



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

Date: 9:30 AM
Time: 11/18/17

Places: La Mesa Office

Event: Wapinnat Regular Board Meeting

Signature	Print Name, Title, Company or Agency Represented	Contact Information	Email Address
<i>[Signature]</i>	MARTIN & COLLIER	575 5712122	
<i>[Signature]</i>	MIKE MANVILLE LRG PWWA	970-302-7852	
<i>[Signature]</i>	WAPINNAT	575-233-5742	lrg@pwwaauthority.org
<i>[Signature]</i>	LEGISLATIVE	(575) 635-3921	mike.legis@lrgauthority.org
<i>[Signature]</i>	FERNANDO SMITH	382 5982	Same
<i>[Signature]</i>	John Holt - LRG PWWA	605-907	j.holt@pwwa.org
<i>[Signature]</i>	Martin Pillar Pillar Engineering LLC	575-649-6107	Martin@pillarpe.com
<i>[Signature]</i>	Tyler Hopkins Behavcom Husbar, Inc.	576-632-8070	hopkins@outlook.com
<i>[Signature]</i>	Matt Thompson / BHE	577-532-8670	mthompson@bhe.com
<i>[Signature]</i>	Watson Smith LLC	575-528-0500	josh@watsonsmithlaw.com
<i>[Signature]</i>	Kate Nickels LRG PWWA	915 203 2057	kate.nickels@lrgauthority.org
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[Handwritten initials]

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, January 18, 2017 at our La Mesa Office, 521 St. Valentine St., La Mesa, NM

Minutes are a DRAFT until approved & signed by the Board of Directors

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman John Holguin called the meeting to order at 9:45 am and called the roll. Mr. Raymundo Sanchez representing District #1 was present telephonically, District #2 is vacant, Ms. Virginia Gomez representing District #3 was absent, Mr. John Holguin representing District #4 was present, Mr. Roberto Nieto representing District #5 was absent, Mr. Mike McMullen representing District #6 was present, and Mr. Furman Smith representing District #7 was present. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, Operations Manager Mike Lopez, Finance Manager Kathi Jackson and Projects Specialist Liza Lopez. Also present was Martin Pillar of Pillar Engineering, Tyler Hopkins and Matt Thompson, engineers with Bohannan-Huston, and attorney Josh Smith.
- II. **Pledge of Allegiance:** Mr. John Holguin led the Pledge of Allegiance.
- III. **Motion to approve the Agenda:** The Agenda was amended so that Item IX was moved up, following Item IV. Mr. McMullen made the motion to approve the amended Agenda. Mr. Smith seconded the motion and it passed with none opposed.
- IV. **Motion to approve the minutes of the December 13, 2016 Regular Board Meeting and the January 10, 2017 Special Board Meeting:** Mr. McMullen made the motion to approve both meetings' minutes and Mr. Smith seconded the motion. The motion passed with all in favor.
- V. **Guest Presentations: None (This Item followed Item IX)**
- VI. **Public Input: (This Item followed Item IX)** Gilbert Martinez, LRGPWWA member, was not present at today's meeting to discuss his November water bill; however, Mr. Martin Lopez advised the Board that Mr. Martinez had one day of high usage. Mr. Martinez's meter was tested and found to be working properly. The data was logged and presented to him.
- VII. **Managers' Reports (This Item followed Item IX)**
 - A. **General Manager:** Mr. Martin Lopez reminded the Board that Colonias' Day in Santa Fe would be on Wednesday, February 22, 2017.
 - B. **Projects:** Mr. Holguin inquired about the Waterline Extension Project. Ms. Karen Nichols informed him that the final plan set with deductive alternatives had been completed and she was waiting to hear from Parkhill, Smith and Cooper. She also updated the Board on the 2017 Legislative session, stating that the LRGPWWA's bill was pre-filed on the 13th.
 - C. **Operations:** Mr. Mike Lopez provided a written report for the Board.
 - D. **Finance:** Ms. Kathi Jackson attended the meeting and provided the Board with the 2nd Quarter Budget Report for Fiscal Year 2017.
- VIII. **Unfinished Business- NONE (This Item followed Item IX)**
- IX. **New Business (This Item followed Item IV)**
 - A. **Motion to adopt Resolution FY2017-15, FY-2017 Second Quarter Budget:** Finance Manager Kathi Jackson went over the 2nd Quarter Budget Report with the Board. Mr. Smith made the motion to adopt Resolution FY2017-15 and Mr. Smith seconded the motion. The motion passed with none opposed. Mr. Smith signed the Resolution, attesting to Chairman John Holguin's signature, because Secretary Virginia Gomez was absent from this meeting.

- B. Motion to adopt Resolution FY2017-16 issuing an Election Proclamation:** Ms. Karen Nichols advised the Board that the LRGPWWA Election Proclamation must be issued and provided to Dona Ana County in anticipation of the upcoming LRGPWWA Board Election on Tuesday, April 4, 2017. Mr. McMullen made the motion to adopt Resolution FY2017-16 and Mr. Smith seconded the motion. The motion passed with none opposed.
- C. Motion to approve request to waive LRGPWWA's Water Rights Acquisition Policy requirement for pre- 1960s water rights transfers:** Mr. Martin Pillar addressed the Board regarding the proposed transfer of water rights to the LRGPWWA in conjunction with Las Cruces Community Farms, LLP application for water services to the Las Flores residential subdivision in Berino, NM. Mr. Josh Smith, LRGPWWA Attorney, explained to the Board that these water rights were adjudicated and Mr. Martin Lopez recommended the Board waive the Acquisition Policy requirement. Mr. McMullen made the motion to approve this request and Mr. Smith seconded the motion. The motion passed with all in favor.
- D. Approval for staff travel and attendance at a Tyler training in San Antonio, Texas in May:** Mr. Martin Lopez told the Board that no more than three staff members would be attending this training in support of the LRGPWWA's new software program. Mr. McMullen made the motion to approve staff travel and attendance and Mr. Smith seconded the motion. The motion passed with none opposed.
- E. Motion to accept the FY2016 State Auditor's Report- POSTPONED.**
- X. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation, and NMSA 1978 10-15-1 H.8.-discussion of the purchase, acquisition or disposal of real property or water rights:**
- A.** Mr. McMullen made the motion to convene in closed session and Mr. Smith seconded the motion. The motion passed with none opposed, and the Board convened in closed session at 10:00 a.m. Roll Call Vote: District #1 (Mr. Sanchez) voted yes; #2 is vacant; #3(Ms. Gomez) was absent; #4 (Mr. Holguin) voted yes; #5 (Mr. Nieto) was absent; #6 (Mr. McMullen) voted yes; and #7 (Mr. Smith) voted yes.
- B. Motion to reconvene in open session:** Mr. McMullen made the motion to reconvene in open session at 10:14 a.m. and Mr. Smith seconded the motion. The motion passed with none opposed.
- C. Statement by the Chair that the matters discussed in the closed meeting were limited only to those specified in the motion for closure:** Mr. Holguin made the statement that the matters discussed were limited only to those specified in the motion for closure.
- D. Action, if any, related to the matters discussed in closed session:** Mr. McMullen made the motion to approve the acquisition of a 15-foot-wide easement on the west property boundary of 9451 Zule Place owned by Nicanor Annua because the location of the property is necessary to the completion of the Mesquite-Brazito Wastewater System Improvements Project. Mr. Smith seconded the motion and it passed with all in favor.
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. February 15, 2017 at the La Mesa Office:**
- A. Have any Board members participated in training? If so, please give us copies of your certificates.**

- XII. **Adjourn:** Mr. McMullen made the motion to adjourn the meeting of the LRGPWWA Board of Directors. Mr. Smith seconded the motion and it passed unanimously. Mr. Holguin declared the meeting adjourned at 10:23 a.m.

Minutes approved February 15, 2017

John Holguin, Chairman (District 4)

Michael McMullen, Vice-Chairman (District 6)

Vacant (District 2)

Raymundo Sanchez, Director (District 1)

ABSENT

Virginia Gomez, Director (District 3)

ABSENT

Roberto Nieto, Director (District 5)

Furman Smith, Director (District 7)

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, January 18, 2017 at our La Mesa Office, 521 St. Valentine, La Mesa, NM

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. Sanchez) ____, #2 (Vacant) ____, #3 (Ms. Gomez) #4 (Mr. Holguin) ____, # 5 (Mr. Nieto) ____, #6 (Mr. McMullen) ____, #7 (Mr. Smith) ____
- II. Pledge of Allegiance
- III. Motion to approve the Agenda
- IV. Motion to approve the minutes of the December 13, 2016 Regular Board Meeting and the January 10, 2017 Special Board Meeting
- V. Guest Presentations
- VI. Public Input—15 minutes are allotted for this item, 3 minutes per person
 - A. Gilbert Martinez, LRGPWWA member, would like to talk to the Board about his November water bill (usage from September 13th to October 13th).
- VII. Managers' Reports
 - A. General Manager
 - B. Projects
 - C. Operations
 - D. Finance
- VIII. Unfinished Business- NONE
- IX. New Business
 - A. Motion to adopt Resolution FY2017-15, FY-2017 Second Quarter Budget
 - B. Motion to adopt resolution FY2017-16 issuing an Election Proclamation
 - C. Motion to approve request to waive LRGPWWA's Water Rights Acquisition Policy requirement for Pre-1960s water rights transfers.
 - D. Approval for staff travel and attendance at a Tyler training in San Antonio, Texas in May.
 - E. Motion to accept the FY2016 State Auditor's Report
- X. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation, and NMSA 1978 10-15-1 H.8 regarding the acquisition of real property or water rights.
 - A. Roll Call Vote: District #1 (Mr. Sanchez) ____, #2 (Vacant) ____, #3 (Ms. Gomez) ____, #4 (Mr. Holguin) ____, #5 (Mr. Nieto) ____, #6 (Mr. McMullen) ____, #7(Mr. Smith) ____
 - B. Motion to reconvene in open session.
 - C. Statement by the Chair that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.
 - D. Motion to approve the acquisition of a 15-foot-wide easement on the west property boundary of 9451 Zule Place owned by Nicanor Annua because the location of the property is necessary to the completion of the Mesquite-Brazito Wastewater System Improvements Project.
- XI. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, February 15, 2017 at the La Mesa Office:
 - A. Have any Board Members participated in training? If so, please give us a copy of your certificate.
- 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 usted es una persona con una discapacidad que necesita un lector, amplificador, intérprete de lenguaje de signos o cualquier otra forma de ayudante auxiliar o servicio para asistir o participar en la audiencia o reunión, póngase en contacto con la oficina de LRGPWWA, 575-233-5742, PO Box 2646, Anthony, NM 88021 o 215 Bryant St., Mesquite, NM por lo menos una semana antes de la reunión o tan pronto como sea posible. documentos públicos, incluyendo el orden del día y actas, pueden proporcionarse en diferentes formatos accesibles. Póngase en contacto con la oficina LRGPWWA si es necesario un resumen u otro tipo de formato accesible.

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Tuesday, December 13, 2016 at our La Mesa Office

NOTE: Minutes are a DRAFT until approved & signed by the Board of Directors

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman John Holguin, representing District #4, called the meeting to order at 9:31 a.m. and called the roll. Mr. Raymundo Sanchez representing District #1 was absent, District #2 is vacant, Ms. Virginia Gomez, representing District #3 was present, Mr. Roberto Nieto representing District #5 was absent, Mr. Mike McMullen representing District #6 was present, and Mr. Furman Smith representing District #7 was present. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, Operations Manager Mike Lopez and Projects Specialist Liza Lopez. Kathi Jackson, Finance Manager, arrived at 11:17 am. Also present was P.J. Smith, and Jennifer Hill and Liie Hill, engineers with D.B. Stephens and Associates.
- II. **Pledge of Allegiance:** Mr. John Holguin led the pledge.
- III. **Motion to approve the Agenda:** There were no changes to the Agenda. Mr. McMullen made the motion to approve the Agenda and Mr. Smith seconded the motion. The motion passed with none opposed.
- IV. **Motion to approve the minutes of the October 19, 2016 Regular Board Meeting:** Mr. McMullen made the motion to approve the Minutes of the October 19, 2016 LRGPWWA Regular Board Meeting. Mr. Smith seconded the motion and it passed with none opposed.
- V. **Guest Presentations:** Jennifer Hill and Liie Hill, engineers with D.B. Stephens and Associates presented the draft LRGPWWA Water Conservation Plan to the Board. They also discussed the survey that was sent out to LRGPWWA members in conjunction with the Draft Water Conservation Plan. Both of these documents can be found on the LRGPWWA website.
- VI. **Public Input:** None
- VII. **Managers' Reports:**
 - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions. He advised the Board that the LRGPWWA Operations Department had received a Mutual Aid Request from the Town of Mesilla for repairs to their water system, which will be invoiced.
 - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions. She told the Board that she and Mr. Martin Lopez gave a presentation to the Water Trust Board on the submitted funding applications on November 30, 2016, and that the applications had cleared the first stage of authorization. She informed the Board that the SCADA project was out to bid and that the bid opening would be held on the afternoon of 12/13/2016. The RFP Committee will meet on 12/20/16 to assess the qualifications portion of the bids. She also told the Board that the executed agreement for SAP funds had been received and that LRGPWWA staff was working toward procuring GPS equipment for the LRGPWWA Operations Department. Mr. John Holguin inquired about the Waterline Extension/Veteran's Rd. Project. Ms. Karen Nichols told him that the engineer had been instructed to designate the two roads where there are easement issues as deductive alternates and proceed to get the project out to bid.
 - C. **Operations:** Mr. Mike Lopez provided a written report and stood for questions. Mr. Smith asked Mr. Mike Lopez how the Arroyo Well was operating and Mr. Mike Lopez told him it was up and running fine. He informed the Board that AdEdge was shipping a new under-drain on Friday, 12/16/2016 and that it should be installed next week. He also advised the Board that LRGPWWA

Operations staff would be participating in a “road-e-o” sponsored by Dona Ana County on Friday, December 16, 2016, and invited the Board to attend.

- D. **Finance:** Ms. Kathi Jackson arrived at the Board Meeting at 11:17 am, having been detained by the ongoing audit. She went over each amended item (IX B. through IX F.) with the Board, noting where changes had been made.

VIII. **Unfinished Business:** None

IX. **New Business:**

- A. **Motion to approve Amended Sewer Contract between the LRGPWWA and Dona Ana County:**
Mr. Smith made the motion to approve the amended contract and Mr. McMullen seconded the motion and it passed with none opposed.
- B. **Motion to adopt Resolution FY2017-10 adopting amended FY2016 1st Quarter Budget (this item followed Item X):**
Mr. McMullen made the motion to adopt Resolution FY2017-10 and Mr. Smith seconded the motion. The motion carried with none opposed.
- C. **Motion to adopt Resolution FY2017-11 adopting amended FY2016 2nd Quarter Budget (this item followed Item X):**
Mr. McMullen made the motion to adopt Resolution FY2017-11 and Mr. Smith seconded the motion. The motion carried with none opposed.
- D. **Motion to adopt Resolution FY2017-12 adopting amended FY2016 3rd Quarter Budget (this item followed Item X):**
Mr. McMullen made the motion to adopt Resolution FY2017-12 and Mr. Smith seconded the motion. The motion carried with none opposed.
- E. **Motion to adopt Resolution FY2017-13 adopting amended FY2016 4th Quarter Budget (this item followed Item X):**
Mr. McMullen made the motion to adopt Resolution FY2017-13 and Mr. Smith seconded the motion. The motion carried with none opposed.
- F. **Motion to adopt Resolution FY2017-14 adopting amended FY2016 Final Budget (this item followed Item X):**
Mr. McMullen made the motion to adopt Resolution FY2017-14 and Mr. Smith seconded the motion. The motion carried with none opposed.
- G. **Motion to authorize the General Manager to verify and sign Governing Body Certificate of Annual Inventory Count:**
Mr. Martin Lopez explained that this motion authorized him to verify and sign the Inventory Count on behalf of the Board. Mr. Smith made the motion to authorize the General Manager to verify and sign the Inventory Count. Mr. McMullen seconded the motion and it passed with none opposed.
- H. **Motion to approve amendment to the LRGPWWA Customer Service Policy, Sections 3.D and 3.E, changing meter accuracy allowances from 2% to 3%:**
Mr. Smith made the motion to approve the amendment to the LRGPWWA Customer Service Policy and Mr. McMullen seconded the motion. The motion passed with none opposed.
- I. **Motion to adopt the LRGPWWA Fixed Assets Policy:**

Mr. Martin Lopez explained to the Board that the auditors required clearly developed procedures for identifying and categorizing fixed assets. Mr. McMullen made the motion to adopt the Fixed Assets Policy and Ms. Gomez seconded the motion. The motion carried with none opposed.

J. Motion to approve amendment to the LRGPWWA Employee Policy Manual, Section 16.A, adjusting the percentage of health insurance premiums LRGPWWA will pay for coverage of employees' eligible dependents:

Mr. Martin Lopez told the Board that employees' health insurance premiums had risen by 20.5% for 2017. He provided the Board with a spreadsheet outlining what the costs would be to both the employees and the Authority. Mr. McMullen made the motion to adjust the percentage of the premium paid by the Authority for employees' dependents to 80%. Mr. Smith seconded the motion and it passed with none opposed.

K. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7- threatened or pending litigation, and NMSA 1978 10-15-1 H.8 regarding the acquisition of real property or water rights:

Mr. McMullen made the motion to convene in closed session and Mr. Smith seconded the motion. The motion passed with none opposed, and the Board convened in closed session at 10:51 a.m. Roll Call Vote: District #1 (Mr. Sanchez) was absent; #2 is vacant; #3 Ms. Gomez voted yes; #4 (Mr. Holguin) voted yes; #5 (Mr. Nieto) was absent; #6 (Mr. McMullen) voted yes; and #7 (Mr. Smith) voted yes.

L. Motion to reconvene in open session: Mr. McMullen made the motion to reconvene in open session at 11:02 a.m. and Mr. Smith seconded the motion. The motion passed with none opposed.

Statement by the Chair that the matters discussed in the closed meeting were limited only to those specified in the motion for closure: Mr. Holguin made the statement that the matters discussed were limited only to those specified in the motion for closure.

M. Action, if any, related to the matters discussed in closed session:

Mr. Smith made the motion to approve the acquisition of the necessary easements on Jacquez and Camino Santo and Mr. McMullen seconded the motion. The motion passed with none opposed.

X. Other discussion and agenda items for next meeting: 9:30 a.m. Wednesday, January 18, 2017 at the La Mesa Office:

- A. Have any Board Members participated in training? If so, please provide a copy of your certificate to staff.
- B. Audit Approval
- C. The Draft Water Conservation Plan will be presented for discussion at a public meeting on December 13, 2016 at 6:30 pm at the La Mesa Office. Please let us know if you are planning to attend so that we can post a Notice of Potential Quorum.
- D. Board Work Session on the Draft Water Conservation Plan will be at the Vado Office on December 14, 2016 at 9:30 am.
- E. Transfer of water rights for a subdivision in Berino
- F. Potential Board training opportunities in June 2017

XI. Adjourn: Mr. Smith made the motion to adjourn. Mr. McMullen seconded the motion and it carried unanimously. Mr. Holguin declared the meeting adjourned at 11:23 a.m.

Minutes approved January 18, 2017

John Holguin, Chairman (District 4)

Michael McMullen, Vice-Chairman (District 6)

VACANT
(District 2)

ABSENT
Raymundo Sanchez (District 1)

Virginia Gomez, Secretary (District 3)

ABSENT
Roberto Nieto (District 5)

Furman Smith (District 7)

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—SPECIAL BOARD OF DIRECTORS MEETING

9:30 a.m. Tuesday, January 10, 2017 at our La Mesa Office, 521 St. Valentine St., La Mesa, NM

Minutes are a DRAFT until approved & signed by the Board of Directors

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman John Holguin called the meeting to order at 9:37 am and called the roll. Mr. Raymundo Sanchez representing District #1 was absent, District #2 is vacant, Ms. Virginia Gomez representing District #3 was present, Mr. John Holguin representing District #4 was present, Mr. Roberto Nieto representing District #5 was present, Mr. Mike McMullen representing District #6 was present, and Mr. Furman Smith representing District #7 was present telephonically. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, and Projects Specialist Liza Lopez. Also present was Wyatt Kartchner, an engineer with Molzen Corbin, Tyler Hopkins and Matt Thompson, engineers with Bohannan-Huston, and attorney Josh Smith.
- II. **Pledge of Allegiance:** Mr. John Holguin led the Pledge of Allegiance.
- III. **Motion to approve the Agenda:** No changes were made to the agenda. Mr. McMullen made the motion to approve the Agenda. Mr. Nieto seconded the motion and it passed with none opposed.
- IV. **New Business:**
 - A. **Bid Award for SCADA Project: Motion to award the project to I&C Solutions, LLC contingent upon NMED CPB approval:** Projects Manager Karen Nichols explained to the Board that the SCADA Project Recommendation of Award had been approved by NMED CPB, and Mr. Wyatt Kartchner talked about the results of the bid evaluation. Mr. Nieto made the motion to award the project to I&C Solutions and Mr. McMullen seconded the motion. The motion carried with none opposed.
 - B. **Motion to authorize expenditure of General Funds for completion of SCADA Project:** Mr. Martin Lopez explained to the Board that based on the latest proposals, the LRGPWWA would need approximately \$60,000 additional dollars to complete the SCADA Project. He also told the Board that this expenditure would not have a negative impact on the LRGPWWA's budget. Mr. Nieto made the motion to authorize the expenditure of General Funds to complete the SCADA Project and Mr. McMullen seconded the motion. The motion passed with none opposed.
 - C. **Approval for LRGPWWA General Manager Martin Lopez to attend the EPA Water Systems Partnership Meeting in Washington, D.C. on January 31, 2017:** Mr. Martin Lopez explained to the Board that the LRGPWWA's participation in this meeting had been requested and that travel expenses incurred would be reimbursed by the EPA. Mr. Nieto made the motion to approve Mr. Martin Lopez's travel to Washington, D.C. and Mr. McMullen seconded the motion. The motion carried with none opposed.
 - D. **Approve purchase of GPS fleet Tracking System:** Mr. Martin Lopez and Ms. Karen Nichols described the evaluation of the proposed fleet tracking companies and systems, and advised the Board that based on the evaluation committee's findings GPS Insight's products and services best met the needs of the LRGPWWA. Mr. Nieto made the motion to accept the proposal from GPS Insight and approve the purchase of the fleet tracking system. Ms. Gomez seconded the motion and it passed with none opposed.

- V. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation, and NMSA 1978 10-15-1 H.8.-discussion of the purchase, acquisition or disposal of real property or water rights:**
- A.** Mr. Nieto made the motion to convene in closed session and Mr. McMullen seconded the motion. The motion passed with none opposed, and the Board convened in closed session at 9:55 a.m. Roll Call Vote: District #1 (Mr. Sanchez) was absent; #2 is vacant; #3(Ms. Gomez) voted yes; #4 (Mr. Holguin) voted yes; #5 (Mr. Nieto) voted yes; #6 (Mr. McMullen) voted yes; and #7 (Mr. Smith) voted yes.
 - B. Motion to reconvene in open session:** Mr. Nieto made the motion to reconvene in open session at 10:14 a.m. and Mr. McMullen seconded the motion. The motion passed with none opposed.
 - C. Statement by the Chair that the matters discussed in the closed meeting were limited only to those specified in the motion for closure:** Mr. Holguin made the statement that the matters discussed were limited only to those specified in the motion for closure.
 - D. Action, if any, related to the matters discussed in closed session:** Mr. Nieto made the motion to approve the acquisition of a portion of the property owned by Sharron Lopez located along Yucca Road because the location of the property is necessary to the completion of the Mesquite-Brazito Wastewater System Improvements Project. Mr. McMullen seconded the motion and it passed with all in favor.
- VI. Adjourn:** Mr. McMullen made the motion to adjourn the Special Meeting of the LRGPWWA Board of Directors. Mr. Nieto seconded the motion and it passed unanimously. Mr. Holguin declared the meeting adjourned at 10:16 a.m.

Minutes approved January 18, 2017

John Holguin, Chairman (District 4)

Michael McMullen, Vice-Chairman (District 6)

Vacant (District 2)

ABSENT

Raymundo Sanchez, Director (District 1)

Virginia Gomez, Director (District 3)

Roberto Nieto, Director (District 5)

Furman Smith, Director (District 7)

LRGPWWA
Manager's Report
January 18, 2017

-) Extension to Apply to Beneficial Use for LRG 03338 has been filed with NM Office of State Engineer
-) HIDTA Semi-Annual Certification has been completed
-) State Land Office annual lease for Organ property has been completed
-) Worker's Compensation Fee-Annual Safety Inspection will need to be completed (all facilities)
-) Had a customer fall at Berino office on December 28th
-) Staff 2016 evaluations are nearly complete
-) Installation of recording device for customer service windows has begun
-) Phone system recording device and program has been ordered
-) DP 915 (Organ wastewater facility) Permit will expire in March 2017 renewal has been requested
-) DP 1036 (Mesquite wastewater facility) demolition continues
-) A Probationary Employee was terminated
-) Alto De Las Flores O&M Contract will be expiring in April
-) Colonias Day in Santa Fe will be on February 22 (Wednesday)

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 01/18/17**

Authority Construction Projects:

LRG-11-02.2 – Mesquite-Brazito Sewer Project – Bohannon Huston, Inc. – LOC-Design Stage – NMFA PG/SAP funded Planning, \$30k 2014 SAP, \$540,608 2014 CITF (10% Loan), USDA-RD Loan \$357,000 @ 3.250%, Grant \$1,194,919, Colonias Grants of \$6,356,474 & \$119,407 Area base mapping and all utility locates and supplemental field planimetrics completed. Land acquisition activities for lift station sites is ongoing. One lift station land tract is to be granted, two lift station land tracts are planned to be purchased, and the fourth will require condemnation. Critical easements necessary for specific pipeline routes have been defined and property owner negotiations are underway. 60% Preliminary Design has been submitted.

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

LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match: 100% Final Design for well, treatment and tank completed on October 26th. These final documents were submitted to NMED Drinking Water Bureau with a water supply modification application for review and approval. The NM-OSE Emergency Authorization to drill a new well has been approved. NMED DWB application has re-submitted for review. I am nearly finished with Readiness to Proceed Application, deadline for that is 1/26/17. Bills have been pre-filed in the Legislature to authorize funding for WTB projects including ours.

LRG-17-01 – Water Master Plan: I am nearly finished with Readiness to Proceed Application, deadline for that is 1/26/17. Bills have been pre-filed in the Legislature to authorize funding for WTB projects including ours.

LRG-17-02 – Central Office Building: RFP for architectural services has been issued. Deadline is 2/23/17. Submitted Project Interest Form for NMDWRLF, but have not been contacted yet by NMED-DWB.

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

LRG-15-01 – System-wide Information Technology Standardization - SCADA - \$130,000 NM SAP & \$90,000 NM SAP – Molzen Corbin Associates: Bid was awarded to I&C Solutions at the Special Meeting 1/10/17. Notice of Award was signed. MCA is getting contract documents compiled and signed.

LRG-15-01 – System-wide Information Technology Standardization – Equipment Purchase - \$37,500 NM SAP – In-House/Gamwell Tech: NMED-CPB has approved procurement for GPS fleet tracking equipment, order has been placed with GPS Insight. Contract has been submitted to NMED-CPB to obligate those funds. We have received some technical information from Vencor to help with identifying computer equipment to be purchased through Dell statewide agreement.

LRG-13-03 – Valle Del Rio Water System Project – RFP/Planning/Design Stage - \$1,197,708 DWSRLF funding - \$898,281 principal forgiveness – 299,427 loan repayment – Souder, Miller & Associates: SMA is ready to submit final plans to NMED-DWB and NMED-CPB this week and is working on DAC permit.

LRG-13-01 – Brazito Water System Improvements – Souder, Miller & Associates. – Construction Phase - Western Building & Development - \$523,354 NM CITF Grant, \$58,150 Loan, \$58,150 Match Requirement, 2014 CITF \$157,986 (10% loan): We are meeting with Souder, Miller & Associates on 1/19/17 to review results of the hydraulic modeling work. All deliverables have been received, and final Requisition will be submitted to close out project funds once final SMA invoice is received.

LRG-14-01 – Waterline Extension Project (incl. Veterans Road) – Design/Build - \$882,430 CITF incl. 10% Loan – Parkhill, Smith & Cooper - Monthly Project Update: Final Plan set with deductive alternates has been submitted. Expect to hear from PSC this week.

Other projects:

Infrastructure Capital Improvements Plan 2018-2022: ICIP is finalized.

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. Delivery of documents from the East Mesa Office for sorting and storage or shredding is still pending. One bin has been sent out for shredding in the past month.

Website and Email – Notices and Board Minutes pages are current. Other updates are ongoing.

Training – Nothing new to report this month.

Lower Rio Grande Water Users Organization – nothing new to report

EBID Surface Water Plant: - Our Source Water Protection Plan is complete. No news from EBID.

2017 Legislature: 2017 Legislative Report is available on the Directors Only Page. Pre-file period ended the 13th, session starts the 17th. Mr. Martinez reported that Senator Cervantes is expected to pre-file our bill on the 13th. Because it is a committee sponsored bill, there will not be a House version, but the sponsorship will help move it through committees faster.

As Needed Engineering Services: Currently we have 2 active Task Orders: 1. DB Stephen to update our Water Conservation Plan: Public comment period concluded 1/14/17, and they are finalizing the Plan. It will be submitted to NM OSE, and OSE will need to verify that for our WTB applications. 2. Huit Zollars to prepare bid documents for tank inspections. Contract documents are final and bid ad will run the 18th & 22nd, bid opening on January 30th. Two more task orders with Vencor Engineering are in preparation, one for developing design standards, another for establishing GPS coordinates and mapping for all of our system components. Another task order will be developed to adjust voting district boundaries once we determine if boundaries between districts need to shift to maintain equal representation, or if just the outer boundaries need to be expanded to take in the new areas being served.

Data Gathering for Water Audit: Water audits are now a requirement, and after working with BECC & DB Stephens on our first audit and working with our staff on the second, I'm working on a revision of our

tracking spreadsheet for water usage and sales and other data necessary for a water audit. Will be meeting with other departments to finalize this revision and determine procedures in preparation for the 2016 water audit.

2017 Board Election: Resolution issuing Election Proclamation is on today's agenda. I have initiated contact with the Doña Ana County Election Bureau to have them conduct the election, and have updated the relevant timeline, forms and documents. Angie, Liza and Yessenia are working on inputting district numbers into customer records in Tyler software. I will be contacting to their tech support for help developing a way to pull voter rolls from the software.

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SENATE BILL 110

53RD LEGISLATURE - STATE OF NEW MEXICO - FIRST SESSION, 2017

INTRODUCED BY

Joseph Cervantes

FOR THE WATER AND NATURAL RESOURCES COMMITTEE

AN ACT

RELATING TO SPECIAL DISTRICTS; AMENDING A SECTION OF THE NMSA
1978; PROVIDING THAT WATER RIGHTS SHALL BE COMBINED AND
COMMINGLED AMONG CONTIGUOUS MERGING COMPONENTS OF THE LOWER RIO
GRANDE PUBLIC WATER WORKS AUTHORITY; PROVIDING FOR UTILITY
CHARGES OF THE LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY AS
A LIEN AGAINST PROPERTY SERVED.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF NEW MEXICO:

SECTION 1. Section 73-26-1 NMSA 1978 (being Laws 2009,
Chapter 100, Section 1) is amended to read:

"73-26-1. LOWER RIO GRANDE PUBLIC WATER WORKS
AUTHORITY.--

A. The "Lower Rio Grande public water works
authority" is created. The authority is a political
subdivision of the state and shall be an independent public

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1 body. The authority is composed of Berino mutual domestic
2 water consumers and mutual sewage works association, Desert
3 Sands mutual domestic water consumers association, La Mesa
4 mutual domestic water consumers association, Mesquite mutual
5 domestic water consumers and mutual sewage works association
6 and Vado mutual domestic water consumers association, all
7 serving unincorporated communities within Dona Ana county. The
8 voting community membership of the five founding entities have
9 approved by resolution the development of the authority.

10 B. The authority may adopt rules and resolutions,
11 governance policies and procedures necessary to exercise the
12 powers conferred pursuant to this section.

13 C. All functions, appropriations, money, records
14 and equipment and all personal property and real property,
15 including water rights, easements, permits and infrastructure,
16 as well as all encumbrances, debts and liabilities pertaining
17 to or owned by the founding entities shall be transferred to
18 the authority.

19 D. The authority's service area shall consist of
20 the founding entities' existing place of use on file with and
21 approved by the state engineer and shall be filed in the public
22 records of Dona Ana county. An application shall be filed with
23 the state engineer to combine and commingle water rights and to
24 combine the existing entities' place of use into the
25 authority's service area. In the event that another entity

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1 elects to merge into the authority, [~~the merger shall include~~
2 ~~the combining and commingling of water rights with the~~
3 ~~authority, and]~~ the authority's service area shall be amended
4 to include that entity's place of use and shall be filed with
5 the state engineer. The authority's initial service area and
6 any subsequent amendments to its service area shall be
7 designated in a plat filed in the public records of Dona Ana
8 county. If the service area of the merging entity is
9 contiguous with the service area of the authority, the merger
10 shall include the combining and commingling of water rights
11 with the authority by application filed with the state
12 engineer.

13 E. The authority may provide for water and
14 wastewater services, road improvements for the protection of
15 the authority's infrastructure or renewable energy projects
16 that are integral to the operation and maintenance of the
17 authority's facilities or any combination or parts thereof.

18 F. The authority shall exercise all powers allowed
19 pursuant to law, including:

20 (1) regulating, supervising and operating the
21 authority's facilities;

22 (2) establishing rates and imposing
23 assessments, fees and charges and taking action necessary for
24 the enforcement thereof;

25 (3) assessing a standby charge for the

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1 privilege of connection into the authority's service at some
2 date in the future if the property line is within three hundred
3 feet of the authority's service lines and the property line is
4 located within the boundaries of the authority. This section
5 applies to new connections after the enactment of this act;

6 (4) acquiring, from a willing seller only,
7 holding and using water rights in an amount necessary to meet
8 its reasonable needs not to exceed forty years pursuant to
9 Section 72-1-9 NMSA 1978;

10 (5) shutting off, after notice, unauthorized
11 connections, illegal connections or a connection for which
12 charges are delinquent in payment;

13 (6) entering into contracts for services with
14 private entities, the state, municipalities, counties and the
15 federal government and other public bodies to further its
16 public purposes;

17 (7) entering into joint powers agreements with
18 other governmental entities;

19 (8) acquiring and disposing of real property,
20 personal property and rights of way;

21 (9) condemning property pursuant to the
22 Eminent Domain Code as the last resort and only for the
23 purposes of construction, maintenance and operations of the
24 authority's infrastructure;

25 (10) hiring and retaining agents, employees

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1 and consultants, as needed;

2 (11) adopting and using a governmental seal;

3 (12) placing a lien on property for unpaid
4 assessments, charges and fees and enforcing the lien in a
5 manner pursuant to ~~[law]~~ this section;

6 (13) suing and being sued and being a party to
7 suits, actions and proceedings; and

8 (14) having and exercising all rights and
9 powers necessary, incidental to or implied from the specific
10 powers granted in this section.

11 G. As a political subdivision of the state and a
12 member-owned community water system, the authority shall be
13 subject to the:

14 (1) applicable rules and regulations of the
15 department of environment, and in its discretion the department
16 may:

17 (a) conduct periodic reviews of the
18 operation of the authority;

19 (b) require the authority to submit
20 information to the department;

21 (c) upon department of environment
22 discretion or upon a petition of twenty-five percent of the
23 members of the authority, conduct an investigation as it deems
24 necessary to ensure the authority's compliance with all
25 applicable statutes, rules, regulations and reporting

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1 requirements; and

2 (d) after a hearing, set and collect
3 rates and fees and use the same for the proper operation and
4 management of the authority;

5 (2) applicable rules and regulations of the
6 department of finance and administration, local government
7 division and budget and finance bureau;

8 (3) Open Meetings Act;

9 (4) Inspection of Public Records Act;

10 (5) Audit Act;

11 (6) Procurement Code;

12 (7) Governmental Conduct Act;

13 (8) special election procedures pursuant to
14 Chapter 1, Article 24 NMSA 1978;

15 (9) Chapter 72 NMSA 1978; and

16 (10) applicable rules and regulations of the
17 state engineer.

18 H. The authority is a political subdivision of the
19 state and a member-owned community water system and shall not
20 be subject to the jurisdiction of the public regulation
21 commission or the provisions of the Public Utility Act.

22 I. The authority may issue utility system revenue
23 bonds and obligations for acquiring real and personal property
24 needed for the utility system and for extending, enlarging,
25 renovating, repairing or otherwise improving its facilities.

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1 The authority may issue revenue anticipation notes with
2 maturities and terms to be approved by the board of directors
3 of the authority. The authority may pledge irrevocably net
4 revenues from the operation of the utility system for payment
5 of the principal, premiums and interest on the bonds. The
6 utility system revenue bonds:

7 (1) may have interest, appreciated principal
8 value or any part thereof payable at intervals or at maturity
9 as the authority determines;

10 (2) may be subject to prior redemption at the
11 authority's option at such time and upon such terms and
12 conditions, with or without the payment of a premium, as
13 determined by the authority;

14 (3) may mature at any time not exceeding forty
15 years after the date of issuance;

16 (4) may be serial in form and maturity, may
17 consist of one bond payable at one time or in installments or
18 may be in another form as determined by the authority;

19 (5) shall be sold for cash at, above or below
20 par and at a price that results in a net effective interest
21 rate that does not exceed the maximum permitted by the Public
22 Securities Act; and

23 (6) may be sold at a public or negotiated
24 sale.

25 J. The authority's board of directors may adopt a

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1 resolution declaring the necessity for the issuance of utility
2 system revenue bonds or other obligations and may authorize the
3 issuance of utility system revenue bonds or other obligations
4 by an affirmative vote of a majority of all members of the
5 authority's board of directors. Utility revenue bonds and the
6 resolution authorizing their issuance shall be subject to voter
7 approval with oversight from the department of finance and
8 administration and the New Mexico finance authority. The bonds
9 authorized by the authority and their income shall be exempt
10 from taxation by the state and its political subdivisions.

11 K. Except for the purpose of refunding previous
12 utility system revenue bond issues, the authority shall not
13 sell utility system revenue bonds payable from pledged revenues
14 after the expiration of three years from the date of the
15 resolution authorizing their issuance. Any period of time
16 during which a utility system revenue bond is in litigation
17 shall not count toward the determination of the expiration date
18 of that issue.

19 L. The authority shall be governed by a board of
20 directors. The directors of the initial board shall consist of
21 five directors representing each of the founding entities. The
22 directors of the initial board shall serve until their
23 successors are elected. After the terms of the initial
24 directors are completed, the succeeding board of directors
25 shall be elected by districts from a minimum of five and a

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1 maximum of seven electoral districts. Each director, at the
2 time of election, shall reside within the electoral district of
3 the authority from which that member is elected. The
4 boundaries and the number of electoral districts shall be
5 established by the initial board within two years of the
6 creation of the authority. The board may in its governance
7 document provide for redistricting upon any change in the
8 authority's boundary. The elected board of directors shall
9 serve staggered terms to be established in the governance
10 document developed by the initial board. Elections shall be
11 conducted in accordance with the special election procedures
12 pursuant to Chapter 1, Article 24 NMSA 1978 and may be
13 conducted by the Dona Ana county elections bureau.

14 M. If the authority places a lien on property for
15 nonpayment of money owed, the authority shall file in the
16 office of the county clerk a notice of lien, which shall
17 include:

18 (1) identification of the outstanding debt to
19 the authority;

20 (2) the fact that a lien is established;

21 (3) the general purpose of the lien;

22 (4) the name of the owner of the property
23 against which the lien is established as determined from the
24 records of the county assessor;

25 (5) a description of the property against

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1 which the lien is established;

2 (6) the amount of the lien; and

3 (7) if the lien is for more than one period of
4 time, the date for which the lien is established.

5 N. A lien for multiple charges or assessments on a
6 property owner may be included in the same notice of lien, and
7 it shall not be necessary to file separate liens against the
8 separate properties. The lien shall be attested in the name of
9 the authority. The principal amount of any lien imposed for a
10 charge or assessment shall bear interest at the rate of twelve
11 percent per year from the date of filing the notice of lien
12 unless otherwise provided by law.

13 O. After the filing of the notice of lien in the
14 office of the county clerk, the authority shall have a lien
15 upon the property described in the notice of lien. The filing
16 of the notice of lien shall be notice to all the world of the
17 existence of the lien and of the contents of the notice of
18 lien. No such lien shall affect the title or rights to or in
19 any real estate, of any purchaser, mortgagee in good faith or
20 judgment lien creditor, without knowledge of the existence of
21 such lien, unless the notice of lien is filed in accordance
22 with this section in the office of the county clerk of the
23 county in which the real estate is situated. All authority
24 liens shall be first and prior liens on the property subject
25 only to the lien of federal, state and county taxes. The

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1 authority may release a lien against any specific property by:

2 (1) entering and signing a receipt of payment
3 upon the notice of lien filed in the office of the county
4 clerk; or

5 (2) issuing a separate receipt that recites
6 that payment of the lien with any accrued interest and penalty
7 has been made.

8 P. The authority may, in a single suit, foreclose
9 the liens against all persons named in the notice of liens or
10 against the property if the owners are unknown. The complaint
11 filed shall:

12 (1) expressly name each defendant, if known;

13 (2) describe the property against which the
14 lien is established; and

15 (3) set forth the amount of the lien.

16 Q. The judgment or decree rendered in said cause
17 shall be several against the named defendants and against the
18 several properties for the amounts decreed to be due by each.
19 A lien against real estate may be foreclosed in the same manner
20 that mortgages or other liens against real estate are
21 foreclosed with like rights of redemption. In the foreclosure
22 of any lien created by the authority, reasonable attorney fees
23 may be taxed by the court as part of the costs in favor of the
24 prevailing party.

25 R. The authority shall prepare and sign a notice of

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1 foreclosure, which shall also bear the signature and mailing
2 address of an attorney representing the authority. The
3 proceeds of the sale of the property by the authority pursuant
4 to a foreclosure sale on a lien shall be applied as follows:

5 (1) first, to the payment of costs in giving
6 notice of the sale and of conducting the sale;

7 (2) second, to the indebtedness claimed under
8 a lien on the property for federal, state, county, municipal or
9 ad valorem taxes;

10 (3) third, to the indebtedness claimed under
11 the lien of the authority;

12 (4) fourth, to all other special assessments
13 having a lien on the property; and

14 (5) fifth, after all such costs, liens,
15 assessments and taxes are paid, to the former owner, mortgage
16 holder or parties having an interest in the tract or parcel,
17 upon such persons providing satisfactory proof to the court of
18 such interest and upon approval of the court.

19 ~~[M-]~~ S. As used in this section, "public water
20 works authority" means a utility organized as a political
21 subdivision of the state for the purposes of constructing
22 infrastructure and furnishing water and wastewater services for
23 domestic, commercial or industrial uses, road improvements for
24 the protection of the authority's infrastructure and renewable
25 energy projects; and entering into agreements with other

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1 entities for the provision of other services, including [~~but~~
2 ~~not limited to~~] water conservation and reclamation, source
3 water protection, drainage, flood control, solid waste,
4 planning and zoning."

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Lower Rio Grande PWWA

Operators Report

January 18, 2017

System Problems and Repairs.

- Backflow inspections are current.(Mesquite District)
- The wetland demolition continues.
- We had a huge water leak on Berry Patch and Holsome Rd, Mike, JJ, Mario and Richie worked until 10:00pm.
- Well #3 at Shrode Rd, went down. The pump trust bearing dropped into the motor.
- We had 3 new service installs in the south valley.
- For the month of November we were issued 381 work and service orders.
- For the month of December we were issued 452 work and service orders.
- Vessel C at Well #2 is back on line, Adedge had to re-engineer the under drain.

NMED: Half of our Monthly Bac-T-Samples were taken for the month of January and all samples were negative.

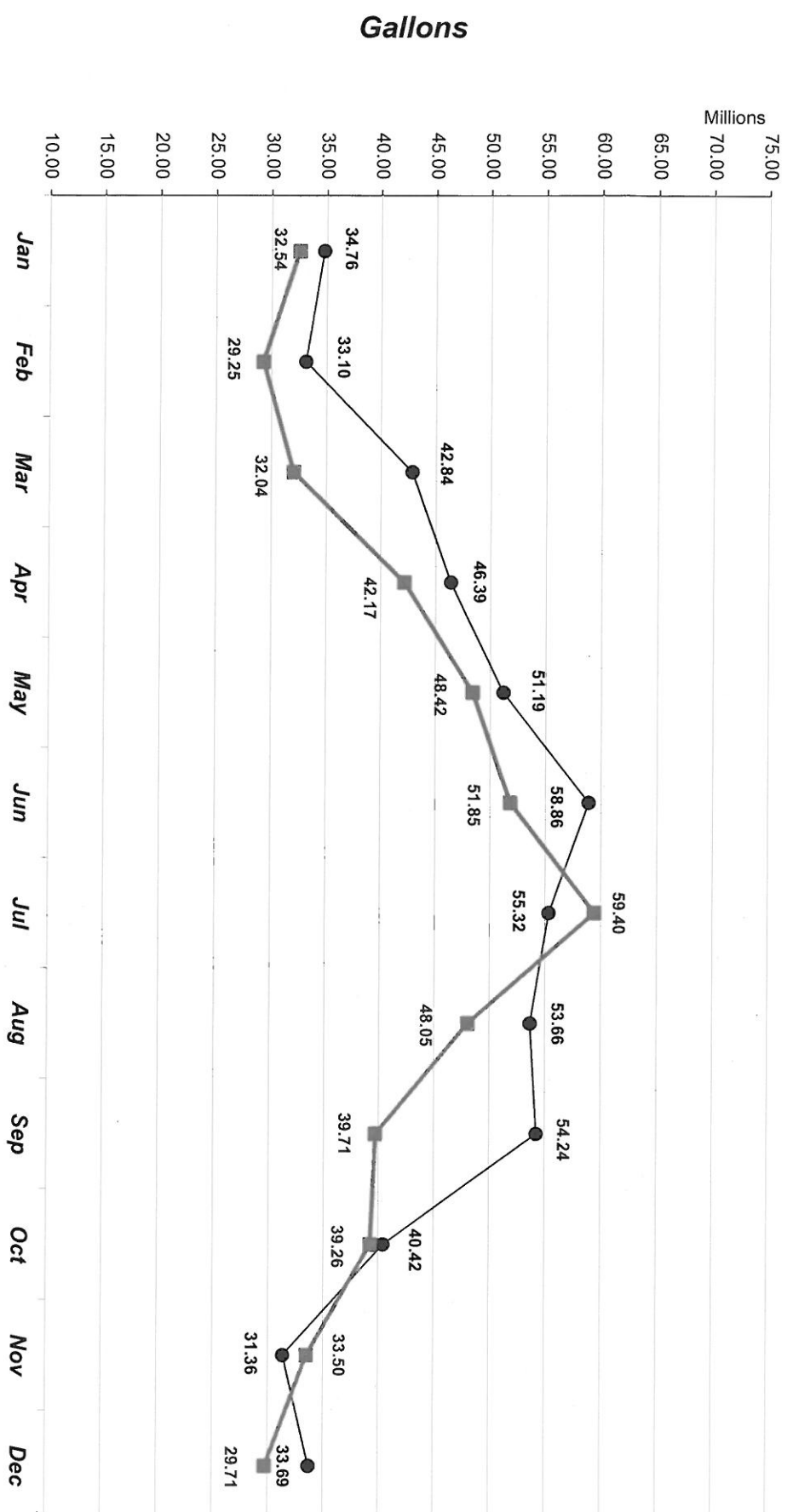
Mesquite district Wetlands: Demo continues.

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



2015 Production
 2016 Production

Revenue	1st Quarter Totals	October Activity	November Activity	December Activity	2nd Quarter Totals	YTD Activity
Operating Revenue-Water	\$ 844,087	\$ 236,259	\$ 216,025	\$ 211,437	\$ 663,721	\$ 1,507,808
Operating Revenue-Sewer	\$ 41,365	\$ 12,441	\$ 12,092	\$ 11,461	\$ 35,994	\$ 77,359
Installation Fees-Water	\$ 14,667	\$ 3,050	\$ 950	\$ 4,516	\$ 8,516	\$ 23,183
Activation & Connection Fees-Water	\$ 1,050	\$ 350	\$ 300	\$ 200	\$ 850	\$ 1,900
Meter Relocation	\$ 1,228	\$ -	\$ -	\$ -	\$ -	\$ 1,228
Backflow Testing	\$ -	\$ 1,129	\$ -	\$ -	\$ 1,129	\$ 1,129
Tampering Fee/Line Breaks	\$ 1,220	\$ -	\$ -	\$ -	\$ -	\$ 1,220
Delinquency Fee	\$ 17,120	\$ 3,980	\$ 4,100	\$ 4,220	\$ 12,300	\$ 29,420
Penalties-Water	\$ 28,542	\$ 8,951	\$ 6,723	\$ 7,535	\$ 23,209	\$ 51,751
Membership Fees	\$ 2,100	\$ 450	\$ 150	\$ 650	\$ 1,250	\$ 3,350
Impact Fees	\$ 41,124	\$ 4,952	\$ 5,752	\$ 6,419	\$ 17,124	\$ 58,248
Returned Check Fees	\$ 735	\$ 245	\$ 175	\$ 35	\$ 455	\$ 1,190
Credit Card Fees	\$ 2,191	\$ 754	\$ 731	\$ 714	\$ 2,199	\$ 4,390
Miscellaneous Revenue	\$ 125	\$ 47	\$ 40	\$ 50	\$ 137	\$ 262
After Hours Charge	\$ 480	\$ 281	\$ 119	\$ 60	\$ 460	\$ 940
Penalties-Sewer	\$ 1,248	\$ 453	\$ 403	\$ 488	\$ 1,345	\$ 2,593
Hydrant Meter Rental Fee	\$ 500	\$ -	\$ 500	\$ -	\$ 500	\$ 1,000
DAC Trash Coupon Fee	\$ 270	\$ 92	\$ 32	\$ 54	\$ 178	\$ 448
Miscellaneous Revenue-Sewer	\$ 1,153	\$ -	\$ 249	\$ 315	\$ 564	\$ 1,717
Tower Rent	\$ 750	\$ 250	\$ 250	\$ 250	\$ 750	\$ 1,500
Sewer Project Deposits	\$ -	\$ -	\$ 596	\$ 547	\$ 1,143	\$ 1,143
Billing Adjustments-Water	\$ (8,308)	\$ (3,440)	\$ (3,646)	\$ (482)	\$ (7,568)	\$ (15,876)
Fiscal Agent Fees	\$ 12,071	\$ 3,906	\$ 4,195	\$ 3,981	\$ 12,082	\$ 24,154
Interest	\$ 172	\$ 58	\$ 57	\$ 19	\$ 133	\$ 306
Interest	\$ 3	\$ 1	\$ 0	\$ -	\$ 1	\$ 5
Copy/Fax	\$ 125	\$ 31	\$ 8	\$ 28	\$ 67	\$ 192
Other Income	\$ 3	\$ 3	\$ 335	\$ -	\$ 337	\$ 340
Contract Services - O & M	\$ 7,023	\$ 2,389	\$ 2,169	\$ 1,828	\$ 6,386	\$ 13,408
Total Revenue	\$ 1,011,045	\$ 276,631	\$ 252,307	\$ 254,325	\$ 783,262	\$ 1,794,307

Expenses						
Accounting Fees	\$ 406	\$ -	\$ -	\$ -	\$ -	\$ 406
Inventory Adjustment	\$ -	\$ -	\$ 3,223	\$ -	\$ 3,223	\$ 3,223
Bank Service Charges	\$ 3,714	\$ 1,063	\$ 904	\$ -	\$ 1,967	\$ 5,681
Cash Short/Over	\$ (75)	\$ 76	\$ (76)	\$ 241	\$ 241	\$ 167
Dues and Subscriptions	\$ 1,336	\$ -	\$ -	\$ 516	\$ 516	\$ 1,852
Engineering Fees	\$ 3,976	\$ 4,599	\$ 13,424	\$ -	\$ 18,023	\$ 21,999
Late Fees	\$ 21	\$ -	\$ -	\$ -	\$ -	\$ 21
Legal Fees	\$ 1,885	\$ 1,132	\$ 2,242	\$ 276	\$ 3,650	\$ 5,535
Legal Notices	\$ 52	\$ -	\$ -	\$ -	\$ -	\$ 52
Licenses & Fees	\$ -	\$ 1,500	\$ 566	\$ 25	\$ 2,091	\$ 2,091
Meals	\$ 217	\$ 112	\$ 9	\$ 250	\$ 371	\$ 588
Postage	\$ 7,280	\$ 517	\$ 4,928	\$ 3,351	\$ 8,796	\$ 16,076
Postage-UPS	\$ 16	\$ 310	\$ -	\$ -	\$ 310	\$ 325
Retirement Account Fees	\$ -	\$ -	\$ 388	\$ -	\$ 388	\$ 388
Easements & Leases	\$ 562	\$ -	\$ -	\$ -	\$ -	\$ 562
Training	\$ 1,731	\$ -	\$ -	\$ 25	\$ 25	\$ 1,756
Training	\$ 47	\$ 60	\$ -	\$ 733	\$ 793	\$ 840
Travel:Lodging Per Diem	\$ -	\$ -	\$ 2,465	\$ 387	\$ 2,852	\$ 2,852
Travel:Lodging Per Diem	\$ 97	\$ -	\$ -	\$ -	\$ -	\$ 97
Travel:Meals Per Diem	\$ 43	\$ 60	\$ 93	\$ 230	\$ 383	\$ 426
Travel:Meals Per Diem	\$ 22	\$ -	\$ 24	\$ -	\$ 24	\$ 47
Travel:Mileage/Parking Per Diem	\$ -	\$ 117	\$ -	\$ 10	\$ 127	\$ 127
Interest paid to NMFA	\$ 3,734	\$ 3,734	\$ -	\$ 1,867	\$ 5,601	\$ 9,335
Interest paid to NMFA	\$ 208	\$ 111	\$ -	\$ 83	\$ 194	\$ 402
Interest paid to USDA	\$ 32,865	\$ 10,670	\$ 10,670	\$ 10,670	\$ 32,009	\$ 64,874
Interest paid to USDA	\$ 3,655	\$ 1,218	\$ 1,218	\$ 1,218	\$ 3,655	\$ 7,310
Regular Pay	\$ 77,565	\$ 27,003	\$ 26,483	\$ 25,809	\$ 79,295	\$ 156,860
Regular Pay	\$ 24,338	\$ 7,856	\$ 7,957	\$ 6,614	\$ 22,427	\$ 46,765
Regular Pay	\$ 33,014	\$ 8,869	\$ 9,919	\$ 12,069	\$ 30,856	\$ 63,871
Regular Pay	\$ 56,988	\$ 16,115	\$ 17,042	\$ 16,266	\$ 49,423	\$ 106,411

Overtime	\$	-	\$	13	\$	23	\$	6	\$	42	\$	42
Overtime	\$	1,350	\$	342	\$	313	\$	453	\$	1,108	\$	2,458
Overtime	\$	241	\$	81	\$	110	\$	52	\$	243	\$	484
Overtime	\$	875	\$	204	\$	414	\$	411	\$	1,030	\$	1,904
Overtime	\$	420	\$	18	\$	41	\$	37	\$	96	\$	516
Holiday Pay	\$	2,918	\$	1,558	\$	1,558	\$	2,972	\$	6,088	\$	9,007
Holiday Pay	\$	937	\$	468	\$	468	\$	937	\$	1,873	\$	2,810
Holiday Pay	\$	1,366	\$	530	\$	616	\$	1,392	\$	2,538	\$	3,904
Holiday Pay	\$	1,619	\$	864	\$	867	\$	1,733	\$	3,464	\$	5,083
Sick Pay	\$	16,317	\$	2,689	\$	2,384	\$	1,768	\$	6,841	\$	23,158
Annual Leave Pay	\$	16,957	\$	2,478	\$	2,015	\$	2,550	\$	7,043	\$	24,000
Contract Labor	\$	-	\$	113	\$	-	\$	-	\$	113	\$	113
401K Company Match	\$	8,057	\$	2,038	\$	2,039	\$	1,346	\$	5,422	\$	13,479
HISC-Blue Medicare Rx. Mr. G	\$	229	\$	5	\$	2	\$	-	\$	7	\$	237
HISC-Blue Medicare Rx. Mr. Ortega	\$	105	\$	33	\$	36	\$	38	\$	106	\$	212
Insurance-Dental	\$	2,891	\$	866	\$	944	\$	559	\$	2,369	\$	5,260
Insurance-Health	\$	38,790	\$	12,424	\$	12,580	\$	15,185	\$	40,190	\$	78,979
Work Comp Insurance	\$	3,741	\$	2,374	\$	2,137	\$	-	\$	4,511	\$	8,252
Mileage	\$	46	\$	48	\$	119	\$	31	\$	197	\$	243
Drug Testing	\$	90	\$	90	\$	30	\$	120	\$	240	\$	330
Payroll Taxes-Medicare	\$	451	\$	68	\$	59	\$	54	\$	182	\$	633
Payroll Taxes-Medicare	\$	-	\$	8	\$	0	\$	0	\$	8	\$	8
Payroll Taxes-Medicare	\$	1,115	\$	397	\$	389	\$	400	\$	1,186	\$	2,301
Payroll Taxes-Medicare	\$	297	\$	100	\$	101	\$	91	\$	291	\$	587
Payroll Taxes-Medicare	\$	489	\$	133	\$	152	\$	194	\$	478	\$	967
Payroll Taxes-Medicare	\$	831	\$	240	\$	253	\$	254	\$	746	\$	1,578
Payroll Taxes-Social Security	\$	1,928	\$	293	\$	252	\$	231	\$	776	\$	2,705
Payroll Taxes-Social Security	\$	-	\$	34	\$	1	\$	0	\$	36	\$	36
Payroll Taxes-Social Security	\$	4,767	\$	1,696	\$	1,664	\$	1,710	\$	5,070	\$	9,838
Payroll Taxes-Social Security	\$	1,268	\$	427	\$	430	\$	387	\$	1,243	\$	2,512
Payroll Taxes-Social Security	\$	2,090	\$	567	\$	649	\$	829	\$	2,045	\$	4,135
Payroll Taxes-Social Security	\$	3,555	\$	1,024	\$	1,080	\$	1,087	\$	3,191	\$	6,746
Vision Insurance	\$	770	\$	239	\$	297	\$	232	\$	768	\$	1,537
DAC Waste Water Flow Charge	\$	10,096	\$	3,621	\$	3,301	\$	3,249	\$	10,170	\$	20,266
Electricity-Sewer	\$	2,432	\$	886	\$	785	\$	671	\$	2,343	\$	4,775
Lab & Chemicals-Sewer	\$	661	\$	-	\$	-	\$	578	\$	578	\$	1,238
Automobile Repairs & Maint. Misc	\$	664	\$	12	\$	125	\$	-	\$	137	\$	801
Automobile Repairs & Maint.:LRG-02	\$	466	\$	-	\$	-	\$	256	\$	256	\$	722
Automobile Repairs & Maint.:LRG-03	\$	55	\$	44	\$	303	\$	228	\$	576	\$	631
Automobile Repairs & Maint.:LRG-04	\$	-	\$	-	\$	5,085	\$	-	\$	5,085	\$	5,085
Automobile Repairs & Maint.:LRG-06	\$	1,222	\$	495	\$	442	\$	-	\$	937	\$	2,159
Automobile Repairs & Maint.:LRG-08	\$	1,644	\$	43	\$	-	\$	-	\$	43	\$	1,687
Automobile Repairs & Maint.:LRG-09	\$	780	\$	-	\$	-	\$	-	\$	-	\$	780
Automobile Repairs & Maint.:LRG-10	\$	292	\$	5	\$	43	\$	-	\$	48	\$	340
Automobile Repairs & Maint.:LRG-11	\$	373	\$	108	\$	305	\$	-	\$	414	\$	786
Automobile Repairs & Maint.:LRG-14	\$	157	\$	-	\$	-	\$	3,315	\$	3,315	\$	3,472
Automobile Repairs & Maint.:LRG-18	\$	422	\$	-	\$	45	\$	-	\$	45	\$	467
Automobile Repairs & Maint.:LRG-20	\$	330	\$	166	\$	535	\$	-	\$	701	\$	1,031
Automobile Repairs & Maint.:LRG-21	\$	518	\$	62	\$	407	\$	(35)	\$	434	\$	953
Automobile Repairs & Maint.:LRG-23	\$	1,355	\$	2,595	\$	-	\$	1,130	\$	3,726	\$	5,081
Automobile Repairs & Maint.:LRG-26	\$	320	\$	-	\$	-	\$	43	\$	43	\$	363
Automobile Repairs & Maint. LRG 20	\$	195	\$	-	\$	66	\$	2,436	\$	2,503	\$	2,697
Automobile Repairs & Maint. LRG 20	\$	239	\$	-	\$	-	\$	2,503	\$	2,503	\$	2,741
Automobile Repairs & Maint. LRG 20	\$	212	\$	-	\$	66	\$	2,436	\$	2,502	\$	2,714
Automobile Repairs & Maint. LRG 20	\$	376	\$	276	\$	-	\$	329	\$	605	\$	981
Automobile Repairs & Maint. LRG 20	\$	159	\$	55	\$	-	\$	55	\$	110	\$	269
Computer Maintenance	\$	30,503	\$	2,495	\$	2,593	\$	2,495	\$	7,583	\$	38,086
Fuel	\$	13,288	\$	3,834	\$	3,563	\$	4,639	\$	12,037	\$	25,324
Lab Testing Fees-Water	\$	341	\$	352	\$	-	\$	288	\$	640	\$	981
Chemicals-Water	\$	10,751	\$	1,068	\$	4,339	\$	1,657	\$	7,065	\$	17,816
Maint. & Repairs-Wells & Boosters	\$	17,094	\$	4,884	\$	5,359	\$	5,064	\$	15,307	\$	32,401
Maint. & Repairs-Sewer System	\$	209	\$	-	\$	-	\$	-	\$	-	\$	209
Maint. & Repairs-Office	\$	-	\$	-	\$	-	\$	278	\$	278	\$	278

Maint. & Repairs-Office	\$	-	\$	355	\$	-	\$	217	\$	572	\$	572
Maintenance & Repairs-Heavy Equip	\$	2,496	\$	-	\$	725	\$	91	\$	816	\$	3,313
Maintenance & Repairs-Other	\$	598	\$	41	\$	-	\$	-	\$	41	\$	639
Maintenance & Repairs-Other	\$	-	\$	1,316	\$	-	\$	-	\$	1,316	\$	1,316
Materials & Supplies	\$	2,632	\$	2,039	\$	3,707	\$	6,846	\$	12,592	\$	15,225
Materials & Supplies	\$	481	\$	30	\$	174	\$	20	\$	223	\$	704
Office Supplies	\$	-	\$	-	\$	-	\$	60	\$	60	\$	60
Office Supplies	\$	2,081	\$	499	\$	616	\$	759	\$	1,874	\$	3,955
Printing and Copying	\$	3,536	\$	1,121	\$	1,501	\$	1,422	\$	4,044	\$	7,580
Tool Furniture	\$	3,717	\$	464	\$	-	\$	428	\$	892	\$	4,608
Uniforms-Employee	\$	3,718	\$	1,309	\$	1,894	\$	1,146	\$	4,348	\$	8,066
Cell Phone	\$	3,275	\$	1,092	\$	-	\$	-	\$	1,092	\$	4,367
Electricity-Lighting	\$	1,261	\$	820	\$	360	\$	1,621	\$	2,801	\$	4,062
Electricity-Offices	\$	3,405	\$	2,941	\$	806	\$	1,281	\$	5,028	\$	8,434
Electricity-Wells	\$	51,365	\$	30,639	\$	13,622	\$	17,988	\$	62,248	\$	113,614
Garbage Service	\$	418	\$	116	\$	161	\$	230	\$	508	\$	926
Natural Gas	\$	327	\$	119	\$	128	\$	139	\$	386	\$	713
Security/Alarm	\$	-	\$	260	\$	-	\$	5,188	\$	5,448	\$	5,448
Telephone	\$	3,378	\$	1,205	\$	2,141	\$	2,372	\$	5,718	\$	9,096
Wastewater	\$	265	\$	88	\$	88	\$	88	\$	265	\$	529
Insurance-General Liability	\$	13,334	\$	1,165	\$	18,622	\$	-	\$	19,787	\$	33,121
Water Conservation Fee	\$	4,779	\$	1,191	\$	1,178	\$	1,005	\$	3,374	\$	8,154
Total Expenses	\$	564,427	\$	185,393	\$	206,588	\$	188,216	\$	580,197	\$	1,144,624
Net Income/Loss	\$	446,619	\$	91,237	\$	45,719	\$	66,109	\$	203,065	\$	649,683



www.lrgauthority.org

LOWER RIO GRANDE

Public Water Works Authority

Resolution #FY2017-15

Budget for 2nd Quarter Fiscal Year 2017

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 FY2017 Second Quarter Budget on January 18, 2017.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to approve the FY2017 Second Quarter Budget officially approved on January 18, 2017.

PASSED, APPROVED, AND ADOPTED: January 18, 2017

John Holguin, Chairman

Seal:

Virginia Gomez, Secretary



LOWER RIO GRANDE Public Water Works Authority

325 Holguin Road Box C Vado, New Mexico 88072 (575) 571-3628

www.LRGauthority.org

Resolution Number FY2017-16 Issuing an Election Proclamation

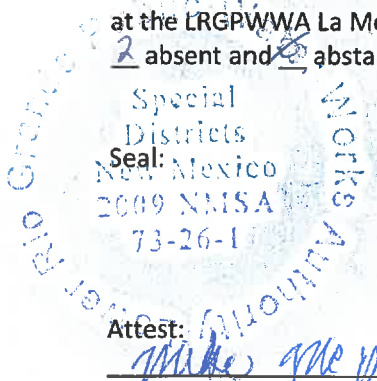
WHEREAS, the Lower Rio Grande Public Water Works Authority is created by NMSA 1978 73-26-1 and has established its required Governance Document and;

WHEREAS, Section 2.01 of said Governance Document sets forth the requirements for elections and;
WHEREAS, the Board of Directors has adopted an Election Policy on July 19, 2012, amended January 13, 2016 and;

WHEREAS, the Board of Directors has established seven voting districts with terms for Districts 3, 4, 5 and 7 expiring in 2017 and must hold an election to provide an elected representative to the board from each of those districts and;

NOW THEREFORE, the Board of Directors of the Lower Rio Grande Public Water Works Authority issues the attached Election Proclamation dated this 18th day of January 2017.

This Resolution was duly adopted by the Board of Directors at its regular meeting on January 18, 2017 at the LRGPWWA La Mesa Office, 521 St. Valentine, La Mesa, NM by a vote of 4 in favor, 0 opposed, 2 absent and 0 abstaining.



Attest:

Virginia Gomez
Virginia Gomez, Secretary

John Holguin
John Holguin, Board Chair



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LOWER RIO GRANDE

Public Water Works Authority

325 Holguin Road Box C Vado, New Mexico 88072 (575) 571-3628

PROCLAMATION FOR ELECTION FOR MEMBERS OF THE BOARD OF DIRECTORS

Election Date: Tuesday, April 4, 2017

On Tuesday, April 4, 2017, there shall be a regular election of the Lower Rio Grande Public Water Works Authority (Authority).

The purpose of the election is to elect four (4) members to the board of directors of the Authority.

The positions on the board to be filled are for four (4) members to the board of directors, one to represent District 3, one to represent District 4, one to represent District 5 and one to represent District 7. Terms expire for directors representing Districts 1, 2, and 6 in 2019.

Declarations of candidacy for the positions may be filed in the La Mesa Office of the Authority, 521 St. Valentine, La Mesa, New Mexico no later than 5:00 p.m. on Tuesday, February 21, 2017. Potential candidates may contact the Authority Election Official, General Manager Martin Lopez to verify or establish their eligibility prior to that date and time.

Two consolidated polling places for Authority districts 3,4, 5 and 7 will be located at the Authority's East Mesa Office, 9774 Butterfield Boulevard, Butterfield Park, New Mexico and the Del Cerro Community Center, 180 La Fe, Mesquite, New Mexico.

Each polling place will be open 7:00 a.m. to 7:00 p.m. on Tuesday, April 4, 2017.

The voter registration list of the Authority shall be closed at 5:00 p.m. on Monday, March 6, 2017. Authority members may contact the Authority Election Official, General Manager Martin Lopez to verify or establish their status as an eligible voter prior to that date and time.

In order to register with the Authority as an eligible voter, a person must:

- (1)** Own real property within the Authority's recorded designated service area;
- (2)** Receive services provided by the Authority to that property; and
- (3)** Be a member as defined in the Governance Document of the Authority

Absentee and Early Voting: Applications for absentee ballots may be made only on a form available from the Doña Ana County Clerk. Applications may be requested by mail or telephone message directed to the Doña Ana County Clerk's business office at the County Complex of Doña Ana County, 845 N. Motel Blvd., Las Cruces, New Mexico, telephone 575-647-7428. Applications for absentee ballots may also be obtained in person at the Clerk's office beginning Friday, March 10, 2017 during normal business hours until 5:00 p.m. on Friday, March 31, 2017. Absentee ballots will be mailed commencing March 10, 2015. Completed absentee ballots must be received no later than 7:00 p.m. on Tuesday, April 4, 2017.

Completed absentee ballots may be delivered by mail or courier, or may be delivered in person to the Clerk's office during regular business hours from March 10 through April 4, 2017. Early voting will be held in the Doña Ana County Clerk's office from March 10 through March 31, 2017 during regular business hours. The office of the County Clerk will tabulate all early and in-person absentee ballots, and all ballots cast on April 4th at the two polling locations.

This amended proclamation is made and published by order of the Board of Directors of the Lower Rio Grande Public Water Works Authority this 18th day of January, 2017.



John Holguin, Board Chair

Publish:

Once each week for two (2) consecutive weeks

Publication Dates:

March 23, 2017

March 30, 2017

**LAS CRUCES COMMUNITY FARMS LLLP
1155 S. TELSHOR SUITE B-1
LAS CRUCES NM 88011**

Mr. Martin Lopez
General Manager
Lower Rio Grande Water Works Authority
325 Holguin Road
Vado, New Mexico 88072

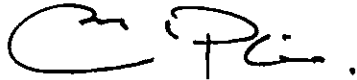
Re: Letter of Commitment to provide water service to Las Flores residential subdivision in Berino

Dear Sir,

In conjunction with our application for water service we plan to convey the appropriate amount of water rights (see attached water rights summary from the New Mexico Office of the State Engineer) from our license LRG-06325-2, in order to satisfy the consumptive use of water requirement in the Las Flores subdivision.

The Las Flores residential subdivision will have 63 lots. We plan to convey 0.333 acres/foot per lot for a total of 21.0 acre feet of water rights from LRG-06325-2 to Lower Rio Grande Water Works Authority.

Regards,



Greg McPhie
Managing Member
Las Cruces Community Farms LLLP

enclosures



New Mexico Office of the State Engineer

Water Right Summary



WR File Number: LRG 06325 2 **Subbasin:** LRS **Cross Reference:-**
Primary Purpose: POU POULTRY AND EGG OPERATION
Primary Status: ADJ ADJUDICATED
Total Acres: 0 **Subfile:** LRS-28-012-0041-B
Total Diversion: 98 **Cause/Case: -**
Owner: L. C. COMMUNITY FARMS LLLP.
Contact: ** *Greg McPhie and/or Randy McMillan*
Owner: AG NEW MEXICO FCS, FLCA
Contact: WARREN RUSSELL

Documents on File

Trn #	Doc	File/Act	Status		Transaction Desc.	From/		Acres	Diversion	Consumptive
			1	2		To				
585477	COWNF	2016-03-28	CHG	PRC	LRG 06325 2	T		0	0	
551643	ORDER	2012-11-19	ADJ	PRC	LRG-06325-2	T		0	98	

Current Points of Diversion

(NAD83 UTM in meters)

POD Number	Source	Q	Q	Q	4	Sec	Tws	Rng	X	Y	Other Location Desc
LRG 06325	Shallow	2	2	4	03	26S	03E		347492	3549904	
LRG 06325 S	Shallow	1	1	03	26S	03E			346074	3550480	S1/2
LRG 06325 S-3	Shallow	1	1	4	03	26S	03E		346737	3549932	

Priority Summary

Priority	Status	Acres	Diversion	Pod Number	Source
12/31/1972	ADJ	0	98	LRG 06325	Shallow
				LRG 06325 S	Shallow
				LRG 06325 S-3	Shallow

Place of Use

Q	Q	Q	Q	4	Sec	Tws	Rng	Acres	Diversion	CU	Use	Priority	Status	Other Location Desc
256	64	16	4	03	26S	03E		0	0		POU	12/31/1972	ADJ	HEN HOUSES ON DAC PC#17-05141, 98 AC/FT/IAN DESCRIBED IN PREVIOUS POU
1	1	1	03	26S	03E				98		POU	12/31/1972	ADJ	HEN HOUSES LOCATED ON DAC PC# 17-05142
2	1	2	10	26S	03E			0	0		POU	12/31/1972	ADJ	HEN HOUSES ON DAC PC#17-05304, 98 AC/FT/IAN DESCRIBED IN PREVIOUS POU
3	2	3	03	26S	03E			0	0		POU	12/31/1972	ADJ	HEN HOUSES ON DAC PC#17-05143, 98 AC/FT/IAN DESCRIBED IN PREVIOUS POU
3	4	1	03	26S	03E			0	0		POU	12/31/1972	ADJ	HEN HOUSES ON DAC PC#17-05142, 98 AC/FT/IAN

LRS

LRS-28-012-0041-B

Place of Use

Q	Q	Q	Q	Sec	Tws	Rng	Acres	Diversion	CU	Use	Priority	Status	Other	Location	Desc
256	64	16	4												DESCRIBED IN PREVIOUS POU

Source

Acres	Diversion	CU	Use	Priority	Source	Description
0	98				POU 12/31/1972	GW

The data is furnished by the NMOSE/ISC and is accepted by the recipient with the expressed understanding that the OSE/ISC make no warranties, expressed or implied, concerning the accuracy, completeness, reliability, usability, or suitability for any particular purpose of the data.