



**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**  
**18 February 2026 – 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 Burling, Secretary Yard, Treasurer Roghair, and Director Sanford. 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 one (1) guest.

**APPROVAL OF AGENDA:** 18 February 2026

➤ President Calzada asked if there were any additions or corrections to the agenda of 18 February 2026.

**MOTION:** Vice-President Burling moved to approve the agenda for 18 February 2026. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the agenda for 18 February 2026.

**APPROVAL OF MEETING MINUTES:** 21 January 2026

➤ President Calzada asked if there were any additions or corrections to the meeting minutes of 21 January 2026.

**MOTION:** Vice-President Burling moved to approve the meeting minutes for 21 January 2026. Secretary Yard seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the meeting minutes for 21 January 2026.

**CONSENT AGENDA:**

**A. FAAC Work Plan for 2026**

*D. Burling*

- Vice-President Burling thanked Committee Member Joe Loewy for catching a minor edit which he included into the newly submitted FAAC Work Plan.
- No further discussion.

**MOTION:** Director Sanford moved to approve the Consent Agenda as presented for 18 February 2026. Secretary Yard seconded the motion.

- Treasurer Roghair complimented Vice-President Burling for compiling and presenting the 2026 Work Plan.
- Vote was 5 to 0 in favor of the motion to approve the Consent Agenda as presented for 18 February 2026.

**REPORTS:**

**Management Report:**

*M. Clifford*

- Ms. Clifford updated the Board on the following items:
  - MONTE ALTO PROJECT: SKE has now surpassed 1,600 feet of pipe bursting up through 28 Monte Alto Road. There is approximately 1,000 feet to go before they reach the railroad tie-in. 1/3 of the project has now been completed.
  - Balsa Road: The District submitted close-out documents on February 3<sup>rd</sup>, however, after receiving additional invoices from Molzen Corbin, the funding agency was asked to delay close-out on one of the two funding sources. The request was approved by the funding agency so remaining funds of the grant portion were used to pay Molzen Corbin's final bill for Balsa Rd. Close-out documents will be resubmitted to the funding agency once the check clears this week.
  - ZONE 1 TO ZONE 2 TRANSMISSION LINE: This project was discussed on February 4<sup>th</sup> with 60% of the design to be completed within the next two weeks. Final design is on schedule for completion in April.
  - LEGISLATIVE UPDATE: The District received \$250,000 in Capital Outlay funding this session for fleet vehicles which includes a maintenance truck and two EV Vehicles. EAWSD also received the Governor's reauthorization for the Community Development Grant Fund of \$525,000 which is going towards more hydrants in Phase II of the Monte Alto Pipeline Replacement Project. Additionally, \$91,000 was approved for re-allocation from the Solar Canopies Capital Outlay Funding to be used to prepare a Design Tech Memo exploring how we can add additional solar arrays in key areas of the District. Lastly, the District encumbered funding from the \$225,000 Capital Outlay Funding to begin work on Well #9.
  - According to the Open Meetings Act (OMA), there is no provision in the OMA that requires members of the public to declare their purpose for attending a meeting, the request will remain as an optional item on the sign-in sheet. All CODE OF CONDUCT policies have been signed and returned except for one member of FAAC (FINANCE AND AUDIT ADVISORY COMMITTEE).

**Operations Report:**

*A. Marino*

- Mr. Marino shared details about this year's hydrant flushing plans. Typically, problem areas are flushed quarterly due to low demand in those areas, and all dead-end lines are flushed annually. Since Santa Fe County is flushing every fire hydrant in the District this year, Jacobs will delay their annual flushing to the fall season to avoid additional pumping to waste.
- The non-revenue water loss graph indicates a continued downward trend. There was an incorrect number reported last month which caused the numbers to erroneously display an upward trend. Ms. Clifford provided the reasons for the downward trend which included finding the earlier leaks that occurred at Del Charro and at a high point in a vacant field off of Highway 285. Two other leaks were also identified by SKE Contractors while they were working on the Monte Alto Project.

- Mr. Marino reported that Well #9 is being utilized proactively. Ms. Clifford noted that now is the time to permanently install power at Well #9 site. Some positive rebound indications have been noted in data from resting the most used wells, however, more time is necessary to receive more definitive data. The Board reacted favorably to receiving recharge tracking information quarterly.
- Open corrective work orders were added to the JACOBS Management Report. Most of the open work orders are related to scheduling or waiting for contractors to pass JACOBS safety standards. Some of the work orders are related to budgetary items, electrical issues, or fire hydrant issues.
- Vice-President Burling discussed this month's delinquency notices and shut offs. Fewer overall delinquencies and notices were issued due to increased customer awareness of the new online bill payment system, PAYMENTUS. The District continues to post information on the website about outside resources available for customers that may need supplemental financial assistance.

**Treasurer's Report: None**

*E. Roghair*

- The District's revenues are currently lower and expenses are higher, which will be a factor to take into consideration when planning next year's budget. Treasurer Roghair stated that a 4-year average is the standard timeline make projections and suggested if the trend continues downward (i.e. the consumption of water decreases faster than expected), the average should be adjusted to reflect the trend. President Calzada and Ms. Clifford both feel that if the drought continues, customers will use more water and sales will increase, not decrease. Ms. Clifford said that she has been alerted to several plans for smaller developments of 4-6 homes just north of Spur Ranch Road and Cielo Colorado areas which are planning on subdividing larger lots.
- The Board discussed the Budget Report in further detail and the percentage variances which help explain whether the budget is running over or under for specific line items.
- The audit commentary was added to the Treasurer's Report at the request of Director Sanford. There were only minor notes but no material findings.

**Legal Update: None.**

*K. Harwood*

**PUBLIC COMMENTS:**

Joe Loewy, a resident of 6 Monterey Road, urged the Board to consider approving the adoption of the new amendments to the Bylaws. He commented that while it may seem trivial, all edits are important in formalizing legal documentation.

**AGENDA:**

**1. Consideration and adoption of amendments to the EAWSD Bylaws by Resolution N°. 26-02-01** *M. Clifford*

- Ms. Clifford said that all general edits have been incorporated into the final draft of the Bylaws and General Counsel reviewed the edits and accepted them. She offered to answer any questions the Board might have.
- Vice-President Burling commented that he had emailed one suggested amendment with three potential options about the number of Board members serving on any given District Committee. President Calzada previously discussed this issue with Ms. Clifford, and they mutually decided that Option 3 was the best way to proceed. As discussed, one sentence was added/amended to Section 8 (b) in the final copy of the Bylaws.

**MOTION:** Director Sanford moved to adopt the amendments to the EAWSD Bylaws by Resolution N°. 26-02-01. Vice-President Burling seconded the motion.

- No further discussion. Treasurer Roghair thanked Ms. Clifford for taking her many suggestions into account.
- Vote was 5 to 0 in favor of approving the aforementioned motion.

**BOARD COMMENTS:**

- Vice-President Burling said that he had significant issues with the functionality of both his email and Bill.com but finally got it resolved through the work of staff, CLA, and Crumbacher. He encouraged the District to think about the assignment of future email addresses to prevent this from happening again. He appreciated the thoughtful discussion during the Treasurer's Report and agreed that adopting the amended Bylaws was a great accomplishment. Additionally, he recognized the legislative activity side of the District's affairs as a value-added benefit. He said he looks forward to the Board Retreat.
- Treasurer Roghair recognizes the importance of staff training to succeed. She enjoys the responsibility of sharing her skillset and perspective with others.
- Director Sanford thanked Ms. Clifford and Mr. Marino for addressing his questions prior to the Board Meeting and for being receptive to his inquiries. Additionally, he appreciated Ms. Clifford's steadfast pursuit to finish the Bylaws.
- Secretary Yard thanked Ms. Clifford for completing the Bylaws and acknowledged that the older version of the District's Bylaws did need a rework. He was pleased that Mr. Marino found a few leaks which resulted in the downward trend of non-revenue water loss.
- President Calzada said that he enjoys working with this group of people because each person brings their unique perspective to the table and they are willing to listen to one another. He also said that the District has consistently maintained a high standard of quality work that in turn helps cultivate a positive reputation amongst local and state officials.

**ADJOURNMENT:**

- President Calzada adjourned the meeting at 6:45 PM.