



A joint regional project of the City of Santa Fe and Santa Fe County to build a reliable and sustainable water supply.

Memorandum

Date: December 17, 2014
To: Buckman Direct Diversion Board
From: Michael Dozier, Interim Chief Operator BDD *MD*
Subject: Update on BDD Operations for the month of December 2014

ITEM:

1. This memorandum is to update the Buckman Direct Diversion (BDD) Board on BDD operations during the month of December 2014. The BDD diversions and deliveries have averaged, in Million Gallons Daily (MGD) as follows:
 - a. Raw water diversions: 4.63MGD Average
 - b. Finished Drinking water deliveries through Booster Station 4A: 2.55 MGD Average
 - c. Finished Drinking water deliveries through Booster Station 5A: 1.95 MGD Average
 - d. Las Campanas has stopped deliveries for the season
2. As of December 15, 2014 BDD is providing all of the water supply demand to the City and County.
3. Please see the following pages from the Monthly report to the Office of the State Engineer (OSE) for accurate information for the month of November 2014 and year to date.
4. Please note all prior years are also included for reference.



BACKGROUND AND SUMMARY:**November-14**

BDD Diversion of San Juan-Chama Water	af	mg
Total SJC water arrived at the BDD diversion site	426.17	138.87
Total SJC diverted at BDD	426.17	138.87
Total SJC available for offsetting depletions under RG-20516	0.00	0.00

Total BDD water diverted from all water rights	af	mg
BDD Current Monthly Total	437.76	142.65
<i>SJC Diversion under Permit SP-2847-E</i>	426.17	138.87
<i>City of Santa Fe</i>	426.17	138.87
<i>Santa Fe County</i>	0.00	0.00
<i>SJC Diversion under SP-2847-N-A (CLCI)</i>	0.00	0.00
<i>Rio Grande native water rights (SP-4842;SFCounty)</i>	11.59	3.78

Metered Diversions under Permit SP-2847-E and SP-4842					
Meter Serial Number	OSE Meter Number	Current Month Meter Reading	Previous Month Meter Reading	Diversion by Meter	
				ac-ft	mg
CC004816000-Diversion	14113	2741.287	2718.272	70.63	23.01
CC004916000-Diversion	14114	2552.736	2494.031	180.16	58.70
CC004A16000-Diversion	14115	2426.737	2349.337	237.53	77.40
CC000A16000-Return	14255	302.992	286.518	50.56	16.47
Total Metered Diversions				437.76	142.65

Buckman Direct Diversion Monthly SJC and Native Diversions

Nov-14

Month	Total SJC Release (AF)	SJC Conveyance Losses (AF)	Total SJC Available at BDD (AF)	SJC Diversion, SP-2847-E (AF)	SJC Diversion, SP-2847-N-A (AF)	Total Native Rio Grande Diversion SP-4842 (AF)	Release of SJC in Elephant Butte (AF)	Total BDD Surface Diversion (all permits)	SJC from SP-2847-E used to offset Buckman Wells RG-20516 (AF)	SJC from SP-2847-N used to offset Buckman Wells RG-20516 (AF)
JAN	383.35	3.74	390.34	390.34	0.00	12.68	0	403.01	0	0
FEB	349.51	3.28	341.55	341.55	0.00	11.38	0	352.93	0	0
MAR	373.88	3.66	381.69	357.07	34.09	148.83	0	530.52	0	0
APR	178.75	1.70	176.78	92.46	84.47	227.22	0	404.00	0	0
MAY	491.46	4.61	480.35	389.13	91.22	374.86	0	855.21	0	0
JUN	427.50	3.96	412.65	295.07	117.58	292.84	0	705.49	0	0
JUL	425.22	4.14	431.96	399.51	32.46	72.32	0	504.28	0	0
AUG	496.68	4.60	479.66	479.66	0.00	96.07	0	575.74	0	0
SEP	552.71	5.40	562.83	562.83	0.00	84.85	0	647.68	0	0
OCT	381.93	3.63	378.30	378.30	0.00	142.46	0	520.76	0	0
NOV	441.14	4.09	426.17	426.17	0.00	11.59	0	437.76	0	0
DEC										
TOTAL	4502.14	42.80	4462.29	4112.10	359.82	1475.10	0.00	5937.39	0.00	0.00

Source of SJC releases in reporting month. Includes conveyance losses.

Month	Total Release (AF)	ABIQUIU		
		City of Santa Fe (AF)	Santa Fe County (AF)	Club at Las Campanas (AF)
JAN	383.35	383.35	0.00	0.00
FEB	349.51	349.51	0.00	0.00
MAR	373.88	346.37	0.00	27.37
APR	178.75	93.42	0.00	85.41
MAY	491.46	399.41	0.00	92.41
JUN	427.50	307.54	0.00	120.28
JUL	425.22	397.13	0.00	28.09
AUG	496.68	496.68	0.00	0.00
SEP	552.71	552.71	0.00	0.00
OCT	381.93	381.93	0.00	0.00
NOV	441.14	441.14	0.00	0.00
DEC	0.00	0.00	0.00	0.00
TOTAL	4502.14	4149.20	0.00	353.55

Buckman Direct Diversion Monthly SJC and Native Diversions

December 2013

Month	Total SJC Release (AF)	SJC Conveyance Losses (AF)	Total SJC Available at BDD (AF)	SJC Diversion, SP-2847-E (AF)	SJC Diversion, SP-2847-N-A (AF)	Total Native Rio Grande Diversion SP-4842 (AF)	Release of SJC in Elephant Butte (AF)	Total BDD Surface Diversion (all permits)	SJC from SP-2847-E used to offset Buckman Wells RG-20516 (AF)	SJC from SP-2847-N used to offset Buckman Wells RG-20516 (AF)
JAN	439.04	4.24	441.79	441.79	0	44.09	0	485.88	0	0
FEB	261.03	2.47	257.94	257.94	0	10.49	0	268.42	0	0
MAR	353.69	3.30	343.57	343.57	0	75.66	0	419.23	0	0
APR	680.73	6.34	661.33	661.33	0	89.47	0	750.80	0	0
MAY	1045.27	9.88	1030.46	1030.46	0	22.86	0	1053.32	0	0
JUN	817.91	7.85	818.00	734.56	83.44	260.03	0	1078.03	0	0
JUL	606.85	5.90	614.73	397.47	78.83	0.00	0	476.30	83.70	54.73
AUG	108.68	0.91	95.34	41.68	36.91	0.00	0	78.59	5.58	11.18
SEP	136.77	1.43	149.29	63.86	53.76	0.00	0	117.61	25.36	6.32
OCT	255.24	2.46	256.53	213.87	42.66	72.92	0	329.45	0	0
NOV	196.45	1.88	195.50	187.02	8.48	117.33	0	312.83	0	0
DEC	293.76	2.63	274.19	274.19	0.00	12.25	0	286.44	0	0
TOTAL	5195.42	49.29	5138.67	4647.73	304.07	705.09	0.00	5656.89	114.64	72.23

Source of SJC releases in reporting month. Includes conveyance losses.

Month	Total Release (AF)	ABIQUIU		
		City of Santa Fe (AF)	Santa Fe County (AF)	Club at Las Campanas (AF)
JAN	439.04	439.04	0	0
FEB	261.03	261.03	0	0
MAR	353.69	353.69	0	0
APR	680.73	680.73	0	0
MAY	1045.27	1045.27	0	0
JUN	817.91	729.30	0	88.60
JUL	606.85	473.27	0	133.58
AUG	108.68	65.21	0	43.47
SEP	136.77	83.87	0	52.90
OCT	255.24	211.15	0	44.09
NOV	196.45	186.31	0	10.15
DEC	293.76	293.76	0	0.00
TOTAL	5195.42	4822.62	0.00	372.79

Buckman Direct Diversion Monthly SJC and Native Diversions

December 2012

Month	Total SJC Release SP-2847-E (AF)	Conveyance Losses (AF)	Total SJC Available at BDD Diversion (AF)	Total SJC Diversion SP-2847-E (AF)	Total Native Rio Grande Diversion SP-4842 (AF)	Release of SJC in Elephant Butte (AF)	Total BDD Surface Diversion SP-2847-E plus SP-4842 (AF)	SJC used to offset Buckman Wells RG-20516 (AF)
JAN	448.09	4.06	447.00	411.56	5.02	0	416.59	35.44
FEB	210.29	1.97	216.94	208.13	32.21	0	240.34	8.81
MAR	335.75	2.94	323.61	312.85	59.21	0	372.06	10.76
APR	528.63	4.72	519.90	519.90	108.61	0	628.51	0.00
MAY	660.18	6.24	651.05	651.05	145.51	0	796.55	0.00
JUN	722.36	6.79	692.21	692.21	120.92	0	813.12	0.00
JUL	152.03	2.23	191.75	157.16	0.00	0	157.16	34.60
AUG	86.08	0.58	60.90	60.90	239.96	0	300.87	0.00
SEP	637.17	6.05	630.92	630.92	110.07	0	740.99	0.00
OCT	747.21	7.14	744.87	744.87	50.82	0	795.69	0.00
NOV	479.19	4.63	482.65	482.65	120.91	0	603.56	0.00
DEC	442.67	4.17	434.71	434.71	119.44	0	554.15	0.00
TOTALS	5449.67	51.53	5396.51	5306.90	1112.67	0.00	6419.57	89.61

Source of SJC Releases in reporting month. Includes conveyance losses.

Month	Total Release (AF)	HERON		EL VADO		ABIQUIU	
		CITY	COUNTY	CITY	COUNTY	CITY	COUNTY
JAN	448.09	0.00	0.00	0.00	0.00	448.09	0.00
FEB	210.29	0.00	0.00	0.00	0.00	210.29	0.00
MAR	335.75	0.00	0.00	0.00	0.00	335.75	0.00
APR	528.63	0.00	0.00	0.00	0.00	528.63	0.00
MAY	660.18	0.00	0.00	0.00	0.00	660.18	0.00
JUN	722.36	0.00	27.21	0.00	0.00	695.15	0.00
JUL	152.03	0.00	21.42	0.00	0.00	130.61	0.00
AUG	86.08	0.00	0.00	0.00	0.00	86.08	0.00
SEP	637.17	0.00	0.00	0.00	0.00	637.17	0.00
OCT	747.21	0.00	0.00	0.00	0.00	747.21	0.00
NOV	479.19	0.00	0.00	0.00	0.00	479.19	0.00
DEC	442.67	0.00	0.00	0.00	0.00	442.67	0.00
TOTALS	5449.67	0.00	48.63	0.00	0.00	5401.04	0.00

Note: Grey fields indicate revisions to previous monthly report

Buckman Direct Diversion End of Month Report

December 2011

Month	Total SJC Release SP-2847-E (AF)	Conveyance Losses (AF)	Total SJC Available at BDD Diversion (AF)	Total SJC Diversion SP-2847-E (AF)	Total Native Rio Grande Diversion SP-4842 (AF)	Release of SJC in Elephant Butte (AF)	Total BDD Surface Diversion SP-2847-E plus SP-4842 (AF)	SJC used to offset Buckman Wells RG-20516 (AF)
JAN	247.17	4.94	242.23	221.46	37.55	0.00	259.98	20.77
FEB	320.95	6.42	314.53	269.13	36.61	0.00	305.74	45.86
MAR	352.04	7.04	345.00	335.37	46.09	0.00	381.46	9.62
APR	585.11	11.70	573.40	573.40	56.64	0.00	630.04	0.00
MAY	568.22	11.36	556.86	440.02	49.23	0.00	488.87	116.84
JUN	765.87	15.32	750.55	655.89	80.66	0.00	736.55	94.67
JUL	641.81	12.84	628.97	407.40	49.86	0.00	457.26	221.58
AUG	182.98	2.07	168.97	86.23	0.00	0.00	86.23	82.75
SEP	568.78	6.83	537.05	515.86	0.00	0.00	515.86	21.19
OCT	555.90	4.85	570.81	555.66	0.00	0.00	555.66	15.16
NOV	431.29	3.93	433.26	433.26	14.60	0.00	447.86	0.00
DEC	437.57	3.90	429.46	450.42	0.00	0.00	450.42	-20.96
TOTALS	5657.68	91.21	5551.11	4944.10	371.25	0.00	5315.94	607.47

January 1, 2011: 1050.8 acre-feet of native Rio Grande water rights in SP-4842; not all are available for diversion- some transfers include leaseback provisions.

As of May 30, 2011: 330 ac-ft under SP-4842 A

Correction to Oct Total of SJC Available at BDD. The incorrect value used calculated the SJC released from upstream reservoirs, not that amount that arrived at BDD for diversion.

Source of SJC Releases for BDD diversion in reporting month. Includes conveyance losses.

Month	Total Release (AF)	Conveyance Losses (AF)	HERON		EL VADO		ABIQUITO	
			CITY	COUNTY	CITY	COUNTY	CITY	COUNTY
JAN	247.17	4.94	247.17	0.00	0.00	0.00	0.00	0.00
FEB	320.95	6.42	320.95	0.00	0.00	0.00	0.00	0.00
MAR	352.04	7.04	352.04	0.00	0.00	0.00	0.00	0.00
APR	585.11	11.70	585.11	0.00	0.00	0.00	0.00	0.00
MAY	568.22	11.36	568.22	0.00	0.00	0.00	0.00	0.00
JUN	765.87	15.32	765.87	0.00	0.00	0.00	0.00	0.00
JUL	641.81	12.84	641.81	0.00	0.00	0.00	0.00	0.00
AUG	182.98	2.07	0.00	43.56	0.00	0.00	133.47	5.95
SEP	568.78	6.83	0.00	150.50	0.00	0.00	418.28	0.00
OCT	555.90	4.85	0.00	0.00	0.00	0.00	555.90	0.00
NOV	431.29	3.93	0.00	0.00	0.00	0.00	431.29	0.00
DEC	437.57	3.90	0.00	0.00	0.00	0.00	437.57	0.00
TOTALS	5657.68	91.21	3481.16	194.06	0.00	0.00	1976.51	5.95

MEMORANDUM

TO: City of Santa Fe Public Utilities Committee
City of Santa Fe Water Conservation Committee
Buckman Direct Diversion Board

FROM: Rick Carpenter, Water Resources and Conservation Manager RL

VIA: Nick Schiavo, Public Utilities Department and Water Division Director

DATE: December 18, 2014

SUBJECT: 40th Monthly Update on Drought and Water Resource Management

CURRENT UPDATE – GENERAL WATER RESOURCE MANGEMENT

As the Committee/Board is aware, our region is still suffering through a drought. Our region has gone through four consecutive years of record drought and heat. In fact, recent data suggests that this past summer was the hottest on record (June-August). This fourth consecutive year of drought has eased somewhat, but will still likely present significant challenges to all water purveyors, utilities, and irrigators going forward into the next year.

July/August/September yielded good summer rains due to a series of moist northeast cold fronts and monsoonal flow, but the monsoons generally exited by early October. Many models are predicting the likelihood of a return of an El Nino weather pattern, 65% chance of normal to above normal precipitation (but down from 75% in spring/summer projections, but up from 50% chance from the September projections) over the next several months. This could mean good precipitation for the winter months (snow pack). El Nino seems to be weakening relative to early predictions, but normal to above normal snow pack is still likely this coming winter. The December 4, 2014 NOAA ENSO update states that:

ENSO-neutral (El Nino) conditions continue. Positive equatorial sea surface temperature (SST) anomalies continue across the Pacific Ocean. There is an approximate 65% chance that El Nino conditions will be present during the Northern Hemisphere winter and that they will last into the Northern Hemisphere spring 2015 season.

It is worth noting that City of Santa Fe has invested in a robust and diverse portfolio of four distinct water supply sources that allows for flexibility in meeting demand: Buckman well field, City well field, Canyon Road Water Treatment Plant on the Upper Santa Fe River, and the Buckman Direct Diversion on the Rio Grande. Supply from these groundwater and surface water sources are expected to be adequate in meeting local demands.

LOCAL CONDITIONS

Source of Supply Utilization Summary

November 2014

City Wells	23.14mg/m	64.89af/m
Buckman Wells	00.0mg/m	00.0af/m
CRWTP	38.01mg/m	116.92af/m
BRWTP	132.45mg/m	406.49af/m
<i>Other Wells(Osage, MRC, etc)</i>	<i>0.18mg/m</i>	<i>0.56af/m</i>

Upper Santa Fe River/CRWTP

	Total Combined Reservoir Level	Santa Fe Snow Gage	Reservoir Inflow
December 16, 2014	12.30%	19.00 inches	1.16 MGD
5-Year Average for This Date (2009 – 2013)	46.03 %	20.80 inches	1.44 MGD

As of December 16, total combined storage in Nichols and McClure reservoirs is 12.3% of total (or about 480 acre-feet of storage). Some flows have been by-passed due to construction on the new intake facilities. Minor inflows are expected to continue for the near future and so the reservoirs have been managed to allow for water treatment plant production, active construction, and draining/drying.

Buckman Regional Water Treatment Plant (BDD)

Flows in the Rio Grande are relatively good for this time of year, and turbidity has been generally good. The BDD has been able to divert and treat in line with demand.

REGIONAL CONDITIONS

Rio Grande Basin

Surface flows in the Rio Grande and its tributaries through mid-Dec have been relatively good. However, storage levels in regional reservoirs is still very low. A good snow pack this coming winter is essential if there is to be significant carry over storage in regional reservoirs for next high demand season.

UPDATE: Wild Earth Guardians (WEG) has either filed law suits or Notices of Intent (NOI's) against the US Army Corps of Engineers, Bureau of Reclamation, State of Colorado, State of NM, and MRGCD, citing endangered species act compliance concerns (SW willow fly catcher and silvery minnow). Other entities continue to contemplate the efficacy of filing as an "intervener" with the Court. The City of Santa Fe, Santa Fe County, and the BDD continue to be unnamed in the suits/NOI's, although there is some indication that imported SJCP water could become part of future legal proceedings.

Additionally, in October the federal government listed the yellow billed cuckoo as an endangered species in portions of the middle and upper Rio Grande basins. The cuckoo's habitat generally includes, but extends, the habitat already occupied by the flycatcher and minnow. The implications of this new listing by the federal government are currently be analyzed by staff and consultants. The Rio Grande meadow jumping mouse may also become listed by the federal government in the coming months. Jumping mouse habitat generally includes that of the cuckoo but also may include adjacent riparian meadows and wetlands further away from the wetted river flood plain. Updates will be provided by staff as necessary.

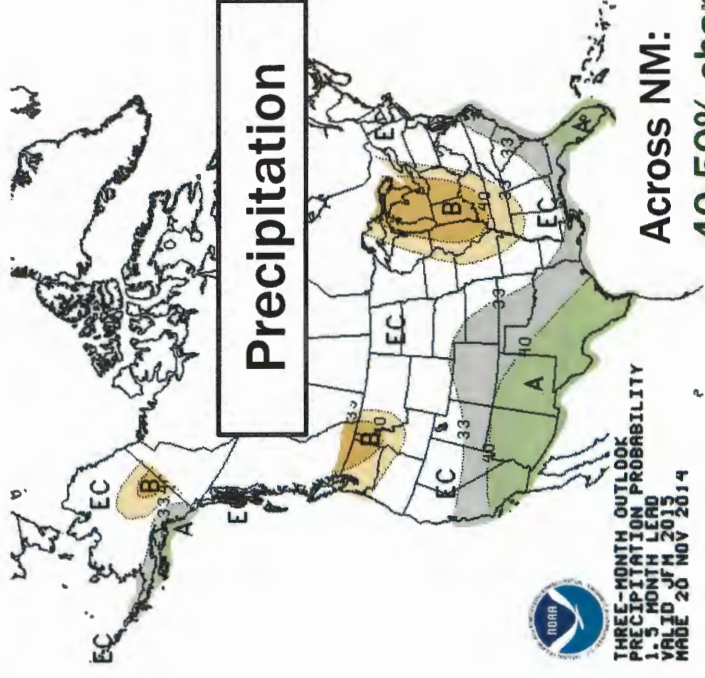
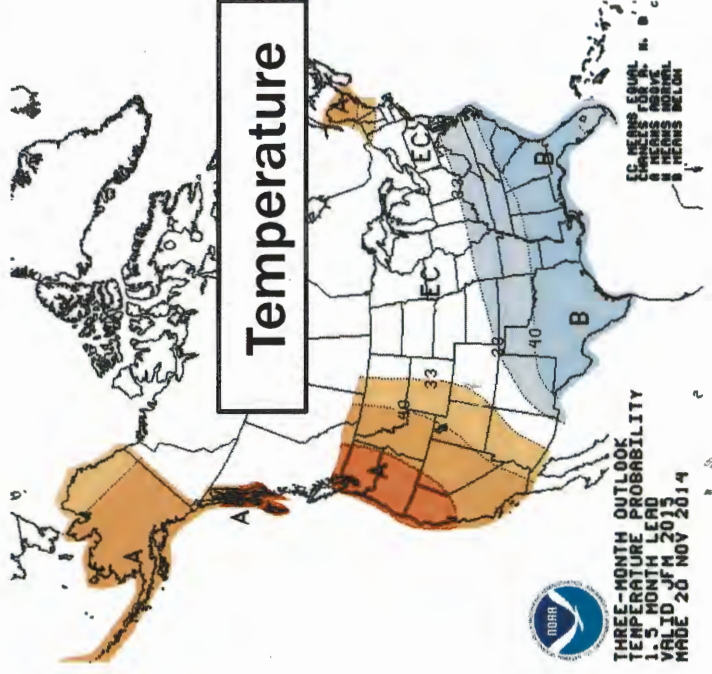
San Juan Basin

It should be stressed that, conditions could significantly worsen for San Juan Chama Project deliveries next year, if the drought persists, due to a lack of carry-over storage in Heron Reservoir and other reservoirs in the system. Heron Reservoir is currently at a very low level. However, the San Juan Basin as well as the local Sangre de Cristo Mountains have already experienced several early and mid-November snow storms.

The Bureau of Reclamation has recently indicated that SJCP deliveries this year will be 89%, which marks the first time since the inception of the SJCP Project that total firm yield deliveries were not completely met.

Winter 2015 Climate Outlook

issued 20 Nov 2014



Across NM:
40-50% chance
of Above-avg
precipitation

El Niño to the rescue this winter? Maybe ...
Equatorial Pacific Ocean anomalies have been
strengthening for the past month



A joint regional project of the City of Santa Fe and Santa Fe County to build a reliable and sustainable water supply.

Memo

Date: December 19, 2014
To: BDD Board
From: Daniela Bowman, Regulatory Compliance Officer *DB*
Subject: BDD Environmental Programs Report, 4th Quarter 2014

ITEM AND ISSUE:
Update

DISCUSSION

NPDES Program

- ✚ No new activities to report.

SDWA Program

- ✚ Results from the annual NMED and BDD sampling of finished water confirmed compliance with drinking water standards.
- ✚ BDD sampled the finished water the last quarter (December) of the year. Results pending.

Solid Waste Disposal Program

- ✚ By the end of December 2014, BDD has processed 1,180 tons of solid waste as part of its treatment processes. In comparison, the 2013 amount was 1,800 tons of solid waste.
- ✚ Waste analyses of the solids demonstrated that disposed solids met the waste limits set for non-hazardous waste, and therefore, BDD is in compliance with its Disposal Management Plan.
- ✚ NMED Solid Waste Bureau approved BDD revised Disposal Management Plan with reduced sampling frequency of the waste.


BDDB & LANL MOU – Early Notification System and Water Quality Monitoring Program

- ✚ BDD staff and LANL staff have agreed on the general terms for a new MOU. BDD Board approval pending.
- ✚ BDD is preparing a MOU Report which will present the results from the 2011 through 2014




MOU programs.

RCRA Waste Disposal Program

 No new activities to report.

EPCRA Program

 No new activities to report.



A joint regional project of the City of Santa Fe and Santa Fe County to build a reliable and sustainable water supply.

Memorandum

Date: For January 8, 2015 Board Meeting

To: Buckman Direct Diversion Board

From: Nancy R. Long

RE: **Adoption of Annual Open Meetings Act Resolution**

ITEM AND ISSUE:

Adoption and approval of the Annual (2015) Open Meetings Act Resolution

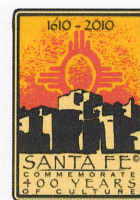
BACKGROUND AND SUMMARY:

As the Board is aware, public bodies are required by the New Mexico Open Meetings Act to annually address the issue of what determines reasonable notice for its public meetings in compliance with the Act. In 2013, the Board passed two Open Meetings Act ("Act") resolutions; the second in May 2013 to address amendments to the Act enacted during the 2013 legislative session and which became effective June 14, 2013. As a reminder, those amendments reflecting the legislative enactments increased the time period for the notice of and the posting of an agenda from 24 hours to 72 hours before the meeting and required a public body to report to the attorney general's office regarding matters acted upon in an emergency meeting.

Also in 2013, and carried forward in the 2014 Resolution, the Board imposed an additional requirement not required by the Act that in order for a Board member to attend a board meeting by telephone, that board member must be needed to meet Board quorum requirements.

RECOMMENDATION

Independent counsel recommends adoption by the Board of the Resolution Determining Reasonable Notice for Public Meetings of the Buckman Direct Diversion Board; Rescinding Resolution No. 2014-1, subject to revisions the Board may wish to make, if any.



1 **THE BUCKMAN DIRECT DIVERSION BOARD**

2 **RESOLUTION NO. 2015-1**

3

4

5 **A RESOLUTION DETERMINING REASONABLE NOTICE FOR**

6 **PUBLIC MEETINGS OF THE BUCKMAN DIRECT DIVERSION BOARD;**

7 **RESCINDING RESOLUTION NO. 2014-1**

8

9

10 **WHEREAS**, Section 10-15-1 (B), NMSA 1978 of the “Open Meetings Act” (hereinafter

11 referred to as “the Act”) provides that “... meetings of a quorum of members of any board,

12 commission ... or other policymaking body ... held for the purpose of formulating public policy,

13 including the development of personnel policy, rules, regulations or ordinances, discussing

14 public business or taking any action within the authority of or the delegated authority of any

15 board, commission or other policymaking body are declared to be public meetings open to the

16 public at all times, except as otherwise provided in the Constitution of New Mexico or the Open

17 Meetings Act.”; and

18 **WHEREAS**, Section 10-15-1 (D) of the Act further provides that “(a)ny meetings at

19 which the discussion or adoption of any proposed resolution, rule, regulation or formal action

20 occurs and at which a majority or quorum of the body is in attendance, and any closed meetings,

21 shall be held only after reasonable notice to the public.”; and

22 **WHEREAS**, the Act further requires a public body to determine in a public meeting at

23 least annually what notice is reasonable when applied to that body; and

1 **WHEREAS**, Santa Fe County and the City of Santa Fe are parties to that certain Joint
2 Powers Agreement between the City of Santa Fe and the County of Santa Fe governing the
3 Buckman Direct Diversion Project, dated March 7, 2005; and

4 **WHEREAS**, the Buckman Direct Diversion Board (the “Board”) desires to determine
5 herein what constitutes reasonable notice to the public of its meetings as required by the Act, and
6 to otherwise specify important elements of its continuing compliance with the Act.

7
8 **NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BUCKMAN**
9 **DIRECT DIVERSION BOARD, AS FOLLOWS:**

10 1. **Regular Meetings.** Unless otherwise specified, regular meetings of the Board
11 shall be held each month on the first Thursday of the month. Notice of any regular meeting shall
12 be provided to those broadcast stations licensed by the Federal Communications Commission
13 and newspapers of general circulation that have made written request for such notice ten (10)
14 days before such meeting.

15 2. **Special Meetings.** A special meeting of the Board may be called by the Chair or
16 by any two members of the Board upon three (3) days’ notice at such time and place as the Chair
17 or the two members deem appropriate. Notice of special meetings shall be met by posting notice
18 of the date, time and place in a conspicuous and appropriate place at the Santa Fe County
19 Administrative building, at Santa Fe City Hall and on the Board’s, Santa Fe County’s and City’s
20 internet websites (www.bddproject.org, www.santafecounty.org and www.santafenm.gov) at
21 least seventy-two (72) hours prior to a special meeting. Notice of a special meeting shall also be
22 provided to those broadcast stations licensed by the Federal Communications Commission and
23 newspapers of general circulation that have made written request for such notice.

1 3. **Emergency Meetings.** An emergency meeting of the Board may be called by the
2 Chair or by any two members of the Board to consider unforeseen circumstances that, if not
3 addressed immediately, will likely result in injury or damage to persons or property or
4 substantial financial loss. An emergency meeting may be conducted at a time and place as the
5 Chair or the two members deem appropriate. If possible, given the emergency circumstances,
6 notice of an emergency meeting shall be posted in a conspicuous and appropriate place at the
7 Santa Fe County Administrative Building and at Santa Fe City Hall at least twenty-four (24)
8 hours prior to the meeting. If twenty-four (24) hours advance notice cannot be given, notice
9 shall be posted as soon as possible under the emergency circumstances in existence. Notice of
10 an emergency meeting shall also be provided to broadcast stations licensed by the Federal
11 Communications Commission and newspapers of general circulation that have made written
12 request for such notice. Within ten (10) days of taking action on an emergency matter, the Board
13 shall report to the attorney general's office the action taken and the circumstances creating the
14 emergency.

15 4. **Agendas.** Any notice for meetings of the Board shall include an agenda
16 containing a list of specific items of business to be discussed or transacted at the meeting, or
17 information on how the public may obtain a copy of an agenda. At least seventy-two (72) hours
18 prior to a regular or special meeting, the final agenda shall be posted in a conspicuous and
19 appropriate place at the Santa Fe County Administrative Building, at Santa Fe City Hall, and on
20 the Board's, Santa Fe County's and the City's internet web sites (www.bddproject.org,
21 www.santafecounty.org and www.santafenm.gov).

22 5. **Recessed Meetings.** The Board may recess and reconvene a meeting to a later
23 day, if, prior to recessing, the Board specifies the date, time and place for continuation of the

1 meeting, and, immediately following the recessed meeting, posts notice of the date, time and
2 place for the reconvened meeting on or near the door of the place where the original meeting was
3 held. Only matters appearing on the agenda of the original meeting may be discussed at the
4 reconvened meeting unless notice of the reconvened meeting is provided as otherwise set forth
5 herein.

6 **6. Participation by Conference Telephone.** A member of the Board may
7 participate in a meeting of the Board by means of conference telephone or other similar
8 communications equipment when it is difficult or impossible for the member to attend the
9 meeting in person and only when necessary to meet the quorum requirements for the meeting.

10 **7. Closed Meetings.** A meeting may be closed in the following manner:

11 a. If the Board is in an open meeting when a closed meeting is desired and
12 authorized by the Open Meetings Act, then the closed meeting shall be approved on motion by a
13 majority of a quorum of the Board and the authority for the closure shall be stated in the motion.
14 The votes of the members on the motion shall be recorded in the minutes.

15 b. If the Board is not in a public meeting and a closed meeting is desired and
16 authorized, public notice of the closed meeting, appropriate under the circumstances, shall be
17 given stating the authority for the closure.

18 c. Following completion of any closed meeting, the minutes of the open
19 meeting that was closed, or the minutes of the next open meeting if the closed meeting was
20 separately scheduled, shall state that the matters discussed in the closed meeting were limited
21 only to those specified in the motion or notice for closure.

22 **8. Definition: "Meeting."** For purposes of this Resolution, the term "meeting" shall
23 be defined as a meeting of a quorum of the members of the Board held for the purpose of

1 | formulating public policy, including the development of personnel policy, rules, regulations or
2 | ordinances, discussing public business, or taking any action within the authority of or the
3 | delegated authority of the Board.

4 | 9. Resolution No. 2014-1 is hereby rescinded.

5 | **PASSED, APPROVED AND ADOPTED this 8th day of January 2015.**

6 |
7 |
8 | **BUCKMAN DIRECT DIVERSION BOARD:**

9 |
10 |
11 |
12 | _____
13 | Joseph M. Maestas, BDDDB Chair

14 |
15 | **ATTEST:**

16 |
17 |
18 |
19 | _____
20 | City Clerk

21 |
22 | **APPROVED AS TO FORM:**

23 |
24 |
25 |
26 | _____
27 | NANCY R. LONG, Board Counsel