



LOS ALAMOS

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
Theresa Cull, Council Liaison*

Wednesday, December 4, 2024

5:30 PM

Municipal Building, Council Chambers

NEW Zoom Link - <https://us06web.zoom.us/j/89412512522>

1. CALL TO ORDER

This regular session of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, December 4, 2024 at 1000 Central Avenue in Council Chambers. Board Chair Robert Gibson called the meeting to order at 5:34 pm. Members of the public were notified of the ability to participate and provide public comment in-person or over Zoom.

The following board members were in attendance:

Present - 6: Members Gibson, Stromberg, Heavner, Hollingsworth, Shelton, and Laurent

Absent - 1: Member Nakhleh

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 to approve the agenda.

Member Heavner moved and Member Hollingsworth 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: Member Nakleh

4. CONSENT AGENDA

Chair Gibson noted that Draft #2 of the November 20, 2024 BPU Minutes was handed out prior to the meeting. He asked that the revised motions be used to approve the Consent Agenda and for the motion on the minutes for the record. He then called for discussion or a motion.

Member Hollingsworth 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.

The motion passed by the following vote:

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

NO - 0:

ABSENT - 1: Member Nakleh

- 4.a. [18084-24](#) Approval of Board of Public Utilities Meeting Minutes - November 2024

I move that the Board of Public Utilities approve the meeting minutes as presented for 11/6/24 and as amended for 11/20/24.

- 4.b. [19408-24](#) Approval of Task Order No. 7, AGR23-58 with Parker Construction (on-call) in the amount of \$114,963.58 and a Contingency of \$28,274.90 plus Applicable Gross Receipts Tax, for the Purpose of the White Rock PRVs Replacement Project

I move that the Board of Public Utilities approve Task Order No. 7, AGR23-58 with Parker Construction (on-call) in the amount of \$114,963.58 and a Contingency of \$28,274.90, for a total of \$143,238.48, plus applicable gross receipts tax, for the purpose of the White Rock Pressure Reducing Valves (PRVs) Replacement Project.

5. PUBLIC HEARINGS

- 5.a. [RE0624-24a](#) Incorporated County of Los Alamos Resolution No. 24-30; a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority for the Denver Steels Waterline Replacement Project Phase II and III

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

- 1. Member Gibson

Chair Gibson provided an opportunity for public comment on this item; there was none. Chair Gibson provided an opportunity for further discussion by the board; there was none. Chair Gibson then called for a motion.

Member Heavner moved and Member Stromberg seconded that Council adopt Incorporated County of Los Alamos Resolution No. 24-30; a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority for the Denver Steels Waterline Replacement Project Phase II and III and forward to Council for adoption.

The motion passed by the following vote:

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

NO - 0:

ABSENT: Member Nakhleh

5.b. [OR1039-24a](#) Overview of Proposed Incorporated County of Los Alamos Ordinance Regarding the Commercial Property Assessed Clean Energy (C-PACE) Program

Ms. Abbey Hayward provided a brief overview of the C-PACE program. She then introduced Mr. Eric Christensen, Project Manager for Adelante Consulting, Inc. who presented. Chair Gibson provided an opportunity for comments and questions from the board. The following individuals spoke:

- 1. Member Heavner
- 2. Member Hollingsworth

Chair Gibson provided an opportunity for public comment. The following individuals spoke:

- 1. Lauren McDaniel, LACDC Executive Director

Chair Gibson then provided an opportunity for board discussion. The following individuals spoke:

- 1. Member Hollingsworth
- 2. Member Gibson
- 3. Mr. Thomas Wyman
- 4. Member Heavner
- 5. Mr. Philo Shelton
- 6. Member Stromberg
- 7. Council Vice Chair Cull
- 8. Ms. Anne Laurent

Chair Gibson then called for a motion.

Member Heavner moved and Member Hollingsworth seconded that the Board of Public Utilities recommend Council approve the C-PACE Ordinance.

The motion passed by the following vote:

YES - 3: Members Hollingsworth, Heavner and Stromberg

NO - 1: Member Gibson

ABSENT - 1: Member Nakhleh

6. PRESENTATIONS

6.a. [19435-24](#) Presentation: APPA Recognizes DPU with Two Awards

Chair Gibson provided a brief overview of the categories for the awards from the American Public Power Association. He then presented these awards to the following key DPU

staff members:

- 1. Customer Service: Mr. Philo Shelton, Utilities Manager; Ms. Karen Kendall, Deputy Utilities Manager - Finance & Administration; and Ms. Joann Gentry - Business Operations Manager -
- 2. Excellence in Communication: Ms. Catherine D'Anna, Public Relations Manager and Ms. Abbey Hayward, Conservation Coordinator.

No action was taken on this item,

6.b. [19064-24b](#)

Overview of the Climate Action Plan and Target to Achieve Carbon Neutrality by 2050

Mr. Philo Shelton, Utilities Manager introduced Ms. Angelica Gurule, Sustainability Manager who provided an abbreviated version of her presentation to Council on November 12, 2024. (Council approved the CAP at that meeting.)

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

- 1. Member Heavner
- 2. Member Stromberg
- 3. Member Gibson
- 4. Ms. Laurent
- 5. Vice Chair Cull
- 6. Mr. Shelton

Chair Gibson provided an opportunity for public item on this topic; there was none.

No action was taken on this item,

RECESS: 7:20 - 7:30 pm

7. DEPARTMENT BUSINESS

7.a. [19331-24a](#)

Electric Vehicle (EV) Charging Stations Discussion & Possible Action

Ms. Karen Kendall, Deputy Utility Manager - Finance & Administration presented.

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

- 1. Member Heavner
- 2. Mr. Shelton
- 3. Member Stromberg
- 4. Ms. Angelica Gurule
- 5. Member Hollingsworth
- 6. Member Gibson

Chair Gibson provided an opportunity for public comment on this item, there was none. Chair Gibson then called for a motion.

Member Stromberg moved and Member Hollingsworth seconded that the Board of Public Utilities recommend transferring County purchased EV Charging Stations from the General Fund to the Joint Utilities Fund and forward to Council for approval.

The motion passed by the following vote:

**YES - 3: Members Hollingsworth, Stromberg, and Gibson
NO - 1: Member Heavner
ABSENT - 1: Member Nakhleh**

7.b. [19409-24](#)

Approval of Changes to the Department of Public Utilities Rules & Regulations - Fee Schedule

Ms. Karen Kendall, Deputy Utility Manager - Finance & Administration presented.

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

- 1. Member Heavner
- 2. Mr. Shelton
- 3. Member Stromberg
- 4. Ms. Angelica Gurule
- 5. Member Hollingsworth
- 6. Member Gibson

Chair Gibson provided an opportunity for public comment on this item, there was none. Chair Gibson then called for a motion.

Member Stromberg moved and Member Gibson seconded that the Board of Public Utilities approve the changes to the Department of Public Utilities Rules & Regulations - Fee Schedule as presented.

Chair Gibson then provided an opportunity for board discussion. The following individuals spoke:

- 1. **Member Hollingsworth**
- 2. **Ms. Kendall**
- 3. **Mr. Shelton**
- 4. **Member Gibson**
- 5. **Member Heavner**
- 6. **Mr. Olbrich**

Chair Gibson then provided an opportunity for public comment on this item; there was none.

Member Heavner proposed a friendly amendment to the motion to include this statement: "I further move that the board revisit the fee schedule in six months."

The amended motion passed by the following vote:

**YES - 3: Members Hollingsworth, Stromberg and Gibson
NO - 1: Member Heavner
ABSENT - 1: Member Nakhleh**

7.c. [AGR1077-24a](#)

Approval of Services Agreement No. AGR 25-13 with Renewance, Inc. in the amount of \$945,240.00, a Contingency in the Amount of \$50,000.00

and Applicable GRT, for the Purpose of Removal and Proper Disposition of One (1) NGK One (1) megawatt, Six (6) megawatt-hour Sodium Sulfur Battery System at the Los Alamos County Eco Station

Mr. Ben Olbrich, Deputy Utility Manager - Power Supply presented.

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

- 1. Mr. Shelton
- 2. Member Heaver
- 3. Member Stromberg
- 4. Member Gibson

Chair Gibson provided an opportunity for public comment on this item, the following individuals spoke:

- 1. Mr. Paul Parker (the board allowed him to speak twice)

There was no further board discussion. Chair Gibson then called for a motion.

Member Heaver moved and Member Stromberg seconded that the Board of Public Utilities recommend Services Agreement No. AGR 25-13 with Renewance, Inc. in the amount of \$945,240.00 and a contingency in the amount of \$50,000.00 for a total of \$995,240.00, plus applicable gross receipts tax, for the purpose of removal and proper disposition of one (1) NGK one (1) megawatt, six (6) megawatt-hour sodium sulfur battery system at the Los Alamos County Eco Station, and forward to Council for approval, subject to County Attorney's final review.

Member Heavner further moved that the Board of Public Utilities recommend Budget Revision 2025-10 in the amount of \$316,000 and include the attached budget revision in the minutes for the record, and forward to Council for approval.

Chair Gibson then provided an opportunity for further discussion. The following individuals spoke:

- 1. Member Gibson
- 2. Mr. Shelton

The motion passed by the following vote:

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

NO - 0:

ABSENT - 1: Member Nakhleh

- 7.d. [AGR1084-24a](#) Approval of Services Agreement No. AGR 25-26 with Burns & McDonnell Engineering Company, Inc. in the amount of \$398,000, plus Applicable Gross Receipts Tax, for the Purpose of Developing an Electric Distribution System Electrification Study

Mr. Stephen Marez, Deputy Utility Manager - Electric Distribution presented.

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

- 1. Member Heavner
- 2. Member Stromberg

- 3. Member Gibson
- 4. Member Hollingsworth

Chair Gibson provided an opportunity for public comment on this item, there was none. There was no further discussion by the board, so Chair Gibson called for a motion.

Member Hollingsworth moved and Member Stromberg seconded that the Board of Public Utilities recommend Services Agreement No. AGR 25-26 with Burns & McDonnell Engineering Company, Inc. in the amount of \$398,000, plus Applicable Gross Receipts Tax, for the Purpose of Developing an Electric Distribution System Electrification Study and forward to Council for approval.

Chair Gibson provided an opportunity for further discussion. The following individuals spoke:

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

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 due to inclement weather the November B&C Luncheon and has not been rescheduled. Member Nakhleh had volunteered to attend that event.

No action was taken on this item,

8.b. Board Member's Reports

There were none.

No action was taken on this item,

8.c. Utilities Manager's Report

Mr. Philo Shelton reviewed his report which was included in the meeting packet.

Chair Gibson provided an opportunity for board questions. There were none.

No action was taken on this item,

8.d. County Manager's Report

Mr. Shelton reported that Ms. Anne Laurent had to leave the meeting during recess. He shared that she wanted to announce the Annual County Tree Lighting on Saturday, December 6th at 5:15 pm in the foyer of the Municipal Building. There will be hot chocolate and other treats.

No action was taken on this item,

8.e. Council Liaison's Report

Council Vice Chair Cull reported on items of interest to the board and department from the December 3rd Council Meeting:

1. The Consideration of Purchase Agreement for Real Property on Diamond Drive did not pass.
2. The Housing Rehabilitation and Home Buyer Assistance Program Service Contract did pass.
3. The MOU with the City of Espanola and Rio Arriba County for a Regional Landfill study also passed.
4. Council approved its 2025 Strategic Leadership Plan
5. Two members were appointed to the Lodgers' Tax Advisory Board.

Chair Gibson provided an opportunity for questions from the board. There were none.

No action was taken on this item,

8.f. Environmental Sustainability Board Liaison's Report

Mr. Jesse Deringer was absent and did not have any items to submit since the ESB has not met since November.

8.g. General Board Business (None)

No action was taken on this item,

8.h. Board Expenses

8.h.1. [19421-24](#) UAMPS Board of Director's Meeting - December 2024

Mr. Shelton presented. Chair Gibson asked the board if there was any interest in members to attend. There was none.

No action was taken on this item.

8.h.2. [19422-24](#) UAMPS Tour of Cove Fort #1 Geothermal Plant in Beaver, Utah - January 2025

Mr. Shelton presented. Mr. Gibson stated that he was interested in attending. He asked other board members and Member Hollingsworth also stated that she was interested. There were no additional comments or questions from the board.

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

Chair Gibson then called for a motion and asked that the motion be amended to state "January or February 2025."

Member Stromberg moved and Member Heavner seconded that the Board of Public Utilities approve travel expenses not to exceed \$2,000 each for Member Hollingsworth and/or Member Gibson to participate in the UAMPS Tour of Cove Fort #1 Geothermal Plant in Beaver, Utah in January or February 2025. The motion passed by the following vote.

YES - 4: Members Hollingsworth, Heavner, Stromberg, and Gibson
NO - 0:
ABSENT - 1: Member Nakhleh

9. STATUS REPORTS

9.a. [18095-24](#) Status Reports for November 2024

Mr. Shelton reported that since the December regular meeting was held at the beginning of the month, November data for these reports was not yet available and will be presented at the January 15, 2025 meeting.

No action was taken on this item.

9.b. [19225-24](#) DPU Quarter 1 Report for Fiscal Year 2025 (Jul-Sep)

Ms. Cathy D'Anna, Public Relations Manager reported.

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

- 1. Member Heavner
- 2. Ms. Kendall
- 3. Member Gibson
- 4. Mr. Shelton
- 5. Mr. Olbrich
- 6. Mr. Marez

No action was taken on this item.

10. UPCOMING AGENDA ITEMS

10.a. [18073-24](#) Tickler File: January - March 2025

Chair Gibson announced that a Joint Closed Session with Council was just scheduled for Next Tuesday, December 10th at 5:00 pm.

He provided an opportunity for questions or comments from the board and staff. The following individuals spoke:

- 1. Member Gibson
- 2. Mr. Shelton

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 9:28 pm.

APPROVAL

Board of Public Utilities Chair

Date Approved by the Board

Minutes transcribed by: Kathy Casados, Executive Assistant

ATTACHMENTS

(in agenda order)

4.a. Draft #2 BPU Regular Session Minutes - 11/20/24

7.c. Budget Revision 2025-10

8.c. Utilities Manager's Report 12/4/24



BOARD OF PUBLIC UTILITIES

ADDITIONAL MEETING DOCUMENTS

Additional or revised information or documents are often distributed to members at the meetings. Whenever possible, this informational cover page will accompany those documents.

MEETING DATE	December 4, 2024
AGENDA ITEM	4.a. Approval of Minutes
ATTACHMENTS	B – Draft #2 BPU Regular Session Minutes - 11/20/24
NEW OR REVISED? Is this a revision that is different from what was in the agenda packet, or is it something entirely new?	Revisions suggested by Member Gibson are highlighted in the attached Draft #2.
RECOMMENDED ACTION If you have a new or revised recommended motion for the Board, enter it here.	<i>“I move 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.”</i> <i>“I move that I move that the Board of Public Utilities approve the meeting minutes as presented for 11/6/24 and as amended for 11/20/24.”</i>
ADDITIONAL INFORMATION Please VERY BRIEFLY explain the purpose of this information or document.	



LOS ALAMOS

**County of Los Alamos
Minutes
Board of Public Utilities**

1000 Central Avenue
Los Alamos, NM 87544

12/2/24 -
Revisions suggested
by Member Gibson
are highlighted.

*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
Theresa Cull, Council Liaison*

Wednesday, November 20, 2024

5:30 PM

Municipal Building, Council Chambers

Public Participation: In person or <https://us06web.zoom.us/j/88515885437>

1. CALL TO ORDER

This regular session of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, November 20, 2024 at 1000 Central Avenue in Council Chambers. Board Chair Robert Gibson called the meeting to order at 5:33 pm. Members of the public were notified of the ability to participate and provide public comment in-person or over Zoom.

The following board members were in attendance:

Present - 7: Members Gibson, Nakhleh, Heavner, Hollingsworth, Shelton, Laurent and Stromberg (who arrived at 5:34 pm according to the video)

2. PUBLIC COMMENT

Chair Gibson called for public comment on items 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 to approve the agenda.

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

The motion passed by the following vote:

YES - 5: Members Hollingsworth, Heavner, Nakhleh, Stromberg and Gibson

NO - 0: (~~*Member Stromberg arrived a few minutes after this vote.*~~)

4. PRESENTATIONS

4.a. 19386-24

Discussion & Possible Action: UNM Project Proposal for Pathway to Zero Natural Gas Usage

UNM Professor Yuting Yang presented and NMSU Profession Jamal Mamkhezri was available for questions. (Both participated over Zoom.) Chair Gibson provided an

opportunity for board questions. The following individuals spoke:

1. Member Hollingsworth
2. NMSU Professor Mamkhezri
3. Member Gibson
4. Mr. Shelton
5. Member Stromberg
6. Member Nakhleh
7. Member Heavner

Next steps: Mr. Shelton and Dr. Yang will draft a contract for the Attorney's Office review.

Chair Gibson provided an opportunity for public comment on this topic. The following individuals spoke:

1. Mr. Paul Parker
2. Mr. Jonathan Erst
3. Sandra Miranda Perez
4. Katie Rosenbaum

Chair Gibson provided an opportunity for additional board comments. The following individuals spoke:

1. Member Stromberg

Member Hollingsworth moved and Member Heavner seconded that the Board of Public Utilities approve this proposal as presented and direct staff to advance this proposal into a contract with UNM to perform research on identifying a pathway to zero natural gas usage.

The motion passed by the following vote:

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

NO - 1: Member Stromberg

4.b. [19183-24](#) Community Broadband Network Presentation

Mr. Jerry Smith, Broadband Manager presented. He reported that Council approved this project at their meeting on November 19, 2024.

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

1. Member Stromberg
2. Member Nakhleh
3. Ms. Anne Laurent
4. Member Gibson
5. Member Hollingsworth

Chair Gibson provided an opportunity for public comment; there was none.

No action was taken on this item.

RECESS: 7:25 - 7:37 p.m.

5. CONSENT AGENDA

Member Heavner moved and Member Nakhleh seconded that the Board of Public Utilities approve the items on the Consent Agenda as presented and that the motions in the staff reports be included in the minutes for the record.

The motion passed by the following vote:

YES - 5: Members Hollingsworth, Heavner, Nakhleh, Stromberg and Gibson

NO - 0:

- 5.a. [18083-24](#) Approval of Board of Public Utilities Meeting Minutes - October 2024

I move that the Board of Public Utilities approve the meeting minutes as presented.

6. PUBLIC HEARINGS (None)

No action was taken on this item.

7. DEPARTMENT BUSINESS (None)

No action was taken on this item.

8. BOARD BUSINESS

8.a. Chair's Report

Chair Gibson reported on these items:

1. The White Rock WRRF Ribbon Cutting took place on November 6th.
2. Council approved the Climate Action Plan but retained the 2070 phase out goal for natural gas.
3. The Financial Audit Exit Conference concluded on November 19th. His service on the Audit committee is completed, but Departments still have work to do.
4. The November B&C luncheon was postponed - not rescheduled yet.

There were no comments or questions from the board.

No action was taken on this item.

8.b. Board Member's Reports

Member Heavner reported that the only citizen comment that he received at Farmer's Market on October 20th is that the rate design information should be kept simple. There were no comments or questions from the board.

No action was taken on this item.

8.c. Utilities Manager's Report

Mr. Philo Shelton reviewed his report which was included in the meeting packet. Chair Gibson provided an opportunity for board questions. There were none.

No action was taken on this item.

8.d. County Manager's Report

Ms. Laurent presented the following:

1. ICMA Accreditation was approved.
2. Strategic Planning with Senior Management Team took place on November 14th.
3. Strategic Planning with Council took place on November 15th.
4. WinterFest kicks off on December 9th.

There were no questions or comments from the board.

No action was taken on this item.

8.e. Council Liaison's Report

Council Vice Chair Cull reported on items of interest to the board and department from the following Council Meetings:

November 12, 2024

1. Approved lease of electric golf carts.
2. Approved Chapter 16 changes to the Charter regarding clarification P&Z zone maps.
3. Approved changes to the cemetery schedule.
4. There was a site selection for Fire Station #4 (same basic location.)
- 5 ~~Presentation~~ Approval of the Climate Action Plan

November 15, 2024

Council Strategic Planning - primarily updated strategic objectives (formerly priorities.)

November 19, 2024

1. Approved agreements for Community Broadband
2. Discussed the possible purchase of three real property lots on Diamond Ave across from the High School. Discussion to continue on December 3rd.

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

1. Member Stromberg

No action was taken on this item.

8.f. Environmental Sustainability Board Liaison's Report

Mr. Jesse Deringer reported in Council Chambers that the ESB met last week to get consensus on the Climate Action Plan (CAP). It was approved by the ESB by a vote of 7-0 and was passed by Council. They also discussed some ways to put the CAP into action; mainly community outreach. There were no comments or questions from board.

No action was taken on this item.

8.g. General Board Business

8.g.1. [18795-24](#) Approval of the Board of Public Utilities Annual Self Evaluation Results

Chair Gibson let a discussion regarding what the board could do with the results:

1. Member Stromberg would like to go over Article V of the Charter and would like to do so on an annual basis.
2. Member Stromberg also asked for a tutorial on the profit transfer. Ms. Kendall stated that she would present the revenue transfer to the board in January or February 2025 and will include a presentation on the profit transfer.
3. Member Nakhleh expressed concern that the survey instrument needs to focus better

on key questions.

4. Member Gibson proposed forming a Working Group to formulate new questions and asked if there were any volunteers. Members Stromberg and Hollingsworth volunteered and were appointed.

5. Member Hollingsworth asked if they could contact board members outside of a meeting. Attorney Thomas Wyman responded that contacting members individually could be considered a "rolling quorum" and advised that the Working Group present suggestions to the full BPU at a work session.

Chair Gibson called for a motion on this item. There was no further discussion.

Member Heavner moved and Member Nakhleh seconded that the Board approve the 2024 Self Evaluation Results as presented.

The motion passed by the following vote:

YES - 5: Members Hollingsworth, Heavner, Nakhleh, Stromberg and Gibson

NO - 0:

8.g.2. [18796-24](#)

Discussion and Possible Approval of the 2025 Board of Public Utilities Meeting Calendar

Chair Gibson led a discussion on the proposed 2025 calendar. He mentioned that the June and October meetings were proposed for the 4th Wednesday due to County Holidays. He then provided an opportunity for comments from the board.

The following individuals spoke:

1. Member Nakhleh - recommended keeping June and October as presented due to County Holidays.
2. Mr. Shelton - agreed with Mr. Nakhleh.
3. Member Heavner - presented recommendation from Ms. Casados that the December 3rd meeting be moved to December 10, 2025 due to staff workload and holidays.

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

Member Heavner moved and Member Nakhleh seconded that the Board of Public Utilities approve the proposed board meeting calendar for 2025 as amended to schedule the December 2025 meeting for December 10th. The motion passed by the following vote:

YES - 5: Members Hollingsworth, Heavner, Nakhleh, Stromberg, and Gibson

NO - 0:

8.h. Board Expenses (None)

Mr. Shelton mentioned that two UAMPS opportunities would be included on the December 4th agenda.

No action was taken on this item.

9. STATUS REPORTS

9.a. [18094-24](#)

Status Reports

Mr. Philo Shelton reviewed the October reports which were included in the meeting packet. He mentioned that a lightning strike on the PNM system in November will be listed separately in the next report since it was a transmission related outage.

Chair Gibson provided an opportunity for questions from the board. The following

individuals spoke:

- 1. Member Gibson commented on Accounts Receivables

No action was taken on this item.

10. UPCOMING AGENDA ITEMS

- 10.a. [18072-24](#) Tickler File December 2024 - February 2025.

Chair Gibson reviewed the tickler provided in the meeting packet. He commented that the Chair, Vice Chair, and Utilities Manager would review the tickler at their next monthly meeting (scheduled for November 22, 2024.) There were no comments or questions from board members.

No action was taken on this item.

11. PUBLIC COMMENT

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

No action was taken on this item.

12. ADJOURNMENT

The meeting adjourned at 8:20 p.m.

APPROVAL

Board of Public Utilities Chair

Date Approved by the Board

Minutes transcribed by: Kathy Casados, Executive Assistant

ATTACHMENTS

- 8.c. Utilities Manager's Report 11/20/24

Budget Revision 2025 - 10

BPU Meeting Date: Dec 4, 2024

Council Meeting Date: Dec 17, 2024

	Fund & Department	Org	Object	Revenue (decrease)	Expenditures (decrease)	Transfers In(Out)	Fund Balance (decrease)
1	Joint Utilities Fund - Electric Production	51185140	8369		\$ 316,000		\$ (316,000)
<p>Description: The purpose of this budget revision is to cover the additional funding needed for the sodium sulfur battery removal project.</p>							
<p>Fiscal Impact: The net fiscal impact to the Joint Utilities Fund is an increase in expenditures and decrease in fund balance by \$316,000.</p>							

Karen Kendall 11/22/2024
 Preparer Date

N/A

 County Manager Approval if Required

Phil Shelton
 Department Director Signature

Yvette Atencio
 Budget Manager/Analyst Signature

Utilities Manager's Report
December 4, 2024

1. For Elk Ridge, Yes Communities has retained an engineer for design of the replacement gas system. Their kick-off meeting is scheduled for next week and I hope to learn about their project schedule afterwards.
2. DPU is setting up interviews for the one department vacancy for the Water Systems Electrical Technician.
3. For the Jemez Mountain Fire Protection, staff has yet to receive the technical comments from FEMA on this grant request. DPU staff held a pre-bid conference for the half-million-gallon water tank and three contractors were present.
4. UAMPS Projects:
 1. The Cove Fort 2 Study Project tour will most likely occur towards the end of January or early February.
 2. UAMPS financial readiness assessment of DPU will use our 2024 ACFR once the State of NM releases it later this month.
5. All outstanding items for the APWA accreditation have been submitted and all indications are that we will receive this accreditation. Again, I want to extend a big thank you to Cathy D'Anna and Abbey Hayward for their efforts toward our path to accreditation.
6. N3B's Technical Working Group covered the Soil Vapor Extraction interim measure for MDA L. The goal is to remove the VOC's contained in the tuff above the basalt layer and groundwater level.