

# 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, September 18, 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, September 18, 2024 at 1000 Central Avenue in Council Chambers. Board Chair Robert Gibson called the meeting to order at 5:30 pm. Members of the public were notified of the ability to participate and provide public comment inperson or over Zoom.

The following board members were in attendance:

Present: 6 - Board Members Gibson, Stromberg, Nakhleh, Heavner, Hollingsworth and

**Shelton** 

Absent: 1 - Board Member Laurent (Deputy County Manager John Craig represented)

# 2. PUBLIC COMMENT

Chair Gibson called for public comment on items on the Consent Agenda or those not otherwise included on the agenda.

The following citizens spoke regarding the Elk Ridge Natural Gas to Propane Conversion Project:

- 1. Cristina Pendergraft
- 2. Janet Montoya
- 3. Paul Parker
- 4. Edmundo Leal
- 5. Therian Bramhall
- 6. Amie Valdez

#### Other individuals:

1. Paula Nelson, DPU staff, translated the opportunity for public comment in Spanish

Mr. Philo Shelton, Utilities Manager shared that the only new information he has heard is that the Yes! Communities ownership team has a meeting next week to formulate a plan for the conversions.

Chair Gibson and Mr. Shelton asked everyone to sign-in and include their email addresses and cell phone numbers so that they could receive notifications sent out by DPU.

Chair Gibson provided an opportunity for public comment on any other subject; 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.

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Member Stromberg moved and Member Hollingsworth seconded that the agenda be approved as presented. The motion passed by the following vote:

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

NO - 0:

#### 4. BOARD BUSINESS

#### a. Chair's Report

Chair Gibson reported that:

- 1. Member Hollingsworth will represent the BPU at Farmers Market on September 26.
- 2. Member Heavner will represent the BPU at Farmers Market on October 24
- 3. He asked for a volunteer to attend the B&C Luncheon on November 14. Both Members Nakhleh and Stromberg volunteered.

There were no questions from board members.

No action was taken on this item.

# b. Board Member's Reports

Chair Gibson provided an opportunity for reports from members; there were none.

No action was taken on this item.

#### c. Utilities Manager's Report

Mr. Shelton reviewed his written report which is attached to the minutes. He provided summarized comments and responded to board member inquiries as appropriate. The following individuals spoke:

Member Hollingsworth

No action was taken on this item.

# d. County Manager's Report

Deputy County Manager John Craig attended for County Manager Anne Laurent, who was on travel. Her reported that:Ms. Laurent was in Washington DC and Pittsburgh for meetings and conferences. Chair Gibson provided an opportunity for questions from the board; there were none.

No action was taken on this item.

#### e. Council Liaison's Report

Council Vice Chair Cull reported on recent Council activities that were of note to the board

and department. There were two Council meetings since her last report (August 27 and September 10.) The next Council meeting is scheduled for September 24th. Chair Gibson provided an opportunity for the Board to ask questions. The following individuals spoke:

Member Stromberg

No action was taken on this item.

# f. Environmental Sustainability Board Liaison's Report

Mr. Jesse Deringer participated remotely and reported that next meeting is scheduled for Sept 19. He had no new items to report. There were no questions from the Board.

No action was taken on this item.

# g. General Board Business

#### 4.g.(1) 18790-24

Approval of Department of Public Utilities Mission, Vision and Values, Strategic Goals and Objectives

Mr. Shelton presented summarzied redline notes on what was done at the Special Work Session on September 4th. He reviewed action items and the presentation. Clean versions of revised documents were included in the meeting packet. Facilitator Kathy Darwin participated remotely. Chair Gibson provided an opportunity for the Board to ask questions. The following individuals spoke:

Member Gibson

Member Heavner

Mr. Shelton

Ms. Darwin

Chair Gibson provided an opportunity for pubic comment on this subject - there was none. There was no further discussion by the Board. Chair Gibson then called for a motion and asked that revisions made during the meeting be attached to the minutes.

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Member Nakhleh moved and Member Hollingsworth seconded that Board of Public Utilities approve the Mission, Vision and Values statements and the FY2025 Strategic Goals and Objectives as amended. The motion passed by the following vote:

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

NO - 1: Member Stromberg

#### 4.g.(2) 19063-24b

# Approval of BPU Procedural Rules

Chair Gibson and Mr. Shelton presented. They reviewed the the comments which were included in the meeting packet. A separate revision was also handed out at the meeting and is attached to the minutes. Chair Gibson provided an opportunity for the board to ask questions or provide comments. The following individuals spoke:

Member Gibson

Chair Gibson then provided an opportunity for public comment - there was none. There was no futher discussion by the Board so Chair Gibson called for a motion.

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Member Heavner moved and Member Stromberg seconded that the Board of Public Utilities approve the revisions to the BPU Procedural Rules as presented. The motion passed by the following vote:

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

NO - 0:

# h. Board Expenses

None.

No action was taken on this item.

# 5. PUBLIC HEARING(S)

#### 5.a. RE0620-24a

Approval of Incorporated County of Los Alamos Resolution No. 24-24; A Resolution Removing Uncollectible Utility Accounts from the Incorporated County of Los Alamos Accounts Receivables List for Fiscal Year 2020

Ms. Karen Kendall, Deputy Utility Manager - Finance & Administration presented. She reviewed the Utilities write-offs for fiscal year 2020 which consisted of 60 accounts totaling \$29,213.26. Chair Gibson provided an opportunity for the board to ask questions. The following individuals spoke:

Member Gibson

Member Stromberg

Chair Gibson provided an opportunity for public comment - there was none. There was no further discussion from the Board so Chair Gibson called for a motion.

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Member Nakhleh moved and Member Hollingsworth seconded that the Board of Public Utilities approve Incorporated County of Los Alamos Resolution No. 24-24; A Resolution Removing Uncollectible Utility Accounts from the Incorporated County of Los Alamos Accounts Receivables List for - Fiscal Year 2020 and forward to the Council with a recommendation for adoption. The motion passed by the following vote:

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

NO - 0:

# 6. CONSENT AGENDA

Chair Gibson called for a motion.

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Member Hollingsworth moved and Member Stromberg 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:

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

NO - 0:

Board of Public Utilities		Minutes	September 18, 2024		
6.a	<u>18081-24</u>	Approval of Board of Public Utilities Meeting Minutes - Augus	st 2024		
		I move that the Board of Public Utilities approve the minutes for the August 7th Work Session and the August 21st Regular Session as presented.			
6.b.	6.b. <u>18789-24</u> Approval of Budget Carryovers from FY2024 to				
		I move that the Board of Public Utilities approve Budget Revision 2029 summarized on attachment A and forward to Council with a recommendapproval. I further move that attachment A be made a part of the minumeeting.	ndation for		
6.c.	<u>19171-24a</u>	Approval of Services Agreement No. AGR24-72 with Viking I amount of \$416,500, plus Applicable Gross Receipts Tax, for of County Water Distribution Backflow Prevention ("BFP") an Connection Control ("CCC") Program Services	the Purpose		
		I move that the Board of Public Utilities approve Services Agreement AGR24-72 with Viking II, Inc. in the amount of \$416,500 plus continger applicable gross receipts tax, for the purpose of County Water Distrib Backflow Prevention ("BFP") and Cross Connection Control ("CCC") Services and forward to Council for approval.	ncy], plus ution		
6.d.	<u>19180-24a</u>	Approval of Task Order #1 to AGR24-04D for the Purpose of Oppenheimer Primary Electric Replacement with Sanbros Cothe Amount of \$660,500.00 plus Applicable Gross Receipts 1	orporation in		
		I move that the Board of Public Utilities approve the Award of Task Or AGR24-04D for the Purpose of the Oppenheimer Primary Electric Repl with Sanbros Corporation in the Amount of \$660,500.00 plus a 10% pr contingency, and applicable Gross Receipts Tax and forward to Coun approval.	acement oject		
<u>7.</u>	DEPARTM	MENT BUSINESS			
7.a.	<u>19024-24a</u>	Award of Bid No. IFB 25-08 for the Purpose of the Jemez Mo	ountain Fire		
		Mr. James Alarid, Deputy Utility Manager - Engineering presented and proverview of the project. Chair Gibson provided an opportunity for board of following members spoke:  Member Gibson			

futher discussion by the Board so Chair Gibson called for a motion.

Chair Gibson provided an opportunity for public comment - there was none. There was no

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Member Heavner moved and Member Nakhleh seconded that the Board of Public Utilities approve the Award of Bid No. 25-08 for the Purpose of the Jemez Mountain Fire Protection Phase I Project with DUB-L-EE, LLC in the Amount of \$4,316,384.03 and a contingency in the amount of \$647,000.00, for a total of \$4,963,384.03, plus Applicable Gross Receipts Tax and forward to Council for approval. The motion passed by the following vote:

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

NO - 0:

#### 7.b. <u>19026-24</u>

Approval of Modifications to DPU Rules & Regulations: GR-13.06 Winter Disconnection Moratorium

Ms. Karen Kendall, Deputy Utility Manager - Finance & Administration presented. She reviewed the changes to GR-13.06 and a copy was provided in the meeting packet. Chair Gibson provided an opportunity for board questions. The following individuals spoke:

Member Stromberg
Member Hollingsworth

Chair Gibson provided an opportunity for public comment - there was none. There was no further discussion by the Board, so Chair Gibson called for a motion.

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Member Stromberg moved and Member Nakhleh seconded that the Board of Public Utilities approve the amendments to the Department of Public Utilities Rules and Regulations GR-13.06 Winter Disconnection Moratorium. The motion passed by the following vote:

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

NO - 0

#### 7.c. 19112-24a

Approval of Agreement Between the Incorporated County of Los Alamos and the International Brotherhood of Electric Workers (IBEW) Local 611, for the period of October 1, 2024 through September 30, 2027

Ms. Karen Kendall, Deputy Utility Manager Finance & Administration presented and Ms. Bernadette Martinez, Deputy Human Resources Manager was in the audience in Council Chambers. Ms. Kendall explained that the agreement covers seven (7) Journeymen Linemen and two (2) Water System Electricians. She also reviewed changes to the previous Collective Bargaining Agreement. A copy of the revised agreement was provided in the meeting packet. Chair Gibson provided an opportunity for board questions. The following members spoke.

Member Stromberg Mr. Stephen Marez Member Gibson

Chair Gibson provided an opportunity for public comment - there was none. There was no further discussion by the Board, so Chair Gibson called for a motion.

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Member Nakhleh moved and Member Stromberg seconded that the Board of Public Utilities approve the Agreement between the Incorporated County of Los Alamos and The International Brotherhood of Electrical Workers (IBEW) Local 611, for the period of October 1, 2024 through September 30, 2027 and forward to Council for approval. The motion passed by the following vote:

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

NO - 0

# 8. STATUS REPORTS

# 8.a. 18092-24 Status Reports for August 2024

Mr. Philo Shelton reported that the reports for August were included in the meeting packet. He also mentioned that the Electric Reliability SADI is at 20 minutes. And he thanked the staff that work diligently on Accounts Receivable including Ms. Kendall, Ms. Joann Gentry, and Ms. Paula Nelson.

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

Member Heavner

Mr. Stephen Marez

Member Stromberg

Mr. Shelton

Member Hollingsworth

Member Gibson

Ms. Karen Kendall

No action was taken on this item.

# 8.b. <u>18786-24</u> Dept. of Public Utilities Quarterly Report - Fiscal Year 2024/Quarter 4

Mr. Shelton thanked all staff for their work in preparing the quarterly report. A copy of the full report was included in the meeting packet and is available online at https://ladpu.com/FY24Q4. Questions from the board were addressed under agenda item 8.a.

No action was taken on this item.

# 9. UPCOMING AGENDA ITEMS

# <u>18070-24</u> Tickler File for September - December 2024

Chair Gibson reviewed the tickler provided in the meeting packet. He also asked that a presentation on energy use and green house gas emissions be added to the October 2 work session. He also stated that the final presentation on the climate action plan will be delayed to December 4th for BPU. Chair Gibson provided an opportunity for board members to ask questions or provide suggestions. The following individuals spoke:

Member Stromberg requested a survey asking community "if green energy does cost more how much more are you willing to pay for it?"

Member Gibson asked if this could be included in the Natural Gas Survey. Mr. Shelton responded that he and Ms. D'Anna are are meeting with university

researchers to create a survey and will provide follow-up information.

No action was taken on this item.

# 10. PUBLIC COMMENT

No action was taken on this item.

# 11. ADJOURNMENT

The meeting adjourned at 7:03 p.m.						
APPROVAL						
Board of Public Utilities Chair Name						
Board of Public Utilities Chair Signature						
Date Approved by the Board						

# **ATTACHMENTS**

- 2. Public Comment Sign-in Sheet
- 4.c. Utilities Manager's Report 9/18/24
- 4.g.1. Revisions to Mission, Vision, & Values
- 4.g.2. Revision to BPU Procedural Rules (handout)
- 11. Sign-in Sheet

# Utilities Manager's Report September 18, 2024

- 1. For Yes Communities at Elk Ridge gas to propane conversion project, the ownership team has indicated that they are meeting next week to formulate a plan for these planned conversions. I have no further details to offer currently, however, staff has prepared a fact sheet on known facts and has placed this on our web page. Staff will update it once Yes Communities provides more details and a schedule for this planned conversion project and will notify customers who have an email or cell phone number on file so DPU can notify the customers when there is a webpage update.
- 2. DPU has filled most of the vacancies due to retirements and the two new positions in GWS. For the remaining vacancies we are in the process of making an offer to a power system operator, hydro-electric supervisor, and in the process of setting up interviews for wastewater treatment operator, GIS technician, and today we interviewed an electrical engineering manager. Joel Martinez, water system electrical technician is being promoted to the SCADA technician and we are now advertising for his vacancy.
- 3. The Pinion Elementary School hydrant has been replaced and several hydrants in the surrounding area in White Rock have received preventive maintenance service.
- 4. Met with Jessica Kunkel, NNSA field office manager and members of her team, to review the new consent order with NMED and its new terms. The consent order will be updated at a minimum of every 10 years. Also, we discussed how they measure various clean up milestones and when a project is closed out or at the final monitoring stage.
- 5. The Jemez Mountain Fire Protection Project received a request for information from FEMA and staff prepared some revised cost estimates since phase I is planned to be awarded this evening to meet state grant requirement and will not be part of the FEMA award. The revised estimates totaled to \$6.6 million to remove the overhead lines and underground them. The benefit cost analysis needed to have a score of one or greater to qualify for FEMA funding and with the revised project scope it came in a two.
- 6. The San Juan Generating Station Decommission Project smokes stacks were successfully imploded. The San Juan Mine Reclamation continues reclamation activities as planned.
- 7. San I. Development Services received the state grant agreement for middle mile fiber optic installation from San I. to Los Alamos. The Waterline Project received three bids, and a potential bid award will occur at the next BPU meeting.
- 8. UAMPS Projects:
  - 1. CFPP has completed closure activities short of site monitoring for the revegetation.

- 2. For the natural gas study, the project continues to work on land acquisition, zoning approvals and air permits. UAMPS is drafting up contracts for members to execute to move into the development phase of the project and no off ramps are planned.
- 3. The Resource Project team voted today to cancel the Cyrq geothermal study project in Nevada due to the company not being responsive, however, I did sign up to participate in the study project call the Rodatherm in central Utah as a replacement geothermal project and this project location will eliminate one transmission wheeling costs when compared it to the cancelled Nevada project. The timeframe for delivery of power by Rodatherm is anticipated to be in 2027.
- 4. UAMPS financial readiness assessment will be scheduled for this December. This will allow for a peer review which will be a good review of our financial status.
- 9. Staff has been working with LANL on electric assets to transfer to the County. This project is delayed because LANL needs to close out their fiscal year and they will reengage with us in October. I do not expect this will move that quickly on their end. It will most likely be a December timeframe before we may have something to present to the Council/BPU Policy Committee.

# Los Alamos Department of Public Utilities FY2026 Strategic Focus Areas, Goals & Objectives Board of Public Utilities Updated September 4, 2024

#### Mission

Provide safe and reliable utility services in an economically and environmentally sustainable fashion.

# **Vision**

• Be a high-performing community-centric utility, contributing to a sustainable future with innovative and diversified utility solutions.

#### **Values**

- We value our:
  - o **Customers** by being service oriented and fiscally responsible
  - o **Community** by being communicative, organized, and transparent
  - Employees and Partnerships by being a safe, ethical, and professional organization that encourages continuous learning
  - Environment And Natural Resources through innovative solutions

# **FOCUS AREA - Operations & Performance**

# GOAL - 1.0 Provide utility services safely, reliably, and efficiently.

- **1.1 Objective -** Efficiently implement and maintain secure and reliable business systems.
- **1.2 Objective** Ensure utility control and mapping systems and processes are accurate, safe, and secure.
- **1.3 Objective** Establish a plan to upgrade electric supply and distribution systems to meet needs of all-electric buildings and electric vehicles and maximize benefit of distributed energy resources.
- **1.4 Objective** Develop a culture of continuous improvement.
- **1.5 Objective** Be flexible and adaptable in delivering all utility operations.

# **FOCUS AREA - Financial Performance**

# GOAL - 2.0 Achieve and maintain excellence in financial performance.

- **2.1 Objective** Utilize revenues to provide a high level of service while keeping rates competitive with similar utilities.
- **2.2 Objective** Take advantage of favorable loan/grant opportunities.
- **2.3 Objective** Meet financial reserve targets within our 10-year financial policy, with a debt coverage ratio of 1.3 or greater every fiscal year.
- **2.4 Objective** Conduct cost of service studies for each utility at least every 5 years.

# **FOCUS AREA – Customers and Community**

# GOAL - 3.0 Be a customer service-oriented organization that is approachable, communicative, efficient, and transparent.

- **3.1 Objective** Customer service processes and systems are efficient, secure, and user-friendly.
- **3.2 Objective** Inform customers about Utilities operations and plans affecting the community and create opportunities for constituents to engage.
- **3.3 Objective** Utilize Voice of the Customer survey results to improve utility operations.
- **3.4 Objective** Educate Board Members on markets, contracts, and production options for all aspects of the utility systems.

#### **FOCUS AREA - Workforce**

# GOAL - 4.0 Sustain a capable, satisfied, engaged, ethical and safe workforce focused on customer service.

- **4.1 Objective** Sustain an environment where employees are empowered, engaged, satisfied, and fairly compensated.
- **4.2 Objective** Promote a culture of safe, ethical, and customer-focused behavior.
- **4.3 Objective** Invest in employee training and professional development.

#### **FOCUS AREA - Environmental Sustainability**

# GOAL - 5.0 Continuously, conscientiously, work toward environmental sustainability.

- **5.1 Objective** Promote utility efficiency through targeted conservation programs.
- **5.2 Objective ELECTRIC** Be a net carbon neutral electric provider by 2040.
- **5.3 Objective GAS** Support phase out of natural gas service by 2070 with at least a 10% reduction in usage by 2030 as measured by annual therms per heating degree day compared to a 2016 2020 average.
- **5.4 Objective WATER** Reduce potable water use by 12% from 143 gallons per capita per day (2020 calendar baseline) to 126 gallons per capita per day by 2030.
- **5.5 Objective SEWER** Expand use of Class 1A effluent water.
- **5.6 Objective -** Support customer electrification and other sustainability efforts with education and technical support.

#### **FOCUS AREA - Partnerships**

# **GOAL - 6.0 Develop and strengthen partnerships.**

- **6.1 Objective** Strengthen existing partnerships, (e.g., Community Members, LANL, DOE, Pueblos, NM and Federal Government, Neighboring Municipalities, LAC Schools, County Council) and identify new potential partnering opportunities.
- **6.2 Objective** Collaborate with other Los Alamos County departments on implementation of County Sustainability Goals.
- **6.3 Objective** Continue to coordinate infrastructure construction projects as early as possible between DOE, San Ildefonso Pueblo, DPU and Public Works, especially for communications infrastructure.



# 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	September 18, 2024		
AGENDA ITEM	4.g.(2) Approval of BPU Procedural Rules		
ATTACHMENTS	A – Clean version of revision is attached.		
	Revisions to section 3.5 on the Regular Session Agenda Template; restore item <u>2</u> . <u>Public Comment</u> to original text:		
NEW OR REVISED?  Is this a revision that is different from what was in the agenda packet, or is it	"Public Comment (on consent agenda items and items not otherwise listed on the agenda)" and,		
something entirely new?	restore item <u>11. Public Comment</u> to original text:		
	"Public Comment (on any subject)"		
RECOMMENDED ACTION If you have a new or revised recommended motion for the Board, enter it here.	"I move that the Board of Public Utilities approve the revisions to the BPU Procedural Rules as <mark>amended</mark> ."		
ADDITIONAL INFORMATION Please VERY BRIEFLY explain the purpose of this information or document.	Revisions suggested by Robert Gibson, BPU Chair		

# 3.5. BPU Meeting Agenda Templates

The following templates describe the items that will be addressed and the order of business at a typical BPU meeting; not every meeting will include every item in the template. Agenda documentation will be substantially complete at least 72 hours before each meeting.

# a. Regular Sessions

- 1. Call to Order
- 2. Public Comment (on consent agenda items and items not otherwise listed on the agenda)
- 3. Approval of Agenda
- 4. Consent Agenda
  - a) Approval of Minutes
  - b) Other items
- 5. Presentations
- Public Hearings (Ordinances & Resolutions)
- 7. Department Business
- 8. Board Business
  - a) Chair's Report
  - b) Board Member Reports
  - c) Utilities Manager's Report
  - d) County Manager's Report
  - e) Council Liaison's Report
  - f) Environmental Sustainability Board Liaison's Report
  - g) General Board Business
  - h) Board Expenses (if any)
- 9. Status Reports
  - a) Electric Reliability Report
  - b) Accounts Receivable Report
  - c) Safety Report
  - d) Other Status Reports
- 10. Request/Review Upcoming Agenda Items
  - a) Tickler File
- 11. Public Comment (on any subject)
- 12. Adjournment

# September 18, 2024 ~ 5:30 pm Board of Public Utilities – Regular Session

Sign-In Sheet

# **PLEASE PRINT:**

NAME	AFFILIATION (Citizen, Business Owner, etc.)	PHONE NUMBER	EMAIL OR MAILING ADDRESS (N/A for Employees)
Thomas Wyman	Assistant County Attorney		LAC Staff
James Alarid	DUM-Engineering		DPU Staff
Karen Kendall	DUM-Finance & Admin		DPU Staff
Ben Olbrich	DUM-Power Supply		DPU Staff
Stephen Marez	DUM-Electric Distrib.		DPU Staff
Clay Moseley	DUM-GWS Services		DPU Staff
Cathy D'Anna	Public Relations Manager		DPU Staff
Kathy Casados	Executive Assistant		DPU Staff