

MINUTES OF THE REGULAR MEETING OF THE BOARD OF WATER AND SEWER COMMISSIONERS HELD ON JANUARY 18, 2018, AT 8:30 A.M., IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING, 101 N. HALAGUENO STREET, CARLSBAD, NM

VOTING MEMBERS PRESENT:	Craig Stephens Russell Hardy Larry Henderson Fred Beard	Chairman Member Member Member
VOTING MEMBERS ABSENT:	Gary Perkowski	Member
EX-OFFICIO MEMBERS PRESENT:	Steve McCutcheon	Ex-Officio/City Administrator/ Secretary
EX-OFFICIO MEMBERS ABSENT:	Mayor Dale Janway	Ex-Officio/Member
OTHERS PRESENT:	Mike Hernandez Wendy Hammett Ron Myers Wes Nichols Joe Harvey Richard Aguilar Olga Ramirez Scott Goodale Richard Greb Morando Berrettini Larry Gregory	Deputy City Administrator Finance Director/City Treasurer Utilities Director Utilities Deputy Director WW Superintendent Environmental Superintendent Assistant to City Administrator Citizen Vista Encantada Development Vista Encantada Development Citizen

1. Call to Order

Craig Stephens called the meeting to order.

2. Roll Call and Determination of Quorum

Craig Stephens called Roll and it was determined that there was a quorum of voting members.

3. Approval of Agenda

The motion was made by Larry Henderson and seconded by Russell Hardy to Approve the Agenda. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, Russell Hardy, and Fred Beard No: None, Absent: Gary Perkowski. The Motion passed.

4. Approval of Minutes of Regular Board of Water and Sewer Commission Meeting held on December 21, 2017

The motion was made by Larry Henderson and seconded by Fred Beard to Approve the Minutes of the Regular Board of Water and Sewer Commissioners Meeting held on December 21, 2017. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, Russell Hardy and Fred Beard No: None, Absent: Gary Perkowski. The Motion passed.

5. Water and Sewer Department Monthly Reports presented by Ron Myers

Ron Myers said Waste Water Plant continues reporting very well. Waste Water Treatment Plant BOD Removal in December was at 99.36% in December 2016 it was at 90.46%. The TSS Removal in December was at 99.05% in December 2016 it was at 97.07%. The Sheep Draw in December pumped 484.39 acre feet in December 2016 it pumped 442.94 acre feet.

Ron Myers reported Water sold to Commercial/Semi Commercial should have been 94.89 acre feet not 401.42 acre feet as reported. He said in December there were 12,288 meters in service compared to 11,948 in December of 2016

Ron Myers reported Double Eagle water pumped 30.94 acre feet in December, in December of 2016 31.03 acre feet water pumped. Water delivered to the City from DE in December 2017 was 15.29 acre feet, and in December 2016 it was 11.61 acre feet.

Ron Myers reported Waste Water Treatment Plant – effluent discharged to Pecos River in December 2017 was 171.59 acre feet, 10.48 acre feet delivered to Golf Course. The Septage billing for December was \$ 72,281.57. He said the Waste Water Collections system had 10,196 customer services in December and in December 2016 there were 9,966 customer services in Dec 2016

6. Utilities Department Project Updates presented by Ron Myers

Ron Myers reported Sheep Draw Well 6 is scheduled for completion the end of January. The Contractor is working on Reservoir 2. DE Phase III is in final design stage, may go out to bid in Spring 2018.

7. Financial Reports presented by Wendy Hammett

Wendy Hammett reported on the Revenues and Expenditures. She reported the July – November Revenues is favorable to the budget. It's at 2% above target. City & La Huerta Water Sales and Sewer Fees are significantly above budget, whereas Double Eagle and misc. revenues continue to lag. The July – November Labor is favorable to the budget. It's at 1% below target. The Operating Costs is favorable to the budget. It's at 10% below target. Water & Sewer Staff continue to implement cost controls and monitor spending. The July to November Project Spending is favorable to the budget. It's at 25% below target. The primary variance is related to the timing of Double Eagle project completion spending.

8. Application by Vista Encantada for Outside City Limits Water Service

Mr. Richard Greb presented a request for water service outside the City limits for the Vista Encantada development. This development is located approximately 2 miles south of the airport. The initial request is to provide water to the RV Park only and encompasses approximately 163 acres. City Staff indicated rates would be 2-1/2 times the City rates for water, and there would be a water rights acquisition fee of \$ 2,500 per acre served with water. Mr. Greb indicated they would like to tap the City's 30-inch transmission line west of National Parks Hwy. Mr. Larry Gregory indicated the tap location and water line alignment have not been finalized. Mr. Greb was asked if they had considered annexation. It was determined annexation was not possible at this time but would be considered in the future. A motion was made to approve the water request with the stipulation that annexation would be considered in the future. The request was approved by the Board.

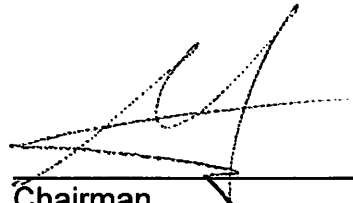
9. Discussion of RFP for Tatum Wells

Steve McCutcheon discussed with the board about the potential to release an RFP for the purchase of water from the City-owned Tatum wells. There are 3 production wells drilled and the City would equip the 3 wells with pumps, motors, and meters. Water would be metered at the well sites. The City

would manage water production at each site. Any interested party would need to provide infrastructure to transport water to an end use site.

10. Adjourn

The motion was made by Russell Hardy and seconded by Larry Henderson to Adjourn. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, Russell Hardy and Fred Beard No: None, Absent: Gary Perkowski. The Motion passed.



Chairman