



Pojoaque Valley Irrigation District
9 Cities of Gold Road
Santa Fe, New Mexico 87506
(505) 455-2693
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"Water is Life"



Pojoaque Valley Irrigation District (PVID)

February 16, 2026 Board Orientation Training

6:00PM to 8:00PM

Meeting Minutes

1. **Call To Order:** Chairman Harry Montoya called to order at 6:00 PM
2. **Recognition of Quorum\Roll Call:** Gabriel recognized board members present– Board Member roll call: Harry Montoya, Carlos Ortiz, Mike Lujan, Gabriel Ortiz, Danny Roybal, Roll call confirmed; quorum achieved
3. **Approval of the Agenda:** Chairman Harry Montoya
 - a. Additions/Corrections: Agenda Approval**: No changes; unanimously approved.
 - i. **Motion To Approve** -Gabriel Ortiz, SECOND Carlos Ortiz-, DISCUSSION- none, Motion Carried 5-0.
4. **Approval of Previous Minutes:**
 - a. Minutes of the Jan 20, 2025 Previous Minutes**: minutes approved.
 - i. **Motion To Approve** – Mike Lujan, SECOND Carlos Ortiz–DISCUSSION - none, Motion Carried 5-0
5. **Board Orientation Training –**
 - a. Rob Heineman (CTO) presented an overview packet detailing the dam and Pojoaque Valley Irrigation district's (PVID) complex governance and history.
 - Emphasized the unique ownership and management structure: dam owned by US government, on Pueblo land, managed by the Pojoaque Valley Irrigation district.
 - Noted importance of board understanding these relationships for informed decision-making.
 - b. Requirements and Obligations under the contract:
Contracts discussed:
 - **PVID and repayment loan to the BOR (Bureau of Reclamation) for a portion of dam construction costs.

PVID pays BOR 1% of the total SJCP operating expense annually in 4 quarterly installments. The estimated costs and payment amounts are transmitted by the BOR to us each spring. The payment dates are stated in the contract.

 - ** The BOR pays PVID a percentage of our annual operating costs for the benefit of Fish and Wildlife at the reservoir.



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- Action: Continue monitoring and negotiating accurate Fish & Wildlife contributions.

c. Water Rights & Allocation

- Explained history and function of San Juan Chama Project and the federal/state compacts.
- PVID receives 1% allocation; must pay even in low water years.
- Water storage, delivery, and accounting clarified; distinction between storage and release obligations.
- Noted recent years' concerns with snowpack and water deficits; emphasized need for up-to-date water accounting from BOR.
- Action: Ralph to follow up with BOR for current water allocation/deficit status.

d. Board & Staff Roles

- Detailed responsibilities for board members, officers, district manager, and office staff.
- Clarified distinction between board member and officer roles, especially regarding quorum and Open Meetings Act compliance.
- Emphasized chairman as single point of public/media contact.
- Action: Update bylaws

e. Meetings, Recordkeeping, and Technology

- Minutes to be thorough, with focus on decisions and motions; public comment to be included.
- Meetings recorded via Zoom; currently not posted publicly.
- Board members encouraged to use official PVID email addresses for records and legal compliance; concerns raised about email retention and Open Meetings Act requirements.
- Action: Rob to assist members with email setup and confirm GoDaddy archiving policies; Ralph to verify statutory retention periods.
- Suggestion: Board consider Open Meetings Act training with state attorney.

f. Financial Management

- Treasurer and office manager responsible for budgeting, and financial reporting.
- All board members are authorized bank signatories.
- Annual and quarterly financial reports required; audit pending due to auditor delay.
- Action: Danny to complete bonding and bank account paperwork; Ralph/Kathy to follow up on audit.

h. Water Management & Seasonal Planning

- District manager oversees meetings with mayordomos and irrigation schedules; this



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year expects limited water due to low snowpack.

- Only charged for water when stored, not released; need to monitor storage to avoid deficit.
- Action: Prepare updated irrigation schedule; coordinate with BOR/OSE on water accounting.

i. Receivables, Assessments, and Data Issues

- Board faces challenges collecting unpaid assessments, especially where ownership and water right locations are unclear.
- State Engineer's database lacks sufficient place-of-use data, complicating billing, elections, and legal compliance.
- Action: Initiate meeting with OSE (suggested: Chris Thornberg, Harry, Ralph, Rob) to push for improved GIS/property linkage in state records.

j. Administration & Policy

- Discussed need for alternative water administration agreements among non-Pueblo irrigators to avert priority disputes.
- Board should consider updating MOU with Pueblos to reflect current cooperation.
- Potential for county to handle board elections and assessments in future, but reliant on improved data.
- Action: Explore administrative agreements and update policies as needed.

k. Other Current and Ongoing Items

- Continued update and maintenance of website.
- Zoom meeting administration to be shared among board members as needed.
- Rules and regulations revision project to begin after dam instrumentation project completes.

l. Action Plans

- Initiate meeting with OSE (suggested: Chris Thornberg, Harry, Ralph, Rob) to push for improved GIS/property linkage in state records.
- Rob: Check GoDaddy email archiving, support email setup, initiate rules/regulations project.
- Ralph: Clarify records retention policy, follow up on audit and BoR water accounting, coordinate state engineer database meeting.
- Danny: Complete bank signatory and bonding process.
- Gabriel: Continue website/document updates.
- Board: Consider Open Meetings Act training, update bylaws/roles, and pursue data improvements with OSC.



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6. **Next Meeting** -- - ****Next Meeting****: Tentatively scheduled for April 21, 6–8 PM, to coincide with budget process and irrigation season.

7. **Public Comment**

a. Tribal Government

- i. Pueblo of Nambe: -- None
- ii. Pueblo of Pojoaque -- Jeff Montoya thanked the board; no additional public input.
- iii. Pueblo of San Ildefonso -- None
- iv. BIA-- None

b. Individual Acequias – None

c. BOR -- None

d. OSE --None

e. PVRAA – None

8. Adjournment

Motion To Approve Carlos Ortiz– , SECOND. Mike Lujan – , Motion Carried 5-0

- ****Adjournment****: Meeting adjourned at 7:20 PM.