

AGENDA
FOR REGULAR MEETING FOR THE BOARD OF DIRECTORS
THE EDDY-LEA ENERGY ALLIANCE
Wednesday, September 15, 2021 at 8:30 a.m.
City of Carlsbad Council Chambers – Annex Building – 114 S. Halagueno St.
Carlsbad, NM 88220

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| 1. Call to Order – Chair | |
| 2. Roll Call - Chair | Quorum |
| 3. Consider Approving Minutes from June 16, 2021 | Action |
| 4. Director/Staff Comments | Discussion |
| -Chair Comments | |
| -IPRA Responses to State Land Office | |
| 5. Financial Report | Discussion |
| 6. Consider Approving Accounts Payable | Action |
| 7. Consider Issuing IPRA Request to State Land office | Action |
| 8. Consider Errors & Omissions Insurance Proposals | Discussion |
| 9. Consider Approving letter to Sec. Granholm | Action |
| 9. Public Comment (Limited to 3 minutes) | |
| 10. Adjournment | Action |

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Eddy County Manager's office located in the Eddy County Administration Complex, 101 W. Greene St., Carlsbad, New Mexico at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Carlsbad City Attorney at the City of Carlsbad City Hall, 101 N. Halagueno, Carlsbad, NM, if a summary or other type of accessible format is needed.

ITEM 3

**MINUTES OF A REGULAR MEETING OF THE EDDY-LEA ENERGY ALLIANCE
June 16, 2021, AT 9:00 A.M., IN THE HOBBS CITY HALL, COMMISSION
CHAMBERS, IN HOBBS, NM**

VOTING MEMBERS PRESENT:

SAM COBB	CITY OF HOBBS
FINN SMITH	CITY OF HOBBS
JASON SHIRLEY	CITY OF CARLSBAD
JOHN HEATON	CITY OF CARLSBAD
JONATHAN SENA	LEA COUNTY
SUSAN CROCKETT	EDDY COUNTY
JACK VALPATO	EDDY COUNTY

VOTING MEMBERS ABSENT:

MIKE GALLAGHER	LEA COUNTY
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OTHERS PRESENT:

CHRISTA BELYEU	CITY OF HOBBS
WENDY AUSTIN	CITY OF CARLSBAD
JOHN WATERS	CARLSBAD DOD
DENISE MADRID BOYEA	GENERAL COUNSEL
NICK MAXWELL	CITIZEN

1. Call to Order.

Sam Cobb called the meeting to order.

2. Roll Call and Determination of a quorum.

Susan Crockett called roll. A quorum was established.

3. Approval of Minutes of the Regular Meeting held 3/10/2021.

Motion: The Motion was made by John Heaton and seconded by Susan Crockett to approve the Minutes of the Regular Meeting held on 3/10/2021. Vote: The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

4. Approval of Minutes of the Special Meeting held 4/21/2021.

Motion: The Motion was made by John Heaton and seconded by Jonathan Sena to approve the Minutes of the Special Meeting held on 4/21/2021. Vote: The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

5. Directors or Staff Comments.

John Heaton gave an update on the environmental assessment that will probably be completed by the year's end.

6. Financial Report.

Wendy Austin, as fiduciary officer, gave a financial report.

7. Approval of Accounts Payable.

Motion: The Motion was made by John Heaton and seconded by Susan Crockett to approve the accounts payable presented by Wendy Austin. Vote: The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

8. Election of Officers.

Motion: The Motion was made by Jason Shirley and seconded by Jonathan Sena to nominate John Heaton for **Chairperson**. Vote: The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

Motion: The Motion was made by Jonathan Sena to nominate Sam Cobb for **Vice Chairperson**. Sam Cobb declined the nomination. Motion. The Motion was made by Sam Cobb and seconded by Jonathan Sena to nominate Finn Smith as Vice Chairperson. Vote. The vote was as follows: Yes - Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

Motion. The Motion was made by Sam Cobb and seconded by Jonathan Sena to retain Susan Crockett as **Secretary**. Vote: The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena; No – None; Absent – Mike Gallagher; Abstain – Susan Crockett. Motion carried.

Motion. The Motion was made by Sam Cobb and seconded by _____ to retain Jack Volpato as **Treasurer**. Vote. The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

9. Approval of Errors and Omissions Insurance for the Board.

Motion. The Motion was made by John Heaton and seconded by Susan Crockett to approve a Request for Proposal process to seek insurance coverage for the board and present the bids for approval at the next regular meeting. Vote. The vote was as follows: Yes – Jason Shirley, Sam Cobb, Jonathan Sena and Sam Cobb; No – None; Absent – Mike Gallagher. Motion carried.

10. Approval of Amendments to Open Meeting Act Requirements and Procedures.

Motion was made by Jason Shirley and seconded by Jonathan Sent to approve changes to the Open Meetings Act Requirements and Procedures. Vote. The vote was as follows: Yes – Jonathan Sena, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

11. Public Comments.

Nick Maxwell made public comments.

12. Adjourn.

Motion. The Motion was made by Jason Shirley and seconded by Jonathan Sena to adjourn. The vote – Yes – Jonathan Sena, Sam Cobb, Jonathan Sena and Susan Crockett; No – None; Absent – Mike Gallagher. Motion carried.

Chairman

ITEM 5

EDDY LEA ENERGY ALLIANCE
City of Carlsbad, NM
Financial Report
FY21-12 June

		Beginning Cash	\$95,287				
		Revenue	\$11,734				
		<i>Percent of FY:</i>					
		<i>100%</i>					
Account Description	Revised Budget	YTD Actuals	Available Budget	% Used	Encumbrances		
Insur-Property	6,000	5,643	357	94%	-		
ConProf-Advertising	3,000	905	2,095	30%	-		
ConProf-Legal	117,000	-	117,000	0%	-		
ConProf-Miscellaneous	67,000	68,416	(1,416)	102%	-		
Fees-Public Notices	-	88	(88)		-		
Ops-Material & Supplies	1,000	-	1,000	0%	-		
Maint-Misc	1,000	-	1,000	0%	-		
Empl-Per Diem	20,000	-	20,000	0%	-		
	\$215,000	\$75,051	\$139,949	34.91%	\$0		
		Ending Cash	\$31,970				

Detailed Expense Ledger

Date	Check #	Payee / Description	Amount
7/9/2020	1094791	Texas New Mexico Newspapers - Legal Advertisement	95.89
7/9/2020	1094792	Sun Publishing Corp - Legal Advertisement	49.91
7/16/2020	1094919	Wal Roy Publishing - Legal Advertisement	38.76
11/25/2020	1097421	Texas New Mexico Newspapers - Legal Advertisement	95.89
11/25/2020	1097422	Wal Roy Publishing - Legal Advertisement	39.44
11/25/2020	1097423	Sun Publishing Corp - Legal Advertisement	48.46
8/26/2020	1095768	Berkley Insurance Company - Commercial Liability	3,068.00
7/7/2020	1094635	Montgomery & Andrews - Legislative Retainer May 2020	4,879.69
7/7/2020	1094635	Montgomery & Andrews - Legislative Retainer June 2020	4,879.69
8/7/2020	1095400	Montgomery & Andrews - Legislative Retainer July 2020	4,879.69
9/17/2020	1096147	Red Rocket Media - July 8th Meeting Video	430.58
10/9/2020	1096560	Montgomery & Andrews - Legislative Retainer September 2020	4,879.69
10/9/2020	1096585	Scott Northam CPA - FY 20 Audit	4,879.69
11/13/2020	1097213	Montgomery & Andrews - Legislative Retainer August 2020	4,879.69
11/13/2020	1097213	Montgomery & Andrews - Legislative Retainer October 2020	4,879.69
12/18/2020	1097824	Montgomery & Andrews - Legislative Retainer November 2020	4,879.69
2/5/2021	298811	Montgomery & Andrews - Legislative Retainer December 2020	4,879.69
2/5/2021	298800	Lea County - reimburse Lea County for Legal Advertisement	105.60
2/19/2021	299064	Montgomery & Andrews - Legislative Retainer January 2021	4,979.69
3/5/2021	299318	Montgomery & Andrews - Legislative Retainer February 2021	4,879.69
3/9/2021	299446	Hobbs News-Sun Inc. - Legal Advertisement	49.91
3/19/2021	299546	Loving Daily Leader - Legal Advertisement	38.08
5/7/2021	300341	Montgomery & Andrews - Legislative Retainer March & April 2021	9,759.38
5/10/2021	300396	HUB International Services Inc. - Professional Legal Liability Renewal	2,575.08
6/11/2021	300995	Montgomery & Andrews - Legislative Retainer May 2021	4,879.69
			75,051.26

ITEM 6

EDDY LEA ENERGY ALLIANCE
City of Carlsbad, NM
Accounts Payable

PO	Vendor	Description	Encumbered
22200515	MONTGOMERY & ANDREWS, P.A.	Lobbying Services	49,744.65
22200689	HINKLE + LANDERS, PC	FY21 Annual Audit	6,600.00
22202082	BERKLEY INSURANCE COMPANY	Property Liability Insurance	3,323.00
			59,667.65