



ESTANCIA BASIN WATER PLANNING COMMITTEE

Committee Meeting Minutes

February 21, 2008

- Members Present:** Ryan Schwebach- *Chairman, East Torrance SWCD Rep.* Gene Winn –*Torrance County Gov. Position*
J. Brian Greene- *Claunch-Pinto SWCD* Douglas M. Sayre- *SF County Gov. Position*
Daniel McGregor- *Bernalillo Gov. Position* Jim Rea – *Edgewood SWCD*
Tom Spindle- *SF, Municipal/Developer/Utility Pos* Jimmy Corliss- *Torrance County Ag Position*
H.L. (Bud) Hagerman-*Santa Fe, Ag. Position* Rita-Loy Simmons- *At-Large Position*
- Members Absent:** John L. Jones – *Secretary/ Treasurer* David Tixier – *TC, Municipal/Developer/ Utility Pos*
Randy Autrey- *Vice-Chair Torrance County Ag. Position*
- Staff Present:** Cheri Lujan – *Recorder*
- Staff Absent:**
- Others/ Guests:** Lacy Daniel-*EBRA* David Chace-*SNL*
Wayne Sleep-*NRCS* Bill Larson-*Farmer*
Laura Nesbitt-*Mountain View Telegraph* Jim Berlier-*East Torrance SWCD*
Art Foust-*TC Planning Zoning Dept.* Mike Harvey-*Rancher*

Call to Order:

Ryan Schwebach, Chairman called the regular Estancia Basin Water Planning Committee meeting to order at 9:14 a.m.

Approval of Agenda:

Motion was made by Brian Greene to approve the agenda as amended with moving executive session after new business. Motion was seconded by Rita-Loy Simmons. Motion carried unanimously.

Approval of 1/10/08 & 1/15/08 Minutes:

Committee minutes from the 1/10/08 meeting were reviewed. After discussion motion made by Dan McGregor and seconded by Brian Greene to approve the minutes as amended with adding names of applicants who applied for member at large position and correcting Lucy Moore 's last name. Motion carried unanimously.

Committee special board minutes from the 1/15/08 meeting were reviewed. After discussion motion made by Brian Greene and seconded by Jimmy Corliss to approve the minutes as submitted. Motion carried unanimously.

Special Guest:

Tracy Sedillo

Tracy Sedillo was asked by Ryan Schwebach to come and speak to the committee about Torrance County polices pertaining to Requests for Proposal (RFP) process. Torrance County regulations still states that any contract over \$20,000 for professional services an RFP must be completed. Other options were reviewed and discussed followed with questions to Mrs. Sedillo.

Guests:

Ryan Schwebach acknowledged all guests attending the meeting and thanked them for attending. David Chace updated committee on signatures needed. Lacy Daniel's gave a brief update on the regional system; report is still in progress and will give the committee an update once completed.

Financial Report:

Cheri Lujan

Cheri Lujan submitted copies of the financial print out showing bills paid and submitted. Ending balance for general fund was reported at \$22,207.73 and the ISC fund balance ending at \$41,077.28 as of January 31, 2008. After review and discussion it was moved by Jimmy Corliss and seconded by Dan McGregor to approve to file financial report for audit. Motion carried unanimously. Discussion followed with Doug Sayre to contact Angela Bordeagary from ISC planning in reference to funding and will ask her to come to the next committee meeting in March.

Correspondence:

Written notice from Jim Corbin has been received and copy of letter received from Wilson & Company on the preliminary engineering report for the EMW Gas Association was given out for review.

Reports:

Legislative Report

Copy of e-mail sent by John L. Jones was given out to committee members for review explaining his take on action taken at the 2008 Legislative Session. Other discussion followed including whether the committee needed to try and define Public Welfare for the updated water plan by the committee. H.L. Hagerman will work on defining Health and Welfare for the committee to comment on.

Chairman's Report

Ryan Schwebach apologized to the committee members that he missed the Torrance County Planning and Zoning meeting but would follow up with planning and zoning in building up the relationship between the two committees. Ryan Schwebach has tried calling Lucy Moore but she has been out of town.

Additional Reports/ Meetings Attended / Committee Schedule and Priorities:

None noted.

Unfinished Business:

Rough Draft Water Plan Discussion:

Agenda item was not discussed.

New Business:

Organization Issues / RFP

A draft Request for Proposals for Professional Services worked on by Jim Rea was given out to committee members for review to start discussion on what may or may not be needed in a scope of work plan for further hiring. The committee members discussed what should be specified in a scope of work for hiring one or more contractors to complete the updated water plan followed.

Recess of meeting for short break:

Meeting was adjourned for a short break at 10:31 am.

Re-Convene of meeting:

Ryan Schwebach called the meeting back to order at 10:44 am.

Discussion continued on pulling thoughts together for Dan McGregor to draft up a scope of work to be published on the web page and by word of mouth for two weeks. Dan McGregor will be the point of contact for anyone interested in this position. Doug Sayre moved and Brain Greene seconded with a friendly amendment by Jim Rea for Dan McGregor to move forward in the

development of a scope of work to hire someone with versatility to allow them to come to the committee if needed to hire extra support in completed tasks with contact not to exceed \$20,000. Scope of Work plan should be sent out to firms and interested individuals who may be interested along with being posted on the committees web page. Motion carried unanimously.

Guest:

Art Foust from Torrance County Planning and Zoning introduced himself to the committee. Discussion followed on Torrance County Procedures and committee members expressed their requests on being able to review plans before planning and zoning approves sub divisions and other development plans pertaining to water use. Comments were also made that any sub division plans by statue should been given to the local soil & water conservation district to review for 30 days.

Action Items Update:

Items were reviewed and up-dated by committee members.
 New Items: Doug Sayre will contact Anglea Bordeagary, Lacy Daniels and Cheri Lujan will work together in photo copying information obtained, Dan McGregor will work on scope of work and be the point of contact for individuals or firms interested in professional services, and Bud Hagerman will work on defining Public Welfare for the basin. Updated Action items for persons in charge of action items with proposed date's attached. Removed completed items from list.

Name of Person	Action Item	Completion Date
Bud Hagerman	Compose a list of completed items that has come to the Estancia Basin since the Regional Water Plan was accepted will contact Richard Spenser / Compile a list of property (ie – supplies) purchased with EBWPC monies – Will follow up with Tracy Sedillo	<i>Suggested completion date 3/20/08</i>
Dan McGregor	Work on Scope of Work for professional services, and be point of contact	<i>Due date 2/25 for comments Out for advertisement by mouth and web page till March 11, 2008</i>
Doug Sayre		
Bud Hagerman / EBWPC	Defining Public Welfare for the Basin	
EBWPC	Look at Draft Scope of Work for finalization of Regional Water Plan get comments in	<i>In Progress should be completed with new scope of work</i>
Jim Corbin	e-mail draft water plan given out on 9/20, e-mail last version of the Deliverables to committee members, e-mail summary sheet from 11/15 meeting,	<i>Verbal completion date will be 2/29/08</i>
Lacy Daniels / Cheri Lujan	Photo copy past EBWPC info obtained	
EBWPC / Doug Sayre	ISC \$30,000 to be spent by 6/30/08	<i>Doug Sayre will contact Anglea Bordeagary</i>
Doug Sayre	Donuts	<i>March Meeting</i>

Discussion only items:

None noted.

Announcements:

None noted.

Next Meeting:

Regular Committee Meeting, Thursday, March 20, 2008 @ 9:00 a.m.

Adjourn:

With no further business to discuss motion was made by Brian Greene and seconded by Rita – Loy Simmons to adjourn the meeting at 11:40 AM. Motion carried unanimously.

*Respectfully submitted,
Cheri Lujan, Recorder*

Reviewed and approved by:

Ryan Schwebach, Chairman

John L. Jones, Secretary

Torrance County

Santa Fe County

Bernalillo County

"Coordinated water resource planning for the Estancia Underground Water Basin"