

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF WATER AND SEWER COMMISSIONERS
MARCH 21, 2024, AT 8:30 A.M.,
IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING, 101 N. HALAGUENO
STREET, CARLSBAD, NM**

VOTING MEMBERS PRESENT:	Craig Stephens Fred Beard John Bowen Dennis Miehl	Chairman Member Member Member
VOTING MEMBERS ABSENT:	Gary Perkowski	Member
EX-OFFICIO MEMBERS PRESENT:	Eddie Rodriguez Wendy Austin	Ex-Officio Interim City Administrator/Secretary
EX-OFFICIO MEMBERS ABSENT:	Richard D. Lopez	Mayor
OTHERS PRESENT:	K.C. Cass Ivan Abell Melissa Salcido Denise Madrid-Boyea Ron Myers Matt Warner Richard Aguilar Olga Ramirez	Deputy City Administrator Director of Utilities Director of Finance City Attorney Water Superintendent WWTP Superintendent Environmental Services Superintendent Assistant to City Administrator

1. Roll Call and Determination of Quorum

C. Stephens called roll and it was determined that there was a quorum of voting members.

2. Approval of Agenda

The motion was made by F. Beard and seconded by D. Miehl to Approve the Agenda. The vote was as follows: Yes: F. Beard, J. Bowen, D. Miehl, C. Stephens No: None. Absent: G. Perkowski. The Motion passed.

3. Approval of Minutes of the Board of Water and Sewer Commissioners Regular Meeting held February 15, 2024

The motion was made by D. Miehl and seconded by F. Beard to Approve the Minutes of the Regular Board of Water and Sewer Commissioners Meeting held on February 15, 2024. The vote was as follows: Yes: F. Beard, J. Bowen, D. Miehl, C. Stephens No: None. Absent: G. Perkowski. The Motion passed.

4. Consider Approval of request for Outside City Limits Water Service from Travis Hood for property located at 1907 Connie Road

I. Abell reported to the Board, Mr. Hood has been trying to get water service for his property for a few years. The last time Mr. Hood requested water service was in 2018, at that time he was told he would need to annex into the City. C. Stephens asked if the city was getting closer to resolving the issue with the meters on Connie Road. I. Abell responded, staff has done a great job sorting it out, except it's a private road, it's hard to get in there. I. Abell told the board Mr. Hood was out of town and unable to attend.

The motion was made by J. Bowen and seconded by D. Miehl to deny the request for Outside City Limits Water Service for property located at 1907 Connie Road. The vote was as follows: Yes: F. Beard, J. Bowen, D. Miehl, C. Stephens No: None. Absent: G. Perkowski. The Motion passed.

5. Utilities Department Monthly Reports presented by Ivan Abell

I. Abell reported for the month of February, they pumped about 468 acre-feet from the Sheep Draw wellfield, which is about 5 million gallons a day, which is up about 154 acre-feet from this time last year. In the Double Eagle Water System, they pumped about 43.37 acre-feet and delivered about 16.43 acre-feet to the City. Customers on the Double Eagle water system used about 1.84 million gallons. The WWTP treated about 52 million gallons of sewage and treated about 191 thousand gallons of septage. They delivered 6.01 million gallons of Effluent to the Municipal Golf Course and had about 115 acre feet of Effluent Sales.

There was about 3.33 inches of precipitation for the month of February according to the Rain Gauge in the wellfield.

C. Stephens asked how many water meters were in service. I. Abell stated there is 12,811, which is up a little from last month. C. Stephens asked if it looked like there was a slowing in growth. I. Abell stated not that he could tell.

6. Old Cavern Highway Water and Sewer Project Update presented by K.C. Cass

K.C. Cass gave a brief update on the Old Cavern Highway Water and Sewer project. He stated construction has begun on Old Cavern Highway. The road is closed all the way to Farris. Construction will take approximately six months. There was a slight change in the project, they will be adding sidewalks on the East side of Old Cavern Highway to accommodate the new subdivisions. K.C. Cass said this is Phase I of the project.

K.C. Cass stated the city is working on developing a Master Plan for water and sewer projects.

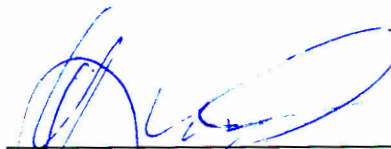
7. Financial Reports presented by Melissa Salcido

M. Salcido gave a summary of the February 2024 Financials. The Water & Sewer Fund had a beginning fund balance of \$16.2 million. Revenues budget has a balance of \$12.1 million were \$2.7 million favorable to the \$9.4 million budget. Labor costs of \$3.5 million were \$230 thousand favorable to the \$3.7 million budget. Operating costs of \$2.0 million were \$750 thousand favorable to the \$2.7 million budget. Capital Investment of \$4.8 million was \$14.7 million favorable to the \$19.5 million budget.

W. Austin wanted to clarify to the board, when you look at the end cash balance of almost \$20 million and then you look at the Capital line where there is about \$15 million outstanding, it's more like a \$4 million in the cash balance. Councilor Rodriguez stated the city has actively been working on paying off some of the loans, which is bringing in savings from not having to pay the high interest. C. Stephens asked if the city was still applying for grants. K.C. Cass said the city continues to look for grant opportunities. He stated currently there is \$41 million in grant money, the city match is \$2 million for a total of \$43 million of grant money.

8. Adjourn

The motion was made by J. Bowen and seconded by F. Beard to Adjourn. The vote was as follows: Yes: F. Beard, J. Bowen, D. Miehl, C. Stephens. No: None, Absent: G. Perkowski. The Motion passed.



Chairman