



LOS ALAMOS

County of Los Alamos
Minutes
Board of Public Utilities

1000 Central Avenue
Los Alamos, NM 87544

*Carrie Walker, Chair; Jeff Johnson, Vice-chair; Stephen McLin, Kathleen Taylor and Steve
Tobin Members*
Philo Shelton, Ex Officio Member
Harry Burgess, Ex Officio Member
Pete Sheehey, Council Liaison

Wednesday, November 20, 2019

5:30 PM

1000 Central Avenue
Council Chambers

REGULAR SESSION

1. CALL TO ORDER

The regular meeting of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, November 20th at 5:30 p.m. at 1000 Central Ave., Council Chambers. Board Chair Carrie Walker called the meeting to order at 5:30 p.m.

Present 5 - Board Member Walker, Board Member Tobin, Board Member McLin, Board Member Taylor and Board Member Shelton

Absent 2 - Board Member Johnson and Board Member Burgess

Assistant County Manager Mr. Steve Lynne attended for Mr. Burgess.

2. PUBLIC COMMENT

Ms. Walker opened the floor for public comment on items on the Consent Agenda and for those not otherwise included on the agenda. There were no comments.

3. APPROVAL OF AGENDA

Mr. McLin moved that the agenda be approved as presented. The motion passed by the following vote:

Yes: 4 - Board Member Walker, Board Member Tobin, Board Member McLin and Board Member Taylor

Absent: 1 - Board Member Johnson

4. BOARD BUSINESS

4.A. Chair's Report

Ms. Walker had nothing to report.

4.B. Board Member Reports

Board members reported on the following items:

1) Ms. Taylor reported that she gave a presentation at the recent Boards and Commissions Luncheon.

4.C. Utilities Manager's Report

Mr. Shelton provided a written report, which is included in the minutes as an attachment.

With regards to Budget Billing, Ms. Walker asked if staff had experienced any system issues with pulling twelve months of historical customer data with which to calculate budget billing amounts. Mr. Shelton responded that there had not been issues.

Ms. Taylor noted that, as requested by the Board in a previous meeting, she has been seeing more bill inserts with conservation information for customers.

4.D. County Manager's Report

Mr. Lynne had nothing to report.

4.E. Council Liaison's Report

Mr. Sheehey was absent. No report was given.

4.F. Environmental Sustainability Board Liaison's Report

Ms. Susan Barns provided a written report, which is included in the minutes as an attachment.

4.G. General Board Business

4.G.1 [11707-19](#) Quarterly Update on Utility System - Gas Distribution System

Presenters: Jack Richardson

Deputy Utilities Manager for Gas, Water and Sewer Mr. Jack Richardson presented this item. The following is the substance of the item being considered.

The Board requested a quarterly system assessment on a different utility each quarter. This quarter, Mr. Richardson presented an update on the Gas system.

The Board discussed this item and requested clarification where necessary.

4.G.2 [12227-19](#) Begin 2019 Board of Public Utilities Annual Self-evaluation

Presenters: Carrie Walker

Ms. Walker presented this item. The following is the substance of the item being considered.

Each year around December, the Board conducts a self-evaluation. The agenda item for this meeting was an opportunity for the Board to have an open discussion about how they want to conduct the evaluation.

The Board discussed this item and requested clarification where necessary.

The following actions were identified for follow-up:

1) Ms. Walker suggested that during the evaluation, the Board score every question, even those that don't require discussion, and that a spreadsheet be created to calculate an overall total score. Ms. Walker will prepare this and enter the data during the meeting.

2) The Board has scheduled a special meeting for December 6th to conduct the evaluation.

4.H. Approval of Board Expenses

There were no Board expenses.

4.I. Preview of Upcoming Agenda Items

4.I.1 [12489-19](#) Tickler File for the Next 3 Months

Presenters: Board of Public Utilities

No additional items were added to the tickler provided in the agenda packet.

5. PUBLIC HEARING(S)

There were no public hearings scheduled for this meeting.

6. CONSENT AGENDA

Ms. Walker moved that the Board of Public Utilities approve the items on the Consent Agenda as presented and that the motions contained in the staff reports be included in the minutes for the record. The motion passed by the following vote:

Yes: 4 - Board Member Walker, Board Member Tobin, Board Member McLin and Board Member Taylor

Absent: 1 - Board Member Johnson

6.A [12488-19](#) Approval of Board of Public Utilities Meeting Minutes

Presenters: Board of Public Utilities

I move that the Board of Public Utilities approve the meeting minutes of October 16th, 2019 as presented.

6.B [OR0863-19](#) Approval of Incorporated County of Los Alamos Draft Ordinance No. XXX; An Ordinance Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement in the Total Amount of \$800,000.00, and Related Documents by and between the New Mexico Finance Authority and Incorporated County of Los Alamos for the Purpose of acquisition and installation of a new pump station at Overlook Park for use in pumping treated effluent from the White Rock Wastewater Treatment Facility for irrigation of the Overlook recreational facilities.

Presenters: Bob Westervelt

I move that the Board of Public Utilities approve Incorporated County of Los Alamos Draft Ordinance No. XXX; An Ordinance Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement in the Total Amount of \$800,000.00, and Related Documents by and between the New Mexico Finance Authority and The Incorporated County of Los Alamos for the purpose of acquisition and installation of a new pump station at Overlook Park for use in pumping treated effluent from the White Rock Wastewater Treatment Facility for irrigation of the Overlook recreational facilities, and forward in final form to Council for their consideration.

7. BUSINESS

7.A 12360-19 Discussion of Levelized Cost of Electric Energy Research by Lazard and Request for Proposal Results for Xcel Energy in Colorado

Presenters: Steve Tobin

Mr. Tobin presented this item. The following is the substance of the item being considered.

Mr. Tobin's purpose in presenting this information is to provide economic context to decisions LAC will face in electricity generation and facilitate a conversation on a very complex topic.

The Board discussed this item and requested clarification where necessary.

7.B 12418-19 Options for Forming Subcommittees

Presenters: Philo Shelton

Mr. Shelton presented this item. The following is the substance of the item being considered.

During this fall's strategic planning work session, the Board discussed exploring the use of subcommittees or ad hoc committees to gain the advice and expertise within our community on various issues the Board is facing. The Board had much success with the Future Energy Resource Committee (FER) Committee, an ad hoc committee, in receiving input and prioritizing the various FER initiatives. If considering forming a committee, then the purpose and need needs to be identified with goals and deliverables for the committee. The form of the committee should be selected based on the purpose and need that the Board identifies. Mr. Shelton presented options for forming subcommittees, ad-hoc committees or stakeholder groups.

The Board discussed this item and requested clarification where necessary.

The following actions were identified for follow-up:

1) A working group will be formed, or a work session of the full Board will be scheduled to discuss the scope of the Request for Proposals for the upcoming Energy and Water Conservation Plan update. Depending on the outcome of that discussion, the scope for the consultant may need to include the Board's direction for forming a citizen committee to get input during the update process.

8. STATUS REPORTS

8.A [12490-19](#) Status Reports

Presenters: Board of Public Utilities

The following informational status reports were provided to the Board in the agenda packet:

1) Electric Reliability Update
2) Accounts Receivables Report
3) Safety Report

9. PUBLIC COMMENT

Ms. Walker opened the floor for public comment on any items. There were no comments.

10. ADJOURNMENT

The meeting adjourned at 7:44 p.m.

APPROVAL

Board of Public Utilities Chair Name

Board of Public Utilities Chair Signature

Date Approved by the Board

ATTACHMENT
OFFICER REPORTS
SUBMITTED AT THE MEETING

**Utility Manager's Report
November 20, 2019**

1. At today's board meeting UAMPS Staff indicated in the next few days they will be sending out a notice to participants. This will trigger the start of a ten-day notice withdrawal/reduction period. A special meeting will need to be called to consider our continued participation in the CFPP.
2. Held a few meetings with staff and attorneys in reviewing the draft water rights agreement from NNSA. In the next couple of weeks, we plan to present this draft agreement back to NNSA with our comments for their review and comments.
3. DPU staff spent the last two days with a seven-person Quality New Mexico site review team, who are reviewing DPU's Zia application. It is anticipated to receive notice the week of December 9th if DPU has earned the Zia award.
4. Staff is working to cleanup an area of the soil containing the oil of approximately 1.2 cubic yards of soil located next to Otowi Well #4 at DP Canyon. At this time, staff is working to obtain the necessary permits for this cleanup. This soil will be removed by hand shovel and will then be disposed of in an approved landfill.
5. Attended a meeting at PNM regarding the San Juan Generating Station and received a presentation regarding the Enchant proposal to continue operation of this plant for 12 more years. DOE has funded a feasibility study and the results of this study are due between March and June of next year. PRC hearings regarding the closure plan for San Juan Generating Station are scheduled for December 10 until December 20, 2019. This will take some of staff and attorney time to cover and attend these hearings.
6. Attended an Electric Coordination Agreement in Santa Fe, and the ECA team was agreeable for Los Alamos to pursue a wind the solar project. Staff is working on receiving an agreement from the offeror with terms and conditions as the next step in the process to bring in this potential new resource. Finally, the ECA team agreed to work over the next few months on a terms and conditions memo for the renewal of the ECA from 2025 to 2035.
7. Staff is ready to reinstitute the Budget Billing program for customers sometime in September.
8. At today's Water Trust Board Meeting, the board recommended for funding the \$800,000 Reclaim Water Bayo Booster station project.

Environmental Sustainability Board (ESB) liaison report

Susan Barns, ESB Liaison 11/20/2019

September and October ESB meeting activities included:

- An update on Environmental Services Business and Operations.
- Summary information and discussion of the Summer Concert Series zero waste program. Over the course of the summer, 4720 lbs. of recyclable and compostable materials were collected and diverted from the landfill, representing 44% of the overall waste stream.
- An informational update from the Save-As-You-Throw Research Subcommittee on estimated rates under different scenarios of SAYT, summary of comments, and request for recommendation on next steps. At the October 30th Special Meeting on SAYT, the Board proposed a resolution to table the SAYT Program, due to cost, and to initiate study of municipal food waste composting. The Board will vote on this resolution tomorrow night, and if approved, will send forward to Council, along with a summary report on SAYT research efforts and findings.

Tomorrow night's ESB meeting will also include:

- An update by Councilor Pete Sheehey on the plastic bag, straw and styrofoam container ban proposal.
- A presentation by Steve Hansen, from Santa Fe Community College, on waste to energy solutions for municipal solid waste.