

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY MINUTES

{NOTE: Minutes are a DRAFT until they are approved and signed by the Board}

REGULAR BOARD OF DIRECTORS MEETING

4:00 p.m. Wednesday, February 2, 2011 at the Vado Office, 325 Holguin Road

- I. **Sign in, establish quorum, call to order:** Sign-in sheet and Agenda are attached. Present were Chairman Roberto Nieto, Vice-chairman John Holguin, Director Rosaura Pargas and Director Jim Pugh. Secretary Santos Ruiz was absent, but arrived at 4:32 during item IV. C. Staff Present were General Manager Martin Lopez, Finance Manager Kathi Jackson and Projects Manager Karen Nichols. No guests or members of the public were in attendance. With a quorum established, Mr. Nieto called the meeting to order at 4:02 p.m.
- II. **Approval of agenda:** Mr. Lopez noted that the Operations report will be postponed to next meeting, but the Finance Manager has a supplemental report in its place, and the closed session not needed. Mr. Holguin made a motion to approve the Agenda with the changes stated by Mr. Lopez. Ms. Pargas seconded, and it carried on a vote of 4-0. {1:32}
- III. **Approval of Minutes of 1/19/11:** Ms. Pargas made a motion to approve the minutes of 1/19/11(attached) as presented, Mr. Pugh seconded, and the vote was 4-0 in favor. {2:03}
- IV. **General Manager's action items & reports (Financial Report on 3rd Wed. Agenda)**
 - A. **Management Report:** Mr. Lopez handed out his written report (attached) and reviewed it with the board. Mr. Holguin asked about having a Board page on the web site, and Ms. Nichols said she would be adding one and will need to get information from the Directors and some pictures. She said that if they were not using their Authority email addresses she could have them forward to their personal addresses.
 - B. **Projects Report:** Item C was taken out of order, followed by this item. Ms. Nichols provided a written report in the board packet (attached) and reviewed it with the Board. Mr. Lopez discussed the Mesquite Water Project which is near final completion. He noted that the pipeline and equipment installed with the project has been in service well beyond the warranty period, but as a condition of their contract with NM Environment Department – Construction Programs Bureau, the NM Finance Authority requested a review of the project, and the local NMED-CPB office requested all of the records from the beginning of the project which have been subject to three years of audits and included all of the Rural Development funding in addition to the much smaller amount of NMFA funds. The review has held up payment to the contractor beyond the limits of the Prompt Payment Act, and Mr. Lopez, Mr. Nieto and Ms. Nichols met with NMFA last week in Santa Fe and learned that we can submit a waiver of the review. Mr. Lopez has done that. Ms. Nichols noted that she included the project budget for the La Mesa Building in the report, and we are ready to proceed with construction as soon as the amended Grant Agreement is signed by the new NM Department of Finance & Administration Secretary. Mr. Lopez noted that we are working with staff there to obtain his signature because there seems to be some confusion since this came up during the change of administration. {49:52}
 - C. **Operations Report:** This item was taken just prior to item B. Ms. Jackson reported that she has established a beginning balance for La Mesa slightly less than previously

estimated. She handed out a report on the La Mesa asset & liability transfer and an Aged Accounts Receivable Report (both attached). Mr. Lopez noted that La Mesa had an NMFA Water & Wastewater Grant that expired in 2006 that was not extended, so \$85,000 in grant funds were lost, and the Authority has paid the engineer for their PER for their pending water system improvements project and will pay for the work on their Return Flow Plan when the deliverables are submitted. There was some discussed of La Mesa financial accounting and reporting, and Ms. Jackson said that the direction she was given was to move forward from an Authority starting point. Mr. Pugh requested that the attorney be consulted about the procedure for final assumption of the mutual domestic's assets and liabilities. Mr. Ruiz arrived at 4:32 p.m. Ms. Jackson said she hopes to have the December and 1st Quarter financial statement by next meeting. 35:15

V. **Guest Presentations:** NONE

VI. **Public Input – 15 minutes total allotted for this item, 3 minute time limit per person, may be continued after Item VIII by board action:** NONE

VII. **Unfinished Business:** NONE

VIII. **New Business:**

A. **Explanation of RFP for planning & authorization of staff to proceed:** Mr. Lopez explained that the Board selected Vencor Engineering for the new Authority Preliminary Engineering Report under the USDA – Rural Development Request For Proposals process, but now we want to apply for CDBG planning funds, and NMED-CPB won't approved the USDA-RD RFP process. He requested authorization to have staff re-do the RFP and selection and return to the Board with recommendations. Ms. Pargas made a motion to authorize staff to re-issue the RFP, review the proposals, and return to the Board with recommendations; and Mr. Pugh seconded. Mr. Pugh asked about procedures for following the Open Meetings Act regarding Board minutes, accounting procedures and board liability insurance and was assured by staff and the other Directors that we are following the proper procedures. The vote was 5-0 in favor.

B. **Closed Session:** ML – The closed session was not needed. Mr. Lopez noted that we had received a threat from some community members that was a misunderstanding on their part, and it has been settled. He also noted that when Berino received their Special Appropriation (SAP), the Grant Agreement cites the USDA-RD Bulletin which tells you to do the RD format of environmental document, but NMED-CPB made us do the state format resulting additional costs and is holding up the disbursement of our funds, so this item was left on the Agenda in case it was needed for that issue, but staff is working to get it resolved, and the attorney is aware of both issues. 1:06:46

1. **Motion to convene in closed session pursuant to NMSA 1978 10-15-1 (H)(7) regarding threatened or pending litigation – Roll Call Vote:**

2. **Motion to resume the open meeting and statement by the Chair that affirming that the matters discussed in the closed meeting were limited to those stated in the motion to close:**

- C. **Motion to instruct the Authority’s attorney to take action as discussed in the closed session - NONE**

- D. **Reconsider meeting time for the 1st Wed. Board meeting – Ms. Pargas:** Ms. Pargas said she had received a complaint from a community member and asked why the time was changed in the first place. There was some discussion, and the other Directors said that the Board sets its own meeting times when it convenient for the Directors and staff who must attend. There was never any public participation when the meetings were at 6:30 p.m., and there has been at the 10:00 a.m. meeting the 4:00 p.m. one. Mr. Pugh noted that the current winter storm is a perfect of example of why the evening meeting was moved to an earlier time, and Mr. Holguin said he has had no complaints from the community in Vado. {1:11:42}

- IX. **Other discussion and agenda items for next meeting – Next meeting 2/16/11 at 10:00 a.m.:** Resolution to apply for CDBG funds & Fair Housing Resolution for March – Mr. Nieto asked who is going to Colonias Day? Mr. Holguin said he is going but does not need a room or travel arrangements. Mr. Lopez noted that we will be leaving Tuesday and coming back Wednesday, or Thursday if necessary. Ms. Romero-Vega has contacted the La Mesa board, and the other previous directors of the mutual are invited. We need info by Friday and will hold room reservations and back out of any we don’t need. Mr. Lopez noted that there were no action items for the LRG MDWA on Friday and that meeting is canceled. Mr. Pugh asked for a report back on what attorney says about final assumption of the assets and liabilities of the founding entities.

- X. **Adjourn:** Mr. Holguin made a motion to adjourn, Ms. Pargas seconded, and it carried on a vote of 5-0. Mr. Nieto declared the meeting adjourned at 5:18 p.m.

Date Minutes Approved: _____

Directors Present:

Chairman, Roberto M. Nieto

Vice- Chairman, John Holguin

Secretary, Santos Ruiz

Director, Rosaura Pargas

Director, Jim Pugh

Lower Rio Grande Public Waterworks Authority Sign In Sheet

Date: Wed. 2/2/11

Time: 4pm

Place: Woda Office

Meeting Type: Regular

Name, Title - Print	Company or Agency Represented	Mailing Address	Telephone	Email
Sign				
Rosaura Pargass	Desert Sands	P.O. Box 3343 Anthony, NM 88021	882-3126	Rosaura.Pargass@aol.com
Rosaura Pargass				
John H. Isuir	Wado-Authority	215 H-Lwi Rd Woda, NM	203-4979	Johnsuir@wado.com
Blank	Woda			
MARILYN LOPEZ	STAD	325 Highway 201 Woda, NM	575-571-3625	marilynlopez@stad.com
Kathleen Jackson	LEG-PUMA	375 Highway 201 Woda, NM	233-3947	kathleen.jackson@leg-puma.com
Jim Pargass	LEG-PUMA		233-3309	jpargass@leg-puma.com
Steve N. Ellis	LEG-PUMA	325 Highway 201 Woda, NM 88021	575-203-2057	Steve.N.Ellis@leg-puma.com

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
MEETING NOTICE & AGENDA
REGULAR BOARD OF DIRECTORS MEETING
4:00 p.m. Wednesday, February 2, 2011 at the Vado Office, 325 Holguin Road

- I. Sign in, establish quorum, call to order
- II. Approval of agenda
- III. Approval of Minutes of 1/19/11
- IV. General Manager's action items & reports (Financial Report on 3rd Wed. Agenda)
 - A. Management Report
 - B. Projects Report
 - C. Operations Report
- V. Guest Presentations – NONE
- VI. Public Input – 15 minutes total allotted for this item, 3 minute time limit per person, may be continued after Item VIII by board action:
- VII. Unfinished Business: NONE
- VIII. New Business:
 - A. Explanation of RFP for planning & authorization of staff to proceed
 - B. Closed Session
 1. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 (H)(7) regarding threatened or pending litigation – Roll Call Vote
 2. Motion to resume the open meeting and statement by the Chair that affirming that the matters discussed in the closed meeting were limited to those stated in the motion to close.
 - C. Motion to instruct the Authority's attorney to take action as discussed in the closed session
 - D. Reconsider meeting time for the 1st Wed. Board meeting – Ms. Pargas
- IX. Other discussion and agenda items for next meeting – Next meeting 2/16/11 at 10:00 a.m., , Resolution to apply for CDBG funds & Fair Housing Resolution for March
- X. Adjourn

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 aide or service to attend or participate in the hearing or meeting, please contact the LRG PWWA office at 575-233-3947, 325 Holguin Rd, Vado NM 88072 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 LRGPWWA office if a summary or other type of accessible format is needed.

Si es un individuo con una incapacidad esta en necesidad de un lector, amplificador, lenguaje por senas, o cualquier otra forma de asistencia o servicio para atender o participar en las juntas, por favor lame ha la oficina LRG PWWA office at 575-233-3947, 325 Holguin Rd, Vado NM 88072 una semana antes de la junta o en cuanto posible. Documentos públicos, incluyendo la agenda y minutos, están disponibles en varios formatos. Por favor opóngase en contacto con la oficina LRGPWWA si un resumen o otro tipo de forma accesible es necesario

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY MINUTES

(NOTE: Minutes are in DRAFT form until approved and signed by the Board)

REGULAR BOARD OF DIRECTORS MEETING

10:00 a.m. Wednesday, January 19, 2011 at the Vado Office, 325 Holguin Road

- I. **Sign in, establish quorum, call to order:** Sign-in sheet and agenda are attached. Present were President Robert Nieto, Director Rosaura Pargas, Director Jim Pugh. Vice-President John Holguin and Secretary Santos Ruiz were absent. Staff present were General Manager Martin Lopez, Operations Manager Mike Lopez, Finance Manager Kathi Jackson, and Projects Manager Karen Nichols. Also present was engineer Karen Perez (CE&M). With a quorum established, Mr. Nieto called the meeting to order at 10:08 a.m.
- II. **Approval of agenda:** Mr. Pugh made a motion to approve the agenda, Ms. Pargas seconded, and motion carried on a vote of 3-0. {0:39}
- III. **Approval of Minutes of 1/5/11:** Ms. Pargas noted a correction to Item IV. B line 4 add “z” to Lope, and item IX. 5th sentence add “with” between “trouble” and “their”. Ms. Pargas made a motion to approve the 1/5/11 Minutes (attached) as corrected, Mr. Pugh seconded, and it carried on a vote of 3-0. {3:38}
- IV. **General Manager’s action items & reports (Operations & Projects Report on 1st Wed. Agenda)**
 - A. **Management Report:** Mr. Lopez reviewed his written report (attached) with the Directors. He noted that the USDA-RD funded Mesquite Phase I-II Water Project is near final completion, Mr. Deal at NMED-CPB has decided he wants to review three years of documentation that his predecessor did not want to see because it was not related to state funding, and assembling all the records has taken a great deal of his time. He reported that he and the Operations & Projects Managers worked with Mr. Vasquez (Vencor Engineering) to develop the scope for Interconnect PER Phase I which will run pipeline down Stern from Berino to O’Hara down to 460, Hwy. 478 to Venadito to the new Desert Sands well and also connect the new pipeline installed with the Castillo Road Project to the Mesquite end of the LRGMDWA Phase I Interconnect Project. He mention that Colonias Day is February 9th, we will be heading up on the 8th, and he needs to know who wants to go in order to arrange rooms and transportation. He said the we ordered staff logo shirts and budgeted enough for board as well. The Operations Manager got quotes for logos for vehicles, and we will begin getting them done soon. Mr. Pugh asked if we are going to put up some posters about the county solid waste coupons being available in our offices. Mr. Lopez replied that the county has some, and Ms. Perez said that she can contact Jesse Williams to have it put on the county website. Ms. Nichols said she can put it on ours as well. Mr. Lopez said that the coupons will be made available at the Berino Mesquite & La Mesa Offices, and we need to sort out the procedure for tracking funds, so the Finance Manager will follow up w/county. Mr. Pugh asked when service is expected to begin for the new customers on Castillo Road. Mr. Lopez replied it would be around February 19th because we need to flush, pressure and bac-t test the lines. 14:27
 - B. **Financial Report –** Ms. Jackson handed out her written report (attached) and reviewed with the Directors. Mr. Nieto asked if we have any funds still coming in from the old rates? The General Manager replied that some of the aged receivables are at old rates,

but bills as of December 1st are at the new rates. Ms. Jackson noted that the delinquency policies are coming together, and said she will get the aged A/R report to Ms. Nichols to post. Mr. Pugh suggested that, at some point, we ought to have a destitute program. Mr. Lopez noted that most customers don't let us know until the bill is due. Ms. Nichols explained that there are other programs available through faith-based groups and Community Action Agency, but we are subject to the anti-donation clause in the state constitution. Ms. Jackson noted that the General Manager let her upgrade Quickbooks so it can be used on three different computers, and that has been extremely helpful. Also, she thought there was a lost deposit, but it turned out to be a bank data entry error. It was the impetus to get the task of putting a deposit handling policy into place done. She also noted that her employment agency contract is up at the end of week, and she will be joining the staff. She also discussed the trouble she has been having with NM Taxation & Revenue Department trying to get set up to issue the correct type of Non-Taxable Certificates online. {41:27}

- C. **NM Legislature Report:** Ms. Nichols reviewed her written report (attached) with the directors. She clarified that the bills included in the report are of interest because they could potential affect us in the areas of funding or regulation. {53:52}

- V. Guest Presentations – Jerry Paz, Vice-President of Molzen Corbin Associates, introduced Bob Robeda, Chief Administrative Officer from their Albuquerque office, and there was a brief discussion of the two projects they are working on for the Authority in La Mesa. {56:15}

- VI. Public Input – 15 minutes total allotted for this item, 3 minute time limit per person, may be continued after Item VIII by board action: NONE

- VII. Unfinished Business:
 - A. **Desert Sands arsenic treatment plant retrofit for Well #3 -- estimates from Highland/AdEdge for approval:** Ms. Nichols and Mr. Lopez discussed the proposal (attached) and the project. Ms. Nichols said that the engineer is requesting a more detailed cost breakdown from the contractor, and that she and the engineer are reviewing available funding. She requested board authorization to move forward with the project if available funding is adequate and the Operations Manager and General Manager concur. Mr. Pugh made a motion to approve the proposal contingent on funding availability and management approval of the more detailed quote. Ms. Pargas seconded, and it carried on a vote of 3-0. {1:03:00}

- VIII. New Business:
 - A. **Resolution FY2011-01-Amended – select new delegate to SCCOG (current delegate is no longer a Director)** – Mr. Lopez discuss the Resolution and noted that Tiffany Romero-Vega was delegate as a board member, but is now an employeec. There was some discussion, Mr. Nieto said that he preferred to remain the Alternate and Mr. Pugh agreed to become the Delegate. Ms. Pargas made a motion to adopt Resolution FY20011-01-Amended 1/19/11 naming Mr. Pugh as the Authority Delegate and retaining Mr. Nieto as the Alternate. Mr. Nieto seconded, and it carried on a vote of 3-0. {1:07:05}

- B. Adjourn for Lower Rio Grande MDWA Board Meeting to accept CE&M PER:** Mr. Lopez discussed the reason for this item, the fact that the LRGMDWA received the funding and contracted for this PER which is now in the name of the Authority, so the LRGMDWA Board needs to accept it as a deliverable. There was some discussion, but on three LRGMDWA directors were present, not a quorum. Mr. Lopez recommended allowing Ms. Perez to go ahead with the presentation and consider granting approval for sending it to NMED-CPB for review.
- C. Reconvene and consider CE&M PER for approval** – Ms. Perez passed out an excerpt from the report on Alternatives Considered (attached) and reviewed it with the Board. She said that the PER will go to BECC, NMED-Water Quality Bureau, Drinking Water Bureau and Construction Programs Bureau, and USDA-Rural Development. Mr. Pugh asked why not just do what DS is doing to treat for arsenic. Mr. Lopez explained that the approach here is to tap in to surface water for water rights issues. Sometimes farmers do not use all their rights, and idea is to be able to lease water rights to use what they are not using. Ms. Perez said that ground water is ‘use it or lose it’, and we cannot be in a position to not be maximizing use of our ground water rights, so rather than acquiring farms to obtain water rights, we plan to lease rather than buy. Mr. Lopez said this ties into the Water Rights Acquisition Policy, the very first policy adopted by the Authority Board. Mr. Pugh asked if, since the river water is so dirty, isn’t it too expensive to treat. Ms. Perez said that is why we are including infiltration gallery and pre-sedimentation in the design. Mr. Pugh asked why we would pay EBID for water that is allocated by the NM-OSE. Ms. Perez replied that we will be paying exactly as if we are a farmer. She also noted that the plant will produce 1 mgd and said she has not costed in the relocation of the Vado booster yet to let us run system by gravity. Martin Lopez asked Ms. Perez to discuss rates, and she discussed the issue she found with the rate calculations in the spreadsheet from RCAC and the projected rates she included in the PER. Mr. Pugh asked what costs were factored in, and Ms. Perez explained that she took the original budget and added debt service and operation & maintenance costs. Mr. Pugh made a motion to approve the PER contingent on LRGMDWA acceptance, Ms. Pargas seconded, and it carried on a vote of 3-0. {1:45:49}
- IX. Other discussion and agenda items for next meeting:** The next meeting will be 2/2/11 at 4:00 p.m., agenda to include the Proposed policy re: Director’s Per Diem, reimbursable expenses & use of Authority Vehicles, and Resolution to apply for CDBG Funding & Fair Housing Resolution.
- X. Adjourn – Ms. Pargas made a motion to adjourn, Mr. Pugh seconded, and it carried on a vote of 3-0. Mr. Nieto declared the meeting adjourned at 11:56 a.m.

Date Minutes Approved: _____

Chairman, Roberto M. Nieto

Vice- Chairman, John Holguin

Secretary, Santos Ruiz

Director, Rosaura Pargas

Director, Jim Pugh

LRG PWWA
Manager's Report
February 2, 2011

Tasks

- Intranet network
 - Southwestern Wireless has installed equipment on Suspiro Tank will begin on February 7 to install at Berino and Vado Offices. Mesquite and Desert Sands already use them. La Mesa office on hold, due to construction.
 - Website: Karen has been updating the site with customer forms, Authority documents (Spanish/English); employee only information/documents, Arsenic public notification
- Standardize Billing Program
 - Notification Letter to add customers with name change/address change
 - Close out of mail boxes
- Transfer of Assets (bank funds) from Associations
 - Pending Operating and Reserve accounts for Vado
 - Construction accounts for Mesquite and Desert Sands-need to expend USDA RD project funds
- Transfer long and short term debt
 - Pay of Berino Loan (91-06) in February
- Project Funding Applications
 - North American Development Bank (Alex Hinjosa) has funding available for projects

- Discovered La Mesa lost \$85,000 (1015-WW) from NMFA due to non-activity. These grant funds are no longer available because the draw period has expired. The grant funds were available for three years after the closing date, which was in January 2003.
- LRGMDWA
 - La Mesa Building (Bid award)
 - Castillo Road-bridge crossed, final change-order to add 10 services
- Water Rights
 - Return flow credits-pending NMED approval for scope of work change for CE&M (LRG MDWA)
 - Combine/commingle-Application submitted to OSE
 - Submitted Supplement Well application to OSE for Brazito-Authority Interconnection
- EBID Emergency Mutual Aid Agreement
 - Submitted to Gary Esslinger (new form will resubmit)
- Solid Waste
 - Waiting on DAC to purchase, maybe we should bulk purchase???
- Employee Benefits
 - Personnel Policies are about 80% complete will have finished by end of February 2011
 - Retirement has been set up and will Authority will begin submitting contributions for the this period (February 11 payday)

- Plan Representative will meet with employees on February 11 to discuss individual investment options
 - Individual plan access has been provide to staff and placed on Website
- Insurance
 - Health, Dental, Vision-meeting with plan representative were held January 31st and February 1st.
 - Plan effective since December 1, 2010
 - Health Plan Summary placed on Website since mid-December 2010
 - AFLAC-Call to Representative to coordinate presentation to staff also on February 11
- Employee
 - Gabriel, Miguel, Jose and Ismael attended NMWWA school (January 21-22)
 - Mike, Ismael, Gabriel, Miguel, Jose and Ramon tested for high certification levels
 - Kathi Jackson has been hired as Finance Manager
 - Hilario (Lalo) Ramos resigned due to health issues
 - I have been elected to serve as NMWWA President for 2012

La Mesa MDWC

Assets Transferred

Accounts Receivable Balance	\$	20,031.81
Funds from bank accounts	\$	101,259.85
Accounts Payable	\$	1,849.12

Liabilities Transferred

Loan	\$	(85,765.68)
Loan	\$	(91,585.52)

Total Assets and Liabilities Transferred	\$	(54,210.42)
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MOLZENCORBIN Bill	\$	(139,935.86)
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Total debt transferred to LRGWWA	\$	(194,146.28)
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MOLTZENCORBIN

Client Invoice Aging

Molzen Corbin & Associates

Sort Order: Client
 Date Basis: Invoice date
 Unpaid Invoices Only
 Limit projects by: No limit
 Includes finance charges

Aging as of: 01/17/2011

January 17, 2011

Page 1

Invoice Number	Invoice Date	Receipt ID	Receipt Date	Receipt Method	Outstanding	Current	31-60	61-90	91-120	Over 120	Prepayment
LA MESA MDWCA											
LMM081-11 RETURN FLOW PLAN											
7745	02/08/2010				4,727.25					4,727.25	
Project Total					4,727.25	0.00	0.00	0.00	0.00	4,727.25	
Project Total					4,727.25	0.00	0.00	0.00	0.00	4,727.25	
LMM091-11 La Mesa Well No. # 3 PIER											
7711	01/29/2010				25,785.00					25,785.00	
8114	06/18/2010				10,756.25					10,756.25	
Project Total					36,541.25	0.00	0.00	0.00	0.00	36,541.25	✓
Project Total					36,541.25	0.00	0.00	0.00	0.00	36,541.25	✓
LMM092-11 La Mesa MDWA Administration Building											
8548	12/14/2010				14,947.08					14,947.08	
Project Total					14,947.08	0.00	14,947.08	0.00	0.00	0.00	
Project Total					14,947.08	0.00	14,947.08	0.00	0.00	0.00	
LMM091-12 Well No. 3 Design											
7746	02/08/2010				36,743.63					36,743.63	
8115	06/18/2010				61,923.73					61,923.73	
Project Total					98,667.36	0.00	0.00	0.00	0.00	98,667.36	
Project Total					98,667.36	0.00	0.00	0.00	0.00	98,667.36	
Client Total					154,882.94	0.00	14,947.08	0.00	0.00	139,935.86	
Report Total					154,882.94	0.00	14,947.08	0.00	0.00	139,935.86	0.00

**Aged Accounts Receivable
As of 10/31/2010**

	Mesquite	Berino	Desert Sands	Vado	La Mesa	Total
Beginning A/R	\$ 30,318.90	\$ 46,872.45	\$ 48,857.19	\$ -	\$ 29,167.25	\$ 155,215.79
Billed in October	\$ 84,122.67	\$ 31,300.67	\$ 22,864.83	\$ 4,549.71	\$ 13,836.43	\$ 156,674.31
Payments Recvd	\$ 80,578.75	\$ 26,345.19	\$ 29,188.11	\$ 3,634.51	\$ 16,251.02	\$ 155,997.58
End A/R	\$ 33,862.82	\$ 51,827.93	\$ 42,533.91	\$ 915.20	\$ 26,752.66	\$ 155,892.52

**Aged Accounts Receivable
As of 11/30/10**

	Mesquite	Berino	Desert Sands	Vado	La Mesa	Total
Beginning A/R	\$ 33,862.82	\$ 51,827.93	\$ 42,533.91	\$ 915.20	\$ 26,752.66	\$ 155,892.52
Billed in October	\$ 75,579.53	\$ 30,781.64	\$ 23,363.31	\$ 5,903.79	\$ 17,693.63	\$ 153,321.90
Payments Recvd	\$ 80,117.07	\$ 30,664.74	\$ 36,567.89	\$ 4,036.40	\$ 17,931.98	\$ 169,318.08
End A/R	\$ 29,325.28	\$ 51,944.83	\$ 29,329.33	\$ 2,782.59	\$ 26,514.31	\$ 139,896.34

Notes:

Desert Sands applied \$15,150 in security deposits to customer accounts.
None of the other MDWC had security deposits when we merged. Management decided to refund the deposits by applying them to customers accounts.

La Mesa and Vado A/R totals are estimates, there are no reports available to reconcile to.

Nov-10

	0-30	31-60	60-90	Over 90	
Mesquite	\$ 19,506.29	\$ 3,301.79	\$ 11,054.74	\$ 9,066.16	\$ 33,862.82
Berino	\$ 30,781.64	\$ 11,368.77	\$ 728.26	\$ 51,944.83	\$ 51,944.83
Desert Sands	\$ 3,100.16	\$ 699.19	\$ 13,451.61	\$ 12,078.37	\$ 29,329.33
Vado	\$ 1,867.39	\$ 915.20			\$ 2,782.59
La Mesa	\$ 1,454.66	\$ 7,962.36	\$ 1,276.19	\$ 16,654.77	\$ 27,347.98
	\$ 56,710.14	\$ 24,247.31	\$ 26,510.80	\$ 37,799.30	\$ 145,267.55

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
2/2/11 BOARD OF DIRECTORS MEETING
PROJECTS REPORT**

Authority Construction Projects:

Mesquite Wastewater Project – Gannet Fleming - Replacement of existing STEP system with gravity sewer system with several small lift stations. New system will discharge to Vado Sewer System:

NMDOT permit received 12/9/10. Dona Ana County right-of-way permits are still pending. Bores have been done, geotech report should be done mid-February. EBID permit is on their February agenda. NM-OSE permit was received 2/1/11. I have provided documents to update the Letter of Conditions notebook for USDA-RD closing under the Authority. Right-of-Way Certificate is pending completion of the other items.

La Mesa Water System Improvements – Molzen Corbin - USDA-RD local review of of LOC notebook listed some missing items which engineer, staff and La Mesa board are providing. Staff is meeting w/Andrew Sweetman of NMRWA to do a Wellhead Protection Plan on 2/3/11, RD form signed by La Mesa Directors is pending, we provided Pledge of Collateral for Construction account. Engineer is addressing NMED-DWB comments on Plans & Specs and ROW Certificate. Plans & Specs are at 75% completion, ROW & easements are at 100%. Local RD office will forward to regional office when all missing items are complete. Met with engineer and operations staff to review plans on 12/21/10, OM & staff made some requests for changes to the preliminary plans, tentatively set to review again on 2/11/11.

Mesquite/Brazito Sewer Project – Vencor – USDA-RD engineering services agreement in place, NMED one was submitted to NMED-CPB on 2/1/11.

Authority PERs/EAs/40 Yr. Water Plan:

Authority Interconnect & Looping Ph. I: Mr. Vasquez met w/GM & management staff on 1/6 to scope the Interconnect/pipeline looping PER. NMED-CPB denied approval of RFP/Engineering Services Agreement. Will need to issue an RFP in CDBG format, sent draft to NM-DFA for review on 1/31/11 – see agenda item 2/2/11

Berino & Mesquite/Del Cerro combined PER/EA – RD approval obtained, re-submitted to NMED again on 12/29/10 and approval is still pending.

Pre-Final Design: Del Cerro – Phase IV Water – Vencor: 90% completion of plans & specs, submittals to NMED, DAC, EBID & NMDOT anticipated by 2/15/11, Soils samples collected, report is pending. 98% completion of pipeline easements, remainder under negotiation w/property owners.

Preliminary Design: Berino – Phase I Water – Vencor: Plans & Specs will be at 75% completion by 2/15/11, soil samples done & report is pending.

Final Design: 12” Waterline from Stern Drive to Vargas Road – Vencor: 100% completion, approved by NMED-CPB & NMED-DWB, submitted to DAC w/review & approval pending. Capital Outlay Request \$226,522.39 was submitted to Senator Papan on 1/28/11 and will be submitted to the other legislators next trip to Santa Fe.

Forty-Year Water Plan – CE&M – pending NM-OSE comments/approval.

Return Flow Credit Plan – CE&M – Engineering Services Agreement Amendment submitted to NMED-CPB on 1/21/11 still pending approval. Molzen will finish up their work for La Mesa and turn it over to be included in this.

Individual MDWCA Projects under construction:

Desert Sands Phase II-III Water System Improvements

Project is complete, except for Well #3 (next item)

Desert Sands/NMSU Well #3 Arsenic Plant conversion

Subcontract w/NMSU extended to 6/30/10. Bohannon Huston Inc. received a quote from Highland Enterprises for \$104,268.78 to complete job, additional engineering cost will be \$5,920.00 (tax incl. on both). Desert Sands has \$78,688.15 remaining funds, and we are waiting for an answer from Dr. Hanson regarding the NMSU funds from the Governor’s Innovative Water funds. DS subcontract with NMSU was for \$55k, \$965.00 has been spent to date for a static mixer. \$1,700 of the subcontract amount was budgeted for travel & per diem, \$53,300 budgeted for equipment, parts & supplies.

Mesquite Water Project – Gannett Fleming: Still waiting for revised proposal from the contractor for additional work at the booster station before issuing the final adjusting change order and closing out the project. NMED-CPB has decided to review the entire project in order to approve the final SAP payment, review is still pending. Discussed this with NMFA in Santa Fe on 1/28/11 because the delay has caused payment to the contract to exceed the time-limits under the Prompt Payment Act.

LRG MDWA Projects:

Castillo Rd - La Mesa/Mesquite Interconnect – CE&M: Castillo Rd. & side roads are complete, NM 192 is complete east & west of bridge, bridge work begins around 1/25 and will take approximately 2 weeks. Staff is confirming additional connections needed, probably about 10. Burn Construction imported about ½ the estimated amount of soil. ETA for completion is 3/1/11. Did Change Order for last 10 meter sites and water markers, will have cost proposal by Thursday, expect it to be within budget.

CE&M PER: PER was submitted to NMED-CPB for review on 1/21/11

La Mesa Building (jointly funded by La Mesa & LGRMDWA) – **Molzin Corbin**: Bid has been awarded to Duran Construction for \$443,570 on 1/17/11. Received email approval to change scope of CI grant 09-3118 #12 to allow up to the entire \$400k to be spent on the building, awaiting final fully executed grant agreement. County permit is pending and in process. Awaiting NMED-CPB approval to issue Notice to Proceed which is contingent on receipt of signed revised grant agreement. Met with DFA staff in Santa Fe and requested assistance with getting signature of new Dept. Secretary Martin.

PROJECT BUDGET						
Funding Sources	\$ Funds	Notes:				Date
NMED - SAP08-3099	212,850.00					
Colonias 09-3118	400,000.00					
Total Project funds	612,850.00					
Project Expenses	Budget \$	Expended	% Compl	Remaining	Date	
Construction	\$443,570.00		0	\$443,570.00		
Construction NMGRT (DA)	\$28,277.59		0	\$28,277.59		
Engineering Fees (Design)	\$38,172.21	\$15,086.11	40%	\$23,086.10		
Topographic Survey/Easements	\$825.00		0%	\$825.00		
Additional Engineering Services	\$7,500.00	\$4,590.00	0%	\$2,910.00		
Legal Services	\$0.00		0%	\$0.00		
Reimburseables	\$3,000.00	\$429.37	0%	\$2,570.63		
	\$0.00		0%	\$0.00		
Construction Observation	\$27,549.67		0%	\$27,549.67		
Construction Management	\$23,662.00		0%	\$23,662.00		
DACPermit	\$350.00	\$350.00	100%	\$0.00	10/31/2010	
	\$0.00		0%	\$0.00		
	\$0.00		0%	\$0.00		
Professional Service NMGRT (LC)	\$7,642.52	\$1,382.25	18%	\$6,260.27		
Contingencies	\$32,301.01		0%	\$32,301.01		
Totals	\$612,850.00	\$21,837.73	4%	\$591,012.27	12/31/2010	

Other projects

EBID Surface Water Treatment Plant – no update