

**OFFICIAL MINUTES AND ACTIONS TAKEN  
ARCH HURLEY CONSERVANCY DISTRICT'S  
BOARD OF DIRECTORS**

**Tuesday, April 14, 2020**

**Directors Present:** President Robert Lopez and Vice President Larry Perkins,  
Director Debra Mitchell and Director John Griffiths

**Directors/Staff**

**Absent:**

Secretary/Treasurer UV Henson

**Staff Present:** District Manager Franklin McCasland, Office Manager Theresa  
Lafferty and retiring Office Manager Donna Lafferty

**Guests Present:** Phillip Box

**MEETING CALLED TO ORDER**

Finding a quorum present and finding this regularly scheduled meeting of the Arch Hurley Conservancy District's Board of Directors duly advertised, as required by statute, President Lopez called this meeting to order at 9:10 a.m. in the District Office.

**PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was led by President Robert Lopez and the Invocation was given by Phillip Box.

**APPROVAL OF MINUTES – REGULAR SCHEDULED MEETING  
MARCH 12, 2020**

Director Mitchell made the motion to approve the draft minutes of the Arch Hurley Conservancy District's March 10, 2020, regular meeting. The motion was seconded by Director Griffiths. Motion carried 4-0.

Directors Voted:

Perkins – “YES”

Lopez – “YES”

Mitchell – “YES”

Griffiths – “YES”

Henson- ABSENT

## **MANAGER’S REPORT**

Today the Conchas Lake elevation is at 4,174.5 feet. Last year at this time the elevation of Conchas Lake was 4,185.0 feet. Conchas Lake received 989 acre feet of inflow for the month of February. The evaporation and other losses were 1,370 acre feet. The March snow pack on the Canadian River Basin is below the average so far this year at 94% of average through February. Last year at this time the snotel gauges were at 113%.

On February 19<sup>th</sup>, we mailed 15 letters to Class A landowners that are 3 years or more delinquent in assessments. The letter gives the landowners 60 days to bring their assessment current or Arch Hurley will file a lien on the property.

On March 4<sup>th</sup>, we mailed the assessments to all of the Class A landowners.

We are currently advertising for the office/finance manager position at Arch Hurley. Interested individuals can pick up anytime during office hours.

Arch Hurley received \$100,000 this year in Capital Outlay funding from Senator Woods and Representative Chatfield. The governor has until tomorrow at noon to sign the bill.

The men have been working on the maintenance repair list getting ready for the 2020 irrigation season. We have cleaned out several laterals on the Conchas side and will move over to the Hudson side whenever we are finished.

## **REVIEW CONCHAS LAKE ELEVATION AND WATER ALLOCATION**

Manager McCasland stated that the elevation of Conchas Lake is 4,174.4. Director Mitchell made the motion to not allocate any additional water at this time. The motion was seconded by Director Perkins. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES”

Henson- ABSENT

### **CORONA VIRUS INFORMATION AND AHCD EMPLOYEE PROTECTION PLAN**

Director Mitchell made the motion to execute precautions to protect AHCD employees and customers per Manager’s discretion. The motion was seconded by Director Perkins. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES”     Henson- ABSENT

### **BID FROM CONTROL DESIGN, FELIX DIAZ ON WATER FLOW METERS IN MAIN CANAL**

Director Mitchell made the motion to purchase water flows for the District at a cost of \$27,000. The motion was seconded by Director Perkins. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES”     Henson- ABSENT

### **REVIEW OF LEGISLATIVE CAPITAL OUTLAY FOR ARCH HURLEY**

Manager McCasland reported Arch Hurley has submitted Capital Appropriations Bond Questionnaire and is waiting to be approved \$100,000 in capital outlay from State Legislators.

### **NM PERA CHANGES ON EMPLOYEE AND EMPLOYER WITHHOLDING**

Manager McCasland reported on Senate Bill 72 stating the increase to employee and employer percentages to take effect July 1, 2022.

### **TUCUMCARI LAKE UPDATE**

Manager McCasland reported entities involved with the Tucumcari Lake Project meet on March 11, 2020. They are moving forward with the project of placing water in the lake during the 4 month bird migration season and the removal of salt cedars. The next meeting is May 19 and 20, 2020.

**APPROVE FIRST QUARTER FINANCIAL STATEMENT TO DFA**

Director Perkins made the motion to approve the 1<sup>st</sup> quarter DFA report. The motion was seconded by Director Mitchell. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES” Henson- ABSENT

**APPROVE RESOLUTION 2021-003 AHCD BUDGET FOR N.M. PROPERTY TAX DEPARTMENT TO ESTABLISH MILLS**

Director Mitchell made the motion to approve Resolution 2021-003 AHCD Budget for N.M. Property Tax Department to establish mills. The motion was seconded by Director Perkins. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES” Henson- ABSENT

The 2021 budget is completed. Fund 1 and 3 remained the same as last year. Those are budgeted at \$16K and \$60K.

Fund 2 has an overall increase of 2.9% over last year’s budget which equates to a \$50,825 increase. This is primarily salaries and wages and withholdings, with is a 5% increase in that line item, this is to comply with the new minimum wage law. The employee health insurance is increasing by 3% as well. Chemical Control was also increased by \$10,000 for a total of \$40K. Most of the other line item expenditures remained flat.

To cover the budget increase, we raised the assessments by \$1.00 to \$16.00 per acre and increased the water delivery fee to \$12.00.

The minimum wage in 2021 will increase to \$10.50, 2022 it goes to \$11.00 and 2023 it is \$12.00. I think we all know that every year a lawmaker will proposes a bill to raise the minimum wage to \$15.00. The Governor is also pushing for the \$15.00 minimum wage.

**APPROVE CHANGE TO AHCD PERSONNEL HANDBOOK, POLICY#505  
SMOKING**

Director Griffiths made the motion to approve AHCD Personnel Handbook, Policy #505 Smoking. The motion was seconded by Director Perkins. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES”      Henson- ABSENT

**VISITOR COMMENTS**

Philip Box, thanked to Board for all their service.

**DIRECTOR COMMENTS**

None

**EXECUTIVE SESSION**

No longer needed

**CONSIDERATION OF BILLS**

Director Mitchell made a motion to pay the submitted bills. The motion was seconded by Director Griffiths. Motion carried 4-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Lopez – “YES”  
Griffiths – “YES”      Henson- ABSENT

**ADJOURNMENT OF REGULAR MEETING**

With no further business to discuss, the meeting was adjourned at 11:00 a.m. with a unanimous vote.

ARCH HURLEY CONSERVANCY DISTRICT

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President Robert Lopez

**ATTEST:**

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Secretary/Treasurer UV Henson