



Steve King
GENERAL MANAGER

ELDORADO AREA WATER & SANITATION DISTRICT
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John Calzada, PRESIDENT
Gregory Hart, VICE PRESIDENT
David W. Yard, SECRETARY
Elizabeth Roghair, TREASURER
David Burling, DIRECTOR

FINAL MEETING MINUTES - REGULAR BOARD MEETING
21 April 2022 – EAWSD Public Conference Room – 7:00 PM

MEETING CALLED TO ORDER by Vice-President Hart at 7:00 PM.

ROLL CALL by Debra Sanderson: Those present were Vice-President Hart, Secretary Yard, Treasurer Roghair and Director Burling. A quorum of Directors was present. President Calzada was absent.

ALSO IN ATTENDANCE: Anthony Marino, JACOBS OPERATIONS MANAGER; Steve King, GENERAL MANAGER; Cynthia Lyons, CLIFTONLARSONALLEN; Anna Mondragon-Metzger, ADMINISTRATIVE PROJECT MANAGER; Debra Sanderson, ADMINISTRATIVE ASSISTANT; and (3) guests.

APPROVAL OF AGENDA: 21 April 2022

➤ Vice-President Hart asked if there were any additions or corrections to the agenda of 21 April 2022.

MOTION: Director Burling moved to approve the agenda for 21 April 2022. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 4 to 0 in favor of the motion to approve the agenda for 21 April 2022.

APPROVAL OF MEETING MINUTES: 17 March 2022

➤ Vice-President Hart asked if there were any additions or corrections to the meeting minutes of 17 March 2022.

MOTION: Director Burling moved to approve the meeting minutes for 17 March 2022. Secretary Yard seconded the motion.

- No further discussion.
- Vote was 4 to 0 in favor of the motion to approve the meeting minutes for 17 March 2022.
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CONSENT AGENDA: None

REPORTS:

Management Report:

S. King

- Mr. King did not have additional comments to add to the management report, but in President Calzada's absence, he felt it was important to present the WRAMP (Water Restrictions & Alert Management Plan) that the COMMUNICATIONS AND CUSTOMER SERVICE ADVISORY COMMITTEE (CCSA) has been working on updating. He sent the latest version to Board Members this afternoon, which included updates that are near finalization, pending legal counsel's review. The most significant change was the addition of annual Summer Watering Restrictions, beginning May 1 and extending through August 31. This update closely reflects City of Santa Fe's practices.
 - Other updates were minimal in terms of the previous year's guidelines; however, the biggest change was adding the annual Summer Watering Restrictions, and clarifying guidelines for STAGE 1-GUARDED CONDITIONS and/or STAGE 2 EMERGENCY RESTRICTIONS and their associated penalties. Overall, the annual Summer Watering Restrictions provides for more flexibility than in past years, but with a greater emphasis on customers using captured or recycled water whenever possible. Simultaneously, the Water Conservation Surcharge remains in place from May 1 through August 31.
- There was significant discussion amongst the group regarding penalties and enforcements. A decision was made to await legal counsel's review and recommendations and update the WRAMP accordingly. The GM will then recirculate to the Board for review and consideration and present the final version to the Board for approval at its May 19th meeting, thus somewhat delaying the official release of the document.

Operations Report:

A. Marino

- Mr. Marino had no additional items to add to the Operations Report.
- Mr. King clarified and confirmed his management report included the consideration of cartridge filters for iron removal for use of Well #19, particularly as an emergency backup resource.
- Joe Loewy, a meeting attendee, was interested in the results of a billing software update that was supposed to be done in April. Mr. Marino stated that the update was delayed due to a soon-to-be installed newer version.

TREASURER'S REPORT:

E. Roghair

- Treasurer Roghair stated that nothing unusual showed up in the report for the month. Currently, the District is selling less water but not enough to be of serious concern. With Ms. Huybrechts on maternity leave, she commended Ms. Lyons for doing a good job of presenting the highlights of the Treasurer's Report in her absence.

Legal Update: None

T. Scott

PUBLIC COMMENTS:

- JOE LOEWY, a resident of 6 Monterey Road, enthusiastically supports and recommends that the Board approve Agenda Item 1, a \$1M project, years in the making, and hopes the Board will consider favorably the acceptance of the resolution. Secondly, Mr. Loewy applauded the FINANCE AND AUDIT ADVISORY COMMITTEE (FAAC) evaluation subcommittee for the manner in which they conducted the Audit Services proposal review and evaluation and was pleased with the favorable result.

AGENDA

1. Approval of award of a contract for construction of Field Workshop and Garage *S. King*

- Traditionally, when a recommendation of award is given, a request is made, by resolution, that the General Manager be allowed to execute the Notice of Award, negotiate, and execute the award of the contract. However, as discussed in last month's meeting, Mr. King had requested to be authorized to potentially defer the Notice of the Award, until he is certain that the Governor has signed the Legislative bills approving the District's 2022 Capital Legislative Grant.
- Mr. King added that the District is on the approved funding list for \$500,000, which is expected to be awarded anywhere from June 2022 to January 2023. The likelihood is high that the District will be fully funded for the grant, but Mr. King explained that one of the restrictions of the grant is that it cannot be used to pay for anything expended prior to the execution of the agreement. Mr. King emphasized the importance of having some flexibility and discretion due to construction companies and vendors' capabilities to hold prices.

MOTION: Director Burling made a motion that the Board approve the award of a contract of the Field Workshop and Garage by Resolution N° 22-04-02. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 4 to 0 in favor of accepting the aforementioned motion.

2. Board consideration and action to award an audit services contract for the FY2022 Audit by Resolution N°. 22-04-01 *E. Roghair*

- Treasurer Roghair explained that she chaired an evaluation subcommittee of the FINANCE AND AUDIT ADVISORY COMMITTEE (FAAC) who reviewed the three proposals submitted for the FY2022 Audit Services. Out of the three, the selection was narrowed down to two. One proposal was from the District's current auditor and the other from a firm who had positive recommendations from CLA (CliftonLarsonAllen). The evaluation subcommittee independently interviewed each firm and a recommendation of award was presented to FAAC members to bring before the Board for approval.
- The subcommittee's recommendation of award was to Morton Accounting LLC, the District's current auditor. While there were some concerns initially, those have now been addressed. The importance of working with a company familiar with the District ultimately was the correct choice and in the District's best interest. Ms. Lyons (CliftonLarsonAllen) confirmed that the same auditor can be used for eight consecutive years.

MOTION: Director Burling made a motion that the Board approve Resolution N°. 22-04-01 awarding an Audit Services contract for the FY2022 Audit to Morton Accounting, LLC. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 4 to 0 in favor of approving the aforementioned motion.

BOARD COMMENTS:

- Secretary Yard noted that Jacobs' management report shows continued low numbers in non-revenue water sales and thanked Mr. Marino for his work. He voiced concerns with Wells 9 & 10, due to the flat-lining shown in the graph. Lastly, he thanked each of the committees for their hard work.
- Director Burling communicated his happiness for Ms. Huybrecht's new baby and appreciation for Ms. Lyons stepping in in her absence. He also shared his appreciation for the District's committees and thanked CCSA for their hard work, especially in recent months updating the WRAMP.
- Treasurer Roghair recognized CLA and Ms. Sanderson for interfacing with CLA and keeping invoices organized.
- Vice-President Hart is thrilled that progress is being made with the District's Field Workshop and Garage. He thanked everyone for their comments and thoughtfulness and is grateful for the connection the Board gives him to Santa Fe while currently in England. He then shared that when visiting a garden center in England, the term "rain butt" was used instead of a rain catchment barrel.

ADJOURNMENT:

- Vice-President Hart adjourned the meeting at 7:59 PM.

