supervisors and to the general public that the Board, pursuant to A.R.S. §38- 431.02, may vote to convene in Executive Session to discuss personnel issues. No vote will be taken in Executive Session. If authorized by majority vote of the Board of Supervisors, the Executive Session will be held immediately after the vote. The Executive Session will not be open to the public. All persons present at an Executive Session are hereby reminded that A.R.S. §38-431.03 imposes strict confidentiality requirements on discussions that occur in Executive Session. Generally, such discussions cannot be revealed to non-board members, unless necessary to carry out the purpose of the statutory provision that specifically permits an Executive Session. The Open Meeting Law provides for a fine of up to \$500 for violating this confidentiality requirement, and requires that this admonition be given.

**O. Reconvene**

**P. Approval of Executive Session 17 June 2021 Meeting Minutes – See Agenda Item D2 Above**

**Q. Adjournment**

Chair Ladd adjourned the meeting at 7:32 P.M.

*Hereford NRCD does not discriminate against any person based on race, religion, color, gender, sexual orientation, age, national origin, disability, veteran status, or any other status or condition protected by law.*

Approved by the Board \_\_\_\_\_

(Date)

Signed \_\_\_\_\_

(John Ladd, Chairman)



## ACRONYMS

AACD	Arizona Association of Conservation Districts
ADEQ	Arizona Department of Environmental Quality
Ag	Agriculture
AIM	Assessment, Inventory and Monitoring Strategy (BLM program)
ALWT	Arizona Land and Water Trust
ACGA	Arizona Cattle Growers Association
ASLD	Arizona State Land Department
AGFD	Arizona Game and Fish Department
BLM	Bureau of Land Management
CCRN	Cochise Conservation and Recharge Network
CIS	Conservation Implementation Strategy
CRM	Coordinated Resource Management
CSP	Conservation Stewardship Program
CTE	Career and Technical Education
EA	Environmental Assessment
EIS	Environmental Impact Statement
EQIP	Environmental Quality Incentives Program
ESA	Endangered Species Act
FFA	Future Farmers of America
FHSL	Fort Huachuca Sentinel Landscape
FLPMA	Federal Land Planning and Management Act
FOIA	Freedom of Information Act
FY	Fiscal Year
NC	Nature Conservancy
HPC	Habitat Partnership Committees
HNRCD	Hereford Natural Resource Conservation District
LHE	Land Health Evaluation
LRP	Landowner Relations and Habitat Enhancement Program
Mitten	Fort Huachuca Sentinel Landscape Boundary
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding

NACD	National Association of Conservation Districts
NRCS	Natural Resources Conservation Service
NRCWAY	Natural Resource Conservation Workshop for Arizona Youth
RCPP	Regional Conservation Partnership Program
RMP	Resource Management Plan
SARC	Small Acreage Resource Concerns
SHPO	State Historical Preservation Office
SLRP	Fort Huachuca Sentinel Landscape Restoration Partnership
SP NRCD	San Pedro Natural Resource Conservation District
SPRNCA	San Pedro River National Conservation Area
SRM	Society for Range Management
TBD	To Be Determined
THS	Tombstone High School
U of A	University of Arizona
USDA	United States Department of Agriculture
USFS	United States Forest Service
USPP	Upper San Pedro Partnership
USPO	United States Post Office
VPA	Voluntary Public Access
WOTUS	Waters of the United States
WPF	Water Protection Fund
WWD NRCD	White-Water Draw Natural Resource Conservation District

DRAFT FOR BOARD REVIEW