

**ROOSEVELT SOIL & WATER CONSERVATION DISTRICT**  
**MONTHLY MEETING**  
**December 4, 2025; 7:00 a.m.**  
**AGENDA**

**Call the meeting to order**

**Opening Prayer**

**U.S. Pledge of Allegiance**

**New Mexico Pledge of Allegiance** (I salute the flag of the State of New Mexico and the Zia symbol of perfect friendship among united cultures.)

**Approve the Agenda – (1)**

**Approval of the Minutes – November 13, 2025 (2)**

**Financial Reports – (3A, B, C, & D)**

General account

**Approve all bills due**

**NMDA Report –(4)**

**NRCS Report**

**City – Mike Rackler**

**EPCOG - Raymond Mondragon**

**Sentinel Landscape – Marco Lueras**

**Grants - Travis Day**

**Blackwater Solar Center – Jamie Mears –(5)**

**Review the mail**

**Project Reports**

Rain Enhancement Program –(6)

Shade Ball Conservation Project

All About Ag

Healthy Soils Grant – Approve Updated Budget/Review Applications –(7A&B)

ZiaMet

Cost-Share Program – Terrel Roberts

High Plains CWMA

Well Monitoring

**Old Business**

**New Business**

Dawn Privett – Employment

District PayPal account

Uncashed checks – time limit and procedure/Direct Deposit employees

Annual Partners Meeting – Dec. 4, 2025

Review mileage & per diem for 2026

Capital Outlay Requests – (8A&B)

**Building Issues**

**Supervisor Reports**

**Administrative Assistant Report**

**FSA Report**

**Public Comment – Comments are limited to 2 minutes per person. Total of 30 minutes.**

**The Board may enter into Executive Session to discuss the items listed on the agenda pursuant to NMSA 1978, Section 10-15-1(H).**



**Roosevelt Soil and Water Conservation District  
Monthly Meeting  
December 4, 2025**

<u>Board Members Present</u>	<u>Board Members Absent</u>	<u>Others Present:</u>
Mike Cone	Mitzi Miller	Dawn Privett
Rick Ledbetter	Quentin Carnes	Mike Rackler
Sharon Davis	Dylan Marks	Marco Lueras
	Kendell Buzard	Raymond Mondragon
		George Bomar
		Michael Perry
		Gary Walker
		Jamie Mears
		D'Llaynn Bruce
		Travis Day
		Chris Farmer
		Kiran King
		Charlie Marquez
		Camila Simons
		Laura Nagy
		Stephanie Roussel
		Sam Pikul

Mike Cone called the meeting to order at 7:05 a.m.

Opening prayer, U.S. Pledge of Allegiance, & New Mexico Pledge.

Agenda: Quentin Carnes moved to approve the agenda in the adjusted order as discussed. Mitzi Miller seconded. Motion carried.

Minutes: Quentin Carnes moved to approve the November 13, 2025 Meeting Minutes as presented. Dylan Marks seconded. Motion carried.

Financial Reports & Bills: Dylan Marks moved to approve the financial reports for filing and bills for payment. Quentin Carnes seconded. Motion carried. (See attached.)

NMDA Report: The NMDA Report was reviewed.

NRCS Report: D'Llaynn Bruce presented the NRCS Report. Application deadlines for EQIP and CSP have been extended to January 15, 2026.

City: Mike Rackler gave an update on the City's activities.

EPOG: Raymond Mondragon gave an update on the EPOG's activities. There will be a Legislative Forum Meeting on Dec. 16<sup>th</sup> at 12:00 noon in Tucumcari and a Legislative Forum Breakfast on Dec. 17<sup>th</sup> at 7:00 a.m. in Clovis.

Sentinel Landscape: Marco Lueras gave an update.

Grants: Travis Day gave an update. He has submitted our Capital Outlay Request for the 2026 Legislative Session.

Blackwater Solar Center: Jamie Mears, Chris Farmer, and Camila Simons discussed the vegetation management plan for the project with the Board. Any recommendations to amend the draft plan need to be submitted by Dec 12<sup>th</sup>. Travis Day is assisting us in reviewing the plan.

Review Mail: The mail was reviewed.

Rain Enhancement Program: George Bomar presented his “Impact of Cloud Seeding of NM Weather during 2024-25” Report.

Kiran Kling with Recast Systems discussed his research project for the use of biological ice nucleating proteins in cloud seeding.

Charlie Marquez will meet with Representative Nathan Small at the Legislative Finance Committee Meeting next week.

Shade Ball Conservation Project: Rick Ledbetter moved to charge a \$20-per-box handling fee, with boxes containing 60 balls each, for customers ordering shade balls for shipment. Payment for balls and handling must be pre-paid. Dylan Marks seconded. Motion carried.

All About Ag: Evelyn Ledbetter is working with Ethan Wright from Ag in the Classroom to create a segment on shade balls.

Healthy Soils Grant: Rick Ledbetter moved to accept the updated Healthy Soils Grant Budget as presented. Mitzi Miller seconded. Motion carried.

Rick Ledbetter moved to modify Seth Chandler’s project payment from \$6,500 to \$4,830. Quentin Carnes seconded. Motion carried.

Mitzi Miller moved to modify Collin Williams’ project payment from \$1,852 to \$2,000. Quentin Carnes seconded. Motion carried.

Quentin Carnes moved to modify Javin Chandler’s project payment from \$6,500 to \$4,779.20. Mitzi Miller seconded. Motion carried.

Dylan Marks moved to approve Mike Cone’s grant application in the amount of \$6,500. Rick Ledbetter seconded. Motion carried. Mike Cone abstained.

Initial soil testing will be planned for the four projects not started yet (Cone, Marks, Montague, and Cone).

ZiaMet: [ZiaMet Weather Station Network](#)

Cost-Share Program: Dylan Marks moved to approve and pay Terrell Roberts for broom weed spraying in the amount of \$2,000. Mitzi Miller seconded. Motion carried.

High Plains CWMA: The next meeting is scheduled for January 8, 2026 at 2:00 p.m. at the Portales USDA office.

Well Monitoring: No new information.

Dawn Privett – employment: Rick Ledbetter moved to change Dawn Privett's title from Administrative Assistant to District Manager effective January 1, 2026. Mitzi Miller seconded. Motion carried.

Rick Ledbetter moved to raise Dawn's salary to \$36,000 per year effective January 1, 2026. Quentin Carnes seconded. Motion carried.

Rick Ledbetter moved to pay Dawn a bonus in the amount of \$2,500. Quentin Carnes seconded. Motion carried.

District PayPal account: Dylan Marks moved to authorize Dawn Privett to obtain the ability to accept credit card payments and conduct direct deposit for employees. Mitzi Miller seconded. Motion carried.

Uncashed checks policy/Direct Deposit employees: Rick Ledbetter moved to adopt the policy that checks will be void 90 days after the issued date. Mitzi Miller seconded. Motion carried. New checks with this wording will be ordered.

Annual Partners Meeting: Dylan Marks moved to sponsor the Annual Partners Meeting December 4<sup>th</sup> at 6:00 p.m. at Cattle Baron. Mitzi Miller seconded. Motion carried.

Review mileage & per diem for 2026: Mitzi Miller moved to update the mileage rate to \$.70 per mile effective January 1, 2026. Dylan Marks seconded. Motion carried.

Capital Outlay Requests: The Capital Outlay Requests for 2026 were discussed.

Building Issues: None reported.

Supervisor Reports: Rick Ledbetter attended the EPOG Board of Directors Meeting on December 1<sup>st</sup> in Clovis.

Rick is planning on participating in an interview with William Polly from Irrigation Leader magazine about our Conservation District and activities.

Administrative Assistant Report: Dawn Privett gave her report on her activities.

FSA Report: None.

**Public Comment:** Michael Perry introduced himself and informed the Board of his Candidacy for New Mexico Land Commissioner.

Next month's meeting will be on Thursday, January 8, 2026, at 7:00 a.m., at the Portales USDA Office.

Mitzi Miller moved to adjourn the meeting at approximately 11:12 a.m. Dylan Marks seconded. Motion carried.



Mitzi Miller  
Chairman



Dylan Privell  
District Manager

Nov. 2025

Roosevelt Soil & Water Conservation District

12/2/2025 9:40 AM

Register: JP Stone Community Bank

From 10/31/2025 through 11/30/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/31/2025			Sale of Shade Balls	Deposit		X	1,240.00	87,938.75
10/31/2025			Interest Income	Interest		X	0.71	87,939.46
10/31/2025			Sale of Shade Balls	Deposit		X	91.00	88,030.46
11/01/2025	6390	Robin L. Griffith	-split-		343.59	X		87,686.87
11/01/2025	6391	Dawn M. Privett	-split-		1,086.04	X		86,600.83
11/06/2025			Sale of Shade Balls	Deposit		X	17,360.00	103,960.83
11/06/2025	debit	NM Taxation and Re...	Taxes-CRS		59.05	X		103,901.78
11/07/2025	6398	Yucca Telecom	Utilities	#22480	100.53	X		103,801.25
11/07/2025	6399	Roosevelt County W...	Utilities	#00004171	80.61	X		103,720.64
11/07/2025	6400	Roosevelt County El...	Utilities	#753427001 - ...	799.78	X		102,920.86
11/07/2025	6401	CNA Surety	Insurance:Bond	#69266209	505.00	X		102,415.86
11/07/2025	6402	NMACD	Training/Meetings	#2003-1167-25...	75.00	X		102,340.86
11/07/2025	6403	Jori's Landscape Mai...	Building Expenses:Rep...	Invoice # 1260	350.00	X		101,990.86
11/07/2025	6404	Dawn M. Privett	Supplies:Office Supplies	Expense reimb...	30.89	X		101,959.97
11/07/2025	6405	Dawn M. Privett	-split-	Expense reimb...	452.10	X		101,507.87
11/07/2025	6406	Rick G Ledbetter	-split-	expense reimbu...	1,187.25	X		100,320.62
11/07/2025	6407	Mitzi Miller	Mileage/Travel	mileage reimbu...	276.04	X		100,044.58
11/07/2025	6408	Mike Cone	-split-	expense reimbu...	585.67			99,458.91
11/07/2025	6409	Dylan Marks	-split-	expense reimbu...	723.46	X		98,735.45
11/07/2025	6392	Dylan Marks	-split-		41.56	X		98,693.89
11/07/2025	6393	Mike Cone	-split-		41.56			98,652.33
11/07/2025	6394	Mitzi Miller	-split-		41.56	X		98,610.77
11/07/2025	6395	Quentin G Carnes	-split-		41.56	X		98,569.21
11/07/2025	6396	Rick G Ledbetter	-split-		41.56	X		98,527.65
11/07/2025	6397	Sharon L. Davis	-split-		41.56			98,486.09
11/11/2025	6410	Collin Carnes	Grants/Programs:Capa...	Capacity Buildi...	63.00	X		98,423.09
11/11/2025	6411	Land Steward Consul...	Grants/Programs:Capa...	Capacity Buildi...	1,627.50	X		96,795.59
11/14/2025	debit	US Treasury	-split-	85-0324208	737.68	X		96,057.91
11/14/2025	debit	NM Taxation and Re...	Payroll Liabilities	02-194990-005	31.28	X		96,026.63
11/15/2025	6414	UMB	-split-	#0701	316.02			95,710.61
11/15/2025	6412	Dawn M. Privett	-split-		1,086.05	X		94,624.56
11/15/2025	6413	Robin L. Griffith	-split-		343.59			94,280.97
11/17/2025			Sale of Shade Balls	Deposit		X	18.60	94,299.57
11/17/2025	6415	NACD	Dues and Subscriptions	FY2026 Dues	775.00	X		93,524.57
11/17/2025	6416	Rick G Ledbetter	Training/Meetings	Meeting Lunch...	89.42	X		93,435.15
11/19/2025	Transfer	George Wayne Bomar	Grants/Programs:Capa...		1,920.99	X		91,514.16
11/21/2025	6417	Ed's Recycling Cente...	Utilities	#48540	82.59	X		91,431.57
11/21/2025	FY24-21R	Roosevelt County Ch...	Education Program/Sp...	Reverse of GJE...		X	170.00	91,601.57
11/22/2025			Grant/Programs:Distric...	Deposit		X	1,683.00	93,284.57
11/25/2025			Rental Income	Deposit			7,430.00	100,714.57

## Roosevelt Soil &amp; Water Conservation District

12/2/2025 9:40 AM

Register: JP Stone Community Bank

From 10/31/2025 through 11/30/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/25/2025			Sale of Shade Balls	Deposit		X	200.00	100,914.57
11/28/2025			Interest Income	Interest		X	0.68	100,915.25

**Roosevelt Soil & Water Conservation District**  
**Profit & Loss Budget vs. Actual**  
**July through November 2025**

	Jul - Nov 25	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Grant/Programs</b>		
Playa Lakes	0.00	10,000.00
District/Legacy - All About Ag	4,768.50	12,000.00
Healthy Soils Grants	189.30	45,784.00
Admin Fees	1,234.20	8,116.00
Capacity Building	0.00	80,000.00
<b>Total Grant/Programs</b>	<b>6,192.00</b>	<b>155,900.00</b>
<b>Rain Enhancement</b>		
Rental Income	37,150.00	89,160.00
Sale of Shade Balls	54,543.20	175,000.00
NMSU Funding	30,330.07	100,000.00
Tree Sales/Windbreak	157.50	2,500.00
Misc. Income	1,305.00	1,000.00
Interest Income	3,317.34	7,832.00
<b>Total Income</b>	<b>132,995.11</b>	<b>1,401,392.00</b>
<b>Gross Profit</b>	<b>132,995.11</b>	<b>1,401,392.00</b>
<b>Expense</b>		
<b>Grants/Programs</b>		
Playa Lakes	0.00	10,000.00
Capacity Building	3,611.49	80,000.00
Dstr/Legacy - All About Ag	1,683.00	13,464.00
Healthy Soils Grants	189.30	44,320.00
<b>Total Grants/Programs</b>	<b>5,483.79</b>	<b>147,784.00</b>
<b>Cost-Share Program</b>		
<b>Rain Enhancement Program</b>		
Rain Enhancement Operations	0.00	820,000.00
Rain Enhancement Consulting	0.00	50,000.00
<b>Total Rain Enhancement Program</b>	<b>0.00</b>	<b>870,000.00</b>
<b>Building Expenses</b>		
Building Supplies	432.84	1,500.00
Repairs & Maintenance	7,484.42	20,000.00
<b>Total Building Expenses</b>	<b>7,917.26</b>	<b>21,500.00</b>
<b>Shade Balls Purchase</b>	59,400.00	150,000.00
Advertising	0.00	750.00
Dues and Subscriptions	4,853.82	7,500.00
Education Program/Sponsorships	3,058.68	3,500.00
<b>Insurance</b>		
Bond	505.00	750.00
D&O	1,087.00	1,200.00
Building/Liability Insurance	4,554.00	5,000.00
<b>Total Insurance</b>	<b>6,146.00</b>	<b>6,950.00</b>
<b>Mileage/Travel</b>	<b>1,516.79</b>	<b>6,000.00</b>
<b>Miscellaneous</b>		
<b>Payroll Wages/Expenses</b>		
Payroll Expenses	17,957.69	
Payroll Wages/Expenses - Other	0.00	50,000.00
<b>Total Payroll Wages/Expenses</b>	<b>17,957.69</b>	<b>50,000.00</b>

10:21 AM

01/08/26

Accrual Basis

**Roosevelt Soil & Water Conservation District**  
**Profit & Loss Budget vs. Actual**  
**July through November 2025**

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	Jul - Nov 25	Budget
<b>Professional Fees</b>		
Audit Expense	0.00	11,000.00
Consulting	10,762.50	25,000.00
Legal Fees	0.00	2,000.00
<b>Total Professional Fees</b>	<b>10,762.50</b>	<b>38,000.00</b>
<b>Supplies</b>		
Office Equipment	0.00	8,500.00
Office Supplies	88.95	2,000.00
<b>Total Supplies</b>	<b>88.95</b>	<b>10,500.00</b>
<b>Supervisors Meetings</b>	1,530.00	4,500.00
Taxes-CRS	361.79	2,500.00
Training/Meetings	2,681.06	4,500.00
Tree Sales/Windbreak Expense	0.00	2,000.00
Utilities	6,712.72	20,000.00
<b>Total Expense</b>	<b>128,471.05</b>	<b>1,357,984.00</b>
<b>Net Ordinary Income</b>	<b>4,524.06</b>	<b>43,408.00</b>
<b>Other Income/Expense</b>		
Other Income		
VOIDED CHECKS	120.66	0.00
<b>Total Other Income</b>	<b>120.66</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>120.66</b>	<b>0.00</b>
<b>Net Income</b>	<b>4,644.72</b>	<b>43,408.00</b>