

**MINUTES OF THE  
CITY OF SANTA FE & SANTA FE COUNTY  
BUCKMAN DIRECT DIVERSION BOARD MEETING**

**October 2, 2014**

This meeting of the Santa Fe County/City Buckman Direct Diversion Board meeting was called to order by Chair Joseph Maestas, Chair, at approximately 4:30 p.m. in the Santa Fe City Council Chambers, 200 Lincoln Avenue, Santa Fe, New Mexico.

Roll was called and the following members were present:

**BDD Board Members Present:**

Councilor Joseph Maestas  
Commissioner Liz Stefanics  
Ms. Consuelo Bokum  
Commissioner Miguel Chavez  
Councilor Carmichael Dominguez

**Member(s) Excused:**

None

**Others Present:**

Shannon Jones, BDD Interim Facility Manager  
Nancy Long, BDD Board Consulting Attorney  
Stephanie Lopez, BDD Staff  
Claudia Borchert, County Utilities Director  
Adam Leigland, County Public Works Director  
Teresa Martinez, County Finance Director  
Mackie Romero, BDD Finance Manager  
Bernardine Padilla, BDD Public Relations  
Michael Dozier, BDD  
Erminia Baca, BDD  
Daniela Bowman, BDD Regulatory Compliance Officer  
Juan Tapia, BDD  
David Rhodes, LANL Field Office

COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

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I Hereby Certify That This Instrument Was Filed for  
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Witness My Hand And Seal Of Office  
Deputy  Geraldine Salazar  
County Clerk, Santa Fe, NM

**3. APPROVAL OF AGENDA**

*[Exhibit 1: Agenda]*

Upon motion by Ms. Bokum and second by Commissioner Stefanics the agenda as published was approved [3-0] voice vote. [Commissioner Chavez and Councilor Dominguez were not present to vote on this item. Councilor Dominguez arrived shortly thereafter.]

**5 APPROVAL OF MINUTES: September 11, 2014**

Commissioner Stefanics moved to approve the minutes as submitted. Ms. Bokum seconded and the motion passed 4-0. [Commissioner Chavez was not present for this action.]

**6. MATTERS FROM STAFF [See page 20]**

**7. REPORT ON SEPTEMBER 25, 2014 FISCAL SERVICES AUDIT COMMITTEE**

MACKIE ROMERO ( BDD Finance Manager): Mr. Chair, I can go ahead and give that report since the Commissioner is not here.

CHAIR MAESTAS: Okay.

MS. ROMERO: We did have FSAC meeting which was held on September 25<sup>th</sup>. In attendance was Commissioner Chavez, City Councilor Maestas, Teresa Martinez, County Finance Director, myself, Shannon Jones, BDD Interim Facility Manager and Erminia Baca, BDD Administrative Assistant. We had two topics on the agenda. We talked about Consent Agenda item number 13 which was a request for approval of amendment number one to Alpha Southwest for \$50,000. We also discussed Consent Agenda item number 14, request for approval of a Professional Services Agreement with EE&T for environmental consulting services for \$39,945. We discussed these items in details and there were no major concerns and funding was available within in our current fiscal year budget.

CHAIR MAESTAS: Any questions for Ms. Romero? Thank you so much and I just realized, member of the Board, I skipped right over consent agenda.

**4. APPROVAL OF CONSENT AGENDA**

MS. BOKUM: I would like to pull number 11 I just have a quick comment, nothing substantive to speak up.

CHAIR MAESTAS: Okay, we have a request to pull item 11, any other items to be pulled. Do I hear a motion?

Commissioner Stefanics moved to approve the Consent Agenda as amended. Her motion was seconded by Ms. Bokum and passed by unanimous [4-0] voice vote. [Commissioner Chavez was not present for this action.]

## CONSENT AGENDA

9. **Monthly Update on BDD operations**
10. **Drought, Monsoon and Water Resource Management Update**
11. Quarterly Update on Environmental Compliance [removed for discussion]
12. **Quarterly Update on Public Relations**
13. **Request for approval of Amendment No. 1 to the PSA #14-0842 with Alpha Southwest for the amount of \$50,000 exclusive of NMGRT**
14. **Request for approval of a Professional Services Agreement with EE&T for environmental consulting services per FRP #15/07/P for the amount of \$39,945 exclusive of NMGRT**

## INFORMATIONAL ITEM

### 8. **Update on LANL MOU Early Notification System**

SHANNON JONES (BDD Interim Facility Manager): Mr. Chair and members of the Board, I do have an update on the LANL MOU and the Early Notification System. That update includes that the bi-annual meeting has been scheduled for October 21<sup>st</sup> and that meeting was actually pushed back a couple of weeks to allow Charles Vokes, the new facility manager, to be onsite. In addition, I did work with Los Alamos Field Office and we coordinated a one-on-one meeting the day before to allow introductions between Charles Vokes and Mr. David Rhodes who is here present and we appreciate his attendance.

Another update that I have on this topic has to do with the memorandum of agreement that staff is working with the Pueblo of San Ildefonso. Currently, we have that drafted and it is under legal review. We are looking to have that finalized this week and get that to review to Governor Aguilar from the San Ildefonso Pueblo with a target of bringing that back before the Board at the November meeting.

That is an update from staff and we're available for questions as well as Mr. David Rhodes from the DOE.

CHAIR MAESTAS: Okay, any questions regarding the Early Warning System MOU and everything associated with it? Okay, thank you.

### 11. **Quarterly Update on Environmental Compliance** [Commissioner Chavez arrives.]

MS. BOKUM: I just wanted to note that on the second item on the first page, the samples show that we're in full compliance with drinking water standards and that's great news. It's not surprising news but it is great news. And I think at some point we need to be more public about those results because people have been concerned about water quality. And that was the end of my comments.

DANIELA BOWMAN (BDD Regulatory Compliance Officer): We have a lot of the results on [inaudible] website.

MS. BOKUM: I've been on this Board when there's been a lot of concerns about drinking water quality and at some point maybe it would be nice to do a press release that has more of a story to it – how many years all of our samples have been up to Drinking Water Quality standards and some background about how often they get tested just so that's available to the public. We could put that on the website and it would be good to try and get the press to cover it too because it's another way to get the information out.

CHAIR MAESTAS: And I think the milestone of having the permit just renewed recently, right, it's only been maybe a month or two since we've had that. Yes, I think that's a great idea. That's the challenge to make that stuff really interesting. So, Bernie, you got that right?

BERNARDINE PADILLA: Yes.

CHAIR MAESTAS: Any other comments on this?

COMMISSIONER STEFANICS: Mr. Chair, on this topic.

CHAIR MAESTAS: Yes.

COMMISSIONER STEFANICS: The press release could say, the water quality is so great and people are so satisfied that nobody comes to our meetings anymore. Not to exclude the audience, but –

CHAIR MAESTAS: You could show us Board members drinking the water. Any other comments on item 11?

COMMISSIONER CHAVEZ: Yes, on item 11, just briefly I think that, Councilor Maestas, that it is definitely a milestone. Just to expand on what Member Conci said and I think what some of us have said many times before is that with this milestone and the fact that we meet our Water Quality Standards is important and that we get that information out is important. How we do that, what we have to go through to meet those requirements and all that is involved in getting us to this point I think has to be part of that story also, if it is not already.

CHAIR MAESTAS: Well said, Commissioner, and welcome. Any further discussion on this item? If not, may I have a motion to approve.

COMMISSIONER CHAVEZ: Motion to approve.

CHAIR MAESTAS: Okay, motion by Commissioner Chavez. Do I have a second?

MS. BOKUM: Second.

CHAIR MAESTAS: Second by Ms. Bokum.

**The motion passed by unanimous [5-0] voice vote.**

## **DISCUSSION AND ACTION ITEMS**

### **15. Request for Approval to release a Request for Proposal to procure legal services for the Buckman Direct Diversion Board**

MR. JONES: Chairman, members of the Board, staff did want to bring forward this request for approval to release a RFP. Currently our legal services for the Board do carry through this fiscal year but it is the intent of staff to provide adequate time to one post the RFP and also give any proponents enough time to put together an

excellent proposal and give the review committee a substantial amount of time to review and make recommendations to the Board. Based on this, staff does feel that this is the appropriate time if we could release the RFP and have it under review before the end of the calendar year and to actually have a contract executed with the Board's legal service at least a month or two before the beginning of the next fiscal year. But with that, I will also stand for questions.

CHAIR MAESTAS: Any questions regarding this proposed RFP? I would say that it is very good advanced planning.

COMMISSIONER STEFANICS: Mr. Chair.

CHAIR MAESTAS: Yes, Commissioner Stefanics.

COMMISSIONER STEFANICS: Is there a sum total on the RFP?

MR. JONES: Mr. Chair, Commissioner Stefanics, this is a request for proposal. Part of the request for proposal they would submit a cost sheet that would be evaluated but we have not indicated any amount for the contract.

COMMISSIONER STEFANICS: Thank you.

CHAIR MAESTAS: Any questions regarding the RFP? Now, you need approval to release the RFP, correct?

MR. JONES: Chairman, I would like approval to release it that the Board and the staff are on the same page.

COUNCILOR DOMINGUEZ: So moved.

COMMISSIONER CHAVEZ: Second.

CHAIR MAESTAS: Okay, we have a motion by Councilor Dominguez and second by Commissioner Chavez. Any discussion on the motion?

**The motion passed by unanimous [5-0] voice vote.**

**16. Discussion and possible action in the selection of the Buckman Direct Diversion Support Entity**

CHAIR MAESTAS: Discussion and possible action in the selection of the Buckman Direct Diversion support entity, formerly known as the project manager. Mr. Jones.

MR. JONES: Chairman, members of the Board, for the past year the staff advisory group has worked and dedicated a lot of time in developing a process for selecting a support entity. Since April the group has been working towards implementing that selection process and evaluating the potential support entities. So included in your packet is a memo describing that process and the work that was put in. And I would also like to point out that there are three attachments to the memo that have been included. One is the evaluation matrix and summary for the potential support entities. There is also an attachment that shows a cost of service analysis that was done by the group and Appendix C is recommendations from the committee.

And with that I am available for questions and we also have Adam Leigland, the County's Public Works Director, who has also offered to try and answer any questions the Board may have of our committee.

CHAIR MAESTAS: Any questions? Yes, Councilor Dominguez.

COUNCILOR DOMINGUEZ: Thank you, Mr. Chair. Just so I'm clear, these three steps are what is being recommended by the staff advisory group?

MR. JONES: Chairman, Councilor Dominguez, the four recommendations on the last page – on Appendix C are the recommendations from the working group for the Board to consider.

CHAIR MAESTAS: And procedural I asked our legal counsel, Ms. Long, how we should approach this and I would prefer we take action on each individual recommendation. Are there any questions regarding the process and the recommendations of the committee? If not, we can have Mr. Jones go down and explain each specific recommendation and then we'll vote as we go down. Is that okay with everyone?

COMMISSIONER CHAVEZ: That's fine with me.

CHAIR MAESTAS: Yes, Commissioner Stefanics.

COMMISSIONER STEFANICS: Yes, thank you, Mr. Chair. And, I would like the Board to consider as we go down each one that we might want to amend one of them to allow for different action in the event that legislative, state legislative direction, sets us up for a different possible structure. So that we don't lock ourselves in till 2020 if in fact something changes in state statute to allow for regional water entities. I think that this is a greater effort than just say city and county at the state legislature.

The New Mexico First held a water town hall meeting. From the water town hall meeting there were several initiatives that were being considered and carried forward. Our own, one of our own Santa Fe senators, Senator Peter Wirth, is working on something himself for this state legislative session and so I would just ask that we consider enabling language either as number 5 or attached to number 2. And I'm fine with us continuing through the edit.

CHAIR MAESTAS: Okay, perhaps we should discuss the provisions in the agreement for severing it. What's the – what provision will remain in the proposed agreement that doesn't lock us in until 2020? I'm sure there is some kind of a clause in there, maybe if you could just tell us.

NANCY LONG (BDD Board Counsel): Mr. Chair and member of the Committee, there would need to be a new agreement negotiated with the City of Santa Fe if it is the Board's desire to continue with them as the project manager or the new managing entity. So the term that Commissioner Stefanics I think is suggesting may be most appropriate in 2 or we could include within your recommendations that if there is state enabling legislation that is passed and the Board should decide to modify that arrangement based upon that legislation, that that be included in the contract. And, of course, the City as the managing entity would have to agree to that.

CHAIR MAESTAS: The other option is instead of indicating a milestone date in 2020 that we put that the term is subject to negotiation because there are some things I would like to discuss in terms of making amendments to the current information.

MS. LONG: The negotiation including that possibility and maybe some others. That would make sense to me in that we don't have a term but that would be subject to negotiations between the parties based upon all factors but including any legislative developments that could occur.

COMMISSIONER STEFANICS: So, Mr. Chair, are you perhaps suggesting a term of two years renewable for two consecutive years through 2020? So

that every two years there would be – it would allow it up to 2020 but it would be reconsidered before we just automatically went on for another two years.

CHAIR MAESTAS: What is our current cycle of consideration for it?

MS. LONG: The current agreement terminates at the end of 2015.

CHAIR MAESTAS: But when we renew it, what's the term when it's renewed? Oh, this is the original, right? This is the first one.

MS. LONG: Right.

CHAIR MAESTAS: And the first one was five years.

MS. LONG: The first one was five. So this would take be another, maybe five, five and a half.

CHAIR MAESTAS: If it's less than the initial term – let's keep the 2020 and maybe we can ask that language be added if there's any state enabling legislation that would – I don't know, do you have something?

COMMISSIONER STEFANICS: Allows us to consider a regional option. I mean right now we're kind of stymied. But if there are some – but if there is some enabling legislation that makes it advantageous for us to consider something like that, we might want to have that latitude.

COMMISSIONER CHAVEZ: Right.

CHAIR MAESTAS: Commissioner Chavez.

COMMISSIONER CHAVEZ: I think that should be built in but I'm wondering if it shouldn't be a standalone recommendation with some research so that it's not – it could or could not be tied to the 2020 timeline but I think it needs and merits discussion and probably a separate section, right, in that event. And if that happens we want that flexibility to go in a different direction and it needs to be I think clearly spelled out and, again, in its own section. Its own paragraph.

CHAIR MAESTAS: Okay, so that goes back to the original recommendation of Commissioner Stefanics and maybe add a number five.

COMMISSIONER CHAVEZ: I think so. I would be more comfortable with that because it's more clear. It's not added to another paragraph or sentence that is already there. It stands alone.

COMMISSIONER STEFANICS: But, Mr. Chair, number 2 says 2020, so that does have to be amended to allow a change.

MS. BOKUM: Mr. Chair, on those points.

CHAIR MAESTAS: Hold on a second. What I think with number 5 is we can keep the same term in effect but if we some triggering language that would affect the term, I think we can have both.

COMMISSIONER CHAVEZ: That's what I'm saying –

MS. LONG: Mr. Chair, member of the Committee –

CHAIR MAESTAS: Ms. Long.

MS. LONG: I agree that we can craft some language for a new number 5 that could address possible legislation that would advantageous for the Board to take advantage of and that that may in turn affect the negotiated term of the agreement.

COMMISSIONER CHAVEZ: It's a place for a placeholder. If nothing legislative happens we continue on the path that we've tried to chart out. If it changes, then we need to consider that. It doesn't mean, I don't think it means, that we're going to

just jump automatically but that is a different option that we may have and we can go down that path. But I see it more as a placeholder right now.

CHAIR MAESTAS: Okay. Yes, Ms. Bokum.

MS. BOKUM: Just to be clear, it is my understanding that when two parties enter into a contract they can negotiate and change the terms anytime they want. Even if we adopt – if that’s correct – even if we adopt number 2 there can be any number of reasons why we might want, why the parties might want to sit down and negotiate a contract.

So, I don’t have any trouble adding some language but I think it’s important that if what I’m saying is true we understand that we’re not – if you still down and agree, basically the City and the County, we could change it earlier than that.

CHAIR MAESTAS: I agree and I don’t foresee the evaluation process getting tossed out because I think it makes sense this Board over the last two years has had a lot of discussions about how to go about objectively and equitably evaluating the performance of the project manager as the means to select the next one so even if there is any triggering enabling legislation that could support the creation of a regional authority, I don’t see us doing without the performance evaluation component. We can’t just create something because we can. It’s got to work for the Buckman Direct Diversion Project.

COMMISSIONER CHAVEZ: Or, Mr. Chair, the other side to wait for something that may or may not happen; right?

CHAIR MAESTAS: Right. So, Ms. Long, can you work on some language so by the time we get to our proposed number 5 maybe we can read it into the record and make sure it is satisfactory to everybody. But I think we can keep number 2. Does everybody agree with that?

COMMISSIONER CHAVEZ: I’m comfortable with keeping number 2 the way it is.

CHAIR MAESTAS: All right. Let’s start with number 1. Mr. Jones, do you just want to summarize the reasons behind recommendation number 1 by the advisory group.

MR. JONES: Yes, Chairman, members of the Board. The number 1 recommendation that the Board consider entering into a new agreement with the City of Santa Fe to serve as the “Support Agency.” That recommendation comes from the actual evaluation forms which is Appendix A with the evaluation matrix weighed the support entities. On page 2 of Appendix A there is evaluation summaries which tries to encapsulate what the committee was looking at. And while – the summaries drive what the outcomes of the scores were. So based on the evaluation matrix, while the City of Santa Fe didn’t score the perfect 1000 they were the highest scoring entity to serve in the support role. And the reasons are encapsulated in those summaries.

I will note that under the summaries of the City of Santa Fe the areas that needed improvement to be noted by the committee were things like the delay in the financial audit, which is still pending and hopefully will be completed this month. And also the ability to acquire and maintain adequate staffing for the BDD which is another thing that we have struggled with. Those were points of note that the committee wanted to bring forward.

In addition, the modified status quo in the scenario the City of Santa Fe would still remain the support agency but the facility manager slash maybe executive director



type scored very similar because the City was still the support entity those services were still be provided and the scoring was only decreased because of actual human resources and risk management. Because of the challenge that the committee thought that the facility manager would have being able to direct staff and not having direct authority over the staff and making the hiring decisions.

Santa Fe County was evaluated and also scored very well but did score below and a lot of that had to do with the current level of staffing that the County has to provide these type of services, mostly due to the size of the utilities.

And, then the what we refer to as the SWMA like model, the notion of a separate agency, relatively the scores were lower, based on, again, current available resources that BDD had to be a standalone entity was really what drove those scores down. There was pretty in-depth discussion on the BDD's ability to acquire those resources and develop over time to be a standalone entity but in the fairness in evaluating this each entity was evaluated as a snapshot of where we are at today.

Realistically, if there were modifications made to any of the potential entities those scores could change but in fairness of evaluating we wanted to take a current where do we stand today so the SWMA like scores were affected because the BDD doesn't have those resources to perform those services.

That's kind of a high overview of the summary and that's what drove us to number 1, recommending that the Board consider, again, entering into a new agreement with the City of Santa Fe.

CHAIR MAESTAS: Just a request for clarification. I know we still have life in the current service agreement and whenever this new agreement is negotiated is there a recommended deadline for the new agreement to take effect – end of the calendar year? I realize it needs to be negotiated but does staff has a recommendation of when they'd like the new agreement in place if it is to supersede the existing one?

MR. JONES: Chairman, members of the Board, in the last statement the committee is recommending that if a new agreement is executed that it supersedes the prior recommendation to extend the existing PMFSA through June 30, 2016. The intent would be – is allowing the current agreement to go ahead and expire, December 1, 2015, and then go into a new agreement. We'll still be recommending that any new agreement would still terminate at the end of the fiscal year for transitional purposes but that was the recommendation.

CHAIR MAESTAS: Okay.

COMMISSIONER STEFANICS: Mr. Chair.

CHAIR MAESTAS: Yes.

COMMISSIONER STEFANICS: You mention that you had some ideas of things that you thought should be reconsidered, what timeline were you thinking for some of those?

CHAIR MAESTAS: I'm working on a number 6.

COMMISSIONER CHAVEZ: It has to be tied to 1 through 4 so maybe –

CHAIR MAESTAS: No, I think it is standalone.

COMMISSIONER STEFANICS: Mr. Chair.

CHAIR MAESTAS: Yes, Commissioner Stefanics.

COMMISSIONER STEFANICS: I'm sorry, if I'm interrupting –

COMMISSIONER CHAVEZ: I think I interrupted.

COMMISSIONER STEFANICS: -- I think if we're going to have a 5 and 6, we should vote on the package together and not signally. My rationale for recommending that is that we don't really know if 5 and 6 will affect the others and if the others need to be amended. That's my only rationale.

CHAIR MAESTAS: Okay, there's no harm in going through all of them. Commissioner Chavez.

COMMISSIONER CHAVEZ: I'm -- there's two ways to look at it. I guess you could do 1 through 6 and vote on individually with a separate motion for each. I'm more comfortable with going through the list. We have the framework for 5. I would kind of like to know what the framework for 6 would be. And I think we should discuss all of them and then I'd like to vote on the package.

CHAIR MAESTAS: Okay, let's go through all of them and then we'll vote on each one, one by one. That way we'll know what they are and if you want to vote as group that's fine. But let's go through all of them. Mr. Jones, I guess you've covered number 2, it was tied to number 1.

MR. JONES: Yes, Chairman, members of the Board, yes, number 2 is related very closely but the intent was to have any termination of a contract end on the end of a fiscal year. That was the intent.

CHAIR MAESTAS: Okay. Do you want to go down the line there to number 3?

MR. JONES: Number 3, the committee is asking the Board to consider that the Annual Support Service Fee of 4 percent be considered, 4 percent of the BDD Annual Operating Budget. Under the current agreement it is 1 percent project manager fee based on the budget. In Appendix B is our breakdown of services that were provided in the cost analysis. We took actual cost for services to be provided and broke those into the same evaluation categories we were looking at.

We also took into account working with Santa Fe County Public Utilities and Finance Departments to try and quantify what is a baseline. There are services that are provided. There is cost, there is time that is put forth just being associated, being a partner with the BDD. So once we took the City's cost of service, we took the County's cost to be a partner and subtracted that from the City's cost of service to get our cost analysis for the total cost service currently a little over \$283,000 a year. Based on our current annual operating budget that calculates to a little bit over 4 percent but the committee was confident that they wanted to recommend that the Board consider a 4 percent cost of service.

CHAIR MAESTAS: Any questions on that? Yes, Councilor Dominguez.

COUNCILOR DOMINGUEZ: Thank you, Mr. Chair. So that 4 percent really is the total service cost?

MR. JONES: Chairman, Councilor Dominguez, yes that is correct.

COUNCILOR DOMINGUEZ: And did you say that the current agreement is at 1 percent?

MR. JONES: That is correct.

COUNCILOR DOMINGUEZ: Okay, thank you.

CHAIR MAESTAS: Any other questions on number 3? Okay, let's go on to number 4.

MR. JONES: Chairman, members of the Board, number 4 was the committee asking the Board to consider the creation of a working group. The group that was established has had some very interesting conversations around some very interesting topics. A lot of them around regionalization and services, what's provided.

And, so the committee is recommending that a group continue to work on these ideas, these concepts and realistically to try and pin down if there are services that the support entity is provided to the Buckman Direct Diversion that shouldn't be provided and should be done internal, that those should be identified and a transition plan developed and implemented to allow the BDD to perform those services for themselves which would do two things. It would, one, it would put the Buckman Direct Diversion in a better standing if indeed it ever became a standalone or needed to become more standalone that those services would be conducted internal. And in addition if services could be brought in-house the cost analysis of those services would decrease and there may be some efficiencies that are completed there.

So, again, the intent is that the same working group or a new working group be created to continue to take these assessments that we've done, look at the services that are being provided, bring back to the Board recommendations that should be brought what we call "in-house" with financial impacts and benefits for the Board's approval.

CHAIR MAESTAS: Any questions on this? Yes, Commissioner Chavez and then Ms. Bokum.

COMMISSIONER CHAVEZ: [inaudible – microphone was off]

MR. JONES: Chairman, Commissioner Chavez, I apologize. It wasn't my intent to recommend to the Board that it stays the same working. I think the similar structure with BDD staff along with County staff and City staff would continue to meet periodically to have these kinds of discussions and if there were recommendations that a service should be brought internal that they should develop a transition plan, what do we need to do to bring that service in house. Again, what are the financial impacts positive or negative and what benefits are there.

COMMISSIONER CHAVEZ: [inaudible – microphone was off]

MR. JONES: Chairman, Commissioner, that is correct, it would be the same staff level.

COMMISSIONER CHAVEZ: [inaudible] In looking at the recommendations and the work that has been done, I feel comfortable with it. [inaudible] and still have a discussion about a regional concept.

CHAIR MAESTAS: Ms. Bokum.

MS. BOKUM: Mr. Chair, thank you. I think there are a couple of things going on here. I think the existing work has done great work so I don't think we'd want to – I think we can go forward and have this resolution made that we want the group to continue working. But I also feel that what I heard Shannon describe is different than what's here. What I heard him describe is that when the group worked they identified things that could change and that maybe some things need to be brought into Buckman that are now being done by the City and that might position us in the future to do something very different. But I don't think that that's what this says.

I support what Shannon described. I would ask that we make those two changes. That we go ahead and allow the group to continue working but that the work that is being

done is consistent with the description that Shannon made with the work that they thought that group needed to do.

And I also think – with the language that is here could get picked up in 5 or 6 or 7. One of the things that would – I think any number of things could happen in the future not just that it would be a standalone entity. It certainly if there's legislation that passes that makes it do something very different then that could get picked up in 5. But there might be other things so I think we should change what we have on number 4 and maybe pick it up in 5.

CHAIR MAESTAS: Yes, I tend to agree. Any comments on that point?

COMMISSIONER STEFANICS: Yes.

CHAIR MAESTAS: Commissioner Stefanics.

COMMISSIONER STEFANICS: So, Mr. Chair, I would like to hear specifically what Shannon would change in number 4.

CHAIR MAESTAS: Before we put him on the spot, I agree with Ms. Bokum because if you look at the language it says, a transition –

COMMISSIONER STEFANICS: But what I'm asking, Mr. Chair, he's saying one thing and I would like to see what he's interpreting that as. I would like to see if they're on the same page about this. I am not negating it. I am just wanting to hear what his concept is and if it's the same as Conci has.

MR. JONES: Mr. Chairman, members of the Board, Commissioner Stefanics, what I would consider specific examples, one would be under risk and safety. Currently there are services provided by the City's Risk and Safety Department that I think should be evaluated to see if that could not be brought into the Buckman Direct Diversion. Currently, for example, our vehicles that we drive, there was one vehicle purchased under the construction and because it was purchased under the construction the Board carries an insurance policy on the vehicle.

The other vehicles are covered under the City's vehicle policy for the vehicle insurance. So it's not necessary a big deal but it is important to remember that this one vehicle has to be included in the Board's insurance package where the other nine to ten vehicles aren't, for example. An additional example is because the Board does carry its own insurance policy there is still – the City has an umbrella policy so there may be redundant services that are being performed and I think that evaluation should take place on the insurance to make sure that we're not just overspending to have additional coverage.

Another specific point would be informational technology. Currently, the BDD is a little different than some of the City departments as far as the IT department has allowed administrative rights to our security and automation officer who oversees our computers, our own servers, things like that. He has some rights to access computers to allow certain things. But when it comes to being able to perform other functions, if a server does go down, if we have to interface across the networks, the City's IT Department is very much involved but while they have the skills as far the computers are concerned the interfacing between the water treatment system sometimes creates some issues and it can tend to extend out the programs. So that may be another service that looks at can BDD perform its own informational technologies on how it manages its computers and its own firewalls. That should be something that is evaluated.

As I continue moving up through the table on Appendix B, currently the City of Santa Fe does perform the fleet maintenance for the Buckman Direct Diversion. Again, this may seem like a small thing but the intent was that that should be evaluated. Can the BDD functionally perform their own fleet maintenance and bring that internal. What's the cost analysis? Currently that's costing the support entity a little over \$11,000 a year so if we were able to bring those services in house and we can provide a cost savings to the Board that would reduce that 4 percent support agency fee that we're talking about.

Again, those are just some of the efficiencies. And, again, as Board member Bokum was speaking about, the possibilities are really endless on how far it can grow and it doesn't necessarily have to be as a standalone entity. It can just be small efficiencies that we identify that just makes better business practices.

COMMISSIONER STEFANICS: Thank you. I understand Shannon's concept and I'm wondering if Ms. Bokum agrees and if so, I'd like to know how we would divide the language here. Thank you.

CHAIR MAESTAS: I think the point I was making earlier is that a transition plan implies we've made a decision and we need to create a plan to get to that decision and we're not there. I think that this is requesting some kind of a request to investigate the feasibility of identifying efficiencies that would change the structure of Buckman and bring them to the Board. So, I think transition plan –

Let me just give you the redundant language that I came up with. The Buckman Direct Diversion Board considers the creation of a working group – can it just be the current staff advisory group? Can we just say –

COMMISSIONER CHAVEZ: Well, if you're asking me, Mr. Chair.

CHAIR MAESTAS: Yes, I am.

COMMISSIONER CHAVEZ: I would leave that to staff. I think if staff has identified a good working group for whatever reason those members need to change, I think that could be determined by staff. But I think for me what's I think is important and significant is that we have that ongoing communication between staff and that they're part of that working group and I think that that's where it needs to be.

CHAIR MAESTAS: Okay, so here's some language for number 4. That the Buckman Direct Diversion Board approves the creation of a working group to investigate the feasibility of changes to the structure of the Buckman Direct Diversion to have the ability to function as a standalone entity exclusive of a fiscal agent. I don't know that we need at a minimum. I think you've already mentioned probably three items. So maybe we can delete the last sentence and this gives this working group free range to identify these efficiencies.

Let me just read it again: That the Buckman Direct Diversion Board approves the creation of a working group to investigate the feasibility of changes to the structure of the Buckman Direct Diversion to have the ability to function as a standalone entity exclusive of a fiscal agent.

MS. BOKUM: Mr. Chair, I don't think that quite captures it. I think we're not necessarily talking about a structure. We're talking about moving services that are now sort of attached to the City into Buckman. It's like we're making shifts in pieces.

CHAIR MAESTAS: What if I deleted the word "structure" from that. And I'm open to any language changes if you have any. Am I on the right track though?

MS. BOKUM: I think so. I think what I heard Shannon talking about is we want to identify efficiencies and something else that would result in changes to work performed by – I'm getting lost now – by Buckman as opposed to the City of Santa Fe or the support agency.

MS. LONG: Mr. Chair.

CHAIR MAESTAS: Yes.

MS. LONG: It seems as though that last sentence might capture what Board member Bokum is directing her comments to. It could be restructured but it says at a minimum this would decrease the level of support services and better position BDD to assume those responsibilities.

CHAIR MAESTAS: So keep that last sentence.

MS. LONG: Yes, maybe keep that last sentence.

CHAIR MAESTAS: Okay, let me give this another try. That the Buckman Direct Diversion Board approves the creation of a working group to identify efficiencies in the Buckman Direct Diversion to have the ability to function as a standalone entity exclusive of a fiscal agent. At a minimum this would decrease the level of support services required and better position the BDD to assume additional responsibilities in the future.

MS. BOKUM: I would delete the language about having the ability to function as a standalone entity exclusive of a fiscal agent. I think this might facilitate that. It might facilitate other ways of other changes.

CHAIR MAESTAS: That might not be the ultimate goal.

MS. BOKUM: I know we're going to address some of this in number 5. I think what we want to do is identify things that we would all be happy to see changed that would result in efficiencies that we all want to see. And I would just keep that clean on number 4.

CHAIR MAESTAS: I'll support that.

COMMISSIONER CHAVEZ: Mr. Chair.

CHAIR MAESTAS: Yes.

COMMISSIONER CHAVEZ: And then for clarification are we going to strike the language that reads, Buckman Direct Diversion to have the ability to function as a standalone entity?

MS. BOKUM: Uh huh.

CHAIR MAESTAS: To have the ability to function as a standalone entity exclusive of a fiscal agent, we would strike that.

COMMISSIONER CHAVEZ: All of that?

CHAIR MAESTAS: Yes.

COUNCILOR DOMINGUEZ: Mr. Chair.

CHAIR MAESTAS: Yes, Councilor Dominguez.

COUNCILOR DOMINGUEZ: I think I would support that. I'd like to see the language specifically but I think I support what has been said because really those efficiencies may lead to – as you just said, it may lead to those efficiencies may lead to a standalone entity. But I think the ultimate goal is to that if a standalone entity does provide those efficiencies that we continue to move in that direction because of course it is just more cost effective and efficient. And I think that it probably, speaking as a City Councilor, those will help at least the City of Santa Fe in their overall organizational

structure and the functions that they perform. I don't necessarily think that we need to have that language in there right now as you said, as you've proposed. But when I first read it, it's interesting when I first read it I understood the intent but as I read it specifically it kind of gets lost in there so it was a good discussion.

CHAIR MAESTAS: Any other comments? Can I read it one more time? Okay. We're doing this on the fly here.

That the Buckman Direct Diversion Board approves the creation of a working group to identify efficiencies to the Buckman Direct Diversion. Next sentence, This would decrease the level of support services required and better position the BDD to assume additional responsibilities in the future.

MS. BOKUM: To identify efficiencies that could decrease the level of support services required and better position the BDD to assume additional responsibilities in the future.

CHAIR MAESTAS: Okay. Are we good with that?

COMMISSIONER CHAVEZ: Let's go back for a minutes to the transition plan and that statement there. How does that read again?

CHAIR MAESTAS: That's gone.

COMMISSIONER CHAVEZ: That's gone also?

CHAIR MAESTAS: Yes. Let me read it again.

That the Buckman Direct Diversion Board approves the creation of a working group to identify efficiencies to the Buckman Direct Diversion. Period.

MS. BOKUM: No, no, not period. That could – and I think it is efficiencies that could decrease the level.

CHAIR MAESTAS: Oh, you want to combine. Okay. So after Buckman Direct Diversion that could decrease the level of support services required and better position the BDD to assume additional responsibilities in the future.

I hope somebody can capture that because I've made so many pen and ink changes that – okay.

Ms. Long, can you read number 5 for us?

MS. LONG: Yes, Mr. Chair. Hopefully, this captures – it's been a moving target here as well. So let me know.

CHAIR MAESTAS: Read slow so I can write. .

MS. LONG: Number 5: That the new agreement address the possibility of state implementing legislation that would make it advantageous for the Buckman Direct Diversion Board to utilize a regional approach as a support agency and address the possibility of having the BDD function as a standalone entity or assume additional responsibilities which could affect the term of the new agreement and the service fee paid.

MS. BOKUM: Mr. Chair, I think we could simplify it. Along with what Commissioner Stefanics talked about there is a possibility that there will be legislation that could create opportunities that don't exist now and we want something that reflects that we are allowed to have those discussions about changing what Buckman is when that legislation gets passed. That we aren't bound by the 2020 date, although, I believe that we're not anyway and I think if legislation were to pass I think we would want to have that conversation and if we agreed we could change that date. It's a contract so we can change it whenever we agree on something.

COMMISSIONER STEFANICS: Mr. Chair.

CHAIR MAESTAS: Yes, Commissioner Stefanics.

COMMISSIONER STEFANICS: Ms. Long, I was looking at something more general, myself, because we don't really know what's going to come out of the legislative session and it might not even be regionalization. It might be something that would allow water entities to organize for the purposes of applying for funding – it could be any number of things so I was trying to keep the door open for if the legislature does anything substantive we should be allowed to discuss and plan it.

MS. BOKUM: Modify the agreement.

MS. LONG: That would in turn affect the term of the agreement.

COMMISSIONER STEFANICS: Right, right.

MS. LONG: Okay.

COMMISSIONER STEFANICS: So I was being a little more general but I was trying to affect the 2020 date if we needed to.

MS. LONG: Right. So I think we can say something simpler. That the new agreement address the possibility of state legislation that could in turn affect the term of the agreement.

You want that in the agreement because both sides have to agree to it. So you want it up front and not just after the legislation is passed. And maybe you don't want to address the standalone entity or additional responsibilities as affecting the fee or the term of the agreement. So we'll just leave that out.

That the new agreement address the possibility of state legislation that could in turn affect the term of the new agreement.

CHAIR MAESTAS: Okay. Are we okay with that? Any other –

MS. BOKUM: Now for number 6.

CHAIR MAESTAS: I'm reluctant to go with number 6 now after all of that. Just be open-minded. Let me just preface before I read the language I have. We've been talking about accountability by the support entity to the Board and we've somehow been fixated on holding the facility manager accountable for that and the more I think about it the more I'd like us to evaluate the entire entity instead of just the facility manager.

I think we've already discussed some of the disadvantages of having an at-will executive director that legally cannot direct any of the support staff that are classified. So I think there are some inherent problems with the whole executive director model even though I am the one that threw it out there.

And we just finished evaluating the entities. We already have essentially a process for evaluating a project manager and that was the basis for selecting a new one. And so what I'm proposing is that we add language in the new PMFSA requiring an annual performance evaluation of the support entity. That it is a Board evaluation. We can delegate as we did in the case of selecting the new support entity. So what do you think of adding a performance evaluation component to the new agreement of the support entity? That's the fundamental question before I even go to my proposed language. Ms. Bokum.

MS. BOKUM: I can't think of anything off the top of my head that screams at me that we don't want to do it and, in fact, it's probably a good idea. I'm curious to have some legal discussion about the ramifications of that. So I think on that I



would propose that we express interest in doing something like that but I would like to have a little bit more in depth conversation about it, myself, unless everybody else is convinced that they understand all the implications.

CHAIR MAESTAS: I was going to propose adding language in the new agreement that there be an annual performance evaluation of the support entity by the Board.

MS. BOKUM: Right, I guess I don't have any problem with that. I guess I heard it different the first time.

CHAIR MAESTAS: I simplified it.

COMMISSIONER STEFANICS: And is the City going to be open to that?

CHAIR MAESTAS: I don't see why not. This is what the Board is proposing.

COUNCILOR DOMINGUEZ: If I can, Mr. Chair. I think that these sorts of evaluations are good. I think it is good to evaluate yourself, your organization just in general. So having said that, I think the devil is going to be in the details and what are you going to evaluate them on? Is the support entity provided the right level of funding even to meet those requirements and meet that criteria. So I guess in general I support the concept or the idea to have some sort of evaluation. I just don't know – I couldn't say yes or no without knowing what that evaluation was. I think if you want to move toward having someone or staff come up with what that might look like, that is something I might be able to support.

CHAIR MAESTAS: Councilor Dominguez, that's kind of my back up plan. Maybe we amend number 4 and just add that as another item for the working group to consider.

MS. BOKUM: I have another suggestion.

CHAIR MAESTAS: Councilor Dominguez, were you done?

COUNCILOR DOMINGUEZ: Yes.

CHAIR MAESTAS: Okay. Ms. Bokum then Commissioner Chavez.

MS. BOKUM: I agree with you. I think the way that I would solve it is that we're going to be entering into a new agreement and the devil is in the details and I think that we could have a working group work on language about how to do this and then it could be added to the agreement if we're comfortable with what gets worked out.

CHAIR MAESTAS: We cannot even address it here but we'll put it on the agenda for discussion.

MS. BOKUM: Right with the understanding that somebody will work on the proposed language for the agreement.

CHAIR MAESTAS: Okay, is everyone okay with that? You've got to get out there sometimes. But, again, this is in response to the need for direct accountability to the Board and I think the best way is to look at the entire entity and so I think it's better for the Board. I think it's better for the entity that we look at the whole entity instead of galvanizing our attention on one person. Yes, Commissioner Chavez.

COMMISSIONER CHAVEZ: So six is off?

CHAIR MAESTAS: Yes, six is off.

COMMISSIONER CHAVEZ: I do think an evaluation from time to time is good if it's done with some constructive criticism. I agree with the concept but then the

questions I had during the discussion were criteria, Councilor Dominguez, you touched on that. Evaluation by whom? Who is evaluating? I don't know that it should be the same working group that is doing the other piece. I see a different working group for that sort of structurally and maybe to have some separation in space between the two. So I think that the concept is good and it's just the details that need to be worked out and if that's the direction we're going, then that's good.

CHAIR MAESTAS: Okay. Commissioner Stefanics.

COMMISSIONER STEFANICS: Mr. Chair, maybe number 6 doesn't have to be taken if in fact reversed and the support agency requests a satisfaction survey from the BDD every two years. So reverse it so that the City is asking the BDD what else – how do you feel about what's going on in these categories and what suggestions or recommendations do you have.

CHAIR MAESTAS: And what's our criteria? This is totally different.

COMMISSIONER STEFANICS: Is it?

COMMISSIONER CHAVEZ: Yeah.

CHAIR MAESTAS: I think that would be entirely subjective without criteria from us. I have different expectations and I'm sure you do and you do. But I think that could be the 360 degree evaluation that we ask staff to look at as we start fleshing out some details about this contract.

COMMISSIONER STEFANICS: Well, the one thing I don't think we should do is we as the Board should not be abdicating all of the evaluation to staff. And we have great staff. They're professionals in their field but we know what we're happy with and what we're not happy with and sometimes we don't get to express it. We don't get to negotiate it. It is just handed to us. So there needs to be a moment in time where we as the Board can reflect and can go this is gone well, this hasn't gone well. There have been like little barriers with this but all of these other things have flowed well or we've duplicated expenses on some of these support services. So I do think that there's a time for us to be able to reflect and whether we work that out later or but this in now, it doesn't matter to me.

CHAIR MAESTAS: I would suggest that we add that when we take action to empower the working group to look at this concept that there be a Board involvement element to it. That would be my suggestion.

Okay, so no number 6, right?

COUNCILOR DOMINGUEZ: No number 6, Mr. Chair, but you're looking at changing number 4 to include that?

CHAIR MAESTAS: No, we're going to mull it over. I think maybe Ms. Long should look at the consequences. Is there going to be contract incentives/disincentives? What if the evaluation is bad, what recourse does the Board have? I understand all of that stuff. It's not pie in the sky but I wanted to at least introduce the concept to respond to your desire for accountability which we need more of and I think direct, direct accountability.

COUNCILOR DOMINGUEZ: How do we keep that discussion going? Are you as the chair going to make sure that gets on the agenda?

CHAIR MAESTAS: Yes, on the agenda. And I'm going to discuss it with staff and legal counsel as well to make sure we have a framework that we don't get too far out and then realize that we're opening up, as Bruce King said, a box of Pandoras.

COUNCILOR DOMINGUEZ: We're going to evaluate ourselves.

CHAIR MAESTAS: Yeah. Let's take action then. I'm going to ask that each individual item be read into the record as amended and then I'll ask for a motion and second and then we'll vote. Okay, regarding number 1, I don't think there were any change to number 1, correct? Is anyone checking –

RECORDER: No changes.

CHAIR MAESTAS: Okay, so there are no changes to number 1 and it's already in the record. Do I hear a motion to approve?

COMMISSIONER CHAVEZ: I thought we'd do a package deal.

CHAIR MAESTAS: No, but we can if you'd like.

COMMISSIONER STEFANICS: I had requested a package.

COMMISSIONER CHAVEZ: I was going for the package deal too.

CHAIR MAESTAS: I think you all understood the language.

COMMISSIONER STEFANICS: Mr. Chair, I move that we adopt the package of the five tenets.

COMMISSIONER CHAVEZ: Second.

CHAIR MAESTAS: Okay, we have a motion and second on the floor. Any discussion about the motion?

**The motion passed by unanimous [5-0] voice vote.**

CHAIR MAESTAS: Thank you guys for writing this real time. We all know who the best writer is; it's Ms. Bokum for sure.

MS. BOKUM: I also want to thank the working group.

CHAIR MAESTAS: Absolutely.

MS. BOKUM: The product was great and I just so appreciate that we all worked together, that you all worked together. I just want to express that. Thank you very, very much.

### **MATTERS FROM THE PUBLIC**

None were presented.

### **MATTERS FROM THE BOARD**

COMMISSIONER STEFANICS: Mr. Chair.

CHAIR MAESTAS: Yes, Commissioner Stefanics.

COMMISSIONER STEFANICS: After the presentation last month about the plantings and the seedlings I actually went up there to walk around and see everything that has been done. I was very impressed with how extensive it was because it went on for a great deal of area but I would like to make sure that we have a report back next spring to see what has grown with all those flags – or next to all those little flags and what percentage we might have lost. Thank you, Mr. Chair.

CHAIR MAESTAS: Thank you. I did have a question. You guys were showing a video; did you want to present it to us? How long is it or were you just going to tease us with it? What's going on Ms. Padilla?

MS. PADILLA: Chairman Maestas, members of the Board, that was a little teaser on what we're doing with our virtual tour. What you saw and I can't turn it on because it's on Shannon's computer -- what you saw was, Joe Abeyta had come out to do some filming of our facility last Thursday and then on Friday we had the UNM Sustainability Program students come out and he came out again and he filmed them. So we're going to tie that in to some other filming and then some voiceovers and script to create the virtual tour on the website so that people who are not able to come out to the facility due to time or cost because of bus fees can learn about Buckman and what we're doing through the website. And that's part of the PR plan which was in the consent agenda along with your marketing items that we have for you. So it's just a little overview.

CHAIR MAESTAS: Could you maybe just explain what you gave us.

MS. PADILLA: Yes, sir. So what you have is the -- some items are targeted towards students and youth such as that plastic water bottle that's attached. That's for the students in junior high and elementary school. The larger water bottles are for college age and adults, industry leaders, so forth. We've got a variety of pens. The recycle bag is in response to the City's efforts to take the plastic bags away from the stores and retail establishments here in our area and show that we're part of that conservation/environment effort. And the bookmark which we're pretty proud of that little bookmark. It looks a little boring but it's not only a bookmark for the students but they can take that little water droplet home and plant it. So we're doing an experiment at our facility and we have two pots and we're growing flowers. One with treated water and one with raw water, to see which one grows better. And I believe the treated water is growing better.

So we're very excited about our efforts and they're starting to blossom and take off and we're looking to do more in the future. Also, on the fact with the tours that we talked last time, I've talked to our IT Department and we're going to put a calendar on the website that's listing all of our tours so that you can view it and take advantage of a tour whenever you're able to.

CHAIR MAESTAS: Any questions? Commissioner Stefanics.

COMMISSIONER STEFANICS: Yes, I'm thinking that when you have the virtual tour completed I think it would be a great agenda item for the County Commission to see since we put it on TV and it's on the radio and we often time have some people there depending upon the time of day. But I think it would be great.

COMMISSIONER CHAVEZ: I do too.

MS. PADILLA: I agree and I've been talking to Kristine Milhelcic so as soon as we get through this -- we're going to partner along with some other things that we talked about -- a marketing sheet, as soon as things come out I am sharing with her so that she can present as well.

And just real quick because I think we skipped over matters from the staff. And I was going to mention -- because I don't want to surprise you tomorrow. As you know, Charles Vokes starts on Monday. We're sending a press release out tomorrow and we

had talked about this a couple of months before so the press release is going to come out tomorrow. So there might be an article this weekend. So I just wanted to let you know.

CHAIR MAESTAS: Okay. Any questions?

COMMISSIONER CHAVEZ: Yeah, the visual tour, the drone was part of the package for PR. When will that be incorporated into the visual tour or how will you use that piece?

MS. PADILLA: We did get an approval, a req approval, on that purchase, that just came in this week so I'm coordinating the dates with our contractor/our vendor. It could be as early as next week that he comes and does that filming and then we'll tie that into what Joe Abeyta has done.

COMMISSIONER CHAVEZ: Just if you could, just paint a picture of what Joseph will be doing and what this drone component will add and the difference between the two of them and how you use the two – the two pieces.

MS. PADILLA: In order to save money and save on the budget, we have a great resource in Joe Abeyta, he's our A/V media manager here at the City. He has come up and done all of the leg work on the filming of the facility – regular video footage. So he's done all of that background work.

COMMISSIONER CHAVEZ: So he's doing it on the ground, ground level.

MS. PADILLA: Yes, on each part of the facility. And then Elan Colello with Explore Media is going to come in and do the Google, the 360 in the building so that if you click on that on the virtual tour, you can look up, you can look to the sides to the left, you can go this way and you can go that way. So wherever the little arrow shows you can go into our building as if you're walking through it. And then that's one component and then the other component would be some of the drone footage – the overview of the facility, the diversion structure. He's going to tie all of that. He's going to get everything that Joe got plus what he's doing and tie it together.

COMMISSIONER CHAVEZ: Okay, it's going to be interesting to see how that plays out.

CHAIR MAESTAS: Commissioner Stefanics.

COMMISSIONER STEFANICS: I thought of one more thing that I should bring up. And maybe you can market it and maybe not. I went to the Santa Fe Community College solar array and they now have 12 more panels than we do. And I thought that maybe we should do something about that. Thank you very much. But they made a point of saying that they had 12 panels more than the Buckman. And I thought –

MS. PADILLA: Good point, thank you.

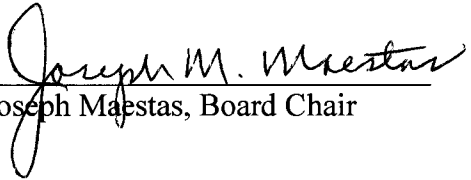
CHAIR MAESTAS: Any other issues from staff?

**NEXT MEETING: November 6, 2014**

**ADJOURNMENT**

Having completed the agenda and with no further business to come before the Board, Chair Maestas declared this meeting adjourned at approximately 5:50 p.m.

Approved by:

  
Joseph Maestas, Board Chair

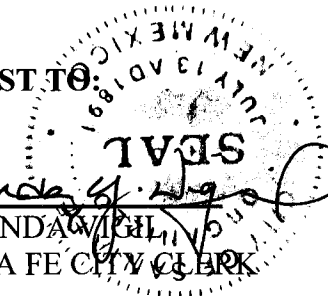
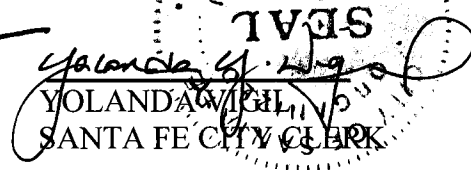
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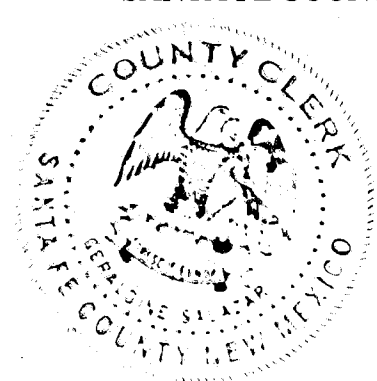
Karen Farrell, Wordswork

FILED BY:

  
GERALDINE SALAZAR  
SANTA FE COUNTY CLERK

ATTEST TO:

  
  
YOLANDA G. HINES  
SANTA FE CITY CLERK



12-11-2014

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