



*Pojoaque Valley Irrigation District*  
9 Cities of Gold Road  
Santa Fe, New Mexico 87506  
(505) 455-2693  
Email: [kathym@pvidnm.org](mailto:kathym@pvidnm.org)  
"Water is Life"



# **Pojoaque Valley Irrigation District (PVID)**

## **April 8, 2025 Quarterly Meeting**

### **6:00PM to 8:00PM**

### **Via Zoom**

### **Meeting Minutes**

1. **Call To Order:** Co-Chairman Harry Montoya (meeting held on Zoom due to schools taking over of initial Board Meeting Room at the last minute.)
2. **Recognition of Quorum:** Gabriel recognized 4 of 5 board members present– Harry Montoya, Mike Lujan, Carlos Ortiz, and Gabriel Ortiz. Chairman Dave Neal had internet difficulty and could not attend the meeting. Also in attendance were Ralph Manzanares, District Manager and Rob Heineman, Advisor to the District.
3. **Approval of the Agenda:** Co-Chairman Harry Montoya
  - a. Additions/Corrections- None
    - i. **Motion To Approve** -, Mike Lujan, **SECOND**-, Carlos Ortiz **VOTE** -Motion Carried
4. **Approval of Previous Minutes:**
  - a. Minutes of the Feb 18, 2025 Special Meeting
    - i. **Motion To Approve** , Mike Lujan **SECOND** – Carlos Ortiz **DISCUSSION** - , **VOTE** – Motion Carried
5. **Chairman's Report – Ralph recommended to defer items (a,b,and c for next meeting)**
  - a. (Deferred for next meeting) Alternate dam tender and Office Staff in the event that Ralph and Kathy are unable to carry out their duties.
  - b. (Deferred for next meeting) BoR's internal activation of the EAP
  - c. (Deferred for next meeting)BoR's Review by Technical Response Team
  - d. **Review of discount policy for payment of delinquent accounts of over 1 year old**

The main topic of discussion was item #4, a, b and c and d. of the PVID Policy for Adoption for the Collection of Outstanding Receivables 2024 below.

- a. Payment in full within 15 days of receipt of this communication:
  - i. Deduct 25% of the total statement amount when remitting by cash or check.
  - ii. Deduct 22% if paying by credit card.
- b. Payment in full within 30 days of receipt of this communication:
  - i. Deduct 15% of the total statement amount when remitting by cash or check.
  - ii. Deduct 12% if paying by credit card.
- c. Payment in full within 60 days of receipt of this communication:
  - i. Deduct 10% of the total statement amount when remitting by cash or check.
  - ii. Deduct 7% if paying by credit card.



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- d. Delinquent Statements greater than \$500.00:
  - i. The District may set up a payment plan with the delinquent account as follows:
    - 1. Owing \$500-\$1200: Twelve equal monthly payments.
    - 2. Owing \$1201-\$2400: Twenty-Four equal monthly payments.
    - 3. Owing more than \$2401: Thirty-Six equal monthly payments.

The discount policy was setup by the board as a **onetime incentive** to retire delinquent amounts due, a way to motivate those that are in arrears to pay their outstanding PVID bill. The discount part of the policy was a perk to try to get people to pay but created a short fall for the PVID budget which affects the operation of PVID.

All board members in attendance for this meeting are in agreement of removing the discount policy payment, removing discount incentives items #4 a,b,c and keeping item #4 (d) Payment Plan for delinquent/overdue statements.

PVID Policy for Adoption for the Collection of Outstanding Receivables will be reviewed at a later time by the Board.

PVID Office\PVID District Manager should be able to collect monies without any delays, snags or interruptions. Only if a matter regarding the collection is in question by the PVID Office\PVID District Manager, they can bring it to the board for review but should not cause any delays in collecting.

Mike Lujan made a motion to remove/rescind Section #4 a,b and c, discount policy but keep payment plan. Second: Gabriel Ortiz, Motion carried 4-0 Approved.

- e. Update on rules and regs re-write: Grace Beckly gave an update of the status of Rules and Regs, working with Dave, making amendment A more condense and making it readable, eliminating certain parts, going well, still in the works, working document.
- f. Discussion about the limit of allowable past due receivables: It was an audit, not sure where the 800 dollar amount came from, thinking it is a non issue.
- g. Continued discussion regarding SF County obligation to PVID regarding the registry of properties within the district. Ralph: Dave should give us an update. Carlos: Table this until we have a chance to talk to the chairman. Rob: this is going to be a multi-year project, there should be no reason County can't take this on, however data is lacking regards to water rights attached to physical addresses.
- h. Update on current SJCP allocation and depletion. See what happens, snow pack is low, hoping we get precipitation, lean into a 2 week schedule for now but will need to reduce to a 3 week depending on the weather. This is going to be a tough year. Play it by ear and see what happens.
- i.



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**6. Treasurer's Report** – commend Ralph and Cathy and the previous board for succeeding in making very large collections and really coming very close to where we need to be.

- a. Current Status of Budget – Budgets are a yearly thing rather than a quarterly thing, these are 3<sup>rd</sup> quarter budget numbers. BIA came in with a check which is a positive, Pueblo and non-Pueblo is essentially up-to-date with their bills or close to it, by the end of the year we should be at a higher state. Fish and Wildlife will be reconciled in June. If you look at total revenue is 19% higher, 56,000 dollars higher/over revenue expected. Cost of goods sold, over budget for O&M and are on track. Actively managing the dam for use. Under for expenses and over for revenues. It is a long term responsibility of managing the dam, follow BOR recommendations on having a contingency budget and putting money into savings. Over all we are up 56,000 in revenue, 76,000 in the black the difference is 20,000 dollars under expended, we are in pretty good shape to move into savings. PERA has been corrected. These are third quarter budget numbers, need to be conservative with high ticket items that might come up. Kudos to Mikes work with the Pueblo and the dam and for his lobbying work with the federal side of things.

**7. District Manager/Dam Tender's Report – Ralph Manzanares:**

- a. Current status of release schedule – April 12th
- b. Collection Policy—36 people owing 1k or more has been collected by PVID. Kathy is in charge of collecting smaller amounts. 36
- c. Vegetation Control—On-going, Annual sight inspection is June 9, June 23-26 spalling repairs, focus on vegetation control because of the amount of work.
- d. Upcoming ASI Report: nothing to report
- e. Weather Station—weather station not accurate, called NMSU to recalibrate. Hopefully BOR can take over.

**8. Secretary Report** – nothing to report

- a. Old Business – (Deferred for next meeting) Alternate dam tender and Office Staff in the event that Ralph and Kathy are unable to carry out their duties.
- b. (Deferred for next meeting) BoR's internal activation of the EAP
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- d. Continued discussion regarding SF County obligation to PVID regarding the registry of properties within the district. Ralph: Dave should give us an update. Carlos: Table this until we have a chance to talk to the chairman. Rob: this is going to be a multi-year project, there should be no reason County can't take this on, however data is lacking regards to water rights attached to physical addresses.

**9.**

**10. New Business:** Discuss



- i. (Move to old Business) Review and Approval of Open Meetings Act -2025 Resolution—That we understand the opens meetings act.
- ii.
- iii. Creating a Committee to re-write PVID Rules and Regulations: keep open, contact Kathy: Everyone should have a copy, the board should look at it and comment on it.
- iv.

## **11. Public Comment**

### **a. Tribal Government**

- i. Pueblo of Nambe : Mike Lujan commended Ralph and the program, for the work being done at the Dam, on how Ralph has changed PVID for the good. Pueblo of Nambe is very happy with the work Kathy and Ralph are doing for PVID. Working on a congressional meeting with NM Senators and Congress. Working on irrigation monies to help with the dam, fix capacity, water accounting, etc.
- ii. Pueblo of Pojoaque – Jeff: Pueblo does not have anything to report, glad with the progress this board has taken to move forward with the Pueblos and the Parcientes.
- iii. Pueblo of San Ildefonso – Daniel Baca: Nothing to Report: Thanks to Ralph on meeting with us, will be receiving a check from us. Working on it on our end.
- iv. BIA

### **b. Individual Acequias –**

### **c. BOR - none**

- d. OSE – Chris Thornborg: Ann W. is no longer Water Master. Molly Gray is the new Water Master. Hopefully I can get you a Water Master Report, let you know when it is out, a lot of great information for Pueblo and Non Pueblo. Change of ownerships need to be done to know who owns the properties so that PVID can get their dues and helps OSE with water distribution. Thank Ralph and Mike with the training program. Interstate and Stream commission, money available to help ditches.

### **e. PVRAA – none**

Chris S. was surprised that a schedule has already been announced, did not get notification. Mayadormo was notified.

Louis V. question on how is water allocated on a ditch? It all depends on flow rate and allocation of water for that ditch, this is a question for Mayordomo. It all depends on the ditch. It a matter of regulation of water.



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12. Next Meeting, July would be our next Quarterly Meeting, up in the air for any other special meetings.

13. **Adjournment:**

— Motion To Adjourn: Mike—, SECOND Carlos —,

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DRAFT