



*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"



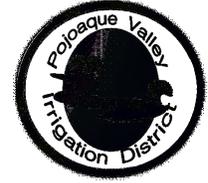
## **Pojoaque Valley Irrigation District (PVID)**

# **January 20, 2026 Quarterly Meeting 6:00PM to 8:00PM PVID Office 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, Danny Roybal, Carlos Ortiz, Mike Lujan, Gabriel Ortiz, Roll call confirmed attendance; quorum achieved
3. **Approval of the Agenda:** Chairman Harry Montoya
  - a. Additions/Corrections: Agenda Approval\*\*: No changes; unanimously approved.
    - i. **Motion To Approve** -Danny Roybal, SECOND Mike Lujan-, DISCUSSION- none, Motion Carried 5-0.
4. **Approval of Previous Minutes:**
  - a. Minutes of the November 25, 2025 Previous Minutes\*\*: minutes (primarily election canvas) approved.
    - i. **Motion To Approve** - Gabriel Ortiz, SECOND Mike Lujan–DISCUSSION - none, Motion Carried 5-0
5. **Chairman's Report** (Harry Montoya)
  - No report presented or required.
6. **Treasurer's Report** (Carlos Ortiz)
  - **\*\*Budget Status\*\***: Revenue ahead of projections; expenses generally on trend or under budget.
  - Income: \$137,270.05 collected; BIA contributed \$37,000 for Pueblo assessments.
  - Some outstanding dues, but not excessive.
  - Specific line items discussed, including grant funds for dam control upgrades.
  - **\*\*Notable Issues\*\***:
    - Bureau of Reclamation Fish & Wildlife payment (\$17,000) is overdue; follow-up initiated.
    - Office supplies were high due to checkbook and receipt book purchases.
    - Credit card fee investigation ongoing (possible software issue).
    - Utilities and office maintenance under budget due to recent upgrades (e.g., new



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windows).

- **\*\*Actions\*\***:

- Board members and mayordomos need to communicate with constituents about paying dues or face water shutoff.
- Aggressive follow-up with Bureau of Reclamation for owed funds.

#### 7. **District Manager's Report** (Ralph Manzanares)

- **\*\*ASI Report\*\***: District is 100% compliant for first time in 50 years.
- **\*\*Weather Station\*\***: Nonfunctional for two years; parts ordered, awaiting installation.
- **\*\*Mayordomo/Commissioner Coordination\*\***: Need updated list for communication and scheduling; only mayordomos on group text.
- **\*\*Delinquent Accounts\*\***: Board members received lists to discuss with commissioners; March 15 deadline for payment or face removal from irrigation list.
- **\*\*Uncollectible Debt\*\***: City of Santa Fe owes \$27,510; recommended removal from books due to uncollectibility and audit pressure.
- **\*\*Individual Delinquency (80-year-old parciante)\*\***: Referred to board/treasurer for compassionate resolution.

#### 8. **Board Elections & Policy Updates**

- **\*\*Election Policy\*\***: Revision to stagger board member elections for continuity; correction to verbiage and timeline.
- Elections for Divisions 1, 3, and 5 to be held this year for four-year terms.
- Board expressed reservations but acknowledged necessity for compliance and continuity. Motion to Approve- Mike Lujan – Second – Carlos Ortiz
- **\*\*MOTION PASSED\*\***: Approve policy revision (5-0).
- **\*\*Board Training/OPS Manual\*\***: Plan to create a Board Operations Manual, including position duties, timeline of correspondence, and training.
- In-service training day planned; review of dam operations manual available.
- Bylaws revision to follow after dam controls upgrade.

#### 9. **Dam Controls Upgrade Project**

- **\*\*Bid Process\*\***: Only one qualified bidder; bid opening scheduled; state procurement code followed meticulously.
- **\*\*Contract Review\*\***:
  - Board to review terms and conditions before signing; suggested sharing documents and summary for due diligence.
  - **\*\*MOTION PASSED\*\***: **Authorize District Manager to sign contract**, Motion to Approve Gabriel Ortiz – Second Harry Montoya Motion Approved (5-0).
  - NDA (Non-Disclosure Agreement) to be signed before accessing contract documents.
- **\*\*Project Details\*\***:
  - Remote dam control via cell service; generator and security upgrades included.
  - Santa Fe County Fire Rescue involved in safety planning for emergency extrication.



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- Grant funding from New Mexico State (\$225,000) covers project; in-kind service logged.
- Timeline: Bid opening, contract award, design submittals, construction (~2 months).
- **\*\*Risks/Questions\*\***:
- Board raised concerns about long-term service/support for proprietary controls.
- Emphasis on reviewing contractual terms for protection against service interruptions or unfavorable terms.

#### **10. Collections & Delinquent Accounts**

- **\*\*City of Santa Fe Debt\*\***: Board approved removal of uncollectible debt from books. Motion to approve – Carlos Ortiz – Second – Harry Montoya – Motion Carried 5-0
- **\*\*Individual Delinquencies\*\***: Board to pursue liens on all significant overdue accounts, not selectively; standard process includes certified notice, opportunity for exemption, and then lien filing.
- **\*\*Action\*\***: Treasurer/Director to meet with delinquent parties, compile case files, and proceed with batch lien filing where possible.
- Discussion on types of delinquencies (e.g., owners who've sold land but kept water rights; addresses missing from records).
- Acknowledgement that some records are incomplete; further coordination with state engineer's office may be required.
- **\*\*Legal/Process Clarification\*\***: Tax liens mature in 90 days and can result in property sale; Pueblos have first right of refusal.
- **\*\*Policy Review\*\***: Board to revisit and update collection/exemption policy and ensure clear communication with all stakeholders.

#### **11. Other Business & Public Comment-**

- **\*\*Water Rights Discussion\*\***: Complexities in tracking and collecting from historic water rights holders; need for improved mapping/database.
- **\*\*Training Need\*\***: Emphasis on board training to improve understanding and process for water rights, collections, and operations.
- **\*\*Recognition\*\***: Dave Neal thanked for 20 years of service; acknowledgment of staff and team contributions.

#### **12. Key Decisions**

- Approved revised board election policy to ensure staggered terms.
- Authorized District Manager to sign dam control upgrade contract after Board review.
- Removed City of Santa Fe debt from books.
- Agreed to batch process liens for all qualifying delinquent accounts.
- Committed to updating policies and providing board training.

#### **### Key Action Items**

- Board/mayordomos: Communicate with constituents about dues; enforce payment deadlines.
- Treasurer/Director: Prepare case files and coordinate lien process for delinquencies.
- District Manager: Oversee dam controls project, ensure contract review, and submit NDA



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to board members.

- Board: Review contract documents for dam controls; provide feedback before contract signing.
- Staff: Update records, prepare for training session, and support audit/compliance efforts.

### ### Outstanding Questions

- How best to resolve issues where water rights are separated from property or missing from records?
- What legal steps are needed in complex delinquency cases, especially with out-of-state owners or complicated title history?
- Confirmation of ongoing compliance with procurement and audit requirements.

## 13. Public Comment

### a. Tribal Government

- i. Pueblo of Nambe: **\*\*Security Incident\*\***: Pueblo Nambé apologized for unauthorized ranger access to dam; photo incident addressed and resolved.
- ii. Pueblo of Pojoaque -- None
- iii. Pueblo of San Ildefonso -- None
- iv. BIA-- None

### b. Individual Acequias – **\*\*Mayordomo Update\*\***: New Mayordomo for Jose Gabriel Ortiz ditch.

- c. BOR -- None
- d. OSE --None
- e. PVRAA – None

## 14. Scheduling & Adjournment

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

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

- **\*\*Adjournment\*\***: Meeting adjourned at 7:37 PM.