EAWSD
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 MEETING MINUTES - REGULAR BOARD MEETING
28 May 2026 – EAWSD Conference Room – 5:30 PM

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

ROLL CALL by A. M. Metzger. Those present were President Calzada, Vice-President Burling, Secretary Yard, Treasurer Roghair, and Director Sanford. All Directors were present.

ALSO IN ATTENDANCE: Jessa Huybrechts, PRINCIPAL CPA AT CLIFTONLARSONALLEN(CLA) VIA ZOOM; Cynthia Lyons, CONSULTING CONTROLLER AT CLIFTONLARSONALLEN(CLA) VIA ZOOM; T.J. Trujillo, DISTRICT LEGAL COUNSEL; Maya Clifford, GENERAL MANAGER; Anthony Marino, JACOBS OPERATIONS MANAGER; Anna Mondragon-Metzger; ADMINISTRATIVE PROJECT MANAGER; and two (2) guests.

APPROVAL OF AGENDA: 28 May 2026
- ➢ President Calzada asked if there were any additions or corrections to the agenda of 28 May 2026. DISTRICT LEGAL COUNSEL, T.J. Trujillo, requested that Agenda Item #6 be moved to the first item on the agenda as he had to leave early but wanted to be available to answer any questions.

MOTION: Vice-President Burling moved to approve the agenda as amended for 28 May 2026. Director Sanford seconded the motion.
- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the agenda as amended for 28 May 2026.

APPROVAL OF MEETING MINUTES: 15 April 2026
- ➢ President Calzada asked if there were any additions or corrections to the meeting minutes of 15 April 2026.

MOTION: Director Sanford moved to approve the meeting minutes for 15 April 2026. Treasurer Roghair seconded the motion.
- No further discussion.
- Vote was 4 to 0 in favor of the motion to approve the meeting minutes for 15 April 2026. Secretary Yard abstained from voting as he was not present at the 15 April 2026 meeting.

CONSENT AGENDA:
1. **Board consideration and approval of new CAPITAL PLANNING ADVISORY COMMITTEE (CPAC) member, S. Brugger** *M. Clifford*

- President Calzada asked if there were any questions or discussion to add to Consent Agenda A, as presented.
- No further discussion.

MOTION: Treasurer Roghair moved to approve the Consent Agenda as presented for 28 May 2026. Vice-President Burling seconded the motion.
- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the Consent Agenda as presented for 28 May 2026 Board meeting.

REPORTS:
Management Report: *M. Clifford*

- ➢ Ms. Clifford updated the Board on the following items:
  - ZONE 1 TO ZONE II TRANSMISSION LINE: Ms. Clifford provided a correction to the date of the final design, which is May 2026.
  - DROUGHT UPDATE AND RIO GRANDE COMPACT COMMISSION: Ms. Clifford stated that she noted an error in the percentage of Rio Chama precipitation as reported by the INTERSTATE STREAM COMMISSION (ISC). It should be **15%** *not* 150% and commented that the numbers are accurate and of great concern.
  - AGGRIEVAL UPDATE: The Office of the State Engineer (OSE) accepted the latest modeling documents as submitted and asked for additional drawdown and mitigation memos that will be submitted next week. She added that check approvers will see substantial bills for services provided by GZA and DBS&A as budgeted for in FY26. Director Sanford inquired what the timeline is now. Ms. Clifford responded that everything that was requested has been submitted, however, it could be another month and a half before the District is contacted with a response.
  - PRESENTATION BY WATER ADVOCATE NORM GAUME: Ms. Clifford reminded Board members to try and attend Mr. Gaume's presentation on Thursday.
- ➢ Ms. Clifford took a moment to acknowledge and thank all parties involved in preparing and reviewing the content for tonight's Board meeting and commented that she expects the summer Board meetings to be a little more relaxed.

Operations Report: *A. Marino*

- ➢ Mr. Marino reported on the following items:
  - NM WATER & WASTEWATER TRAINING FORUM: Mr. Marino shared that he had participated in the training program sponsored by the REGIONAL DEVELOPMENT CORPORATION in cooperation with several other supporting entities. He commented that he was pleased to see that they are providing a venue for new operators to express their concerns on a variety of topics while also encouraging and providing extensive operator training opportunities with the option to attend remotely or in-person.

- TANK #4: Mr. Marino reported on a SCADA alert malfunction on an overflow issue that occurred at Tank #4, however it is currently being evaluated by the Operations team to discern how to improve the alert notification process and create redundancy in the system. He added that this will not be reflected in the non-revenue water chart because Operations can account for any loss in this instance.

Treasurer's Report: None *E. Roghair*

- Treasurer Roghair stated that she had nothing new to add to the Treasurer's report.

Legal Update: None. *K. Harwood*

PUBLIC COMMENTS:

- Joe Loewy, a resident of 6 Monterey Road, congratulated Mr. Brugger on joining the CAPITAL PLANNING ADVISORY COMMITTEE (CPAC) and noted that he and Treasurer Roghair have known Mr. Brugger for over a decade and look forward to his contributions to the CPAC committee. Mr. Loewy also expressed appreciation to members of the FINANCE AND AUDIT ADVISORY COMMITTEE (FAAC) for allowing him to participate in recent budget discussions. He closed his statement by encouraging the Board to approve all six (6) agenda items as recommended by all participating advisory committees.

AGENDA: ***Agenda Item #6 was moved to the first item of discussion as amended by Board consensus***

6. Board Consideration and approval of updates to the EAWSD PERSONNEL POLICIES MANUAL *M. Clifford* *A. Trujillo*

- Ms. Clifford stated that last month's Board meeting discussion generated some thoughtful and meaningful feedback that allowed for further development and final execution of the EAWSD PERSONNEL POLICIES MANUAL. She summarized the process that brought more clarity to the document which included commentary on the red line copy explaining why content was added and/or deleted and by whom.

MOTION: Vice-President Burling moved to approve updates to the EAWSD PERSONNEL POLICIES MANUAL. Director Sanford seconded the motion.

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

***The Meeting agenda resumed in regular sequence.**

1. Board consideration and approval of the Jacobs' contract, Amended and Restated, for extension of Operations and Maintenance Services *M. Clifford*

- Ms. Clifford highlighted the most significant changes and omissions to the JACOBS' contract noting that no red line was provided, however the contract had been reviewed by each entity's legal counsel and accepted as submitted. She also brought to everyone's attention a table showing the breakdown of services by year since FY19. Additionally, the table offered supporting comments on any adjustments to the base fee and other services that JACOBS provides.
  - A brief discussion followed to clarify questions that arose from Board members prior to the meeting. There was a request for additional updates to some of the reporting that Jacobs currently provides.

MOTION: Secretary Yard moved to approve the amended, restated and extended JACOBS' Contract to provide Operations and Maintenance Services. Director Sanford seconded the motion.

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

2. Board consideration and acceptance of the recommendation on Smart Metering Replacements and Rollout from CPAC and Staff members *M. Clifford*

- Ms. Clifford mentioned that members of the CAPITAL PLANNING ADVISORY COMMITTEE (CPAC) and staff recommend moving forward with a rollout of Smart Metering Replacements. The recommendation was based on a comprehensive study conducted by Baringa Partners on various metering options and associated costs as presented to both the Board and the CPAC over the last couple of months. The chosen option was to stay with Badger Meter but upgrade to their newest ultrasonic technology.

MOTION: Vice-President Burling moved to accept the recommendation on Smart Metering Replacements and rollout from the CAPITAL PLANNING ADVISORY COMMITTEE (CPAC) and Staff members. Treasurer Roghair seconded the motion.

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

3. Board consideration and approval of the District's Operational Property Tax Mill Levy to meet the Needs of the District for Fiscal Year 2027 by Resolution Nº. 26-05-01 *E. Roghair*

- Treasurer Roghair stated that the FINANCE AND AUDIT ADVISORY COMMITTEE (FAAC) recommends an increase to the Property Tax Mill Levy to 5.250 mills to support the FY2027 budget while still allowing for some flexibility.

MOTION: Vice-President Burling moved to approve the District's Operational Property Tax Mill Levy to meet the needs of the District for Fiscal Year 2027 by Resolution Nº. 26-05-01. Secretary Yard seconded the motion.

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

4. Board consideration and approval of Resolution Nº. 26-05-02 for the Amended and Reinstated Loan DW-6358 to finance the cost of design and construction of the Monte Alto Pipeline Replacement Project and the addition of a Transmission Line Adjacent to the Monte Alto Pipeline Replacement Project, formerly called Zone 1 to Zone 2 Transmission Line Project *M. Clifford*

- Ms. Clifford briefed the Board on construction progress of both Phase I and Phase II of the Monte Alto Pipeline Replacement project which are occurring simultaneously. She noted that the length of the project and various construction delays is causing some apprehension amongst residents and prompting them to call the office. Staff members are aware of the issues and are working closely with the contractor to keep all affected residents informed of the project's progress.

- It was noted that this agenda item is confirming an amendment to and consolidation of funding resource(s) to be used to complete both phases of this project.
  - President Calzada commented that once the projects are completed it will be a big accomplishment as this area has had repeated water main breaks for nearly a decade.

MOTION: Director Sanford moved to approve the Amended and Reinstated Loan DW-6358 to finance Phase II of the Monte Alto Pipeline Replacement Project formerly called Zone 1 to Zone 2 Transmission Line Project by Resolution Nº. 26-05-02. Treasurer Roghair seconded the motion.

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

5. Public Presentation and Board consideration and approval of the FY2027 Interim Budget by Resolution Nº. 26-05-03 *C. Lyons*

- Ms. Lyons highlighted one notable change to the FY2027 Interim Budget to increase property tax receipts which are needed to meet the budget requirements as discussed earlier in the meeting. Another noteworthy item is that the District is budgeted to use all its operating and property tax revenue in addition to ~$200,000 from cash reserves to fund the two (2) active capital projects.
  - Ms. Lyons remarked that one of the biggest expenses of this year's budget is salaries and benefits for acquiring the Customer Service and Billing staff and adding two new positions to the GM's administrative team.
  - A brief discussion followed clarifying the addition of EAWSD staff members and all associated costs as well as the breakdown of legal fees for the upcoming fiscal year. Ms. Clifford expanded on the breakdown of the legal fees and addressed all questions and concerns. The discussion concluded by Board members requesting more frequent reporting on the lobbyist's legislative activities and other legal matters requiring additional services, prior to engagement.

MOTION: Vice-President Burling moved to approve the FY2027 Interim Budget by Resolution Nº. 26-05-03. Secretary Yard seconded the motion.

- No further discussion.

  Vote was 5 to 0 in favor of approving the aforementioned motion.

6. Board Consideration and approval of updates to the EAWSD PERSONNEL POLICIES MANUAL *M. Clifford*
Was discussed as the first agenda item. *A. Trujillo*

BOARD COMMENTS:

- Director Sanford noted that the size of the Board packet was a bit intimidating to look at but he managed to get started and made it through the document in its entirety. He congratulated his fellow Board members for doing the same and for coming to the meeting so well prepared.
- Treasurer Roghair commented on the breadth of topics covered in tonight's agenda and for the supporting documentation provided that helped the Board members make critical and informed decisions that will carry the District forward to the next level of operation.
- Vice-President Burling stated that he did an overview of what he considered to be the most important items in the Board packet, such as the contract agreement and budget, but felt comfortable because many of the documents had been presented in the FINANCE AND AUDIT ADVISORY COMMITTEE (FAAC) in prior months and assessed by District legal counsel as well.
- There were no other Board comments.

ADJOURNMENT:

- President Calzada adjourned the meeting at 7:00 PM.