

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

**Tuesday, November 14, 2023**

**Directors:** President Robert Lopez, Vice President Larry Perkins,  
Secretary/Treasurer Debra Mitchell, Director John Griffiths, and  
Director Jason Box

**Absent:**

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

**Guests Present:** Quay County Clerk Ellen White, Paul Estrada, Blake Estrada, and  
Ron Warnick

**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 9:00 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 Vice President Perkins.

**APPROVAL OF MINUTES – REGULAR SCHEDULED MEETING  
October 10, 2023**

Director Mitchell made the motion to approve the draft minutes of the Arch Hurley Conservancy District's October 10, 2023, regular meeting. The motion was seconded by Director Perkins. Motion carried 5-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

**SWEARING IN NEW BOARD MEMBERS ROBERT LOPEZ, DEBRA MITCHELL, AND JOHN GRIFFITHS TO AHCD BOARD OF DIRECTORS**

Quay County Clerk Ellen White swore in Robert Lopez, Debra Mitchell, and John Griffiths to the Arch Hurley Conservancy District Board of Directors.

**ELECTION OF AHCD BOARD OF DIRECTORS' OFFICER POSITIONS  
PRESIDENT, VICE PRESIDENT, AND SECRETARY/TREASURER**

Director Griffiths made the motion to keep the current officers as they are, Robert Lopez, President, Larry Perkins, Vice President, and Debra Mitchell, Secretary/Treasurer. The motion was seconded by Director Box. Motion carried 5-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

**MANAGER'S REPORT**

Today the Conchas Lake elevation is at 4,172.3 feet. Last year at this time the elevation of Conchas Lake was 4,163.7 feet. Conchas Lake received 2,951 acre-feet of inflow for the month of October. The evaporation and other losses were 2,663 acre-feet. Diversion for AHCD in October was 7,732 acre feet.

The Conchas irrigation gate was opened again on October 2<sup>nd</sup> and closed on October 30. The water orders were below 30cfs for the three days. AHCD delivered irrigation water through November 10<sup>th</sup>.

On November 21<sup>st</sup> there will be a Private Applicator workshop presented by the Quay County Extension Office. This workshop is 5 CEU credits.

The Hyundai long-reach excavator has bad seals in the bucket cylinder. It will be repaired this month. The maintenance department will need this excavator to complete ditch repairs at Bascom Cut. There is 4 to 5 feet of sediment in the canal where the ditch bank was overtopped with flood water from the May 25<sup>th</sup> storm.

**REVIEW CONCHAS LAKE ELEVATION**

Manager McCasland stated the elevation of Conchas Lake as of today is at 4,172.3 feet.

**REVIEW OF OCTOBER & AND NOVEMBER WATER  
DELIVERY EFFICIENCY**

Manager McCasland stated that AHCD shut off irrigation water on October 30, 2023, and delivered water until November 10, 2023. Irrigation water efficiency reports for 2023 will be provided at the December board meeting.

**APPROVAL and SUBMISSION OF AHCD 2023 INTERIM BUDGET TO DFA**

Director Box made the motion to approve and submit AHCD’s 2023 Interim Budget to DFA. The motion was seconded by Director Griffiths. Motion carried 5-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

**AHCD EMPLOYEE BOARD SAFETY DINNER**

Manager McCasland informed the board that the AHCD employee safety dinner will be held on December 14, 2023, at the Quay County Fairgrounds at 6:00 PM.

**APPROVAL OF RESOLUTION 2023-009 NOTICE OF PUBLIC MEETINGS**

Director Mitchell made the motion to approve Resolution #2023-009 Notice of Public Meeting, which pertains to the upcoming meeting dates for 2024. The motion was seconded by Director Griffiths. Motion carried 5-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

**UPDATE ON 2<sup>ND</sup> AND 3<sup>RD</sup> QUARTER LGBMS REPORTS WITH DFA**

Office Manager Lafferty informed the board that AHCD is still waiting for approval for second-quarter DFA reports. Third-quarter reports were submitted to DFA but had to be resubmitted due to problems with the online reporting system LGBMS. Upgrades were done to the LGBMS platform.

**INFORMATION STATE OF NEW MEXICO GSD PROPOSED PREMIUM  
INCREASE ON EMPLOYEES’ HEALTH BENEFITS FUND,  
EFFECTIVE JAN 1, 2024.**

Manager McCasland made the board aware there will be a 10% increase in rates for Health Benefits.

**VISITOR COMMENTS**

Paul Estrada voiced his concerns to the board regarding the 2023 water irrigation season and lack of O&M within the District.

**DIRECTOR COMMENTS**

None.

**EXECUTIVE SESSION**

Director Perkins made the motion to go into an executive session to discuss personnel matters. The motion was seconded by Director Griffiths. Motion carried 5-0.

A roll call was taken and each of the directors voted yes. Directors went into executive session at the time of 10:00 a.m.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “Yes”

**EXECUTIVE SESSION**

Director Perkins made the motion to come out of the executive session. The motion was seconded by Director Box. Motion carried 5-0.

A roll call was taken and each of the directors voted yes. Directors came out of the executive session at the time of 10:55 a.m. There was no action taken from the executive session nothing but limited personnel matters were discussed.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

### **CONSIDERATION OF BILLS**

Director Griffiths made a motion to pay the submitted bills. The motion was seconded by Director Box. Motion carried 5-0.

Directors Voted:

Perkins – “YES”  
Mitchell – “YES”

Griffiths – “YES”

Lopez – “YES”  
Box – “YES”

### **ADJOURNMENT OF REGULAR MEETING**

With no further business to discuss, the meeting was adjourned at 11:03 a.m. with a unanimous vote.

ARCH HURLEY CONSERVANCY DISTRICT

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President Robert Lopez

**ATTEST:**

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Secretary/Treasurer Debra Mitchell