



Steve King

INTERIM 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 20 November 2024 – 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, Director Burling, and Treasurer Roghair. All Directors were present.

**ALSO IN ATTENDANCE:** Anthony Marino, JACOBS OPERATIONS MANAGER; Anna Mondragon-Metzger; ADMINISTRATIVE PROJECT MANAGER; Debra Sanderson, ADMINISTRATIVE ASSISTANT; and no (0) guests. Steve King, INTERIM GENERAL MANAGER, was absent.

**APPROVAL OF AGENDA:** 20 November 2024

➤ President Calzada asked if there were any additions or corrections to the agenda of 20 November 2024.

**MOTION:** Director Burling moved to approve the agenda for 20 November 2024. Vice-President Hart seconded the motion.

- No further discussion.
- Vote was 5 to 0 in favor of the motion to approve the agenda for 20 November 2024.

**APPROVAL OF MEETING MINUTES:** 18 September 2024 (*Tabled from previous meeting owing to lack of a quorum*)

➤ President Calzada asked if there were any additions or corrections to the meeting minutes of 18 September 2024.

**MOTION:** Treasurer Roghair moved to approve the meeting minutes for 18 September 2024. Vice-President Hart seconded the motion.

- No further discussion.
- Vote was 4 to 0 in favor of the motion to approve the meeting minutes for 18 September 2024.

**APPROVAL OF MEETING MINUTES:** 16 October 2024

➤ President Calzada asked if there were any additions or corrections to the meeting minutes of 16 October 2024.

**MOTION:** Director Burling moved to approve the meeting minutes for 16 October 2024. Treasurer Roghair seconded the motion.

- No further discussion.
- Vote was 3 to 0 in favor of the motion to approve the meeting minutes for 16 October 2024.

**CONSENT AGENDA:** None

### REPORTS:

#### Management Report:

S. King  
(absent)

➤ Mr. Marino confirmed that EAWSD received the new backhoe approximately three (3) weeks ago.

#### Operations Report:

A. Marino

➤ Mr. Marino did not have anything to add to the Operations Report.

- Director Burling requested additional information on the number of disconnects in the month of October. Mr. Marino explained that the two disconnects were due to nonpayment and could escalate to a lien status if no attempt to pay or contact was made with the billing office. It was discussed that the District provides information on the website for customers that may be in need of utility payment assistance or they can request a settlement agreement and/or monthly payment plan directly with the Customer Service & Billing office.

➤ Director Burling also asked if there was a correlation between collections and the lack of recent bill disputes heard at Board meetings. Ms. Mondragon-Metzger described Ms. Roybal's work (CUSTOMER SERVICE & BILLING SUPERVISOR) to sign customers up with the EYEONWATER app, a mandatory prerequisite to receive a Leak Adjustment since the app will send the customer a leak alert notification much earlier than the customer first finding out that they experienced a leak when they receive a high monthly bill. EYEONWATER sign-ups are at an all-time high of 73%, thanks to the Customer Service and Billing team's hard work.

#### Treasurer's Report:

E. Roghair

- Treasurer Roghair noted that there were two months at the beginning of the year when the water deliveries were much lower than the budget allowed for, but most of that has now been made up. Accounts payable were also lower because so many projects were completed, and nothing is due to start up until spring of 2025.
- Treasurer Roghair met with the management team from Capra Bank, a new bank who desires to serve as a community bank for local entities in the state of New Mexico. She commented on the excellent discussion she had with Capra regarding managing the District's reserve accounts. No further decisions have been made yet, and there will be more information at a later date.

**Legal Update:** None

C. Bruff

**PUBLIC COMMENTS:**

- No public comment.

**AGENDA**

**1. Consideration and approval of Resolution N°. 25-11-01 authorizing and approving the execution and delivery of a loan/grant agreement of the District and the New Mexico Finance Authority (NMFA) in the amount of \$750,000 for financial assistance through the Water Trust Board (WTB) Water Project Fund** *J. Calzada*

- Speaking for Mr. King, President Calzada emphasized that the funding for the Monte Alto Project consists of a 40% loan in the amount of \$300,000 and a 60% grant in the amount of \$450,000. The interest term is for 20 years with a 0% interest rate and an administrative fee of .25%.
- Mr. Marino reported that there is now a better understanding of the pipe locations at Monte Alto. There are two lines, a transmission line and a distribution line. The two lines will be replaced with just one line. Because pipe bursting technology is being considered, it leaves the option to burst the transmission line with a new distribution line and abandon the old distribution line in place. This method could present some project cost savings.

**MOTION:** Treasurer Roghair made a motion that the Board approve Resolution N°. 25-11-01 authorizing and approving the execution and delivery of a loan/grant agreement of the District and the New Mexico Finance Authority (NMFA) in the amount of \$750,000 for financial assistance through the Water Trust Board (WTB) Water Project Fund. Secretary Yard seconded the motion.

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

**BOARD COMMENTS:**

- Treasurer Roghair shared that the WASTEWATER TASKFORCE met recently and came up with some next steps involving communication with NMED because septic tank maps that the District has access to are incomplete. Two members of the WW Taskforce, Leslie Bischoff and Gary Sanford, are spearheading these efforts.
- Director Burling thanked both JACOBS and the District for their contributions and expressed his appreciation working with the staff.
- Vice-President Hart commented on the good communication and strong relationships reflected by the District Board members and staff during a recent candidate interview for the General Manager position.
- Secretary Yard shared his concerns regarding economic future outlook and supply chain issues and how both may impact the District. He was very impressed with the most recent candidate's interview for the General Manager position and is hopeful to have the opportunity to work together with this person.
- President Calzada wished everyone a Happy Thanksgiving and safe travels. He also encouraged the Board to browse the EAWSD website since it has gone through a significant overhaul the past year thanks to the work of Ms. Sanderson and Ms. Mondragon-Metzger.

**ADJOURNMENT:**

- President Calzada adjourned the meeting at 6:15 PM.

