



County of Los Alamos

Minutes

Board of Public Utilities

1000 Central Avenue
Los Alamos, NM 87544

Robert Gibson, Chair; Eric Stromberg, Vice-chair
Matt Heavner, Charles Nakhleh and Jennifer Hollingsworth, Members
Philo Shelton, Ex Officio Member
Anne Laurent, Ex Officio Member
Suzie Havemann, Council Liaison

Wednesday, September 17, 2025

5:30 PM

Municipal Building, Council Chambers

Public Participation: in person or <https://us06web.zoom.us/j/85828927209>

1. CALL TO ORDER

This regular meeting of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, September 17, 2025 at 5:34 p.m. Members of the public were notified of the ability to participate and provide public comment in-person.

The following board members were in attendance:

Present - 5: Members Gibson, Stromberg, Heavner, Hollingsworth, and Shelton

Remote - 1: Member Laurent

Absent - 1: Member Nakhleh

Others in attendance in Chambers:

Mr. Thomas Wyman, Assistant County Attorney

Mr. James Alarid, Deputy Utility Manager - Engineering

Ms. Joann Gentry, Deputy Utility Manager - Finance & Administration

Mr. Clay Moseley, Deputy Utilities Manager - GWS Services

Mr. Dennis Astley, Acting Deputy Utility Manager - Electrical Distribution

Mr. Ben Olbrich, Deputy Utility Manager - Power Supply

Ms. Cathy D'Anna, Public Relations Manager

Ms. Kathy Casados, Executive Assistant

Ms. Paula Nelson, Data Analyst

Mr. Zac Parlman, Information Management

Zoom participants:

Ms. Anne Laurent, County Manager

Mr. David Reagor, County Councilor

Ms. Kathy Darwin, Business Evolutions

2. PUBLIC COMMENT

Chair Gibson provided an opportunity for public comment on the Consent Agenda or those not otherwise included on the agenda. There was none.

No action was taken on this item.

3. APPROVAL OF AGENDA

Chair Gibson called for discussion or a motion.

Member Stromberg moved and Member Heavner seconded that the agenda be approved as presented.

The motion passed by the following vote:

YES - 4: Members Hollingsworth, Heavner, Stromberg, and Gibson

NO - 0:

ABSENT - 1: Nakhleh

4. CONSENT AGENDA

Chair Gibson called for discussion or a motion.

Member Gibson moved and Member Stromberg seconded that the Board of Public Utilities approve the items on the Consent Agenda as amended and that the motions in the staff reports be included in the minutes for the record with the addition of the following phrase for item 4.c. "...provided in the additional meeting documents distributed this evening."

The motion passed by the following vote:

YES - 4: Members Hollingsworth, Heavner, Stromberg, and Gibson

NO - 0:

ABSENT - 1: Member Nakhleh

- 4.a. [20069-25](#)** Approval of Board of Public Utilities Meeting Minutes - August 2025
- I move that the Board of Public Utilities approve the minutes for the August 6th and August 20th meetings as presented.**
- 4.b. [20409-25c](#)** Approval of DPU Mission, Vision and Values, and the FY27 Strategic Goals and Objectives
- I move that the Board of Public Utilities approve the Mission, Vision and Values statements and the FY2026 Strategic Goals and Objectives as presented in Attachment A.**
- 4.c. [20471-25b](#)** Approval of Revisions to the DPU Rules & Regulations
- I move that the Board of Public Utilities approve revisions to the DPU Rules & Regulations Sewer Rules (S-1 to S-5) as presented and the Utilities Assistance Program (GR-18) Rule provided in the additional meeting documents distributed this evening.**
- 4.d. [20141-25a](#)** Approval of Budget Revision No. 2026-09 for DPU Budget Carryovers from FY2025 to FY2026
- I move that the Board of Public Utilities recommend Budget Revision 2026-09 as summarized on attachment A and forward to Council with a recommendation for approval. I further move that attachment A be made a part of the minutes of this meeting.**
- 4.e. [20435-25a](#)** Award of Bid No. IFB 26-20 with Allied 360 Construction LLC, for the

Purpose of the Quemazon & East Gate Lift Station Rehabilitation Project in the Amount of \$619,165.00 plus Applicable NMGRT

I move that the Board of Public Utilities approve the Award of Bid No. IFB 26-20 for the Purpose of the Quemazon & East Gate Lift Station Rehabilitation Project with Allied 360 Construction LLC, in the Amount of \$562,878.00 and a contingency in the amount of \$56,287.00, for a total of \$619,165.00, plus Applicable Gross Receipts Tax and forward to Council for approval.

- 4.f. [20654-25a](#) Approval of Task Order No. 5 to AGR24-04a with Allied 360 Construction LLC for the Los Arboles Lift Station Rehabilitation in the Amount of \$299,737.47 Plus Applicable NMGRT

I move that the Board of Public Utilities recommend approval of Task Order No. 5 to AGR24-04a with Allied 360 Construction LLC for the Los Arboles Lift Station Rehabilitation in the Amount of \$263,737.47 and a contingency in the amount of \$36,000.00 for a total of \$299,737.47 plus Applicable Gross Receipts Tax and forward to Council for approval.

- 4.g. [AGR1145-25-a](#) Approval of Amendment No. 3 to Agreement No. AGR 16-701 with Tyler Technologies in the Amount of \$116,450.00, Plus Applicable Gross Receipts Tax for the Purpose of Implementing Time of Use "TOU" & Residential Demand Electric Rates

I move that the Board of Public Utilities recommend the award of Amendment No. 3 to AGR16-701 Tyler Technologies to implement Time of Use and Residential Demand electric rates in the amount of \$116,450.00, plus NMGRT, and forward to Council for approval.

5. PRESENTATIONS

None scheduled.

No action was taken on this item.

6. PUBLIC HEARINGS

None scheduled.

No action was taken on this item.

7. DEPARTMENT BUSINESS

- 7.a. [20653-25a](#) Approval of Change Order No. 4 to IFB 2025-08 with DUB-L-EE Construction for the Purpose of the Jemez Mountain Fire Protection Phase II Project in the Amount of \$9,818,896.79 & Approval of Budget Revision 2026-13

Mr. James Alarid, Deputy Utility Manager - Engineering presented. Chair Gibson provided an opportunity for comments and questions from the board. The following individuals spoke:

1. Member Hollingsworth
2. Mr. Shelton
3. Member Gibson

4. Member Heavner

There was no public comment. Chair Gibson then called for further discussion or a motion.

Member Heavner moved and Member Hollingsworth seconded that the Board recommend approval of Change Order No. 4 to IFB 2025-08 with DUB-L-EE Construction for the Purpose of the Jemez Mountain Fire Protection Phase I Project in the Amount of \$5,308,536.29 and a contingency in the amount of \$530,853.63 for a total of \$5,839,389.92, plus Applicable Gross Receipts Tax. The total IFB 2025-08 Contract amount including Change Order No. 4 is \$9,818,896.79, plus Applicable GRT. I further move that the Board recommend approval of Budget Revision 2026-13 and forward to Council for approval.

The motion passed by the following vote:

YES - 4: Members Hollingsworth, Heavner, Stromberg, and Gibson

NO - 0:

ABSENT - 1: Member Nakhleh

7.b. [20659-25a](#)

Approval to Convert One Overfill FTE to a Regular FTE Position for the Electric Distribution Superintendent Position, Job Code 634

Ms. Joann Gentry, Deputy Utility Manager - Finance & Administration presented. Chair Gibson provided an opportunity for comments and questions from the board. The following individuals spoke:

1. Member Gibson
2. Mr. Shelton
3. Member Hollingsworth

There was no public comment. Chair Gibson then called for further discussion or a motion.

Member Hollingsworth moved and Member Heavner seconded that the Board of Public Utilities recommend the conversion of one overfill FTE to a regular full-time Electric Distribution Superintendent position and forward to Council for approval.

The motion passed by the following vote:

YES - 4: Members Hollingsworth, Heavner, Stromberg, and Gibson

NO - 0:

ABSENT - 1: Member Nakhleh

8. BOARD BUSINESS

8.a. Chair's Report

Chair Gibson reported that:

1. Board Member should have received the email notice regarding a Joint Closed Session with County Council on September 30 at 4:00 p.m.
2. Council will be introducing an update to their Procedural Rules and have asked for input from the Board. This item will be on the agenda for the October 1st BPU Work Session.
3. He was asked to present to the Kiwanis on October 7th.
4. He will participate remotely for the October 22 BPU meeting and Vice Chair Stromberg will run the meeting person.

No action was taken on this item.

8.b. Board Member's Reports

There were no individual member reports.

No action was taken on this item.

8.c. Utilities Manager's Report

Mr. Shelton reviewed his written report and a copy is **attached** to the minutes. Chair Gibson provided an opportunity for comments and questions from the board. The following individuals spoke:

1. Member Heavner
2. Member Gibson

No action was taken on this item.

8.d. County Manager's Report

Ms. Laurent reported that:

1. The concrete barriers around Ashley Pond are being removed now that Summer Concerts are over. There is a plan to install more aesthetic bollards.
2. Recruitment for Fire Chief vacancy is open. Acting Chief Wnedy Servey is also planning to retire soon.
3. Recruitment for Human Resources Manager will open soon. Ms. Mary Tapia plans to retire in November.
4. Recruitment for Public Information Officer will also open soon. Ms. Julie Williams-Hill plans to retire in January 2026.
5. She also provide updates on August and September Council meetings.

Chair Gibson provided an opportunity for comments and questions from the board. The following individuals spoke:

1. Member Gibson

No action was taken on this item.

8.e. Council Liaison's Report

Vice Chair Havemann was absent and Councilor Reagor attended in her place. He noted that Mr. Shelton and Ms. Laurent covered the topics he planned to discuss.

No action was taken on this item.

8.f. Environmental Sustainability Board Liaison's Report

There was no representative present and no written report was submitted.

No action was taken on this item.

8.g. General Board Business

None scheduled.

No action was taken on this item.

8.h. Board Expenses

None scheduled.

No action was taken on this item.

9. STATUS REPORTS

20070-25 Status Reports - August 2025

Chair Gibson asked the board if there were any comments or questions on the status reports. The following individuals spoke:

1. Member Gibson
2. Mr. Shelton
3. Mr. Astley

No action was taken on this item.

10. UPCOMING AGENDA ITEMS

20071-25 Tickler File for September - December 2025

Chair Gibson opened the floor for comments and questions on the tickler:

1. Member Stromberg asked that the board discuss the possibility of hosting a Town Hall regarding the Climate Action Plan and Electrification Study. This will be placed on the October 1st Work Session agenda.
2. Member Gibson proposed discussion of data at a future work session.
3. Member Hollingsworth commented on Member Gibson's proposal.
4. Member Heavner also commented on Member Gibson's proposal.
5. Member Gibson also asked for "Parking Lot" (pending) items to be included in the tickler in the next meeting packet.

No action was taken on this item.

11. PUBLIC COMMENT

Chair Gibson provided an opportunity for public comment on any topic. There was none.

No action was taken on this item.

12. ADJOURNMENT

The meeting adjourned at 6:53 p.m.

APPROVAL

Board of Public Utilities Chair

Date Approved by the Board

Minutes transcribed by: Kathy Casados, Executive Assistant

ATTACHMENTS

(in agenda order):

8.c. Utilities Manager's Report 9/17/25

8.c. Emergency Preparedness Brochure

Utilities Manager's Report
September 17, 2025

1. For the replacement transformer at the White Rock sub-station, DPU in coordination with the design engineer T&D have made a selection, and we are in the process of completing the purchasing documents to replace the failed 5 MVA transformer. The transformer selected is \$380,000 with a three-year warranty and will be rebuilt upon order and delivered between 10 to 12 weeks. This 12 MVA transformer can be expanded to 22.4 MVA by adding cooling fans. This will allow for our future needs as identified in the Distribution System and Electrification Study. Staff is still coordinating with LANL on the temporary tie design. The pole staking by LANL is scheduled for this Friday and then DPU can stake the LAC side of the road for the tie line and then work to set poles. The voltage regulators have been delivered. Finally, DPU has found the right person at PNM, the vice president of engineering, in obtaining a mutual aid type agreement with PNM to use their mobile transformer if necessary.
2. For Elk Ridge, about half of the new gas line has been installed. Cartwright Plumbing is inspecting homes for the gas service cut-over to see if there are any code upgrades required by the homeowner that is required before cutting over to the new gas system.
3. The Deputy Utility Manager for Electric Distribution has been re-advertised since no qualified applicants were received. Dennis Astley, Engineering Manager, has been appointed acting Deputy Utility Manager for Electric Distribution. Next week, staff will interview the Business Operations Manager and are currently in the process of making an offer for the Billing and Service Specialist. Other recruitments that are ongoing are for the Engineering Project Manager for Electric Distribution and Engineering Aid for utility locates.
4. NNSA Albuquerque procurement office has presented a draft ECA to staff and we held a meeting to provide some clarifications and answer some questions in development of this agreement. They still have a lot of work to do on this agreement before we can present it to BPU and Council. At last night's Council meeting, Mr. Ted Wyka, NNSA Los Alamos Field Office Manager, offered that finalizing this agreement is a priority for NNSA.
5. Foxtail Flats is in the process of ordering the equipment and plans to mobilize to the site on 11-15-2025. The first phase is due to go on-line on 10-30-2026 and the second phase will be online on 3-15-2027.
6. The proposed award for the Jemez Fire Protection Project has cleared the headquarters review and DPU is still awaiting Secretary Noem's approval.
7. UAMPS held a short session this month and only covered the CFPP at this month's meeting. The closeout of the DOE award is on track; however, the exchange of funds will run into October, and the letter of credit held by CFPP LLC was extended by a month. Next month, I will attend the board retreat in Sacramento, CA where CAISO is located.

8. The Pathway to Zero Natural Gas project survey has closed and received 905 total responses and just under 600 completed surveys.
9. Met with senate staff for Energy and Natural Resources Committee and explained our pending issues with the ECA delays, hexavalent chromium plume remediation, FEMA grant delay and Forest Service lag in project reviews. Also on September 4, 2025, I attended a tour with our state and federal representatives and explained some of the same issues with them. Also, I explained the benefit of the EA-4 power line replacement and how it supports vital infrastructure. EA-4 line replacement is in the top five of the County's ICIP list of projects.
10. In celebration of National Preparedness Month, Los Alamos County Emergency Management invites the community to a special event focused on emergency preparedness. The event will take place on Sept. 18 from 6 to 9 p.m. at the SALA Event Center and DPU will have a table and a handout for this event.



Emergency Preparedness



Who is DPU?

The Department of Public Utilities is **county-owned**. Established under Article 5 of the 1968 Charter for the Incorporated County of Los Alamos, the DPU falls under the jurisdiction of the Board of Public Utilities. Community members apply, interview and then are appointed by Council to 5-year terms.

Interested in BPU? Learn more at ladpu.com/BPU

Our service area includes a population of 19,419 citizens and includes residential, commercial, schools, and County customers – all maintained by 100 employees.

DPU, and only DPU, provides Los Alamos County with **electric, natural gas, water and wastewater services**. You might have noticed our mascots making appearances...



Restoring Power

1. Assessment

Crews immediately begin restoration work while assessing the full extent of damage, which may take hours for large-scale events. During this phase:

- Accurate restoration times for specific areas are often not available.
- Except for very small outages, updates are provided via DPU's social media channels and local media.
- In the unlikely event of widespread outages that pose health or safety threats, the Code Red emergency alert system may be used.

2. Substations, Main Lines, Critical Facilities

LAC has two substation power sources:

- Townsite Switch Station (LAC-owned but supplied by a Los Alamos National Laboratory (LANL) substation)
- White Rock area substation (LAC-owned)

Priority is given to:

- Repairing outages at LANL substation (by LANL crews).
- Restoring main lines serving large numbers of customers.
- Powering critical infrastructure such as hospitals, wastewater treatment plants, communication systems, water pumps & wells, and schools.

3. Taps and Service Lines

After main line restoration:

- Repair damage to tap lines branching off main lines (serving neighborhoods or areas like the ski area).
- Fix individual service lines to homes. During this stage, estimated restoration times are provided through social media and local media.

Transformer Boxes



- Keep your distance. Electric transformer boxes house transformers fed by 13,600 volts of electricity.
- Don't plant trees and shrubs too close to it. Roots can grow around underground power lines presenting a potential hazard for anyone that tries to remove that plant.
- To work on the transformers safely, electric linemen need at least 8 feet of clearance in front and 3 feet on the other three sides.
- Do not try to remove trees and shrubs near boxes on your own! DPU's linemen will remove them.
- Even when situated on private property, all transformer boxes are on county electric easements.
- When planting vegetation, call for locates by dialing 811 first even if a transformer is not in the area. Contact NM811 at least 2 days before digging. You can also submit a locate request online at www.NM811.org. Click on "I'm About to Dig."
- Learn more at ladpu.com/boxes

Public Safety Power Shutoffs

During spring and summer (the windy and wildfire seasons), you may see news or social media posts about **Public Safety Power Shutoffs—or PSPS**—a program launched by PNM. While electric customers in Los Alamos County get their electricity from DPU (not PNM), it's important to know if and how PNM's program may impact you.

Why?

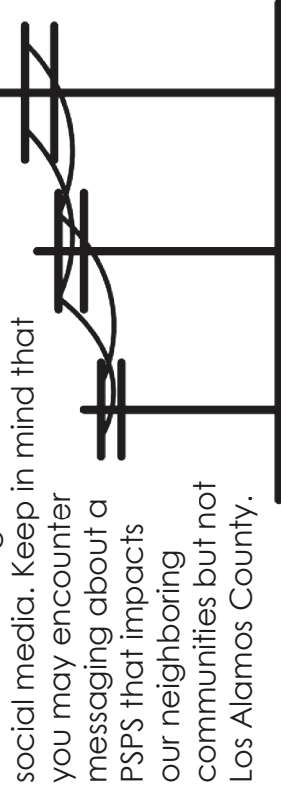
- PSPS actions are a last resort and only implemented when extreme weather like strong winds and dry conditions increase wildfire risk.

When?

- Here in Los Alamos County, PNM's shutoffs don't necessarily mean shutoffs for us. Our electric system includes redundant feeds that enable us to cover the loss of power from alternate transmission lines. With the advance notice that PNM provides for its PSPS actions, we should have time to reconfigure our system to avoid disruption.

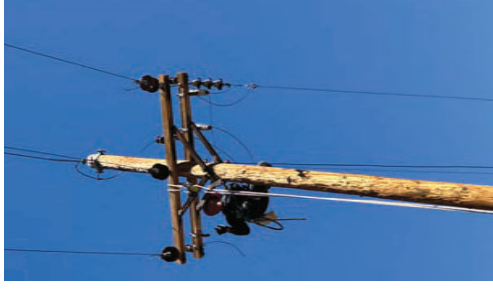
Communication?

- Get your information about local PSPS actions from DPU. When we may be impacted within Los Alamos County, DPU, as your electric provider, will notify customers through news releases and social media. Keep in mind that



you may encounter messaging about a PSPS that impacts our neighboring communities but not Los Alamos County.

Who You Might See



Electrical Distribution
~Line Repair~



Gas Water Sewer
~Gas Meter Check~



Gas Water Sewer
~Water Meter Change-out~



Gas Water Sewer
~Water Line Repair~



Southwest Fire Defense
~Contracted Tree Trimming~



Customer Care
~All of Your Questions~

Communication

DPU keeps our **community informed** via:

- www.losalamosnm.us
- Local media
- Facebook — @DPU1968
- Instagram — @lacadpu
- YouTube — @Public Utilities
- Pinterest — @LosAlamosDPU
- LinkTree — @ladpu
- Nextdoor — Los Alamos County



DPU Scoop, the monthly bill insert, can be received as an email, with the mailed bill, and available as a PDF at ladpu.com/inserts. Past inserts can be viewed at that link as well.

Special notifications (texts, phone calls, emails) are sent in the event of utility emergencies and planned electrical outages impacting those that voluntarily register for the **Life-Sustaining Medical Equipment Alert** (ladpu.com/medequip).

You might receive a call from the **Customer Care Center** (505.662.8333) if your account is past-due, an excessive water leak is discovered on your account, if a normal payment method bounces back, or for some other account anomaly.

Staying Cool

If you have power:

- Close windows and window treatments during sunny hours.
- Install cellular shades, window films, or blackout curtains for added thermal insulation.
- Use fans strategically to move air from cooler areas to warmer areas. Put a fan in an open window to blow in cooler night air.
- Set ceiling fans to rotate counterclockwise in the summer.
- If you use room fans with air conditioning, you can set AC 4 degrees warmer without impacting comfort.
- Run your dryer at night or hang your clothes outside.
- Take cool showers and baths.
- Visit a Cooling Station! These are air conditioned places where you can cool off and drink water to get relief from the heat without pressure to buy. In Los Alamos County: County-owned public buildings, White Rock Visitor Center, Nature Center, Senior Centers, Los Alamos Co-op Market, Smiths, Natural Grocers, American Legion Post 90 and Bathtub Row Brewing Co-op.



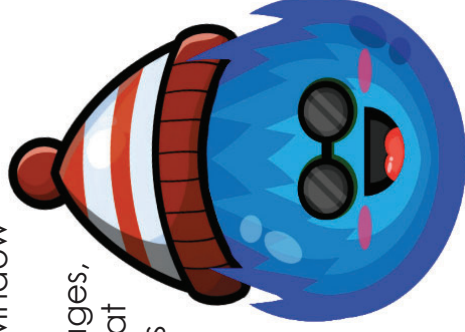
If you don't have power:

- Seek out family, friends, neighbors or public places that do have power and AC.
- Wear loose, lightweight, light-colored clothing.
- Close and cover windows to keep out heat and sunlight.
- Drink lots of water.
- DO NOT open fridges and freezers for the cool air.
- Use hand fans and spray bottles.

Keeping Warm

If you don't have power:

- Close off unneeded parts of your home and concentrate people, plants, and pets into one smaller room.
- DO NOT use outdoor cooking grills or your gas oven to heat spaces.
- Take care if utilizing indoor wood fireplaces.
- Wear layers.
- Cover windows with heavy window treatments.
- For prolonged heat outages, open cabinet doors that house plumbing. Set faucets to a very slow stream to prevent freezing.
- Seek out family, friends, neighbors or public places that do have power and heat.
- Stay hydrated.



If you do have power:

- Set fans to rotate clockwise in the winter.
- Move furniture away from radiators and heating vents. Clean or replace filters.
- Close window coverings at night.
- Draft-proof your home.

Medical Equipment Alerts

The DPU maintains a **voluntary medical equipment alert program** for customers who use life-sustaining, electrically powered, medical equipment for the preservation of health or life. This list helps us to identify individuals with special notification requirements of planned utility outages and assists us in prioritizing repairs for unplanned outages.

We attempt to provide special notification above normal notification procedures to registered community members when a planned power interruption is scheduled.

Although we work hard to maintain and improve the reliability of the electric system, we cannot guarantee that a power outage will never occur. It is the responsibility of the individual to have a backup system and/or a plan of action in the event of a power outage.

We ask that those who are registered re-enroll once a year so that we can keep the list current. After a year, customers who do not re-enroll are removed from the list.

If you would like to register yourself or a member of your household, please contact the Customer Care Center at (505) 662-8333 or at CustomerCare@lacnm.us, OR register online at ladpu.com/medequip.

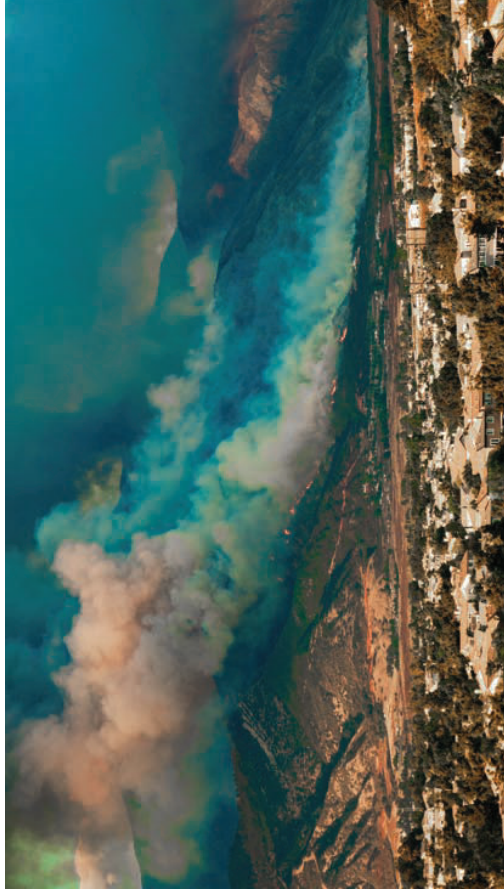
Wildfire Evacuations

Los Alamos County follows the Ready, Set, Go guidance for wildfire preparations.

Sign up for Code Red for instant evacuation notices at lacnm.com/codered.

Utilities-related preparations might include:

- Eliminating outdoor water use to ensure sufficient water pressure to fill tanker trucks and other fire fighting efforts.
- Powering off devices and appliances before you evacuate to reduce unnecessary draw in the event of a power outage while you are gone.
- **DO NOT turn off utilities to your home.** DPU will handle turnoffs on a neighborhood scale, if it becomes necessary



#FriendsAndNeighbors
#Community



Connect With Us

(505) 662-8333 / ladpu.com/dpu