

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



Pojoaque Valley Irrigation District (PVID)
October 8, 2025 Quarterly Meeting
6:00PM to 8:00PM
PVID Office
9 Cities of Gold Road

- 1. Call To Order:** Chairman Dave Neal
- 2. Recognition of Quorum\Roll Call:** Secretary Gabriel
- 3. Approval of the Agenda:** Chairman Dave Neal
 - a. Additions/Corrections
 - i. **Motion To Approve - , SECOND-, DISCUSSION-, VOTE -**
- 4. Approval of Previous Minutes:**
 - a. Minutes of the Aug 28, 2025
 - i. **Motion To Approve SECOND –DISCUSSION - , VOTE –**
- 5. Chairman's Report – Dave Neal:**
- 6. Treasurer's Report –**
- 7. District Manager/Dam Tender's Report – Ralph Manzanares**
 - a. PVID Operations/
 - b. Vegetation Control
 - c. Upcoming ASI Report
 - d. Weather Station
 - e. Review and approval of the Marsden DeLapp, PE Proposal for replacement of the Controls and Instrumentation at the dam.
 - f. CTO Report/Issues/Concerns: Repair Hilton Gate Valves and Instrumentation and Control Update.
- 8. Secretary Report**
- 9. Old Business:** The addition of a big screen TV to backroom of PVID office with appropriate technology to zoom PVID meetings in a coherent professional manner
- 10. New Business:** Carmichael Dominguez, Earth Keepers 360 - Presentation on the work they are doing. 5 minutes. NMSU WRRl Grant update



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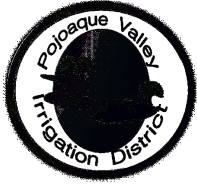
11. Public Comment

- a. Tribal Government
 - i. Pueblo of Nambe
 - ii. Pueblo of Pojoaque –
 - iii. Pueblo of San Ildefonso –
 - iv. BIA
- b. Individual Acequias –
- c. BOR
- d. OSE
- e. PVRAA –

12. Next Meeting

13. Adjournment:

- Motion To Approve – , SECOND –, Discussion
-
-



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Pojoaque Valley Irrigation District (PVID)

August, 28 2025 Quarterly Meeting

6:00PM to 8:00PM

PVID Office

9 Cities of Gold Road

1. **Call To Order:** Chairman Dave Neal called to order at 6:10 pm
2. **Recognition of Quorum\Roll Call :** Gabriel recognized all board members present– Board Member roll call: Dave Neal, Mike Lujan, Harry Montoya, Carlos Ortiz, Gabriel Ortiz present. Other Attendees: PVID District Manager Ralph Manzanares, , Chase Rochester, Chris Thornborg, Kim Sheehan
3. **Approval of the Agenda:** Chairman Dave Neal
 - a. Additions/Corrections- addition to the agenda, add to Item, remove item 10i from the agenda.
 - i. **Motion To Approve -**, Mike Lujan, **SECOND-**, Harry Montoya **VOTE -**Motion Carried, 5-0
4. **Approval of Previous Minutes:**
 - a. Minutes of the July 7 2025.
 - i. **Motion to Approve** July 7 2025 Meeting Minutes-,Mike Lujan, **2nd** Harry Montoya. **VOTE –** Motion Carried. 5-0, Minutes have been approved
5. **Chairman's Report –** Dave Neal talked about the City of Santa Fe requirements\obligations, learning more that the City of Santa Fe owes PVID money for water rights that were transferred to the City from the PVID basin and still owe for assessments. Harry Montoya volunteered to look into the matter with Santa Fe City Council.
6. **Treasurer's Report –** Carlos Ortiz
 - a. Budget is on schedule, early on fiscal year and not much to report. Fish and Wildlife reimbursements turned out to be higher than expected which is an overall plus for the budget.
7. **District Manager/Dam Tender's Report – Ralph Manzanares:**
 - a. PVID Operations/Infrastructure Funding/Grants: Sending out collections, PVID building got new windows installed, PVID has new credit card provider with less fees using US Bank, Internet provider switched from Century Link to New Mexico Surf, the

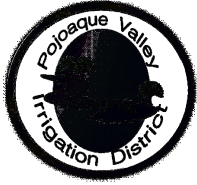


cost is lower and the internet speed is faster, security cameras have been installed at the PVID building and are now active. Infrastructure Funding: application in place for the grants and for BOR Extraordinary Maintenance Aging Infrastructure loan.

- b. Vegetation Control: Crew is going up to the dam to get vegetation under control. Also cleanup work is being done below the dam.
 - c. ASI Report: Annual Site Inspection Report is done, just waiting to receive it.
 - d. Weather Station: Weather station is inaccurate and having to do things manually and are correct.
8. **Secretary Report** – Technology important for PVID and parcientes, improves communication during meetings and encourages participation.
9. **Old Business:** Rules and Regulations need to be updated, Ralph Manzanares recommended that Rob Heineman be assigned the task of updating Rules and Regs because of Rob's knowledge and experience.
10. **New Business:** Discuss
- i. **This Item removed from Agenda:** Presentation Earth Keepers 360
 - ii. Board agreed that it would be beneficial to look into a big screen monitor and camera for use during PVID meetings for Zoom and presentations.

11. Public Comment

- a. Nambe Pueblo: Mike Lujan, pueblo is pleased with the work that District Manager\Dam Tender Ralph Manzanares is doing.
- b. Pojoaque Pueblo (none)
- c. San I (none)
- d. OSE, Chis Thornburg: Appreciated the job that Ralph Manzanares is doing, communicating with Water Masters, me, etc. Chris recommended a weather station called CoCoRaHS as a backup, used for measuring weather and precipitation, will be sending link to the website. OSE Office is losing another member of the staff and will be shorthanded for a while. Hiring is in progress. Water Master report is coming out for the year.
Worked with one of the PVID ditches that reached their allocation for the year and was able to approve a transfer to allow the ditch to get more water. Flood waters can mess with gauges and meters and add to the allocation for that ditch so it is important that mayordomos close their head gates so that water does not come into the ditch during a flood and are not getting inadvertently charged. Every ditch has an allocation and are limited to that allocation. Communication is key between the



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Water Master and the Mayordomos to see where the allocation of water stands. Working with USGS on fixing gauge above the Nambe Dam. A gauging station would be beneficial tracking water coming from the Rio en Medio river to track the amount of water flowing into the Nambe river, allowing the adjustment\release of water coming from the dam.

- e. PVRAA: Kim Sheehan, talked about the report on assessments of exiting conditions at four acequias, Acequia de los Indios, Acequia El Rancho, Acequia de la Otra Banda and the Acequia Garduno's, regarding the difficulty of getting water into those ditches. Talked about how to improve the conditions within the basin to reduce the in channel work near presa's and acequias.

12. Next Meeting: to be announced

13. Adjournment: Dave called for an adjournment of the meeting

— **Motion To Adjourn: Carlos Ortiz—**, **SECOND Harry Montoya —**, **Motion carried 5-0 —**
Meetings adjourned

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—



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PVID Policy for Adoption for the Collection of Outstanding Receivables - 2024

May 23, 2024

The PVID Board of Directors, at a duly held special meeting on November 28, 2023, engaged the services of the Rimon Law Firm to outline and execute a collection effort to recover past due assessments from all irrigators owning property within the district, and the Pueblos of Nambe, Pojoaque and San Ildefonso per the 60/40% cost share agreement between PVID and the Pueblos pursuant to the Aamodt Settlement and Decree.

State Law is very specific regarding the collection of past due monies. All properties within the boundaries of the district are subject to assessment, however, Aamodt excludes pueblo lands held in trust as they are subject to an alternative cost sharing agreement with the District based on a 60/40% split, Non-Pueblo/Pueblo.

All other properties appearing in the County Assessors records within the bounds of the District are either subject to assessment or may request an exemption to assessment per NMSA Section 73-11-29 C.

The District has historically not assessed properties that do not have a surface water right appurtenant.

The Board recognizes its duty to pursue delinquent accounts so that an equitable distribution of district expenses is imposed on all surface water right holders in the Nambe/Pojoaque Stream System.

Therefore, the following Collections Policy is offered to the Board for review and adoption:

1. The Board will appoint an Assessor-Collector [NMSA Section 73-13-28], who will furnish a bond, payable to PVID in the sum of \$20,000. Bond premium to be paid by the District. Duties will include:
 - a. Examination of the current OSE surface water rights database and categorize each water right as follows:
 - i. Pueblo Trust lands outlined in the Aamodt Settlement Agreement that are already subject to the 60/40% cost sharing contract and therefore, not subject to PVID assessment.
 - ii. OSE surface water rights owners who are currently registered with PVID, are currently being assessed by PVID, and do not have a delinquent assessment more than one year old.
 - iii. OSE surface water right holders who are currently registered with PVID, are currently being assessed by PVID, and are delinquent in paying assessments more than one year old.
 - iv. OSE surface water right holders who are currently not registered with PVID and subject to assessment.

2. The Assessor-Collector shall cause the following actions to be taken against all delinquent accounts:
 - a. **Delinquent payments under the CONTRACT FOR THE ALLOCATION OF CARE, OPERATION AND MAINTENANCE COSTS OF THE POJOAQUE TRIBUTARY UNIT AND FOR THE ALLOCATION OF WATER, DATED NOVEMBER 2, 1972 BETWEEN THE POJOAQUE VALLEY IRRIGATION DISTRICT AND THE PUEBLOS OF NAMBE, POJOAQUE AND SAN ILDEFONSO:**
 - i. Research past PVID budgets and Pueblo/BIA payments back to the year 2000. Prepare a spreadsheet using the template PVID/Pueblo Budget-Billing-Receipts Journal. The Board will review the data and make a determination of the amounts outstanding.
 - ii. The Office Manager will prepare or amend statements of accounts in accordance with Board directions.
 - iii. The attorney will prepare a response to the Pueblos' letters of September 2023 requesting a meeting with the parties to the above contract and include a current statement of delinquent payments, including applicable interest of 0.5% per month.
 - iv. The meeting will be held via Zoom in the month of February 2024,
 - v. Next steps including any legal action will be determined by the PVID attorney in accordance with Federal Law.
 - b. **OSE surface water right holders who are currently registered with PVID, are currently being assessed by PVID, and are delinquent in paying assessments more than one year old.**
 - i. Research all past due accounts and apply an interest rate of 0.5% per month, retroactive to January 1, 2000. The Board will review the data and make a determination of the amount outstanding.
 - ii. The Office Manager will prepare or amend statements of accounts in accordance with Board directions.
 - iii. The Board will review the statement data and make a determination of the amount outstanding.
 - iv. Reviewed statements shall be sent out certified mail with a cover letter – PVID Past Due Notification (See Draft).
 - v. Collect and deposit past due assessments received.
 - vi. Provide receipts to water rights holders for all collections
 - vii. Schedule exemption requests for review by Board of Directors.
 - viii. Execute letters extending monthly repayment as requested and appropriate.

- c. **OSE surface water right holders who are currently not registered with PVID and subject to assessment.**
- i. Send a list of water rights holders not currently on file to each acequia requesting verification and status of property, whether they irrigate, if they are in good standing with the acequia, and how long they have been participating in water deliveries from the Acequia.
 - ii. For those water rights owners who are in good standing with their acequia and have been utilizing irrigation water, prepare and send out statements of account for collection retroactive to a date established by the Acequia..
 - iii. For those water rights owners who are not in good standing with their respective acequias and/or do not take irrigation water, a letter will be sent advising them to contact the office to sort out the issue. They may apply for an exemption if they meet the requirements of State Law. Unresponsive water rights holders will be served by the Attorney and appropriate legal action to address these issues will ensue.
3. Options for water rights owners to retire delinquent amounts due:
- a. The Board of Directors is bound by State Law to recover outstanding amounts from properties within the District and may utilize legal procedures as set forth under the statutes, including the condemnation and sale of property found to be delinquent. To avoid such legal consequences, the board is offering a one-time substantial discount to those who wish to get current on their assessments and is also offering a repayment plan over time to help out those who would be financially strained by the requirement of a lump-sum payment subject to the approval from the PVID.
4. Accordingly, the Board of Directors approves the following Payment Plan:
- a. 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.
5. **Properties with appurtenant Surface Water Rights may apply for an exemption from assessment in accordance with NMSA Section 73-11-29 C.:**
- a. This exemption must be approved by the Board of Directors for "Lands that, in the opinion of the board of directors, are unfit for cultivation by irrigation on account of seepage, alkali or physical condition and location of the land, or other conditions, or lands to which the existing distributing system or its extensions cannot furnish water at such points of delivery as the board may consider reasonable, shall not be taxed."
 - b. Exercising this option has consequences, including but not limited to possible loss of acequia diversion privileges, and possible Section 4 action by the Office of the State Engineer.
 - c. To exercise an exemption, please return this document to the PVID office with a request for exemption. You will be contacted by the District to survey the property and verify that the lands comply with the criteria for an exemption.
 - d. Per the statute, there is a hearing process that will take place to grant exceptions. Properties not arranging to pay delinquent assessments within 60 days of this notice shall be published in the Delinquent Tax List and the above referenced one time discount shall not be applied. The District will pursue legal means to retire the delinquent amounts

including but not limited to tax sale of the property and/or pursuing civil action to recover assessment interest and costs allowed by NMSA sections 73-11-38 through 42, and 73-13-31 and 34.

6. This policy only applies to delinquent accounts with amounts owing prior to August 1, 2022.
7. This policy will be amended annually to adjust for outstanding receivable

Adopted by the Pojoaque Valley Irrigation District Board of Directors at a duly held Regular Meeting on October, 8 2025.

_____	_____	_____
Dave Neal	Gabriel Ortiz	Carlos Ortiz
Chairman	Secretary	Treasurer

12:53 PM
10/07/25
Cash Basis

POJOAQUE VALLEY IRRIGATION DISTRICT
Profit & Loss Budget vs. Actual
July through September 2025

	Jul - Sep 25	Budget	\$ Over Budget	% of Budget
Income				
3140 - Net assets	0.00	0.00	0.00	0.0%
4110 - Assessments - Non-Pueblo	94,804.53	33,787.44	61,017.09	280.6%
4115 - Assessments - Pueblo	27,474.50	31,466.93	-3,992.43	87.3%
4130 - BOR F&W Reimbursement	0.00	24,660.04	-24,660.04	0.0%
4150 - Penalties	370.88			
4300 - BOR Dam Repayment	957.31	341.40	615.91	280.4%
4440 - Interest Income	7.56			
Total Income	123,614.78	90,255.81	33,358.97	137.0%
Cost of Goods Sold				
5090 - O & M SJC	16,787.36	16,787.36	0.00	100.0%
5091 - O & M Nambe Dam	16,486.00	16,486.00	0.00	100.0%
5100 - Salaries - Dam Tender	9,373.00	9,959.04	-586.04	94.1%
5150 - BOR Dam Repayment CGS	1,707.00	1,707.00	0.00	100.0%
5160 - Utilities- Dam	279.54	562.50	-282.96	49.7%
5320 - Mileage Expense - Dam Tender	374.22	819.29	-445.07	45.7%
5321 - Pueblo Access Fees	50.00	0.00	50.00	100.0%
5360 - Supplies and Repairs - Dam	4,681.70	5,750.00	-1,068.30	81.4%
Total COGS	49,738.82	52,071.19	-2,332.37	95.5%
Gross Profit	73,875.96	38,184.62	35,691.34	193.5%
Expense				
6000 - Salaries - Administrative	9,287.20	8,845.08	442.12	105.0%
6001 - Salaries-Management	14,287.00	15,348.45	-1,061.45	93.1%
6050 - Payroll Taxes	3,823.28	5,103.40	-1,280.12	74.9%
6060 - PERA Expense	2,714.90	2,857.89	-142.99	95.0%
6080 - Office Supplies	589.96	1,181.82	-591.86	49.9%
6560 - Payroll Expenses	0.00			
7005 - Bank Charges	144.00	25.02	118.98	575.5%
7010 - Postage	780.00	1,500.00	-720.00	52.0%
7015 - Cayan Credit Card Fees	-3.86			
7020 - Audit	0.00	0.00	0.00	0.0%
7030 - Utilities - Office	408.09	500.01	-91.92	81.6%
7031 - Communications - Office	1,293.34	750.00	543.34	172.4%
7034 - Security	214.25			
7035 - Software license expense	0.00	0.00	0.00	0.0%
7040 - Janitorial	0.00	37.50	-37.50	0.0%
7070 - Legal	0.00	2,500.00	-2,500.00	0.0%
7080 - Maintenance -Office	5,070.00	5,250.00	-180.00	96.6%
7120 - Election	0.00	250.00	-250.00	0.0%
7150 - Director Bonds	0.00	0.00	0.00	0.0%
7250 - Travel Expense	60.00	250.00	-190.00	24.0%
7310 - Meeting Expense	0.00	50.01	-50.01	0.0%
7380 - Office Equipment	5,218.59	4,000.00	1,218.59	130.5%
7395 - Workers Comp Insurance	150.00	240.00	-90.00	62.5%
7410 - Consulting Services	734.76	750.00	-15.24	98.0%
Total Expense	44,771.51	49,439.18	-4,667.67	90.6%
Net Income	29,104.45	-11,254.56	40,359.01	-258.6%