



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  
Gregory Hart, VICE PRESIDENT  
David W. Yard, SECRETARY  
Elizabeth Roghair, TREASURER  
David Burling, DIRECTOR

## FINAL MEETING MINUTES - REGULAR BOARD MEETING 15 October 2025 – EAWSD Conference Room – 5:30 PM

**MEETING CALLED TO ORDER** by President Calzada at 5:30 PM.

**ROLL CALL** by Debra Sanderson. Those present were President Calzada, Vice-President Hart, Secretary Yard, Treasurer Roghair, and Director Burling. All directors were present.

**ALSO IN ATTENDANCE:** Maya Clifford, GENERAL MANAGER; Anthony Marino, JACOBS OPERATIONS MANAGER; Anna Mondragon-Metzger; ADMINISTRATIVE PROJECT MANAGER; Debra Sanderson, ADMINISTRATIVE ASSISTANT; and five (5) guests.

**APPROVAL OF AGENDA:** 15 October 2025

➤ President Calzada asked if there were any additions or corrections to the agenda of 15 October 2025.

**MOTION:** Director Burling moved to approve the agenda for 15 October 2025. Secretary Yard seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the agenda for 15 October 2025.

**APPROVAL OF MEETING MINUTES:** 17 September 2025

➤ President Calzada asked if there were any additions or corrections to the meeting minutes of 17 September 2025.

**MOTION:** Director Burling moved to approve the meeting minutes for 17 September 2025. Secretary Yard seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the meeting minutes for 17 September 2025.

**CONSENT AGENDA:**

**A. Consideration and Approval of the EAWSD Amended Committee Charter for the Governmental Relations Advisory Committee (GRAC) by Resolution N<sup>o</sup>. 26-10-01 and appointment of Gary Sanford to serve as the sixth member of the GRAC committee** *M. Clifford*

- President Calzada asked if there were any questions or discussion to add to Consent Agenda item A as presented.
- Ms. Clifford confirmed that one specific edit Director Burling requested was made to the charter. No other discussion.

**MOTION:** Director Burling moved to approve the Consent Agenda as presented for 15 October 2025. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the Consent Agenda as presented for 15 October 2025.

**REPORTS:**

**Management Report:**

*M. Clifford*

- Ms. Clifford updated the Board on the following items:
  - The PNM shut down at the Field Workshop went well. We are now awaiting final inspection prior to activation of the solar array. The District will have access to the ChargePoint app which allows monitoring of the installed (EV) charging stations installed at the Admin. Office and Field Workshop sites.
  - Last week's pumping report shows that water usage is down considerably, potentially due to recent rains and the end of the planting season.
  - The District has now received 24 formal complaints concerning different issues concerning the Balsa Road Project. An official list was created and everything to this point has been addressed. Customers are encouraged to contact the office and to send their complaints in writing for the record.
  - The District received its first leak detection scan from ASTERRA which displayed 4.2% of the system as having "active segments" where potential leaks were identified in the scan. At the end of October, a crew will visit EAWSD for one week and investigate those segments on the ground using acoustic leak detection equipment.
  - Santa Fe County Updates: The Bobcat Ranch has now officially been designated as a preserve, but it is not open to the public yet. Additionally, a SF COUNTY WATER SUMMIT is occurring on October 27<sup>th</sup> for anyone in the water industry to attend. An agenda will be forwarded to Board members interested in attending when it becomes available.
  - Well 14 is scheduled to be cleaned sometime within the next month and is included in this year's budget.
  - Two proposals were reviewed and signed by the GM to proceed with preparation of the EMERGENCY RESPONSE PLAN and RISK AND RESILIENCY ASSESSMENT REPORT.
  - The District was awarded \$525,000 from the Governor's CAPITAL DEVELOPMENT PROGRAM FUND (CDPF), to help fill project funding gaps. The money received will be applied to Phase II of the Monte Alto Pipeline Replacement Project.

**Operations Report:**

*A. Marino*

- Mr. Marino reported that he saw a decrease in unaccounted-for water in the month of September. There were two water main breaks which have now been repaired. He does not believe the main break was a large part of the unaccounted-for water, but it continues to be a step in the right direction. He looks forward to working with ASTERRA.

**Treasurer's Report: None**

*E. Roghair*

- Treasurer Roghair said that prior Treasurer's reports included debt service coverage, which she would like to see reinstated as it has not appeared in recent months. She is concerned this might be occurring because of the current negative cash flow showing up in the report. Treasurer Roghair pointed out that using property taxes is critical to supporting a healthy budget. The District's budget has increased substantially without the same growth in revenues and that is not sustainable.

**Legal Update: None.**

*K. Harwood*

**PUBLIC COMMENTS:**

- Joe Loewy, a resident of 6 Monterey Road, urged the Board to approve Agenda Item #1, to prepare the WATER UTILITY MASTER PLAN (WUMP), which is a critical document for the District's ability to seek future funding.

**AGENDA:**

**1. Consideration and approval of a Task Order to the Molzen Corbin Agreement to provide Professional Engineering Services to prepare an EAWSD Water Utility Master Plan**

*M. Clifford*

- Ms. Clifford stated she did not have anything to add to this agenda item since it was discussed at length at the September Board Meeting.

**MOTION:** Director Burling moved to approve Consideration and Approval of a Task Order to the Molzen Corbin Agreement to provide Professional Engineering Services to prepare an EAWSD WATER UTILITY MASTER PLAN. Vice-President Hart seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of approving the aforementioned motion.

**2. Waterworth Platform Tool - Informational PowerPoint Presentation**

*M. Clifford*

- Ms. Clifford shared that the FAAC (FINANCE AND AUDIT ADVISORY COMMITTEE) has reviewed and is recommending to the Board that we engage in a contract with WATERWORTH, a software vendor that provides a platform that can prove beneficial in the development of future rate schedules and for monitoring the District's debt service in an interactive visual model. A subscription for the 'water only' module was signed by Ms. Clifford. Once the base model is built using data provided by CLA (CLIFTONLARSONALLEN), it should be available for initial access sometime in January or February 2026.

- Director Burling commented that the color graphs were an added benefit so that any changes made could be easily tracked. Ms. Clifford suggested that this tool could take the place of our Rate Study Consultant, as WATERWORTH can testify on the District's behalf in a Public Hearing setting just as the consultant has done in the past. The Board discussed the cost implications year-to-year and the pros and cons of using WATERWORTH instead of a dedicated Rate Study Consultant or possibly using their combined skill sets of both.

**3. New Mexico Government Informational Memo**

*M. Clifford*

- Ms. Clifford shared a memo and helpful graphic outlining the hierarchy of the New Mexico State Government structure that should offer some insight and clarification to Board members on the roles and responsibilities of the different department divisions in the state of New Mexico.

**4. Fay Ranches Inc. Water Rights Purchase Informational Presentation**

*K. Harwood*

- The Board heard a presentation given by District Legal Counsel regarding an offer to purchase water rights. This was an informational presentation only; no decisions were made.

**5. EAWSD Bylaw Amendments Informational Presentation**

*K. Harwood &  
M. Clifford*

- Mr. Harwood, District Legal Counsel, stated that the Bylaw Amendments being presented tonight were for informational purposes only with an allowance for an exchange of comment and observations not requiring any Board action. He and Ms. Clifford proceeded to present a broad overview of the proposed amendments to the Bylaws and asked for direction from the Board as to what they feel needs more comprehensive focus. He reminded everyone that the Bylaws are important because they are the governing documents of the Board.

- Several Board members requested more time to review the Bylaws beyond tonight's meeting and that certain edits and changes be implemented ahead of issuing the final draft for Board approval.
- Mr. Harwood offered his schedule availability to answer questions and would highlight areas for the Board to pay special attention to.

- It was agreed that the Board aims to take a vote on the Amended Bylaws at the December Board Meeting.

**6. Approval and signature of staff Certificates of Recognition**

*M. Clifford*

- Ms. Clifford announced that she had 10 CERTIFICATES OF RECOGNITION for signature by the Board. The certificates will be presented to various staff members honoring them for their years of service to the District. Ms. Mondragon-Metzger added that the plan moving forward would be to recognize employees after Years 1, 5, 10, and 15.

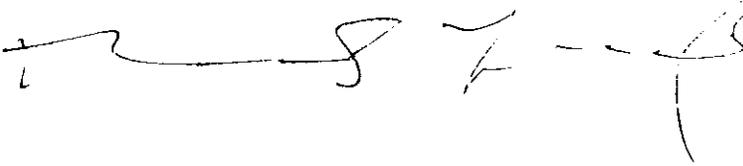
**BOARD COMMENTS:**

- Vice-President Hart commented that the District does not lack for projects going on and while he is sorry he will no longer be on the Board after January, he is glad to continue as a committee member given the proposed upcoming projects.
- Treasurer Roghair said that often there are many important decisions to be made in life, and the process of thinking through how the District operates is one of those. She feels fortunate to have an ongoing challenge such as this one that keeps her mind engaged and appreciates working together with this group.

- Secretary Yard thanked the certificate honorees. He emphasized that so often employees do not get recognized, but each person is extremely valuable and that his EAWSD colleagues and staff members are a pleasure to work with.
- Director Burling (*no comment due to early departure*).
- President Calzada recognized all employees. He feels it is important that they know the Board values what they do on a daily basis and is glad the CERTIFICATES OF RECOGNITION will be issued going forward. He thanked Mr. Harwood for assisting the District with all the multifaceted legal issues the District faces and looks forward to receiving continued updates about various topics under discussion as everything progresses.

**ADJOURNMENT:**

- President Calzada adjourned the meeting at 6:58 PM.

A handwritten signature in black ink, appearing to be "M. S. A. B.", written across the page.