

**MINUTES OF THE  
CITY OF SANTA FE & SANTA FE COUNTY  
BUCKMAN DIRECT DIVERSION BOARD MEETING**

**November 6, 2025**

**1. Call to Order**

This regular meeting of the City of Santa Fe & Santa Fe County Buckman Direct Diversion Board meeting was called to order by Commissioner Justin Greene, BDD Board Chair at approximately 4:00 p.m. in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

**2. Roll Call:** Roll was called and a quorum was present as shown:

**BDD Board Members Present:**

Commissioner Justin Greene, Chair  
Councilor Carol Romero-Wirth  
Councilor Jamie Cassutt  
Commissioner Hank Hughes  
Rolf Schmidt-Petersen, Citizen Member  
T. Egelhoff, The Club at Las Campanas, [non-voting member]

**Member(s) Excused:**

None

**BDD Board Alternate Members Present:**

Peter Ives, Citizen Member Alternate

**Others Present:**

Bradley Prada Facilities Manager  
Nancy Long, BDD Board Consulting Attorney  
Kyle Harwood, BDD Board Consulting Attorney  
Bernardine Padilla, BDD Public Relations Coordinator  
Matt Sandoval, BDD Operations Superintendent  
Brandi Martinez, BDD Administrative Assistance  
Jesse Roach, City Interim Utilities Director  
Peter Hunt, Glorieta Geoscience  
Larry Pierce, Glorieta Geoscience  
Jeff Nelson, Wright Waters  
John Sikora, AECOM

**3. Approval of Agenda**

BDD Board Counsel Nancy Long suggested moving item 9, Executive Session, to follow item 12, Adjournment, and noted that no action will be required following executive session.

Councilor Romero-Wirth moved to approve the agenda as recommended. Her motion was seconded by Councilor Cassutt. The motion to approve the agenda passed by unanimous [4-0] voice vote. [Commissioner Hughes was not present for this action.]

**4. Matters from the Public – None were offered.**

**5. Approval of Minutes**

**a. Approval of the October 2, 2025 Buckman Direct Diversion Board Meeting Minutes**

There were no corrections offered and Councilor Cassutt moved to approve as published. Member Schmidt-Petersen seconded and the motion passed without opposition. [Commissioner Hughes was not present for this action and arrived immediately thereafter.]

**6. Approval of Consent Agenda**

Member Schmidt-Petersen requested removal of items 6.a and 6.b from the consent agenda.

Councilor Cassutt moved to approve as amended and Councilor Romero-Wirth seconded. The motion passed by unanimous [5-0] voice vote and item 6.c was approved..

**c. Request for Approval of the 206 BDD Board Meeting Calendar**

**6. Action Items: Consent Agenda**

**a. Request for Approval of Technical Budget Adjustment Request to move Budgeting funds from Vacancy Savings in the amount of \$300,000 to the Service Contract line for continued accounting support through Fiscal Year 2026 from Clifton Larson Allen, LLP.**

BRADLEY PRADA (Facilities Manager): Thank you, Mr. Chair. Recently, Samantha Secrist had to resign for personal reasons. We are looking at CLA to fill in that void for us. We got together with them and we got an estimate put together and it's in the range of \$300,000 as listed here.

MEMBER SCHMIDT-PETERSEN: Thank you. I was wondering about that just because of the large difference between \$80,000 helping with the audit going to \$300,000 and its like, How many FTEs is that? But it also shows the value of the BDD staff themselves and getting these things done. Thank you.

MR. PRADA: Yes, CLA has really been the staple here recently helping us through not only the audit but the training that they were providing.

COUNCILOR CASSUTT: Move for approval.

COUNCILOR ROMERO-WIRTH: Well, I'll second but – did we do an exit interview? I'm just concerned about the amount of turnover we've had in this position and how critical it is and trying to figure out what it is that is keeping us from getting a good match and holding onto the talent that we get. This is a personnel issue but if there's anything that we can do to learn and maybe make adjustments so next time we find somebody we can keep them. I don't know anything about this person, what was what, but I just am concerned that we've had a hard time keeping somebody in this position and it's critical.

MR. PRADA: Thank you, Mr. Chair and Vice Chair. Yes, we've already had initial conversations between us and Jesse particularly and Jonathan about moving forward and having conversations with Emily Oster about how we're moving forward with this position in preparation to changing that job title.

CHAIR GREENE: We have a motion from Councilor Cassutt and a second from Councilor Romero-Wirth. Any other follow-up? Yes, sir.

PETER IVES: Just one quick question because I had noted on the facilities manager's monthly update, current job vacancies updates it listed accounting supervisor pending posting, what's going to be the salary range that gets posted for that position?

MR. PRADA: Thank you, Mr. Chair, Member Ives, I don't have that off the top of my head but I could email that to you for clarification.

MR. IVES: Maybe just what has it been paying to the recent resignation?

MR. PRADA: I think it's between \$75K and 90.

MR. IVES: Thank you.

**The motion passed by unanimous [5-0] roll call vote as follows:**

Rolf Schmidt-Petersen	Yes
Councilor Carol Romero-Wirth	Yes
Councilor Jamie Cassutt	Yes
Commissioner Hank Hughes	Yes
Commissioner Justin Greene, Chair	Yes

**b. Request for Approval to Apply the Federal Clean Energy Efficiency Credits to Reduce the Outstanding Solar Lease Purchase Debt Owed by the Buckman Direct Diversion to the City of Santa Fe in the Total Amount of \$1,106,612.77**

MR. PRADA: Here recently in the last couple of years we've got two new solar arrays with the City's efficiency movement. The City has fronted that money for us, purchased them, and we're making payments. If you look at the schedule on the back of the material you can see that we owe on the total project about \$5.2 million. In doing so we have received a credit from the Feds, tax credit/energy efficient credit whatever you want to call it, and we are applying that to pay down some of that debt that we've incurred from purchasing those solar arrays.

CHAIR GREENE: Okay, thanks. Questions?

COUNCILOR ROMERO-WIRTH: Move to approve.

COUNCILOR CASSUTT: Second.

MEMBER SCHMIDT-PETERSEN: Yes, Mr. Chair, I think that Bradley answered it. I wasn't sure I quite understood how the money was moving, if it came from the federal government directly to BDD or to Santa Fe to BDD and then back. That was what I wasn't sure of.

MR. PRADA: The City of Santa Fe received that for us. They gave it to us and now we're just giving it back to pay it down.

CHAIR GREENE: And if I may, what was the rate that we are paying – what's the interest rate? Were we paying an interest rate to the City?

MR. PRADA: I'm unsure of that. I don't believe we are.

CHAIR GREENE: So that was free money that could have been redeployed that we might have needed but we are returning it to the City by this motion.

MS. LONG: Mr. Chair, I am just looking at the agreements that we entered into for this project. It was a citywide agreement for energy savings financed by Sterling Bank and we have two projects, really three projects, but solar projects at BDD. So the City handled all of the financing for it including the financing for our projects and then we owe a certain portion of the total to pay for our projects. The City makes the payments because it is all one debt and then we are obligated to make payments to the City to offset the payments that they have made for us.

CHAIR GREENE: Was there any internal discussion as to continue to make payments and to use this money for something that we might need at BDD?

MS. LONG: We're contractually obligated to make the payments. It's a loan with the bank, a long-term loan.

CHAIR GREENE: But were we obligated to pay this lump sum if we had actually received this credit from the Feds. Yes, we have to make the payments, yes, we pay the debt. But the question is, if there's money out there if we could have used this to finance something that we needed money for here whether it's more big fix or whatever – more efficiency things.

MR. PRADA: I can add some more context to that, Mr. Chair. We weren't making the payments is the problems.

CHAIR GREENE: We weren't?

MR. PRADA: We were not making the payments. So the first couple payments weren't withdrawn from BDD when it first went into effect. This payment gets up to current or pretty close.

CHAIR GREENE: Okay. So we were behind, okay, we should pay that. We have a motion and we have a second.

**The motion passed by unanimous [5-0] roll call vote as follows:**

Rolf Schmidt-Petersen	Yes
Commissioner Hank Hughes	Yes
Councilor Carol Romero-Wirth	Yes
Councilor Jamie Cassutt	Yes
Commissioner Justin Greene, Chair	Yes

**7. Presentations and Informational Items**

**a. Monthly Update on BDD Operations**

MATT SANDOVAL (BDD Operations Superintendent): Thank you, Chair Greene, members of the Board. This update summarizes our BDD operations for the month of October 2025. Raw water diversion averaged 3.24 million gallons per day as follows; drinking water deliveries through Booster Station 4A/5A, average 2.90 million gallons per day; and raw water delivered to Las Campanas averaged 0.21 million gallons per day through Booster Station 2A. Also, BDD contributed 29.1 percent of the water to the City and the County. And I will stand for questions.

MEMBER SCHMIDT-PETERSEN: Mr. Chairman, I just have a comment.

COMMISSIONER GREENE: Go ahead.

MEMBER SCHMIDT-PETERSEN: I just wanted to mention to BDD management and staff and the City of Santa Fe given that kind of how wild this year was with dryness and then this amazing wet summer just here in Santa Fe, I think you guys have done a great job. I wanted to acknowledge that.

MR. SANDOVAL: Thank you.

COMMISSIONER GREENE: Anybody else? Matt, thank you very much.

**7. B. Report from BDD Facilities Manager**

MR. PRADA: Good afternoon, Board members and guests. This is your update on progress across facilities projects procurement and critical staffing needs for November 2025. We continue to advance well across our capital work both the design project and our major repair and replacement, MR&R projects are moving forward

The MR&R we are actively processing quotes for vehicle replacement, however, I must note that the delivery for the loader that I gave an update on in October, I believe, has been pushed back due to some ongoing supply-chain issues and it's scheduled now for December.

We are working with the City team to finalize and process an RFP for the PLC replacement which is a significant project. We expect the RFP to be posted shortly.

Moving on, finances, our staff have been collaborating effectively with CLA and CRI on the FY2025 BDD audit. And I'm pleased to confirm that we remain on track to have the audit completed and finalized before December.

Finally, on staffing, the BDD personnel continue to address existing vacancies which is vital for maintaining our long-term operational efficiency. We are working with City staff on the following: we have successfully closed the posting for the chemist on November 5<sup>th</sup>; contracts administrator reclassification will be effective November 8<sup>th</sup>; and then we continue to work to fill the rest of those vacancies and I'll stand for questions.

CHAIR GREENE: Anyone have questions? December 15<sup>th</sup> is when we're going to put in the audit; do we have any clarity when an exit audit interview would be set up for myself and the vice chair?

MR. PRADA: I'm not sure on that at this time but I will get back with you because there is a timeline that CRI has shared with us.

CHAIR GREENE: Okay, anything else? Thank you very much.

**8. Action Items**

**a. Presentation and Possible Action regarding the memorandum of Understanding between the U.S. Department of Energy and the Buckman Direct Diversion Board Regarding Notification and Water Quality Monitoring**

KYLE HARWOOD (BDD Board Counsel): Good evening, Chair and Board. I want to first just explain what I explained to Citizen Member Ives recently is that we did have a caption in the agenda hoping we might have late-breaking news today on an actionable MOU and that memo of course talks about areas of agreement. And so that may have been a little confusing to you and others but we were holding out – I probably should have put something in the beginning of the memo explaining that the agenda was holding this spot open for possible action. As you can probably tell, we do not have an MOU for you to act on this evening.

Let me just mention what's in the memo briefly and then stand for any questions. We have resolved a number of issues with LANL concerning the dates to which this MOU will apply and perhaps critically the second item – as some of you may remember we had some high flows in the Rio Grande two years ago and the lower part of LA Pueblo Canyon actually filled with water from that high flow and inundated the gauge that we're using for the early notification system ENS. So through the negotiation process this summer we've reached agreement with LANL that that station will be repurposed with a camera pointing upstream in order to capture areas that are out of the presumed flooding zone. That work was done by Peter Hunt at GGI/GZA. So that was a very helpful contribution to the ongoing relationship. As the memo notes, that change to that station will require the Pueblo of San Ildefonso's concurrence. So when we do get under a new MOU that will be a task to work with LANL to secure that permission from the Pueblo because it is on pueblo land. And a couple of other small items.

The outstanding matter that the memo references continues to be the funding. Obviously, funding has been a challenge all year with the Feds and grants are no exception. We intend to bring you an actual MOU at the December meeting regardless of where that topic stands at that time. And we'll be prepared to talk about what that MOU contains in there regarding all of these issues including the funding at December.

I think that concludes my presentation.

MEMBER SCHMIDT-PETERSEN: Mr. Chair, I had a question.

CHAIR GREENE: Yes, sir.

MEMBER SCHMIDT-PETERSEN: I wonder if the discussion about the camera included the FDO basically a camera that can move its sight line to see the Santa Fe ski area and things like that and you can control it and you can move it. It seems like that would be more useful to everybody.

MR. HARWOOD: The sensitivity, Citizen Member Schmidt-Petersen, is that on pueblo land the Pueblo has the – the intent for the camera they would like it to not move and not be where it can view various parts of their reservation. So what we're actually doing is probably putting blinders on it and pointing it specifically to the section of the channel that we're most interested in and insuring that it has nighttime capability. So I appreciate the creative thought in the direction you were going but the discussions are actually informed by what is likely the most acceptable to the Pueblo.

MEMBER SCHMIDT-PETERSEN: Okay, thank you for that. I've had quite a bit of experience with San I accessing that gauge and I guess I was under the mistaken – I thought that they would be interested in being able to determine if somebody's out in that area – thank you. I know that was a concern in the past, people trespassing.

MR. HARWOOD: My understanding is that they have other techniques for managing trespass. So pardon me for those of you who remember this but it might be useful to just remember that the current camera very specifically points down for the same sensitivity direction that we've got from the pueblo. And that's the inundation when the Rio Grande is running high is what that gives you. We're just looking at Rio Grande water as opposed to flows in LA Pueblo Canyon which is what the ENS. And I think many of you know that the ENS system is a critical part of insuring that we only divert water from the Rio Grande when it doesn't have the influence of the LA Pueblo Canyon sentiments. The treatment plant can treat everything as we know but as a precautionary principle leads us to avoiding draws from the Rio Grande when there are LA Pueblo Canyon sentiment flows in the river. So we avoid the cost and other related issues to diversions during that time.

Just to also remind everybody, the lab has been cooperative in continuing to manage the ENS system during this time of being out of the MOU which we are very grateful for.

CHAIR GREENE: On that, is that still continuing with the federal shutdown?

MR. HARWOOD: To the best of my knowledge it is, yes, sir.

MEMBER SCHMIDT-PETERSEN: One last question there. Do you guys have an idea of how many times the LA Canyon flowed into the Rio Grande this summer?

MR. HARWOOD: That is a great question for my colleague, Mr. Hunt.

PETER HUNT (GGI/GZA): Member Schmidt-Petersen, Mr. Chair, thanks for the question. I believe that last count was five shutdowns from flows from LA Pueblo Canyon this summer.

MR. HARWOOD: If there are no other questions, we will definitely have this item on your December agenda with something to take action upon.

CHAIR GREENE: Obviously, saving us money is great, making sure we have a longer-term MOU is right behind it. Splitting the difference, whatever.

MR. HARWOOD: Thank you, Chair.

CHAIR GREENE: Just getting this as a going away present for Councilor Romero-Wirth.

MR. HARWOOD: Thank you, Chair.

10. **Matters from the Board** – None were presented.

11. **Next Meeting**

a. **Thursday, December 4, 2025**

12. **Adjourn**

9. **Executive Session**

a. **Discussion of the Contents of a Competitive Sealed Proposal Solicited Pursuant to the Procurement Code During Contract Negotiations as Allowed by Section 10-15-1 (H)(6) NMSA 1978**

COUNCILOR ROMERO-WIRTH: I move that we go into Executive Session

pursuant to the Open Meetings Act –

CHAIR GREENE: Vice Chair, may I interrupt for a second.

COUNCILOR ROMERO-WIRTH: Yes.

CHAIR GREENE: Just to declare that our next meeting is going to be Thursday, December 4<sup>th</sup> and that we are going to adjourn prior to this as a part of this motion.

COUNCILOR ROMERO-WIRTH: Okay, that was good. I move that we enter into executive session pursuant to the Open Meetings Act Section 10-15-1 (H)(6) for discussion of competitive sealed proposals.

MS. LONG: Yes, that's correct.

COUNCILOR ROMERO-WIRTH: Discussion of competitive sealed proposals solicited pursuant to the City of Santa Fe's Procurement Code.

COUNCILOR CASSUTT: Second.

CHAIR GREENE: Motion by Councilor Romero-Wirth and a second by Councilor Cassutt.

**The motion passed by unanimous [5-0] roll call vote as follows:**

Rolf Schmidt-Petersen	Yes
Commissioner Hank Hughes	Yes
Councilor Carol Romero-Wirth	Yes
Councilor Jamie Cassutt	Yes
Commissioner Justin Greene, Chair	Yes

The meeting adjourned and the Board moved into Executive Session at 4:30 p.m.

Approved by:

  
Justin Greene, Board Chair

Respectfully submitted:  
Wordswork

**ATTEST TO**



KATHARINE E. CLARK  
Santa Fe County Clerk