



Maya R. Clifford
GENERAL MANAGER

ELDORADO AREA WATER & SANITATION DISTRICT

2 North Chamisa Drive, Suite A • Santa Fe, NM 87508 • (505) 466-2411

John Calzada, PRESIDENT
David Burling, VICE PRESIDENT
David W. Yard, SECRETARY
Elizabeth Roghair, TREASURER
Gary Sanford, DIRECTOR

FINAL BOARD MEETING MINUTES REGULAR BOARD MEETING (5:30 PM) 16 September 2026 – EAWSD Conference Room

MEETING CALLED TO ORDER by President Calzada at 5:30 p.m.

ROLL CALL by J. Hamilton. Those present were President Calzada, Vice President Burling, and Treasurer Roghair. A quorum of Directors was present. Secretary Yard arrived late, and Director Sanford was absent.

ALSO IN ATTENDANCE: Maya Clifford, GENERAL MANAGER; Anthony Marino, JACOBS OPERATIONS PROJECT MGR., Anna Mondragon-Metzger, LEAD EXECUTIVE ADMINISTRATOR; Justin Hamilton, OFFICE MANAGER; and two (2) guests.

APPROVAL OF AGENDA: 16 September 2026

➤ President Calzada asked if there were any additions or corrections to the agenda of 16 September 2026.

MOTION: Treasurer Roghair moved to approve the agenda for 16 September 2026. Vice President Burling seconded the motion.

- No further discussion.
- Vote was 3 to 0 in favor of the motion to approve the agenda for 16 September 2026. Secretary Yard was not present for the vote and Director Sanford was absent.

APPROVAL OF MEETING MINUTES: 19 August 2026

➤ President Calzada asked if there were any additions or corrections to the meeting minutes of 19 August 2026.

- The minutes of the 19 August 2026 Regular Board Meeting were presented for consideration and approval. President Calzada stated the minutes could be accepted.
- No formal motion was rendered nor vote taken.
- No further discussion.

CONSENT AGENDA:

1. **Letter to NMFA concerning a Request for Clarification Regarding Construction for the Monte Alto Road Project, et al.** *M. Clifford*

➤ President Calzada asked if there were any questions or discussions to add to the Consent Agenda.

- No further discussion.

MOTION: Treasurer Roghair moved to approve the Consent Agenda as presented. Vice President Burling seconded the motion.

- Vote was 3 to 0 in favor of the motion to approve the Consent Agenda.

REPORTS:

Management Report:

M. Clifford

- Ms. Clifford updated the Board on the following items:
 - Ms. Clifford advised that she has joined the Santa Fe County WATER POLICY ADVISORY COMMITTEE (WPAC).
 - She stated WPAC is highly structured with 14 voting members that meet on the second Thursday of each month at 4:00 p.m.
 - Ms. Clifford explained that WPAC consists of individuals representing other water systems, the NEW MEXICO FINANCE AUTHORITY (NMFA), nonprofit organizations, and environmental groups.
 - She stated the three WPAC working groups are Stormwater Management, Drinking & Wastewater Management, and Outreach.
 - She concluded her presentation by noting that a stress test had been initiated on the Middle Rio Grande to release water from Cochiti Reservoir. Results will be documented in a future public report.
- A discussion ensued about New Mexico's drought and the upcoming El Niño and its potential effects.

Operations Report:

A. Marino

- Mr. Marino reported on the following items:
 - Water loss increased in August, with approximately 3.7 million gallons of water loss recorded. Approximately 1.5 million gallons were attributable to the 27-day billing cycle, 1 million gallons were accounted for, and approximately 1 million gallons remained unaccounted for. Mr. Marino noted a potential leak may have contributed to the unaccounted-for water loss.
 - As time permits, JACOBS will leverage its GIS mapping to review previously identified leaks and verify that they are

no longer active.

- o Tank 4 booster is currently out of service. SCADA issues were also experienced at Tank 4 in August. Without the Tank 4 booster flow meter, the District is unable to automatically pump water to the remainder of the zone. Mr. Marino went on to mention the booster is currently operating on a call-based system, so water is not being pushed to the remainder of the system automatically. As a result, the District has the Tank 4 booster manually until a permanent fix.
- o A conversation ensued regarding the condition and operational status of the Tank 4 booster.
- Mr. Marino concluded his report by noting that JACOBS recently featured intern Marisol Monserrat Campos in a spotlight article and hopes that everyone had an opportunity to read it. A conversation followed regarding the value of hosting interns and maintaining a relationship with the local community college.

Treasurer's Report: None.

E. Roghair

- A general discussion occurred concerning the structure of the Treasurer's Report, including what information is needed by the Board for review and when it should be provided. The discussion also addressed how the current report structure was adopted by the District's founders, whose reporting needs and purposes differed from those of the current Board.
- o Ms. Clifford advised that the Santa Fe County agreement is structured around the District's operations and water deliveries for the calendar year, not fiscal year.
- o She also noted that the Operations Plan for the upcoming calendar year will be completed in October and will identify the District's anticipated water delivery needs. It was further clarified that some of the District's water supply comes from the City of Santa Fe and does not physically originate from Santa Fe County.
- o Santa Fe County and the City of Santa Fe collaborate on the Connect program, which provides social services to individuals in need. Ms. Roghair noted her involvement in the program and explained that local churches also contribute by covering some program expenses.

Legal Update: None.

K. Harwood

PUBLIC COMMENTS:

- Joe Loewy, a resident of 6 Monterey Road and a member of the CAPITAL PLANNING ADVISORY COMMITTEE (CPAC), recommended approving Agenda Item No. 1, which includes accepting the pricing estimates from Baker and Jacobs and authorizing the General Manager to pursue WATER TRUST BOARD (WTB) loan and grant funding.

1. Accept the pricing estimates from Baker and Jacobs (including Scope of Work) and authorize the General Manager to pursue Water Trust Board (WTB) Loan/Grant Funding. *M. Clifford*

- Ms. Clifford noted that CPAC discussed Agenda Item No. 1 and agreed to support pursuing WTB financing. A MASTER SERVICES AGREEMENT (MSA) and final quote and design analysis from Molzen Corbin are being prepared for inclusion in the WTB packet.
- President Calzada questioned the shift from budgeting for meter replacement to pursuing loan financing. Ms. Clifford explained costs are increasing significantly due to inflation and securing current pricing can provide substantial savings.
- o President Calzada asked whether all meters would be replaced at once rather than through a progressive replacement plan. Ms. Clifford confirmed all meters are planned to be replaced over a two-year period.

MOTION: Vice President Burling moved to approve the acceptance of pricing estimates from BAKER AND JACOBS (including the scope of work) and authorize the General Manager to pursue WTB loan/grant funding as presented. Treasurer Roghair seconded the motion.

- Vote was 3 to 0 in favor of approving the motion.

BOARD COMMENTS:

- Vice President Burling stated that the Board may appoint an eligible replacement as soon as one is identified, as he is becoming increasingly occupied with his out-of-state move. He also reflected that it has been a rewarding experience chairing more than 110 FINANCE & AUDIT ADVISORY COMMITTEE (FAAC) meetings. He expressed appreciation for the group and noted the many changes during his tenure, particularly the onboarding of the District's accounting firm, CLA.
- Ms. Clifford asked whether she should provide the Board with a list of potential candidates and if the Board desired to conduct interviews.
- o President Calzada explained that historically, prospective appointees submit a LETTER OF INTEREST and résumé to the Board. Eligible candidates are then invited to interview, with the process placed on the Board's agenda. The Board agreed that November would be a suitable time to review and meet prospective candidates.
- Discussion followed regarding the appointment of a new Board Member, with the understanding that a candidate appointed in November could begin serving on the Board in January 2027. A replacement will also be needed for the FAAC Chair.

ADJOURNMENT:

- President Calzada adjourned the meeting at 6:19 p.m.

