

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

DRAFT Minutes, REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, September 17, 2014 at our Berino Office, 1150 Berino Rd.

NOTE: Minutes are in DRAFT form until approved by the Board of Directors

- I. **Call to Order, Roll Call to Establish Quorum:** District 1 (Mr. Terrazas) Absent, 2 (Mr. Ruiz) Present, 3 (Mr. Tellez) Present, 4 (Mr. Holguin) Present (arrived at 9:45 am), 5 (Mr. Nieto) Present, 6 (Mr. McMullen) Present, & 7 (Mr. Smith) Absent. Staff members present were General Manager Martin Lopez, Finance Manager Kathi Jackson, Operations Manager, Mike Lopez, Projects Manager Karen Nichols and Adm Asst. Joan Ferguson. Also present were Matt Dyer from PCS and Ricardo Venega, member. With a quorum established the meeting was called to order by Mr. Nieto at 9:34 am.
- II. **Pledge of Allegiance** {0:20}
- III. **Approval of Agenda**
 - A. **Current Agenda** Mr. Tellez moved to approve the current agenda. Mr. McMullen seconded it and it passed 3-0. {1:23}
 - B. **August 20, 2014 Cancelled Regular Board of Directors Meeting** Mr. Tellez moved to approve the agenda of the August 20, 2014 regular meeting which was cancelled due to a lack of quorum. Mr. McMullen seconded the motion and it passed 3-0.
- IV. **Approval of Minutes**
 - A. **July 16, 2014, Regular Meeting** Mr. Tellez moved to postpone approving the minutes until the October meeting because of a lack of quorum. Mr. McMullen seconded the motion. And it passed 4-0. {4:15} Mr. Holguin's (late) arrival constituted a quorum and the Board voted on this item before they went into closed session. Mr. Tellez moved to approve the minutes of the July 16, 2014 Regular Meeting. Mr. Holguin seconded the motion and it passed 3-0. {49:50}
 - B. **July 29, 2014, Special Meeting** Mr. Tellez moved to postpone approving the minutes until the October meeting because of a lack of quorum. Mr. McMullen seconded the motion. And it passed 4-0. {4:40} Mr. Holguin's (late) arrive constituted a quorum and the Board voted on this item before they went into closed session. Mr. Tellez moved to approve the minutes of the July 29, 2014 Special Meeting. Mr. Holguin seconded the motion and it passed 3-0. {50:35}
- V. **Guest Presentations—none** {4:45}
- VI. **Public Input—15 minutes total allotted for this item, 3 minutes time limit per person** The General Manager, Mr. Martin Lopez received a phone call from a member who was concerned about the rate increases. She expressed three concerns: 1) There should have been flyers sent out because she and her neighbors do not subscribe to the newspapers (the LC Sun-News and the LC Bulletin) where the Authority advertises notices; 2) the minutes state that the increase would be over three years but not every six months; and 3) she would like an independent rate study. Mr. Lopez was not able to get her name or address but she said that she and her neighbors would be able to attend the October 15 regular board meeting. {8:31}
- VII. **Managers' Reports**
 - A. **General Manager** Mr. Martin Lopez submitted a written report and stood for questions.
 1. Payment for the FEMA funds should arrive in three to four weeks. It is anticipated to be around \$6,700.00
 2. Mr. Holguin inquired about the NMPRC Pipeline Safety Bureau violation. The line had not been noted on the maps and had been broken. It was a 2-inch line. No fines are involved.

3. Mr. Tellez asked for an update on the first aid classes. Mr. Martin Lopez has made inquiries with the Red Cross and other agencies but thinks that having the Water Association sponsor the classes would work well because other water operators could take advantage of it.
4. Concerning the Brazito Loan at 4.25% that was recently paid off, Mr. Tellez asked what sort of rate the LRG gets. It is usually 0–3%. {13:22}

B. Finance Ms. Kathi Jackson submitted a written report and stood for questions.

1. Ms. Jackson reports that the budget is in good order. It is the beginning of the second quarter.
2. She warned the board that there may be a finding on the current (ongoing) audit. It would not be a material finding and it concerns a reporting issue with the Berino MDWA with a State appropriation to develop what is now their portion of the Berino/Mesquite-Del Cerro Water System Project. The Berino bookkeeping firm accounted for the monies but did not properly classify those monies as project funds. This has been part of a long term and ongoing effort to reconcile project funds from the old mutual domestics. The audit is due December 1 and the auditor expects to be finished by September 19. Mr. Tellez asked to be kept up to date on the issue.
3. Mr. Tellez asked about a budget item for training and asked if there were any more training session that were planned for staff. There is a line item for training, travel and per diem that Ms. Jackson estimates to be \$10,000. In the future, management is planning on having instructors come to the office. {20:54}

C. Projects Ms. Karen Nichols submitted a written report and stood for questions.

1. Mr. Tellez asked about the scholarships to the NM Infrastructure Finance Conference. Mr. Martin Lopez reminded him that he had asked a couple months ago if any of the board were interested in attending the conference and all declined. The Conference offers scholarships to cover the cost of attending. The LRG has received scholarships for the past two or three years so we may not receive anything this year.
2. Mr. Holguin asked to be briefed on the Veteran's Rd. project. There has been no grant closing and so there can really be no estimate on a timeline. {25:24}

D. Operations Mr. Mike Lopez submitted a written report and stood for questions.

1. The pump at the well in Butterfield Park is broken beyond repair and Mr. Mike Lopez is waiting on quotes. Currently, there is a used pump in use at that well. He will be sending the pump back to the manufacturer for testing because it reached the end of its warranty period directly before its failure.
2. Mr. Tellez asked about dropping production for the previous month (see attached production report). Mr. Lopez explained that it was due to temperature changes and members not having to use their coolers as frequently.
3. Operations is anticipating a hard winter and is preparing for it.
4. The leak on Rosario and Bowman was due to a leaking ball valve. The valve was removed and line capped.

VIII. Unfinished Business {30:46}

IX. New Business

- A. Inspection of Pubic Record Request Re: NMED-CPB/NMFA MOU—for approval** Management has become aware that under the Memorandum of Understanding between NM Environment Dept-Construction Programs Bureau and NM Finance Authority whereby NMED-CPB reviews project documents for NMFA, that NMFA is paying NMED-CPB for the service. Management is requesting the board's approval to send inspection of public record requests to 1) to ascertain the amount that is being charged NMFA to review project documents for Grant/Loan #223-WTB and #252-WTB and 2) NMFA to request how much is being paid NMED-CPB to review the same project documents for them. Mr. Tellez made a

motion to approve letters to NMED AND MNFA to request an inspection of public records. Mr. Holguin seconded the motion and it carried 4–0. {34:27}

- B. Termination of memberships for delinquent accounts—for approval** Management is asking to terminate memberships for members on the attached list with delinquent accounts where it has been determined that the accounts will not be paid. The listed accounts have already been written off as bad debt. Mr. Holguin moved to approve the list of delinquent accounts to be terminated. Mr. Tellez seconded the motion and it passed 4–0. Mr. Tellez asked if the Boyer’s shut-off would be a problem. It appears that the house is vacant, so there would not be any problems. {37:24}
- C. Corrected FY14 4th Quarter Budget Report—for approval** The format of a line item had been incorrectly entered and NMDFA-Budget Department requested the correction. Mr. Holguin moved to approve the correction FY 2014 4th Quarter Budget Report. Mr. Tellez seconded and the vote carried 4–0. {39:06}
- D. Resolution FY2015-04 Corrected FY14 4th Quarter Report—for adoption** Mr. Holguin moved to approve Resolution FY2015-04 Correction FY 14 4th Quarter Report. Mr. Tellez seconded the motion and with no discussion, the motion passed 4–0. {39:58}
- E. RFP Committee recommendation for selection of billing-accounting software/information technology project** The attachments document the composition of the selection committee, the selection process and their scores for the written proposals and the final scores following the presentations. Mr. Holguin moved to approve the selection committee recommendation for the billing-accounting software/information technology project. Mr. Ruiz seconded the motion and it passed 4–0. {45:06}
- F. Authorization to fill another Water Operator Position** There is an additional water operator leaving (for family reasons) and Mr. Martin Lopez is requesting to replace him. Mr. Tellez moved to authorize hiring another water operator. Mr. Holguin seconded the motion and it passed 4–0. {47:47}

The board returned to approve the minutes at this point in the meeting.

- X. Motion to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation—ROLL CALL VOTE** Mr. McMullen made a motion to convene in closed session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation. Mr. Tellez seconded the motion. The roll call vote was as follows: Mr. Holguin, aye; Mr. Ruiz, aye; Mr. Tellez, aye; Mr. McMullen, aye. The ayes carried 4–0 and the meeting was closed at 10:27 am. {55:40}
 - A. Motion to resume the Open Meeting** Mr. Tellez made a motion to resume the open meeting. Mr. Holguin seconded the motion. The motion carried 4–0 and the meeting was resumed at 10:33 am.
 - B. Statement by the Chair confirming that only items listed in the motion were discussed and no action was taken.** Mr. Nieto confirmed that only threatened or pending litigation was discussed and no action was taken. {52:50}
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. October 15, 2014 at the Vado Office: NM Attorney General’s AGO Road Show - OMA & IPRA Compliance presentation 9:30 am on Tuesday, 9/26/14 at the NM Farm & Ranch Museum**
 - A.** Reaffirm & clarify adoption of new water rates in January
 - B.** DAC proposed franchise fee for pipes on right-of-way
 - C.** Should know final cost for Vado exit
 - D.** The auction for the trucks will be Friday, September 20, 2014 at 10 am.
 - E.** Discuss end-of-year event planning.

XII. **Adjourn** Mr. Holguin moved to adjourn the meeting. Mr. Tellez seconded the motion and it passed 4–0. The meeting adjourned at 10:37am.

Minutes approved October 15, 2014

Roberto Nieto, Chairman (District 5)

John Holguin, Vice-Chairman (District 4)

Santos Ruiz, Secretary (District 2)

Absent

Arturo Terrazas, Director (District 1)

Carlos Tellez, Director (District 3)

Michael McMullen, Director (District 6)

Absent

Furman Smith, Director (District 7)



Lower Rio Grande Public Water Works Authority
 Sign In Sheet Page 1 of 1

Date: Sept 17, 2014

Time: 9:30

Places: Berino

Event: Reguler Meeting

Signature	Print Name, Title, Company or Agency Represented	Contact Information	Email Address
<i>Jean Ferguson</i>	Jean Ferguson LRG PWWA	233-57412, x 123	jean.ferguson@ lrgauthority.org
<i>Sandra Ruiz</i>	Sandra Ruiz LRG PWWA	892 5937	1200 Irving St Mesquite NM 88045
<i>Mike Mueller</i>	Mike Mueller LRG PWWA	970-328-7852	
<i>Robert W. L.</i>	Robert W. L. LRG PWWA	515-636-3851	
<i>Martin Lopez</i>	Martin Lopez LRG PWWA	525-253-4140	
<i>Karen Nichols</i>	Karen Nichols LRG PWWA	915-203-2057	karen.nichols@ lrgauthority.org
<i>Michael Lopez</i>	Michael Lopez LRG PWWA	515 635 3924	Mike.Lopez@ lrgauthority.org
<i>Robin Jackson</i>	Robin Jackson LRG PWWA	646-4330	
<i>Alexander Dyer</i>	Alexander Dyer Principal, PSC	888 839 13	
<i>Math Dyer</i>	Math Dyer PSC	575-644-6854	mdyer@team-psc.com

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & DRAFT Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, September 17, 2014 at our Berino Office, 1150 Berino Rd.

Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office—call 575-233-5742 for information

- I. Call to Order, Roll Call to Establish Quorum: District 1 (Mr. Terrazas)___, 2 (Mr. Ruiz)___, 3 (Mr. Tellez)___, 4 (Mr. Holguin)___, 5 (Mr. Nieto)___, 6 (Mr. McMullen)___, & 7 (Mr. Smith)___
- II. Pledge of Allegiance
- III. Approval of Agenda
 - A. Current Agenda
 - B. August 20, 2014 Cancelled Regular Board of Directors Meeting
- IV. Approval of Minutes
 - A. July 16, 2014, Regular Meeting
 - B. July 29, 2014, Special Meeting
- V. Guest Presentations—Peter Ibarbo, Senator Pearce’s office
- VI. Public Input—15 minutes total allotted for this item, 3 minutes time limit per person
- VII. Managers’ Reports
 - A. General Manager
 - B. Finance
 - C. Projects
 - D. Operations
- VIII. Unfinished Business
- IX. New Business
 - A. Inspection of Pubic Record Request Re: NMED-CPB/NMFA MOU—for approval
 - B. Termination of memberships for delinquent accounts—for approval
 - C. Corrected FY14 4th Quarter Budget Report—for approval
 - D. Resolution FY2015-04 Corrected FY14 4th Quarter Report—for adoption
 - E. RFP Committee recommendation for selection of billing-accounting software/information technology project
 - F. Authorization to fill another Water Operator Position
- X. Motion to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation - ROLL CALL VOTE
 - A. Motion to resume the Open Meeting
 - B. Statement by the Chair confirming that only items listed in the motion were discussed and no action was taken.
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. October 15, 2014 at the Vado Office: NM Attorney General’s AGO Road Show - OMA & IPRA Compliance presentation 9:30 am on Tuesday, 9/26/14 at the NM Farm & Ranch Museum
- XII. 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 LRGPWWA office at 575-233-5742, PO Box 2646, Anthony NM 88021 OR 215 Bryant St., Mesquite NM 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 llame a la oficina LRGPWWA, 575-233-5742, PO Box 2646, Anthony NM 88021 O 215 Bryant St., Mesquite NM 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
Meeting Notice & DRAFT Agenda—REGULAR BOARD OF DIRECTORS MEETING
9:30 a.m. Wednesday, August 20, 2014 at our La Mesa Office, 521 St Valentine St.

MEETING CANCELLED DUE TO LACK OF A QUORUM

Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office—call 575-233-5742 for information

- I. Call to Order, Roll Call to Establish Quorum: District 1 (Mr. Terrazas)___, 2 (Mr. Ruiz)___, 3 (Mr. Tellez)___, 4 (Mr. Holguin)___, 5 (Mr. Nieto)___, 6 (Mr. McMullen)___, & (Mr. Smith)___
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Approval of Minutes
 - A. July 16, 2014, Regular Meeting
 - B. July 29, 2014, Special Meeting
- V. Guest Presentations - NONE
- VI. Public Input—15 minutes total allotted for this item, 3 minutes time limit per person
- VII. Managers' Reports
 - A. General Manager
 - B. Finance
 - C. Projects
 - D. Operations
- VIII. Unfinished Business
- IX. New Business
 - A. Inspection of Pubic Record Request Re: NMED-CPB/NMFA MOU—for approval
 - B. Termination of memberships for delinquent accounts – for approval
- X. Motion to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation - ROLL CALL VOTE
 - A. Motion to resume the Open Meeting
 - B. Statement by the Chair confirming that only items listed in the motion were discussed and no action was taken.
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. September 17, 2014 at the Berino Office
- XII. 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 LRGPWWA office at 575-233-5742, PO Box 2646, Anthony NM 88021 OR 215 Bryant St., Mesquite NM 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 llame ha la oficina LRGPWWA, 575-233-5742, PO Box 2646, Anthony NM 88021 O 215 Bryant St., Mesquite NM 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

DRAFT Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, July 16, 2014 at our La Mesa Office, 521 St Valentine St.

NOTE: Minutes are in DRAFT form until approved by the Board

- I. **Call to Order, Roll Call to Establish Quorum** Sign-in sheet and agenda are attached. Directors present were Chairman Robert “Marty” Nieto (District 5), Vice-Chairman John Holguin (District 4), Director Cali Tellez (District 3) and Director Furman Smith (District 7). Absent were Secretary Santos Ruiz (District 2), Director Arturo Terrazas (District 1) and Director Mike McMullen (District 6). Staff members present were General Manager Martin Lopez, Finance Manager Kathi Jackson, Operations Manager Mike Lopez, Projects Manager Karen Nichols and Adm Asst Joan Ferguson. Also present was Espy Holguin (HUD). With a quorum established the meeting was called to order by Mr. Nieto at 9:32 am.
- II. **Pledge of Allegiance** {1:04}
- III. **Approval of Agenda** Mr. Tellez moved to approve the agenda. Mr. Smith seconded the motion and it passed 4-0. {1:23}
- IV. **Approval of Minutes of June 18, 2014, Regular Meeting** Mr. Holguin moved to approve the minutes of June 18, 2014. Mr. Smith seconded the motion. Mr. Tellez noted that he was not noted as absent on the signature line. The motion was amended to note that change by Mr. Holguin and seconded by Mr. Smith. The motion passed 4-0. {3:06}
- V. **Guest Presentation** None {3:23}
- VI. **Public Input—15 minutes total allotted for this item, 3 minutes time limit per person** None {3:31}
- VII. **Managers’ Reports**
 - A. **General Manager** Mr. Martin Lopez submitted a written report and responded to questions.

Mr. Tellez asked about the FEMA funds. There has been a change in administration and no reply to inquiries. Mrs. Holguin mentioned that people that had submitted claims to FEMA from Hurricane Sandy had yet to be reimbursed.

Mr. Holguin asked about the NMFA Oversight Committee Meeting in Ruidoso. Mr. Martin Lopez and Ms. Karen Nichols have been invited to give testimony to the Oversight Committee on the subject of the MOU between NMED and NMFA and the subject of oversight.

Mr. Tellez asked about office staff training. The office staff had gone to a day-long seminar on dealing with difficult people. {12:09}
 - B. **Operations** Mr. Mike Lopez submitted a written report and responded to questions.

Mr. Nieto asked about water flow from the tanks. Mr. Mike Lopez explained that with the current electrical storms, the pumps can be affected and it might not be noticed right away. He and JJ have been monitoring the pumps more closely with scada software.

Mr. Holguin asked about the construction activity south of Berino. The County is rebuilding the flood control damn that broke last summer and flooded the Berino office.

Mr. Tellez wanted to know if the Authority’s wells were be affected by the dropping water table. Generally, the Authority’s wells’ strainers are set at 800 ft. and the pumps at 400 ft. While the water table has dropped the Authority’s wells have not been affected.

Additionally, members of the operations crew have graduated in their certifications. There is now one more Water III operator, one more Waste Water III operator, one more Waste Water II operator and another Waste Water I operator.

After the installation of the radio read meters is completed, Mr. Mike Lopez plans on designating a maintenance crew and an installation crew. {17:24}

- C. Projects** Ms. Karen Nichols submitted a written report and responded to questions.
Operations Page is up on the website.
Layne Construction is still finishing details on the Mesquite Waste Water project: removing electrical connections, etc. There is still \$1 million not paid out but there is currently around \$60K left in contingencies and there is a final change order.
SmithCo has 30 days from July 7 to mobilize on the Berino-Mesquite/Del Cerro project. Currently, they are looking for storage site large enough for the project's pipe inventory.
Mr. Tellez backed up and asked about the Authority's involvement in the MNDOT project at the Vado interchange. Our project phase has been finished with no issues.
The Organ project inspection will be next Wednesday.
Mr. Nieto asked about the Veteran's Rd project. Given the funding agencies' schedules and how the design build system works, work is anticipated to begin the beginning of 2015. {24:46}
- D. Finance** Ms. Kathi Jackson submitted a written report and responded to questions.
Audit scheduled for first week in August
LRGPWWA took in \$2+ million in revenue for the fy2014 with \$130,000 in excess which has been set aside for loan payments. {29:55}

VIII. Unfinished Business

- A. Organ Audit—for approval** This will be the last audit for Organ. Mr. Holguin moved to approve the Organ Audit. Mr. Tellez seconded the motion and it passed 4–0 with no discussion. {32:23}
- B. Disposition of vehicles**
- 1. Committee to approve and oversee disposition of obsolete, worn-out or unusable tangible personal property.** Upon research, it was discovered that statute requires a committee to approve of any sort of asset disposal and the state needs to be notified of the decision. Mr. Nieto appointed a committee consisting of Mr. Holguin, Mr. Tellez and Mr. Nieto.
 - 2. Official Finding—for approval** Mr. Holguin moved to accept the finding. Mr. Tellez seconded the motion and it passed 3–0. {38:35}

IX. New Business

- A. Resolution 2015-01 4th Quarter Budget Report for Fiscal Year 2014—for approval** Mr. Holguin made a motion to approve Resolution 2015-01 4th Quarter Budget Report for Fiscal Year 2014. Mr. Tellez seconded the motion and it passed 4–0 with no further discussion. {41:22}
- B. Resolution 2015-02 Final Budget for Fiscal Year 2015** Mr. Tellez made a motion to approve Resolution 2015-02 Final Budget for Fiscal Year 2015. Mr. Holguin seconded the motion and it passed 4–0. {42:33}
- C. Revert Property (Parcel ID 03-15202) to Previous Owner pending concurrence by USDA-RD and State of NM (if applicable), Official Finding—for approval** The Jimenez family donated this small piece of property to Brazito MDWCA for a tank site. The warranty deed has a revert clause so that, once the property is no longer used for the tank, it will revert to the family. There are no attachments and no owed back taxes. Mr. Tellez moved to revert property (Parcel ID 03-15202) to previous owner pending concurrence by USDA-RD and State of NM (if applicable). Mr. Holguin seconded the motion and it passed 4–0. {44:48} Further discussion on another piece of property. {46:25}
- D. Temporary reduction of sewer connection fee for proposed Brazito/Mesquite sewer project.**
In the Brazito/Mesquite sewer project, Rural Development is willing to subsidize the cost of customer hook-ups but with the condition that customers to pay a minimal amount. The total cost of a sewer hook-up is \$2,500. Mr. Martin Lopez is recommending that the minimal amount be the sewer minimum (\$12) over a year which would be \$144. This sewer expansion would cover 422 families. The customer can pay

from their pocket or can apply for funds to cover this amount from HUD or a couple of other programs. LRG will have a public meeting to inform customers of their choices. Additionally, there is the possibility of capital outlay monies. Ms. Jackson recommended a payment plan. Mr. Tellez asked if the Authority would require a sewer hook-up to be receiving Authority water. Yes, a sewer customer would be required to receive water from LRG. Rural Development is requiring that only existing structures be hooked-up. No sewer hook-ups will be installed at empty lots. Mr. Tellez moved to approve a reduction of sewer connection fee for proposed Brazito/Mesquite sewer project. Mr. Holguin seconded the motion and it carried 4-0. {1:00:29}

- X. Motion to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation, ROLL CALL VOTE** Mr. Tellez moved to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation. Mr. Holguin seconded the motion. The roll call was as follows: Mr. Nieto, aye; Mr. Holguin, aye; Mr. Tellez, aye; Mr. Smith, aye. The meeting was closed at 10:33 am. {1:01:07}
- A. Motion to resume the Open Meeting** Mr. Smith made a motion to resume the open meeting. Mr. Tellez seconded the motion and it carried 4-0. The meeting was opened at 10:43 am. {1:01:32}
- B. Statement by the Chair that only items listed in the motion were discussed and no action was taken.** Mr. Nieto stated that only threatened or pending litigation had been discussed and that no action was taken. {1:01:35}
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. August 20, 2014 at the La Mesa Office** There was no further discussion and no agenda items for the August 20 meeting. There will be a special meeting before the end of July to address a resolution required by the state for a budget adjustment. Additionally there will be a closed session.
- XII. Adjourn** Mr. Holguin made a motion to adjourn the meeting. Mr. Tellez seconded the motion which passed 4-0 and the meeting was closed at 10:46 am.

Minutes approved August 20, 2014

Roberto Nieto, Chairman (District 5)

John Holguin, Vice-Chairman (District 4)

Absent

Santos Ruiz, Secretary (District 2)

Absent

Arturo Terrazas, Director (District 1)

Carlos Tellez, Director (District 3)

Absent

Michael McMullen, Director (District 6)

Furman Smith, Director (District 7)

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

DRAFT Minutes—SPECIAL BOARD OF DIRECTORS MEETING

9:30 a.m. Tuesday, July 29, 2014 at our La Mesa Office, 521 St Valentine St.

NOTE: Minutes are in DRAFT form until approved by the Board.

- I. **Call to Order, Roll Call to Establish Quorum** Sign-in sheet and agenda are attached. Directors present were Chairman Robert “Marty” Nieto (District 5), Vice-Chairman John Holguin (District 4), Secretary Santos Ruiz—telephonically, (District 2) and Director Arturo Terrazas—telephonically, (District 1) Absent were Director Cali Tellez (District 3), Director Mike McMullen (District 6) and Director Furman Smith (District 7). Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols and Adm Asst. Joan Ferguson. Also present was Josh Smith, LRG attorney. With a quorum established the meeting was called to order by Mr. Nieto at 9:46 am.
- II. **Pledge of Allegiance** skip
- III. **Approval of Agenda** Mr. Holguin moved to approve the agenda. Mr. Ruiz seconded the motion and it passed 4–0. {1:19}
- IV. **Unfinished Business**
 - A. **Resolution 2015-03 FY14 Final Amended Budget—for approval** Mr. Holguin moved to approve Resolution 2015-03 FY14 Final Amended Budget. Mr. Terrazas seconded the motion and it passed 4–0. {2:49}
 - B. **Lift Hiring Freeze—for approval** Mr. Martin Lopez (GM) requested a lifting of the hiring freeze to hire a new operations staff member to replace one who is leaving. Mr. Holguin moved to lift the hiring freeze to hire a replacement operations staff member. Mr. Ruiz seconded the motion and it passed 4–0. {4:07}
- V. **New Business—none**
- VI. **Motion to convene in Closed Session pursuant to NMSA 1978 Section 10-15-1(H)(7) threatened or pending litigation, ROLL CALL VOTE** Mr. Holguin moved to convene in closed session pursuant to NMSA 1978 Section 10-15-1(H)(7), threatened or pending litigation. Mr. Terrazas seconded the motion and it passed 4–0. Roll call was as follows, Chairman Robert “Marty” Nieto (District 5), yes; Vice-Chairman John Holguin (District 4), yes; Secretary Santos Ruiz (District 2), yes and Director Arturo Terrazas (District 1), yes. The motion passed 4–0 and the meeting was closed at 9:51 am. {5:06}

The connection with Mr. Terrazas was lost at around 9:52 am.

 - A. **Motion to resume the Open Meeting** Mr. Holguin moved to resume the open meeting. Mr. Ruiz seconded the motion and it passed 3–0. The meeting resumed at 9:56 am. {5:37}
 - B. **Statement by the Chair that only items listed in the motion were discussed and no action was taken.** Mr. Nieto stated that threatened or pending litigation were only discussed and no action was taken. {6:00}
 - C. **Action, if any, related to threatened or pending litigation.** Mr. Nieto stated that there would be no action taken related to threatened or pending litigation. {6:10}
- VII. **Adjourn** Mr. Holguin moved to adjourn the meeting. Mr. Ruiz seconded the motion and it passed 3–0. The meeting was adjourned at 9:57 am.

Minutes approved August 20, 2014

Roberto Nieto, Chairman (District 5)

John Holguin, Vice-Chairman (District 4)

Santos Ruiz, Secretary (District 2)

Arturo Terrazas, Director (District 1)

ABSENT
Carlos Tellez, Director (District 3)

ABSENT
Michael McMullen, Director (District 6)

ABSENT
Furman Smith, Director (District 7)

LRGPWWA
Manager's Report
September 17, 2014

- Transfer of Assets from Associations
 - Berino RD Mortgage Release prior to merger need to be recorded at DAC; awaiting documents from RD
 - Organ: Tierra Alta Drive transfer of facilities pending DAC Assessor and Attorney procedure outline
- FEMA (Berino Office) resubmitted claim
- Property Tax Exemption request approved by DAC Assessor for Organ, Brazito, Butterfield Park, Vado (old well site), Franco Land, and Berino (tank site) properties
- Brazito Property revert to previous owner pending RD approval-inspection of property
- No comments from NM State Auditor or NM DFA LRG Budget Division pertaining to Disposition of Vehicles. Auction will take place in September 19, 2014 at Berino office
- Organ Sewer only accounts all active and in good standing
- Berino transmission line adjacent to DAC Flood Control Structure will be lower by DAC to allow for Spillway to be built
- NMPRC Pipeline Safety Bureau issued a violation because one of operators failed to location a water line in the Bosque area-operator did not know the water line was buried in that location, contractor requesting the location broke water line. Formal request to waive penalty in lieu operator will attend a PSB training via webinar on August 14, 2014
- Brazito RD Loan 91-09 paid off, a little over \$35,000 (4.25%)
- HIDTA funds increased for 2 of their grants
- New air conditioning unit in Berino purchased
- Newsletter to Sewer Customers should be out in a couple days detailing “what not to flush information”
- Emergency Respond Plan updated



www.LRGauthority.org

LOWER RIO GRANDE

Public Water Works Authority

325 Holguin Road Box C

Vado, New Mexico 88072

(575) 233-5742

New Mexico Finance Authority Oversight Committee July 18, 2014

- 9:00 a.m. (8) **Engineering the Fees; Understanding the Memoranda**
- Martin Lopez, LRGPWWA General Manager
 - Karen Nichols, LRGPWWA Projects Manager

NMFA/NMED Memorandum – From the Community/Funding Recipient Perspective

❖ **Communities are sometimes caught in the middle between NMED (the review & oversight agency) and NMFA (the funding agency):**

- The MOU has not been continuously in effect resulting in Catch-22 situations requiring documents to be re-done and resubmitted because they could not be reviewed in the first place.
- Engineering reviews are not consistent, although standardized guidelines are available.
- Engineering review is sometimes taken as the final word by NMFA staff without consideration of other critical factors
- Engineering reviews can sometimes overshadow the intended scope of the project
- All of these issues cause delays and result in increased project costs

❖ **Specific examples:**

- **Water Treatment Facility Project – Water Trust Board funds \$750,000:** Delays caused by expiration of MOU
- **Radio-Read Meter Replacement Project – Drinking Water State Revolving Loan Funds \$600,950:** Delayed because NMED reviewer did not understand NMED Water Operator Certification Program and failed to contact them.
- **Preliminary Engineering Report for Water System Improvements – NMFA Planning Grant and CDBG Planning Grant funds with local match totaling \$100,000:** Re-reviews and delays caused by NMED failure to follow standard PER review guidelines regardless of which funding agency is involved.
- **Berino/Mesquite-Del Cerro Water System Improvements Project – NMFA Planning Grant, Water Trust Board funds, USDA-RD funds plus USDA-RD funds remaining from another water project,**

Governor's Colonias Initiative funds, four NM Legislative Capital Outlay Appropriations, and LRGPWWA General Funds totaling \$10,387,400.86: Lengthy and costly delays due to NMED reviewer's interpretation of the Procurement Code requirements and insistence on re-bid and re-reviews of previously approved plans. Here is the statute citation: *NMSA 1978 13-1-105.*

Competitive sealed bids; receipt and acceptance of bids.

B. If the lowest responsible bid has otherwise qualified, and if there is no change in the original terms and conditions, the lowest bidder may negotiate with the purchaser for a lower total bid in order to avoid rejection of all bids for the reason that the lowest bid was up to ten percent higher than budgeted project funds. Such negotiation shall not be allowed if the lowest bid was more than ten percent over budgeted project funds.

We did not seek to negotiate a lower total bid, only to remove some of the project components by change-order in order to bring the project within budget.

- **Water System Purchase Project Evaluation & Appraisal – NMFA Planning Grant plus local match totaling \$50,000:** Communication and cooperation between NMFA, NMED and LRGPWWA staff and consultants reduced delays by coming up with an alternate approach to the planning document.

❖ Possible Solutions:

- Review & oversight are necessary and important in public funded projects, and need to be consistent, follow established standardized guidelines, and complete in order to reduce re-review and re-submittals.
- Review needs to be consistently in place. We understand that the Environment Department is fully funded as a state agency, and engineering review and project oversight is part of their mission, but don't understand why reviews are inconsistent and sometimes absent.
- The engineering aspect is not the only critical component of a project. NMFA needs to have the flexibility to consider input from the awardee's consultants and others when issues arise.
- If and when conflicts arise between NMED staff and awardees or their consultants that are preventing a project from moving forward, the awardee should be able to make a request to NMFA that a different NMED reviewer be assigned to the project.

NM Finance Authority Legislative Oversight Committee
9:00 a.m., Friday, July 17, 2014

- ❖ **Communities are sometimes caught in the middle between NMED (the review & oversight agency) and NMFA (the funding agency):**
 - The MOU has not been continuously in effect resulting in Catch-22 situations requiring documents to be re-done and resubmitted because they could not be reviewed in the first place.
 - Engineering reviews are not consistent, although standardized guidelines are available.
 - Engineering review is sometimes taken as the final word by NMFA staff without consideration of other critical factors
 - Engineering reviews can sometimes overshadow the intended scope of the project
 - All of these issues cause delays and result in increased project costs

- ❖ **Specific examples:**
 - **LRGPWWA Water Treatment Facility Project – Water Trust Board funds \$750,000:** The Engineering Agreement form required for state funded projects states that it is not valid without funding agency approval, and in this case, approval is delegated to NMED. Before the MOU was renewed, we were unable to move forward with the project until our attorney inserted a clause indicating that both parties acknowledged the agreement was valid. After the MOU was renewed, we requested a small amendment to the Agreement, and the NMED required that a new Agreement be submitted which increased the project cost.
 - **Radio-Read Meter Replacement Project – Drinking Water State Revolving Loan Funds \$600,950:** NMED did not want to allow NM State Certified Water Operators to perform the work of replacing old manual read meters with radio-read type meters, and instead wanted to require a contractor or licensed plumber to do the work. The Operator labor was to be our in-kind contribution, allowing us to spend all of the available funds to purchase meters. We finally had to bring in the NMED Operator Certification Officer to confirm that Operators are qualified to perform meter replacement.
 - **Preliminary Engineering Report for Water System Improvements – NMFA Planning Grant with local match and CDBG Planning Grant funds totaling**

\$100,000: After receiving final approval of the PER document, additional comments were received from the NMED reviewer due to the realization that NMFA funds were involved in addition to CDBG. Both funding agencies were mentioned in the PER. We question why there would be additional comments for a PER that was already reviewed and approved since the same standard review guidelines should have applied regardless of the funding source.

- **Berino/Mesquite-Del Cerro Water System Improvements Project – NMFA Planning Grant, Water Trust Board funds, USDA-RD funds plus USDA-RD funds remaining from another water project, Governor’s Colonias Initiative funds, four NM Legislative Capital Outlay Appropriations, and LRGPWWA General Funds totaling \$10,387,400.86:** An NMED reviewer’s determination of a procurement code requirement versus a Change Order to reduce the scope of work caused the project to be re-bid. The re-bid reduced the number of bidders from five to one (the original low bidder), dramatically increased the cost, and severely delayed the project. Bids received initially were over budget and required the project to be scaled back significantly. We proposed to award the contract to the low bidder along with a change-order to remove components of the project and bring it within budget. The NMED reviewer cited the Procurement Code, *NMSA 1978 13-1-105. Competitive sealed bids; receipt and acceptance of bids. B. If the lowest responsible bid has otherwise qualified, and if there is no change in the original terms and conditions, the lowest bidder may negotiate with the purchaser for a lower total bid in order to avoid rejection of all bids for the reason that the lowest bid was up to ten percent higher than budgeted project funds. Such negotiation shall not be allowed if the lowest bid was more than ten percent over budgeted project funds.* In this case, bid was just over 11% higher than the engineer’s estimate, but we were not seeking to negotiate for a reduced bid, but simply to reduce the scope of the project by change-order. The re-bid was again outside of the budget, but was within 10% of the engineer’s estimate. We attempted to negotiate the price, but NMED’s requirement was to initiate a change-order to reduce the scope of the project to bring it within budget. With the re-bid, the NMED review insisted that all agencies again re-review the previously approved project plans. The delays caused by the re-bid and re-reviews has been very costly and will likely make it necessary for us to seek a time-extension on the Water Trust Board funds.

- **Water System Purchase Project Evaluation & Appraisal – NMFA Planning Grant with required local match totaling \$50,000:** During the application process, we had lengthy discussion with NMFA and NMED staff regarding the format for the documents needed to evaluate the value and condition of a private water system for potential purchase. Initially, we were advised that a modified PER format (Technical Memorandum) would suffice. Because of previous “Caught in the Middle” situations, we requested clear guidance on the criteria for approval of this document from NMED which would be required for reimbursement of the cost of the document by NMFA. It became clear that the modified PER format could not be approved by NMED unless it addressed all of the required components of a standard PER which would be a much larger (and more expensive) scope of work than necessary for this purpose. The initial planning grant was allowed to expire, and a new application was submitted and approved by NMFA for an appraisal and engineering evaluation document, and that work is underway. This is an example of how the review can overshadow the intended scope and why one agency should not have the final authority without full consideration of all the factors, but it is also a positive example of all parties working together to resolve the issues.

❖ **Possible Solutions**

- Review & oversight are necessary and important in public funded projects, and need to be consistent, follow established standardized guidelines, and thorough in order to reduce re-review and re-submittals.
- Review needs to be consistently in place. We understand that the Environment Department is fully funded as a state agency, and engineering review and project oversight is part of their mission.
- The engineering aspect is not the only critical component of a project. NMFA needs to have the flexibility to consider input from the awardee’s consultants and others when issues arise.
- If and when conflicts arise between NMED staff and awardees or their consultants that are preventing a project from moving forward, the awardee should be able to make a request to NMFA that a different NMED reviewer be assigned to the project.

LRGPWWA
Profit & Loss
August 2014

	Aug 14	Aug 13
Ordinary Income/Expense		
Income		
Credit Card Fees	894.32	435.09
Interest	41.92	23.72
Non-Operating Revenue		
Copy/Fax	66.25	66.25
Other Income	4,005.63	1,920.40
Tower Rent	400.00	12,577.28
Total Non-Operating Revenue	4,471.88	14,563.93
Operating Revenue		
Activation & Connection Fees	5,080.00	2,600.00
Contract Services	1,946.70	1,500.00
Impact Fees	1,600.00	648.44
Installation Fees	3,775.30	1,450.00
Membership Fees	360.00	400.00
Monthly Services	223,405.74	238,946.89
Monthly Services-Sewer	14,132.40	8,971.66
Other Income	250.00	70.00
Penalties-Sewer	500.28	298.50
Penalties-Water	6,280.97	3,694.51
Returned Check Fees	105.00	175.00
Total Operating Revenue	257,436.39	258,755.00
Other Types of Income	35.00	0.00
Professional Fees-Other	2,599.51	2,891.59
Total Income	265,479.02	276,669.33
Cost of Goods Sold		
Cost of Goods Sold	-32.53	0.00
Total COGS	-32.53	0.00
Gross Profit	265,511.55	276,669.33
Expense		
Accounting, Auditing, Legal		
Accounting Fees	210.48	0.00
Advertising	302.92	0.00
Audit	7,824.60	0.00
Bank Service Charges	724.61	716.72
Cash Short/Over	0.00	16.78
Legal Fees	1,045.25	0.00
Legal Notices	0.00	47.07
Meals	49.83	0.00
Permit Fees	2,766.67	410.00
Postage	2,331.24	1,964.64
Training	615.00	30.00
Travel		
Lodging Per Diem	0.00	73.72
Total Travel	0.00	73.72
Total Accounting, Auditing, Legal	15,870.60	3,258.93
Debit Service		
Interest paid to NMED	0.00	0.00
Interest paid to NMFA	1,951.57	1,920.88
Interest paid to USDA	11,273.79	4,831.66
Total Debit Service	13,225.36	6,752.54
Depreciation Expense		
Sewer	5,693.51	5,693.33
Water	57,567.70	57,665.90
Total Depreciation Expense	63,261.21	63,359.23

LRGPWWA
Profit & Loss
August 2014

	Aug 14	Aug 13
Salaries		
401K 10% Company Contribution	0.00	0.00
Accrued Leave	1,720.46	679.38
Administrative Labor	19,653.19	18,954.46
Clerical Labor	13,264.80	17,598.32
Employee Benefits-401K Contrib	2,163.76	1,826.78
HISC-Blue Medicare Rx.	48.20	137.30
Insurance-Dental	793.15	794.08
Insurance-Health	9,208.06	9,551.24
Insurance-Life,Disability	859.50	0.00
Insurance-Work Comp	1,675.00	1,293.00
Mileage	0.00	272.80
Operations Labor	28,509.30	29,726.63
Payroll Taxes-Medicare	650.74	958.04
Payroll Taxes-Social Security	2,782.62	4,096.41
Payroll Taxes-State Unemployem	0.00	0.00
Payroll Taxes-Worker's Comp Fee	0.00	0.00
Total Salaries	81,328.78	85,888.44
Sewer		
DAC Waste Water Flow Charge	3,600.63	0.00
Electricity-Sewer	0.00	57.77
Lab & Chemicals-Sewer	2,261.16	0.00
Total Sewer	5,861.79	57.77
Supplies		
Automobile Repairs & Maint.	1,410.47	8,540.58
Computer Maintenance	3,886.15	3,470.03
Fuel	6,252.96	8,398.78
Lab, Chemicals-Water		
Chemicals	0.00	2,212.18
Laboratory Fees	0.00	401.49
Total Lab, Chemicals-Water	0.00	2,613.67
Maint. & Repairs-Infrastructure	2,471.02	1,171.85
Maint. & Repairs-Office	86.35	1,213.51
Maintenance & Repairs-Other	0.00	23,993.85
Materials & Supplies	5,514.55	11,041.63
Office Supplies	362.45	489.59
Printing and Copying	752.80	127.65
Uniforms-Employee	328.03	396.15
Vehicles-Truck	1,118.04	0.00
Total Supplies	22,182.82	61,457.29
Taxes, Liability, Insurance		
Cobra Fee	15.30	15.30
Government Penalties & Interest	55.60	0.00
Insurance-Vision	0.00	0.00
Water Conservation Fee	1,818.23	1,639.39
Total Taxes, Liability, Insurance	1,889.13	1,654.69
Utilities		
Cell Phone	971.50	1,388.46
Electricity-Lighting	11,400.03	440.63
Electricity-Offices	2,303.01	1,451.64
Electricity-Wells	17,433.32	25,553.22
Garbage Service	0.00	114.00
Natural Gas	77.31	115.71

1:20 PM
09/15/14
Accrual Basis

LRGPWWA
Profit & Loss
August 2014

	<u>Aug 14</u>	<u>Aug 13</u>
Telephone	1,115.89	1,124.87
Wastewater	88.20	44.10
Total Utilities	<u>33,389.26</u>	<u>30,232.63</u>
Total Expense	<u>237,008.95</u>	<u>252,661.52</u>
Net Ordinary Income	<u>28,502.60</u>	<u>24,007.81</u>
Net Income	<u><u>28,502.60</u></u>	<u><u>24,007.81</u></u>

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 9/17/14 BOARD OF DIRECTORS MEETING**

Authority Construction Projects:

LRG: 11-02.1 -Mesquite Wastewater Project – Gannett Fleming– CONSTRUCTION Stage – Layne Southwest - RD \$7,262,081, CITF \$1,670,257: Construction was substantially complete at the end of February. The contractor continues to address outstanding issues. We are withholding final payment until the issues have been addressed and a final inspection can be completed. We completed the final inspection of the services on 6/12. There were substantial remaining issues, so the contractor agreed to complete the work and request future approval. The contractor has submitted some of the missing closeout documents, and has assigned a (another) new project manager to expedite the remaining items. SMA has completed the record drawings and O&M Manuals and will be producing the final documents in the coming weeks. Still.

LRG-11-02.2 - Authority/Brazito Sewer Project – Vencor – Pre-Design/Funding Application Stage – NMFA PG/SAP funded Planning, \$30k 2014 SAP, \$540,608 2014 CITF (10% Loan), RD Application under review: PER & EID are complete and approved by NMED-CPB and still in review at USDA-RD. Design funds were allocated by CITF. Deadline for RD Colonias funding for this year has passed, but they requested initially the PER be formatted into a two phase project, Vencor compiled but it raised additional comments. RD then informed us they had national funds available and that we should reformat the PER to a single-phase project and apply for the full construction cost (about \$8 million) by the end of August in order to capture reverted funds from other states. Deadline has been extended, Vencor is moved into their new office and working on it. Draft PER revision was submitted to RD on 9/10/12. Our engineer is working on final revisions with RD Engineer by phone on 9/15/14. It needs to be in DC by the end of the month. Grant Agreement for 2014 SAP has not yet been received.

LRG-11-03 – Interconnect & Looping Project – see 12-01 Authority PER

LRG-11-04 – Berino/ Mesquite-Del Cerro Water System Project WTB #223 – Vencor – Construction Stage - Smithco – RD - \$5,420,147/WTB - \$4,371,630: First progress meeting was held on 9/3/14, first pay application for \$1.9 million submitted by contractor was not approved by NMED-CPB and is being revised. Contractor started with Bid Lot 1 on Stern Drive and is making excellent progress. Contractor has installed about 4,000' of pipeline along Stern Drive and is preparing for the bore at NM 228. Coordination with NM-DOT and dairies along Stern has been good.

LRG-11-05 – Surface Water Treatment Plant WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match – Final Draft report has been reviewed and commented on by Authority. Final draft PER amendment has been reviewed and commented on by NMED-CPB. Based on those comments additional evaluation was requested to justify the project. Additional analysis of the water shortage and quality will be key in defining the justification of a treatment facility usage.

Authority PERs/EAs/40 Yr. Water Plan, Equipment:

LRG-12-01 – Authority Water System Improvements PER 2013 – Vencor – Planning Stage - CDBG Planning Grant \$50,000, NMFA Planning Grant \$37,500 & \$12,500 Local Match: PER is a complete, planning grant have both closed.

Forty-Year Water Plan – CE&M – complete – needs update for new mergers: pending NM-OSE comments/approval.

LRG-13-02 – System-wide Information Technology Standardization - \$175,000 NM STB: Monthly reporting is up to date. Three proposals for billing/accounting software package were received by the deadline of 2:00 pm on 7/22/14. Committee met and evaluated written proposals on 8/5/14. Two of the companies made presentations on 9/9/14 and the third on 9/11/14. Committee recommendation to the Board for selection of a software firm is on today's agenda. Grant agreement for 2014 Capital Outlay has not yet been received.

LRG-13-03 – Water System Purchase Project – for RFP – Planning Stage - \$37,500 NMFA Planning Grant – on DWSRLF Priority List: Appraisal has been received and is under review at NM Taxation & Revenue Department. Engineering Evaluation was approved by NMED-CPB on 9/8/14. Will submit closing checklist to NMFA as soon as Tax & Rev approval is received in order to schedule a closing date, hopefully the next board meeting date.

Individual MDWCA Projects:

LRG-12-04 - Organ Water & Sewer Project – Bohannon Huston – Construction Phase – Morrow - \$2,990,382 RD Colonias Grant, \$101,000 RD Loan: Timberline Electric programmers are still working through some two issues with SCADA internal problems remotely. Final Construction meeting with USDA RD was held 7/23/14. Close-out documents have been received from Morrow. Operations Manager met with the engineer on-site on 9/10/14 and contacted Timber Line. Some of the SCADA issues were resolved, but others remain to be addressed.

LRG-13-01 – Brazito Water System Improvements – Souder, Miller & Associates. – Design Phase - \$523,354 NM CITF Grant, \$58,150 Loan, \$58,150 Match Requirement, 2014 CITF \$157,986 (10% loan): SMA submitted construction drawings and contract documents for review to the following agencies: NMDOT, NMED-DWB, DAC Engineering Services and EBID during July 2014. SMA received comments from DAC and has addressed their comments with regards to the addition of fire hydrants. According to Zach with EBID; EBID is scheduled to have a board meeting on September 11, 2014 and will have permit prepared one week after meeting. The NMDOT has verbally approved the plans with the condition that the aerial photos be removed from the drawings. SMA has contacted Ms. Cross to get a status on the plan review; Ms. Cross informed us that the Brazito plans have not been reviewed. Final design is 90% complete.

Other projects:

USDA-RD Transfer & Assumption Application Packages: Application packages for Butterfield Park, Organ & Brazito were submitted 1/7/13 and are still under review at RD at national level. Updated financial information was requested and has been provided.

Infrastructure Capital Improvements Plan 2016-2020: Complete and posted on our website.

Documents Retention & Destruction – Sorting of old association documents for storage or destruction is ongoing, and staff is implementing approved retention/destruction schedules for LRGPWWA documents. Two more containers were sent out for shredding in the past month. Desert Sands, La

Mesa, Vado, Berino and Brazito files have all been sorted and stored or destroyed. Mesquite records are currently being processed.

Website and Email – Notices and Board Minutes pages are current. Operations page and Consumer Education page have been added to the site. Other updates are ongoing.

Training – Admin. Ass't. and I submitted scholarship applications to NM Infrastructure Conference.

Lower Rio Grande Water Users Organization – nothing new to report

RCAC Work Group on Regional Authority Legislation – Draft legislation is done and has been discussed with NM Municipal League and other stakeholders. Some changes have been made based on input, and legislation was discussed at the most recent NMFA Legislative Oversight Committee meeting. It was well received by the Legislators and will be presented to the Water & Natural Resources Committee the first week of October.

Funding Applications Pending:

- Three 2014 Colonias Infrastructure Trust Fund applications have been approved for funding with a 10% loan component, closing has not yet been scheduled:
 - Mesquite-Brazito Sewer Project - \$540,608 total
 - Waterline Extension Project – Design Build (includes Veterans Rd., Bosque area & Berino/Mesquite-Del Cerro shortfall) - \$882,430 total
 - Waterline Extension Project – Brazito (funding shortfall from 2012 CITF Project) - \$157,896 total
- Grant Agreements for three 2014 Capital Outlay (SAP) appropriations have not yet been received:
 - Mesquite Brazito Sewer Project \$30,000
 - Information Technology Project \$130,000
 - Waterline Extensions in Berino area \$152,150

Lower Rio Grande PWWA

Operator's Report

September 17, 2014

System Problems and Repairs.

- Backflow inspections are current.(Mesquite District)
- The Organ water project is almost complete, waiting for the SCADA Techs to finish.
- My operators have finished installing ½ of Brazito Radio Read meters we will finish the rest with the Del Cerro Project.
- We had our 12" main line that was exposed on Stern repaired by the DOT However the rains have exposed it again. We have notified the DOT.
- We have made a change in operations where we have two crews, one a construction crew and one a maintenance crew, along with a Backflow operator and a Wastewater operator. This will allow for better maintenance on our system. We will still have an operator at the East Mesa.
- The new Del Cerro water project will begin on 7/18/2014 at Gonzales Dairy North to Hwy 228 then south to Mesquite.

- We had 9 new water services this month.
- For the month of Aug my operators and I were issued 156 work orders.
- For the Month of July we have been issued 161 work orders.

NMED: All of our Monthly Bac-T-Samples were taken and all samples were negative.

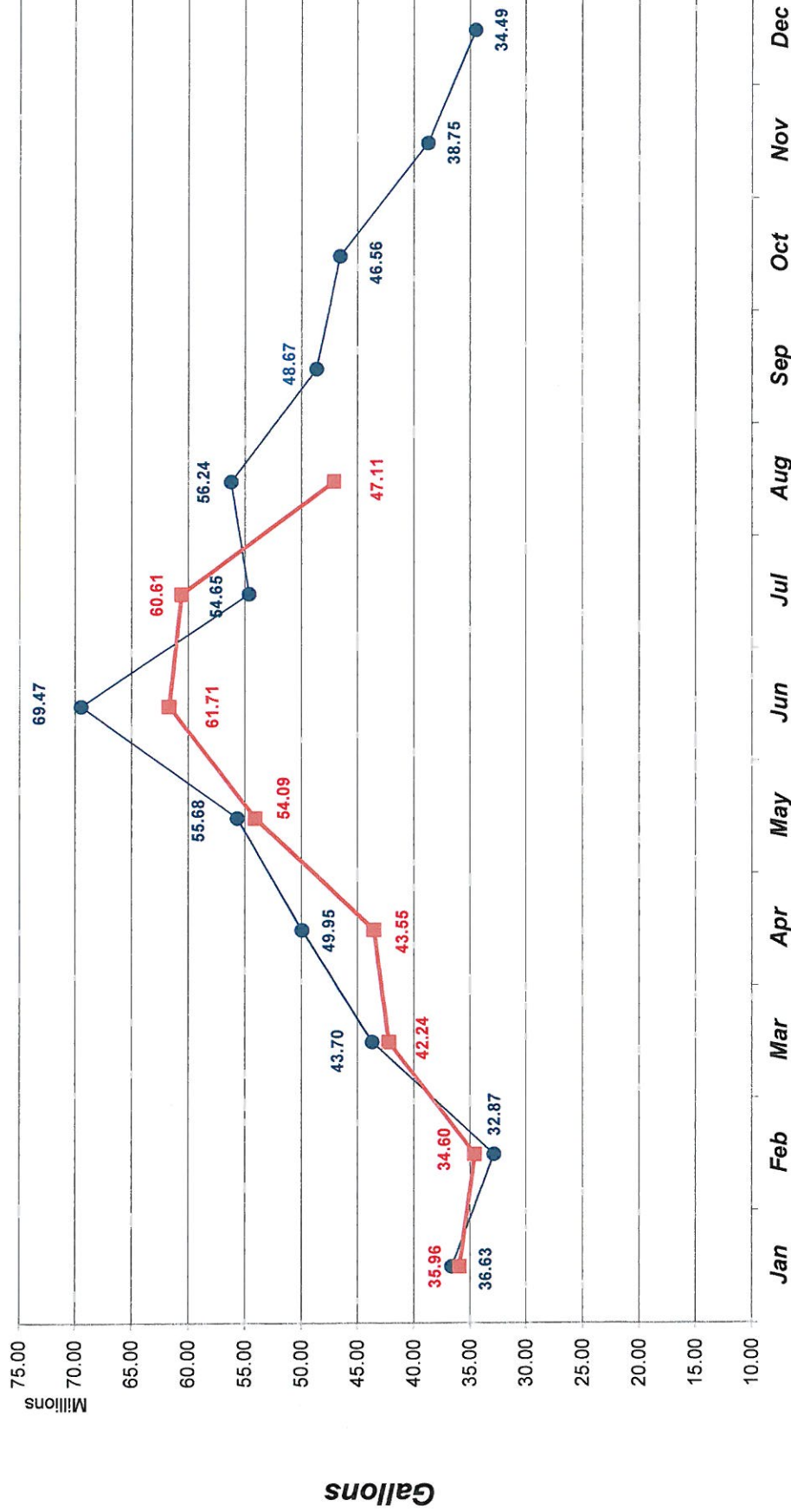
Mesquite district Wetlands: We will soon start rehab of the wetlands.

Mesquite Sewer Report.

Chlorine: No problems.

Reports: NMED, State Engineers, and the water conservation reports have been sent.

Lower Rio Grande PWWA Water Production Report



● 2013 Production ■ 2014 Production

Please let Joan or Karen know if you plan to attend so that we can post a quorum notice if necessary

The screenshot shows the website for the Office of New Mexico Attorney General Gary K. King. The header features the text "OFFICE OF NEW MEXICO ATTORNEY GENERAL GARY K. KING" in gold and white against a background of a stylized sun and mountains. A search bar is located in the top right corner. Below the header is a navigation menu with links for Home, The Office, News, Consumer Protection and Information, Criminal, File a Complaint, Public Records, and Contact Us. On the left side, there is a vertical menu with various links including Charities, Employment Opportunities, Event Calendar, Governmental Conduct Act Compliance Guide, Identity Theft Passport Inspection of Public Records Act Compliance Guide, Internet Crimes Against Children, National Mortgage Settlement, NMAG Annual Reports, Open Meetings Act Compliance Guide, Publications, Suspect Affordable Care Act FRAUD?, and Sitemap. At the bottom of this menu are social media icons for Facebook, YouTube, Twitter, and Pinterest. The main content area displays a "News List" with a single entry titled "AGO Road Show Travels to Las Cruces". Below the title, it indicates "1 post by 1 author" and "8+1" comments. The article is dated "Sep 5" and is marked as "NO REPLY". The text of the advisory reads: "★ **NMAGO MEDIA ADVISORY**
Attorney General Gary K. King
Friday, September 5, 2014
CONTACT: Lynn Southard 505 222-9048

The New Mexico Attorney General's *AGO Road Show* makes a stop in Las Cruces on **Tuesday, September 23** to offer "Sunshine Laws" Compliance presentations to community members at the New Mexico Farm & Ranch Heritage Museum, Ventana Room.

Open Meetings Act and Inspection of Public Records Act Compliance presentations begin at 9:30 am. Attendees will receive Open Meetings Act and Inspection of Public Records Act Compliance Guides.

The New Mexico Farm & Ranch Heritage Museum is located in Las Cruces at 4100 Dripping Springs Road.



LOWER RIO GRANDE

Public Water Works Authority

325 Holguin Road Box C Vado, New Mexico 88072 (575) 233-5742

www.LRGauthority.org

September 17, 2014

Melissa Y. Mascareñas
Inspection of Public Records Officer
New Mexico Environment Department
PO Box 5469
Santa Fe , New Mexico 87502
melissa.mascarenas@state.nm.us

RE: Inspection of Public Records Request

FROM: Roberto Nieto, Board Chairman
CO: Martin Lopez, General Manager
Lower Rio Grande Public Water Works Authority
PO Box 2646, Anthony NM 88021
575-233-5742 ext. 120 martin.lopez@lrgauthority.org

I would like to inspect and copy the following records:

1. All documents and correspondence relating to fees charged by NM Environment Department Construction Programs Bureau to NM Finance Authority for engineering review of project documents for Lower Rio Grande Public Water Works Authority Water Trust Board funded projects Grant/Loan #223-WTB and #252-WTB
2. The current Memorandum of Understanding between NM Environment Department Construction Programs Bureau to NM Finance Authority for engineering reviews

If your agency does not maintain these public records, please let me know who does, and include the proper custodian's name and address.

I agree to pay the applicable fees for copying and transmitting the records. If the charges will exceed \$200, please call Mr. Lopez or me to discuss. I understand that I may be asked to pay the fees in advance. I would prefer the records be sent in electronic format (pdf or jpg) to Mr. Lopez' email address if possible.

Please provide a receipt indicating the charges for each document.

Thank you for your prompt attention to this matter.

Sincerely,

Roberto Nieto, Board Chairman



LOWER RIO GRANDE

Public Water Works Authority

325 Holguin Road Box C Vado, New Mexico 88072 (575) 233-5742

www.LRGauthority.org

September 17, 2014

New Mexico Finance Authority
Attention: Records Custodian
207 Shelby Street
Santa Fe, New Mexico 87501
E-mail: custodianofrecords@nmfa.net

RE: Inspection of Public Records Request

FROM: Roberto Nieto, Board Chairman
CO: Martin Lopez, General Manager
Lower Rio Grande Public Water Works Authority
PO Box 2646, Anthony NM 88021
575-233-5742 ext. 120 martin.lopez@lrgauthority.org

I would like to inspect and copy the following records:

1. All documents and correspondence relating to fees charged by NM Environment Department Construction Programs Bureau to NM Finance Authority for engineering review of project documents for Lower Rio Grande Public Water Works Authority Water Trust Board funded projects Grant/Loan #223-WTB and #252-WTB
2. The current Memorandum of Understanding between NM Environment Department Construction Programs Bureau to NM Finance Authority for engineering reviews

NM Environment Department Construction Programs Bureau to NM Finance Authority for engineering review
I agree to pay the applicable fees for copying and transmitting the records. If the charges will exceed \$200, please call Mr. Lopez or me to discuss. I understand that I may be asked to pay the fees in advance. I would prefer the records be sent in electronic format (pdf or jpg) to Mr. Lopez' email address if possible.

Please provide a receipt indicating the charges for each document.

Thank you for your prompt attention to this matter.
Sincerely,

Roberto Nieto, Board Chairman

AC	NAME	ADDRESS	Bal Written off	Other Balances	METER #	NOTES
8360	Lorena Holguin	131 Links	\$ 4,674.40		9630433	No info in DAC
7795	Ceramic Tile/M. Porras	2030 Anthony Dr	\$ 4,411.24		9567231	Samamiego Commercial Properties LLC Parcel # 17-05996
166	Margaret Whelan	12420 Hwy 478	\$ 1,165.89		9639000	Silva Family LLC Parcel # 17-01984
6877	Jesus Apodaca	12042 Smokey	\$ 5,587.65		Baca Chile Project	Exisitng Property Owner
6608	Susana Garza	12400 Smokey	\$ 518.99		Baca Chile Project	Exisitng Property Owner
6608	Susana Garza	455 Hwy 192	\$ 518.99		Baca Chile Project	No info in DAC
1834	Rosa Zavala	98-B Highline	\$ 797.71		56486337	Francisco, Alicia, Jose & David Zavla Parcel # 17-04122
8743	Stephen Ybarra	109 W Berino Rd	\$ 1,700.69		9697376	Exisitng Property Owner
8456	Herminia Delgado	817 McAnally	\$ 1,700.69		99486046	No info in DAC
9029	Jesus Enriquez	510 Calle al Rumbo	\$ 1,700.68		9697251	Exisitng Property Owner
3059	Daniel Fernandez	18110 Castillo Rd	\$ 1,221.45		7920730	Exisitng Property Owner
7464	Jose Najera	106 Rosario	\$ 1,056.02		9566837	Exisitng Property Owner
7784	Judith Adams	1575 Esslinger	\$ 994.04		9566606	Victor M Polanco Parcel # 17-01834
7775	Charles Kinard	135 Powell	\$ 368.09		9566664	Exisitng Property Owner
7604	Maria Enriquez	225 Moonlight	\$ 353.19	Owe \$125 Mtr Project	Castillo Rd Project	Gonzalez Properties LLC parcel # 17-11803
7603	Juan Enriquez	226 Moonlight	\$ 284.06	Owe \$125 Mtr Project	Castillo Rd Project	Gonzalez Properties LLC parcel # 17-11803
7898	Michael Boyer	190 Holguin	\$ 227.37		7512316	Exisitng Property Owner
6879	Pablo Ramirez	486 Hwy 192	\$ 165.46		Baca Chile Project	Exisitng Property Owner
		Total Written off	\$ 27,446.61	\$150.00		

UNITED STATES DEPARTMENT OF AGRICULTURE
STATEMENT OF BUDGET, INCOME AND EQUITY

Schedule I

Name LowerRioGrandePublicWaterWorksAuthority

Address PO Box 2646
Anthony NM 88021

(1) <u>OPERATING INCOME</u>	PRIOR YEAR <u>Actual</u> (2)	ANNUAL BUDGET BEG <u>07-01-2013</u> END <u>06-30-2014</u> (3)	For the _____ Months Ended <u>06-30-2014</u>		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			CURRENT YEAR		
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. <u>Water Revenue</u>	1,688,918	1,959,353	487,607	1,848,405	110,948
2. <u>Sewer Revenue</u>	94,500	117,000	37,330	116,227	773
3. <u>Interest</u>	300	300	106	300	0
4. _____					0
5. <u>Miscellaneous</u>					0
6. <u>Less: Allowances and Deductions</u>					0
7. <u>Total Operating Income</u> (Add lines 1 through 6)	1,783,718	2,076,653	525,043	1,964,932	111,721
<u>OPERATING EXPENSES</u>					
8. <u>Salaries, Labor</u>	1,090,990	1,085,672	356,799	1,080,217	5,455
9. <u>Accounting, Legal</u>	87,874	144,670	-21,679	143,283	1,387
10. <u>Taxes, Insurance</u>	120,284	85,460	20,907	85,460	0
11. <u>Utilities</u>	257,824	302,100	75,022	301,958	142
12. <u>Supplies</u>	350,463	374,070	78,372	373,814	256
13. <u>Sewer, Lab, Chem</u>	27,797	42,600	19,137	42,470	130
14. <u>Debt Service</u>	69,386	82,000	20,907	81,583	417
15. <u>Interest</u>					0
16. <u>Depreciation</u>	606,000	760,000	189,788	759,837	163
17. <u>Total Operating Expense</u> (Add Lines 8 through 16)	2,610,618	2,876,572	739,253	2,868,622	7,950
18. <u>NET OPERATING INCOME (LOSS)</u> (Line 7 less 17)	-826,900	-799,919	-214,210	-903,690	103,771
<u>NONOPERATING INCOME</u>					
19. <u>Water</u>	216,400	200,147	23,438	273,435	-73,288
20. <u>Sewer</u>	4,500	3,500	984	3,334	166
21. <u>Total Nonoperating Income</u> (Add 19 and 20)	220,900	203,647	24,422	276,769	-73,122
22. <u>NET INCOME (LOSS)</u> (Add lines 18 and 21)	-606,000	-596,272	-189,788	-626,921	30,649
23. <u>Equity Beginning of Period</u>					0
24. <u>Reserves</u>		-163,728		-132,916	-30,812
25. _____					0
26. <u>Equity End of Period</u> (Add lines 22 through 25)	-606,000	-760,000	-189,788	-759,837	-163

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

Secretary

Date

Appropriate Official

Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0572-0137. The time required to complete this information collection is estimated to average 2-1 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SUPPLEMENTAL DATA

The Following Data Should Be Supplied Where Applicable

Circle One

1. ALL BORROWERS

- a. Are deposited funds in institutions insured by the Federal Government? Yes No
- b. Are you exempt from Federal Income Tax? Yes No
- c. Are Local, State and Federal Taxes paid current? Yes No
- d. Is corporate status in good standing with State? Yes No

e. List kinds and amounts of insurance and fidelity bond: Complete Only when submitting annual budget information:

Insurance Coverage and Policy Number	Insurance Company and Address	Amount of Coverage	Expiration Date of Policy
Property Insurance Policy # <u>GPPAPF</u> <u>65313801</u>	<u>Leavitt Group SW, Inc</u>	<u>10,000,000</u>	<u>11-03-2014</u>
Liability Policy # <u>GPPAPF</u> <u>305128201</u>	<u>PO Drawer V</u>	<u>10,000,000</u>	<u>11-03-2014</u>
Fidelity Policy # _____	<u>Mesilla, NM 88046</u>	_____	_____

2. RECREATION AND GRAZING ASSOCIATION BORROWERS ONLY

Current Quarter Year to Date

a. Number of Members _____ _____

3. WATER AND/OR SEWER UTILITY BORROWERS ONLY

- a. Water purchased or produced (CU FT - GAL) _____ gal. 46,753,300 gal.
- b. Water sold (CU FT - GAL) _____ gal. 45,175,700 gal.
- c. Treated waste (CU FT - GAL) _____ gal. 14,119,600 gal.
- d. Number of users - water _____ 4,468
- e. Number of users - sewer _____ 500

4. OTHER UTILITIES

- a. Number of users _____ _____
- b. Product purchased _____ _____
- c. Product sold _____ _____

5. HEALTH CARE BORROWERS ONLY

- a. Number of beds _____ _____
- b. Patient days of care _____ _____
- c. Percentage of occupancy -2147483648 % -2147483648 %
- d. Number of outpatient visits _____ _____

6. DISTRIBUTION OF ALL CASH AND INVESTMENTS*

Indicate balances in the following accounts:

	Construction	Revenue	Debt Service	Operation & Maintenance	Reserve	All Others	Grand Total
Cash Savings and Investments	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ 0
	\$ _____	\$ 16,033	\$ 93,630	\$ 75,909	\$ 191,196	\$ _____	\$ 376,768
Total	\$ 0	\$ 16,033	\$ 93,630	\$ 75,909	\$ 191,196	\$ 0	\$ 376,768

7. AGE ACCOUNTS RECEIVABLE AS FOLLOWS:

	Days				*Total
	0-30	31-60	61-90	91 and Older	
Dollar Values	\$ 60,156	\$ 3,573	\$ 4,018	\$ 12,102	\$ 79,849
Number of Accounts	2,024	262	134	194	2,614

*Totals must agree with those on Balance Sheet.

PROJECTED CASH FLOW

For the Year BEG. 07-01-2013 END. 06-30-2014
(same as schedule 1 column 3)

A. Line 22 from Schedule 1, Column 3 NET INCOME (LOSS)	\$ <u>-596,272</u>
<u>Add</u>	
B. <u>Items in Operations not Requiring Cash:</u>	
1. Depreciation (line 16 schedule 1)	<u>163</u>
2. Others:	<u>\$596,109</u>
C. <u>Cash Provided From:</u>	
1. Proceeds from Agency loan/grant	<u>\$2,513,000</u>
2. Proceeds from others	<u>\$2,425,000</u>
3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities	<u>\$-25,939</u>
4. Decrease (Increase) in Accounts Receivable, Inventories and Other Current Assets (<u>Exclude cash</u>)	<u>\$41,179</u>
5. Other:	<u> </u>
6.	<u> </u>
D. Total all A, B and C Items	<u>\$4,953,240</u>
E. <u>Less: Cash Extended for:</u>	
1. All Construction, Equipment and New Capital Items (loan & grant funds)	<u>\$2,513,000</u>
2. Replacement and Additions to Existing Property, Plant and Equipment	<u> </u>
3. Principal Payment Agency Loan	<u>\$59,951</u>
4. Principal Payment Other Loans	<u>\$77,258</u>
5. Other:	<u>\$2,425,000</u>
6. Total E 1 through 5	<u>\$5,075,209</u>
<u>Add</u>	
F. Beginning Cash Balances	<u>\$498,737</u>
G. Ending Cash Balances (Total of D Minus E 6 Plus F)	\$ <u>376,768</u>
<u>Item G Cash Balances Composed of:</u>	
Construction Account	\$ <u> </u>
Revenue Account	<u>\$16,033</u>
Debt Payment Account	<u>\$93,630</u>
O&M Account	<u>\$75,909</u>
Reserve Account	<u>\$191,196</u>
Funded Depreciation Account	<u> </u>
Others:	<u> </u>
.....	<u> </u>
Total - Agrees with Item G	\$ <u>376,768</u>



lrgauthority.org

LOWER RIO GRANDE

Public Water Works Authority

Resolution FY2015-04 4th Quarter Budget Report for Fiscal Year 2014 Corrected

Whereas, in order to comply with Sections 6-6-1 and 6-6-2 NMSA 1978 and to apply for CDBG funding, the Board of Directors wishes to adopt and pass a resolution to approve the Corrected FY2014 4th Quarter Budget Report on September 17, 2014.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to approve the Corrected FY2014 4th Quarter Budget Report officially approve on September 17, 2014.

PASSED, APPROVED, AND ADOPTED: September 17, 2014.

Roberto M. Nieto, Chairman

Seal:

Santos Ruiz, Secretary



www.LRGauthority.org

LOWER RIO GRANDE

Public Water Works Authority

325 Holguin Road Box C Vado, New Mexico 88072 (575) 233-5742

Selection Committee Recommendation to Board of Directors September 11, 2014

RFP Number LRG-2014-04: Financial Management & Utility Billing Software

- RFP Issued June 19, 2014
- Deadline for submission of proposals July 22, 2014
 - Three proposals were received:
 - Logics, LLC
 - Harris Utilities
 - Tyler Technologies
- Committee evaluation of written proposals August 5, 2014
 - Finance Manager provided a written report of reference checks for each company
 - Evaluations were tallied
- Online & In-Person presentations by Logics & Harris on September 9, 2014
- Online & In-Person presentation by Tyler on September 11, 2014
- Committee evaluations forms were updated in light of the presentations and tallied

The Selection Committee recommends that Tyler Technologies be selected by the Board.

Selection Committee Members:

Martin Lopez, General Manager
Mike Lopez, Operations Manager
Angie Meza, Projects Specialist
Benita Evaro, Acct. Payable Specialist

Kathi Jackson, Finance Manager
JJ Gutierrez, Operations Ass't. Manager
Christina Gallegos, Customer Svc. Specialist
Art Terrazas, Director

Tally sheets are attached.

Offeror: TYLER	Criteria Number/Maximum Points									TOTAL 100 Possible	Res. Bus. Pref. 5%	Vet. Bus. Pref.	Grand TOTAL
	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.				
Reviewer 1	25	20	15	10	10	5	5	5	5	100	XXX	XXX	Resident Vet. Pref. Annual Revenues <\$1 mil. 10% >\$1<\$5 mil. 8% >\$5 mil. 7%
Reviewer 2	25	20	15	9	10	5	5	4	5	98	XXX	XXX	
Reviewer 3	20	15	10	7	8	4	4	5	5	78	XXX	XXX	
Reviewer 4	25	20	15	10	10	5	5	5	5	100	XXX	XXX	
Reviewer 5	25	20	15	10	9	5	5	5	4	98	XXX	XXX	
Reviewer 6	17	13	9	9	6	3	3	3	3	66	XXX	XXX	
Reviewer 7	25	19	14	9	9	4	3	5	5	93	XXX	XXX	
Totals	162	127	93	64	62	31	30	32	32	633			0

Offeror: LOGIX	Criteria Number/Maximum Points									TOTAL 100 Possible	Res. Bus. Pref. 5%	Vet. Bus. Pref.	Grand TOTAL
	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.				
Reviewer 1	20	18	13	7	8	4	4	4	4	82	XXX	XXX	Resident Vet. Pref. Annual Revenues <\$1 mil. 10% >\$1<\$5 mil. 8% >\$5 mil. 7%
Reviewer 2	21	18	13	7	7	3	3	3	3	78	XXX	XXX	
Reviewer 3	20	8	6	7	8	3	2	2	3	59	XXX	XXX	
Reviewer 4	19	15	5	7	7	3	3	3	2	64	XXX	XXX	
Reviewer 5	23	18	13	9	9	4	5	4	5	90	XXX	XXX	
Reviewer 6	17	14	9	4	4	2	2	2	3	57	XXX	XXX	
Reviewer 7	20	15	10	4	5	3	2	2	2	63	XXX	XXX	
Totals	140	106	69	45	48	22	21	20	22	493			0

Offeror: ENHANCE	Criteria Number/Maximum Points									TOTAL 100 Possible	Res. Bus. Pref. 5%	Vet. Bus. Pref.	Grand TOTAL
	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.				
Reviewer 1	24	19	14	8	8	4	4	4	4	89	XXX	XXX	Resident Vet. Pref. Annual Revenues <\$1 mil. 10% >\$1<\$5 mil. 8% >\$5 mil. 7%
Reviewer 2	24	19	14	8	8	4	4	4	4	89	XXX	XXX	
Reviewer 3	20	10	10	5	5	3	3	3	3	62	XXX	XXX	
Reviewer 4	20	15	10	7	7	3	3	3	3	71	XXX	XXX	
Reviewer 5	22	17	12	8	8	4	5	4	3	83	XXX	XXX	
Reviewer 6	15	12	9	7	7	3	3	3	3	62	XXX	XXX	
Reviewer 7	23	20	15	9	7	3	3	3	3	86	XXX	XXX	
Totals	148	112	84	52	50	24	25	24	23	542			0

Lower Rio Grande PWWA
Date: 9/9/14 & 9/11/14

Information Technology Project: Billing/Accounting Software Evaluation
Modified scores from first round reviews based on presentations

Offeror:	Criteria Number/Maximum Points									TOTAL	Res. Bus.	Vet. Bus.	Grand
TYLER	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.	100 Possible	Pref. 5%	Pref.	TOTAL
Reviewer 1	25	20	15	10	10	5	5	5	5	100	XXX	XXX	
Reviewer 2	25	20	15	9	10	5	5	4	5	98	XXX	XXX	
Reviewer 3	20	15	10	7	8	4	4	5	5	78	XXX	XXX	
Reviewer 4	25	20	15	10	10	5	5	5	5	100	XXX	XXX	
Reviewer 5	25	20	15	10	9	5	5	5	4	98	XXX	XXX	
Reviewer 6	17	13	9	9	6	3	3	3	3	66	XXX	XXX	
Reviewer 7	25	20	15	10	10	5	5	5	5	100	XXX	XXX	
Totals	162	128	94	65	63	32	32	32	32	640			0

Resident Vet. Pref.
Annual Revenues
<\$1 mil. 10%
>\$1<\$5 mil. 8%
>\$5 mil. 7%

Offeror:	Criteria Number/Maximum Points									TOTAL	Res. Bus.	Vet. Bus.	Grand
LOGICS	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.	100 Possible	Pref. 5%	Pref.	TOTAL
Reviewer 1	20	18	13	7	8	4	4	4	4	82	XXX	XXX	
Reviewer 2	21	18	13	7	7	3	3	3	3	78	XXX	XXX	
Reviewer 3	20	8	6	7	8	3	2	2	3	59	XXX	XXX	
Reviewer 4	15	10	8	5	8	2	2	2	2	54	XXX	XXX	
Reviewer 5	23	18	13	9	9	4	5	4	5	90	XXX	XXX	
Reviewer 6	17	14	9	4	4	2	2	2	3	57	XXX	XXX	
Reviewer 7	20	15	10	4	5	3	2	2	2	63	XXX	XXX	
Totals	136	101	72	43	49	21	20	19	22	483			0

Resident Vet. Pref.
Annual Revenues
<\$1 mil. 10%
>\$1<\$5 mil. 8%
>\$5 mil. 7%

Offeror:	Criteria Number/Maximum Points									TOTAL	Res. Bus.	Vet. Bus.	Grand
ENHANCE	#1/25 pts.	#2/20 pts.	#3/15 pts.	#4/10 pts.	#5/10 pts.	#6/5 pts.	#7/5 pts.	#8/5 pts.	#9/5 pts.	100 Possible	Pref. 5%	Pref.	TOTAL
Reviewer 1	24	19	14	8	8	4	4	4	4	89	XXX	XXX	
Reviewer 2	24	19	14	8	8	4	4	4	4	89	XXX	XXX	
Reviewer 3	20	10	10	5	5	3	3	3	3	62	XXX	XXX	
Reviewer 4	20	15	10	5	5	4	4	4	4	71	XXX	XXX	
Reviewer 5	22	17	12	8	8	4	5	4	3	83	XXX	XXX	
Reviewer 6	17	13	9	8	6	3	3	3	3	65	XXX	XXX	
Reviewer 7	23	20	15	9	7	3	3	3	3	86	XXX	XXX	
Totals	150	113	84	51	47	25	26	25	24	545			0

Resident Vet. Pref.
Annual Revenues
<\$1 mil. 10%
>\$1<\$5 mil. 8%
>\$5 mil. 7%