



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

Date: October 19, 2016 Time: 9:30 AM

Places: East Mesa Office

Event: Regular Board Mtg.

Signature	Print Name, Title, Company or Agency Represented	Contact Information	Email Address
<i>Mike McMillen</i>	MIKE McMILLEN MESA	970-302-7852	
<i>Mark W. Johnson</i>	Mark W. Johnson MESA	575-571-1110	
<i>Kathleen Johnson</i>	Kathleen Johnson MESA Regional Manager	575-233-5142	kjohnson@rgaauthority.org
<i>Erin Ann Smith</i>	Erin Ann Smith LRG-MESA	575) 233-3040	kjohnson@rgaauthority.org
<i>John Hulsuir</i>	John Hulsuir	382 5982	same
<i>Josh Smith</i>	Josh Smith	695-9007	jhulsuir@p.wa.gov
<i>Dan Romo</i>	Dan Romo, PSC	523-0915	drob11@p.wa.gov
<i>Math Dyer</i>	Math Dyer, PSC	525-523-0915	mdyer@team-psc.com

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, October 19, 2016 at our East Mesa Office, 9774 Butterfield Park Blvd.

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 9:34 a.m. and called the roll. Mr. Raymundo Sanchez representing District #1 was absent, Ms. Alma Boothe representing District #2 was absent, 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, Finance Manager Kathi Jackson, Projects Manager Karen Nichols, and Projects Specialist Liza Lopez. Also present were Josh Smith, LRGPWWA Attorney, and Matt Dyer and Dan Robillard, engineers with Parkhill, Smith & Cooper.
- II. **Pledge of Allegiance:** Mr. John Holguin led the pledge.
- III. **Motion to approve the Agenda:** There were no changes to the Agenda. Mr. Smith made the motion to approve the Agenda and Mr. McMullen seconded the motion. The motion passed with none opposed.
- IV. **Motion to approve the minutes of the September 21, 2016 Regular Board Meeting:** Mr. McMullen made the motion to approve the Minutes of the September 21, 2016 LRGPWWA Regular Board Meeting. Mr. Smith seconded the motion and it passed with none opposed.
- V. **Guest Presentations:** None
- VI. **Public Input:** None
- VII. **Managers' Reports:**
 - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions. He discussed the Dona Ana UDC Meetings he had attended and told the Board that the proposed changes to the Uniform Development Code do not impact the LRGPWWA. Mr. Holguin asked Mr. Martin Lopez who would be attending the NM Infrastructure Finance Conference and Mr. Martin Lopez advised him that he, Karen Nichols, Kathi Jackson, and Liza Lopez would all be attending the conference. Mr. Holguin then asked about the NM Water Resources Research Institute Conference, which was held in early October in Silver City. Mr. Martin Lopez discussed the Conference presentations, advising the Board that the Conference had been informative, and that a variety of interesting speakers had participated.
 - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions. She introduced Matt Dyer and Dan Robillard, engineers with Parkhill, Smith & Cooper, who updated the Board on the acquisition of easements for the Waterline Extension Project. They told the Board that 7 out of 10 easements had been executed and they were trying to contact a landowner on Jacquez Road in regards to one of these easements; however, they have been unsuccessful so far. Matt Dyer told the Board that the design schedule of this project had gone fine but that this project was running approximately 3 months behind on the construction schedule due to these easement negotiations. Mr. Holguin asked Mr. Dyer if the LRGPWWA needed approval from all of the landowners to proceed with the project, and asked how much longer the LRGPWWA should wait before proceeding with the Waterline Extension Project. Mr. Martin Lopez stated that he hoped to begin construction within a month. Ms. Karen Nichols pointed out that the project is not seriously delayed, and Mr. Matt Dyer told the Board that without the procurement of this easement on Jacquez Road a minimum of 8 potential customers who do want water service would be unable to connect to the system. Ms. Karen Nichols then told the Board about the funding applications she

had completed and submitted to the Water Trust Board. Mr. Holguin asked Ms. Karen Nichols about the NMFA Oversight Committee meeting she had attended with Mr. Martin Lopez. Ms. Nichols told him they had presented an informational Power Point presentation on the proposed changes to the LRGPWWA Statutes, and that the presentation had gone well. Ms. Karen Nichols advised the Board that the next opportunity to be heard would be at the Water and Natural Resources Committee Meeting and that the LRGPWWA would be requesting endorsement from this committee.

- C. **Operations:** Mr. Mike Lopez was unable to attend the meeting but provided the Board with a written report. Mr. Martin Lopez stood for questions. Mr. Smith asked Mr. Martin Lopez how the Arroyo Well was operating and Mr. Martin Lopez told him it was up and running fine. Mr. Holguin asked Mr. Martin Lopez what Green Sand was and Mr. Martin Lopez advised him that it was a media used to remove arsenic from water.
- D. **Finance:** Ms. Kathi Jackson provided a Statement of Budget, Income and Equity to the Board and stood for questions. She went over the Statement with the Board and talked about noteworthy expenditures. She advised the Board that two new LRGPWWA Staff members had been hired: Jennifer Border, who is in Accounting; and Justine Williams, who is in Inventory.

VIII. **Unfinished Business:** None

IX. **New Business:**

- A. **Motion to approve Resolution FY-2017-09- First Quarter Budget:**
Mr. McMullen made the motion to adopt Resolution FY-2017-09, approving the FY-2017 first quarter budget. Ms. Gomez seconded the motion and it passed with none opposed.
- B. **Motion to accept Ms. Alma Boothe's resignation as Director for District #2 and as Secretary of the LRGPWWA Board effective immediately following the adjournment of this meeting, and active recruitment of a new Director for District 2:**
Mr. McMullen made the motion to accept Ms. Alma Boothe's resignation as Director for District #2 and to pursue active recruitment of a new Director. Mr. Smith seconded the motion and it passed with none opposed.
- C. **Appointment of Acting Secretary of the LRGPWWA Board of Directors:**
Martin Lopez advised the Board that an acting Secretary would need to be appointed to attest to the Chairman's signatures, due to the resignation of Ms. Alma Boothe, who had been the Board Secretary. Mr. Smith made the motion to appoint Ms. Virginia Gomez, Director for District #3, as Acting Secretary. Mr. McMillen seconded the motion and it passed with none opposed.
- D. **Appointment of new member of LRGPWWA Disposal Committee in accordance with NMSA 1978-13-6-1 B(1):**
Mr. Martin Lopez explained to the Board that due to the passing of former board member Calli Tellez, the Disposal Committee was short one member. Mr. McMullen made the motion to appoint Mr. Furman Smith, Director of District #7, to serve on the Disposal Committee. Ms. Gomez seconded the motion and it passed with all in favor.

- X. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.2 to discuss a limited personnel matter regarding the General Manager's evaluation and position reclassification:**
- A.** Mr. Holguin 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 10:25 a.m. Roll Call Vote: District #1 (Mr. Sanchez) was absent; #2 (Ms. Boothe) was absent; #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.
 - B. Motion to reconvene in open session:** Mr. McMullen made the motion to reconvene in open session at 10:34 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. Smith made the motion to approve the reclassification of Mr. Martin Lopez's employment status and Mr. McMullen seconded the motion. The motion passed with none opposed.
- XI. Other discussion and agenda items for next meeting: 9:30 a.m. Wednesday, November 16, 2016 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- Audit is due by December 16, 2016
 - C.** Board Elections next year for four districts
 - D.** Resolutions for budget amendments
 - E.** Approval of sewer project as amended
- XII. Adjourn:** Mr. Smith made the motion to adjourn. Mr. McMullen seconded the motion and it carried unanimously. Mr. Holguin declared the meeting adjourned at 10:41 a.m.

Minutes approved November 16, 2016

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

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, October 19, 2016 at our East Mesa Office, 9774 Butterfield Park Blvd, NM

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

- I. Call to Order, Roll Call to Establish Quorum: District #1 (Mr. Sanchez) ____, #2 (Ms. Boothe) ____, #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 September 21, 2016 Regular Board Meeting
- V. Guest Presentations- None
- VI. Public Input—15 minutes are allotted for this item, 3 minutes per person
- VII. Managers' Reports
 - A. General Manager
 - B. Projects
 - C. Operations
 - D. Finance
- VIII. Unfinished Business- NONE
- IX. New Business
 - A. Motion to approve Resolution FY-2017-09- First Quarter Budget
 - B. Motion to accept Ms. Alma Boothe's resignation as Director for District #2 and as Secretary of the LRGPWVA Board effective immediately following the adjournment of this meeting, and active recruitment of a new Director for District 2
 - C. Appointment of Acting Secretary of the LRGPWVA Board of Directors
 - D. Appointment of new member of LRGPWVA Disposal Committee in accordance with NMSA 1978-13-6-1 B(1)
- X. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.2 to discuss a limited personnel matter regarding the General Manager's evaluation and position reclassification. Roll Call Vote: District #1 (Mr. Sanchez) ____, #2 (Ms. Boothe) ____, #3 (Ms. Gomez) ____, #4 (Mr. Holguin) ____, #5 (Mr. Nieto) ____, #6 (Mr. McMullen) ____, #7 (Mr. Smith) ____
 - A. Motion to reconvene in open session
 - B. Statement by the Chair that the matters discussed in the closed meeting were limited only to those specified in the motion for closure
 - C. Action, if any, related to the matters discussed in closed session
- XI. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, November 16, 2016 at the La Mesa Office:
 - A. Have any Board Members participated in training? If so, please give us a copy of your certificate.
 - B. Audit Approval- Audit is due by December 16, 2016
- 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 LRGPWVA 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 LRGPWVA 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 LRGPWVA, 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 LRGPWVA 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. Wednesday, September 21, 2016 at our East Mesa Office, 9774 Butterfield Park Blvd.

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 9:30 a.m. and called the roll. Mr. Raymundo Sanchez representing District #1 was absent, Ms. Alma Boothe representing District #2 was absent, Virginia Gomez, newly appointed Director for 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, Operations Manager Mike Lopez, Finance Manager Kathi Jackson, Projects Manager Karen Nichols, and Projects Specialist Liza Lopez. Also present was Esperanza Holguin from HUD, and Josh Smith, LRGPWWA Attorney, who arrived 10:27 a.m.
- II. **Pledge of Allegiance:** Mr. John Holguin led the pledge.
- III. **Swearing-In of Virginia Gomez, newly appointed Director for District 3:** LRGPWWA General Manager Martin Lopez administered the Oath of Office to Virginia Gomez.
- IV. **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.
- V. **Motion to approve the minutes:** Mr. McMullen made the motion to approve the Minutes of the August 17, 2016 LRGPWWA Regular Board Meeting. Mr. Holguin seconded the motion and it passed with none opposed.
- VI. **Guest Presentations:** None
- VII. **Public Input:** None
- VIII. **Managers' Reports:**
 - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions. He told the Board about the NMFA Oversight Committee Meeting he and Project Manager Karen Nichols had attended yesterday in Las Cruces. Mr. Holguin asked Mr. Martin Lopez about the NADBank meeting that was held in Del Cerro on August 24, 2016. Mr. Martin Lopez told the Board that NADBank was promoting their funding programs and had invited the LRGPWWA to attend.
 - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions. She talked about the presentation she and Mr. Martin Lopez had given at the NMFA Oversight Committee Meeting. She also told the Board that she was applying for Water Trust Board Funds and that there was a tight deadline for the application of these funds. She discussed the Mesquite/Brazito Sewer Project public meeting that will be held on Tuesday, October 4, 2016 at the Mesquite Fire Station. Flyers for the meeting are being mailed out to customers in the project area. She told the Board that she had received the Grant Agreements for the Capital Outlay funds and expected the funds from those grants to be available quickly. Mr. Holguin asked Ms. Karen Nichols about the Valle del Rio Water Systems Project. Ms. Karen Nichols advised him that PER review comments were received from NMED-CPB on July 13, 2016 and Souder Miller and Associates, the engineering firm who is working on the plan set for the project, had submitted a response on September 9, 2016.

- C. **Operations:** Mr. Mike Lopez provided a written report and stood for questions. He told the Board that water pumping was down approximately 5 million gallons from last year. Mr. Holguin asked Mr. Mike Lopez if there were any problems with the recently acquired Valle del Rio System. Mr. Mike Lopez said that there were higher levels of iron and manganese in this system. LRGPWWA Operations staff had flushed the system and had switched to a liquid treatment for this problem. Mr. Mike Lopez told the Board that Bac-T and other samples that had been taken throughout the LRGPWWA system were all good.
- D. **Finance:** Ms. Kathi Jackson stood for questions. She advised the Board that because she has been working with the auditors she didn't have time to prepare a written report. She told the Board an audit was scheduled for the first week of November. Updates to the new billing software had just taken place, but the Mobile Work Orders program still needed to be acquired and installed.

IX. **Unfinished Business:** None

X. **New Business:**

- A. **Motion to approve Resolution FY-2017-07 authorizing submission of application for Water Trust Board Water Project Funds for South Valley Water Supply & Treatment Program:** Mr. Martin Lopez described the project, which includes a new well and water tank with arsenic treatment. Ms. Karen Nichols told the Board that roughly 3.7 million dollars would be applied for. Mr. McMullen made the motion to approve Resolution FY-2017-07 and Mr. Smith seconded the motion. The motion passed with none opposed.
- B. **Motion to approve Resolution FY-2017-08 authorizing submission of application for Water Trust Board Water Project Funds for Water Master Plan:** Mr. Martin Lopez advised the Board that the Master Plan would take a look at the existing LRGPWWA facilities and help identify what future improvements should be made to the system. Mr. Smith made the motion to approve Resolution FY-2017-08. Mr. McMullen seconded the motion and it passed with all in favor.
- C. **Motion to authorize issuing an RFP for architectural services for Central Operations Office Building Project:** Mr. Martin Lopez told the Board that due to the size of the LRGPWWA's service area, there was a need to have a central office for the South Valley systems. Ms. Karen Nichols told the Board that she has looked at funding sources for the building and that she and Mr. Martin Lopez have been talking with architects and engineers in order to initiate this project. Mr. McMullen made the motion to issue an RFP for architectural services and Mr. Smith seconded the motion. The motion passed with none opposed.
- D. **Motion to approve Amendment #5 to Souder, Miller & Associates engineering agreement for Brazito Water Project:** This amendment would provide hydraulic modeling services to the LRGPWWA for the Brazito water system, which would tell LRGPWWA staff what the system was doing now and what future upgrades may be needed. Mr. McMullen made the motion to approve the amendment and Mr. Smith seconded the motion. The motion carried with none opposed.
- E. **Discussion of Dona Ana County Uniform Development Code:** Mr. Holguin described the opposition to the Code, particularly from farmers. Ms. Espy Holguin suggested that LRGPWWA staff should examine the code to see if there was anything that could affect the LRGPWWA. Ms. Karen Nichols provided a map for the Board to view in conjunction with this discussion and Mr. Martin Lopez provided a handout from Mr. Bob Hearn regarding the UDC. Mr. Holguin made the recommendation that LRGPWWA staff attend the UDC Meetings and post a notice about these upcoming meetings to the LRGPWWA website.

- XI. 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. Holguin 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 10:34 a.m. Roll Call Vote: District #1 (Mr. Sanchez) was absent; #2 (Ms. Boothe) was absent; #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.
 - B. Motion to reconvene in open session:** Mr. Smith made the motion to reconvene in open session at 10:54 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. McMullen made the motion to approve the acquisition of a portion of the property owned by Cecilia Gomez, Elisa Barreras and Rose Montoya located along NM Highway 478 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.
- XII. Other discussion and agenda items for next meeting: 9:30 a.m. Wednesday, October 19, 2016 at the East Mesa Office:**
- A. Have any Board Members participated in training? If so, please provide a copy of your certificate to staff.**
 - B. Approve 1st Quarter Budget with Resolution**
 - C. GM Evaluation and Contract Renewal**
 - D. Are any Board Members planning on attending the UDC meetings or the Mesquite/Brazito Sewer Project Meeting? If so, please let us know so that we can post a Notice of Potential Quorum.**
- XIII. Adjourn:** Mr. McMullen made the motion to adjourn. Mr. Smith seconded the motion and it carried unanimously. Mr. Holguin declared the meeting adjourned at 11:02 a.m.

Minutes approved October 19, 2016

John Holguin, Chairman (District 4)

Michael McMullen, Vice-Chairman (District 6)

ABSENT

Alma Boothe, Secretary (District 2)

ABSENT

Raymundo Sanchez, Director (District 1)

Virginia Gomez, Director (District 3)

ABSENT

Roberto Nieto, Director (District 5)

Furman Smith, Director (District 7)

LRGPWWA
Manager's Report
October 19, 2016

-) Dona Ana County-Uniform Development Code:
 - o Sent notice to all LRGPWWA customers regarding the meetings
 - o I attended both meetings-UDC was approved (recommended) by Planning and Zoning Board to BOCC
-) Big Sky/Desertland Dairy requesting to renew and modify their Discharge Permit-no impact to our wells
-) Kathi, Karen, Liza and I attended the NM Water Resources Research Institute in Silver City from October 5 to 7
-) Will be attending the Infrastructure Finance conference in Ruidoso from October 25 through 28
-) Emergency Response Plans and Vulnerability Assessments are being updated by staff
-) Water Trust Board presentations November 2nd and 3rd
-) Offices will closed November 11th for Veterans Day
-) Offices will closed November 24th and 25th for Thanksgiving Day Holiday
-) Hired Jennifer Border (Accounting) and Justine Williams (Inventory)
-) Terminated two employees

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 10/19/16**

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: Public meeting on October 4th at the Mesquite Fire Station was very well attended. Area base mapping and all utility locates & supplemental field planimetrics completed. Preliminary land acquisition activities are underway, and are focusing on the lift station sites to identify property that can be acquired. Critical easements necessary for specific pipeline routes have been defined and property owner negotiations underway. All collection system pipeline alignments finalized for 60% design completion. Preliminary Design for 60% deliverable for review by end of October is planned.

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: Final Change Order #10 and Engineering Agreement Amendment #10 were approved by Robert Garcia on 10/17/16. Project is complete, and final Contactor's Pay App. and engineer's invoice are pending.

LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match: Application has been submitted to Water Trust Board for construction funds. Tierra Del Sol Housing provided a letter of support. Presentations before the WTB will be November 2 & 3. 100% Final Design for well, treatment and tank to be completed by October 21st and submitted for review. These final documents will be simultaneously submitted to NMED Drinking Water Bureau for review and approval. Intent is to have NMED-DWB reviews complete by January 2017.

LRG-17-01 – Water Master Plan: Application has been submitted to Water Trust Board for balance of funds needed to complete this Plan. Presentations before the WTB will be November 2 & 3.

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 complete, planning grants have both closed.

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: Plans & Specifications are in review at NMED-CPB, executed grant agreement has been received for 2016 SAP funds.

LRG-15-01 – System-wide Information Technology Standardization – Equipment Purchase - \$37,500 NM SAP – In-House/Gamwell Tech: Executed grant agreement for SAP funds has been received. Staff is working with software and IT consultants to target equipment purchases.

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: PER was approved by NMED-CPB on 9/27/16, NMFA concurred with approval and is finalizing their environmental review. SMA is currently working on the plan set for the new tank, rehabilitation of wells, service lines and SCADA integration.

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): SMA has been given notice to proceed to incorporate project improvements into a water model for the Brazito system.

LRG-14-01 – Waterline Extension Project (incl. Veterans Road) – Design/Build - \$882,430 CITF incl. 10% Loan – Parkhill, Smith & Cooper - Monthly Project Update: September 2016 Progress: DAC Utility Permits for Berino Extensions are prepared and packaged, attained property owner signature for one additional Berino Extensions easement, DAC permits approved and executed for Joy Drive Replacements, NM DOT Permit approved, confirmation by phone, awaiting hard copy by mail (first week of October). Planned Activities for October 2016: Submittal of DAC Utility Permits for Berino Extensions dependent upon completion of easement acquisitions, obtain property owner signatures for the three remaining Berino Extensions easements, package, seal, and issue Addendum #1 for bid announcement.

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. No shredding for this period. Delivery of documents from the East Mesa Office for sorting and storage or shredding is still pending.

Website and Email – Notices and Board Minutes pages are current. Other updates are ongoing. Support ticket has been submitted for the board@lrgauthority.org email account due to problems with the address book we use to send out meeting notices to those who have requested to be notified. Repairs are still pending at Network Solutions, Inc.

Training – Liza and I attended the WRRRI Water Conference in Silver City Oct. 6 & 7, and will attend the Infrastructure Conference next week.

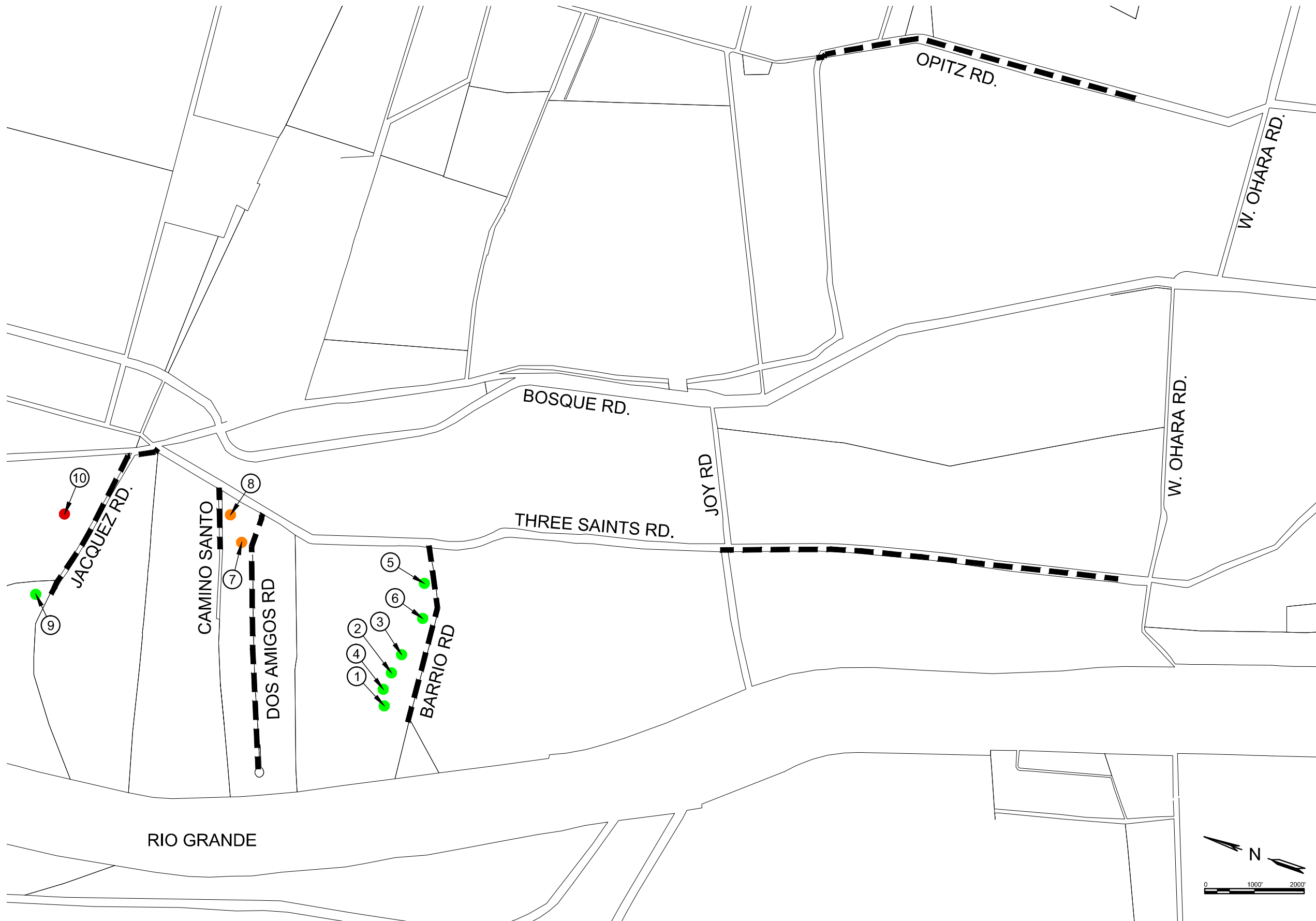
Lower Rio Grande Water Users Organization – nothing new to report

EBID Surface Water Plant: - Our Source Water Protection Plan is complete. EBID provided a letter of support for our Water Master Plan funding application.

2017 Legislature: Presentation on our proposed legislation to the NMFA Oversight Committee on September 20th went very well. Next opportunity to be heard by the Water & Natural Resources Committee will be November 21st in Santa Fe. None of our SAP funds were affected by the claw-back in the Special Session.

As Needed Engineering Services: Currently we have 3 active Task Orders: 1. Vencor Engineering for an evaluation of the feasibility of moving an existing booster or adding a booster in order to give us the ability to move water from La Mesa to the elevated tank. 2. DB Stephens to update our Water Conservation Plan. 3. Huit Zollars to prepare bid documents for tank inspections.

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 audit.



KEY NOTES

AS INDICATED BY: (00)
BARRIO ROAD

- 1 BARRIO, GLORIA
408 BARRIO RD
ANTHONY, NM 88021
- 2 CLACK, WILLIAM L & ROCHELLE M
308 BARRIO RD
ANTHONY, NM 88021
(915) 549-1181
- 3 ORTEGA, ENRIQUE (HENRY)
1008 W O'HARA LN
ANTHONY, NM 88021
- 4 ROMERO, VIRGINIA CATHERINE
PO BOX 704
ANTHONY, NM 88021
- 5 TREAT, A CARL & HELEN
124 BARRIO
ANTHONY, NM 88021
- 6 TREAT, THOMAS J & LINDA W
PO BOX 3557
ANTHONY, NM 88021

CAMINO SANTO ROAD

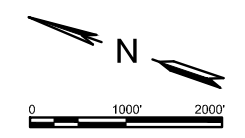
- 7 RIVAS, RAMON L
PO BOX 705
ANTHONY, NM 88021
- 8 VALDEZ, FRANK & VERONICA
PO BOX 1865
ANTHONY, NM 88021

JACQUEZ ROAD

- 9 JACQUEZ, BEN L & ELISA
PO BOX 567
ANTHONY, NM 88021
- 10 RP3 FARMS LLC.
2025 THREE SAINTS RD
ANTHONY, NM 88021

LEGEND

--- PROPOSED WATERLINE



PARKHILL SMITH & COOPER

UTILITY EASEMENT
 STATUS UPDATE

Issue:
 Project No:

EXHIBIT
 5852.15

Date: 10/18/2016
 Sheet: 1 OF 1

Lower Rio Grande PWWA

Operators Report

October 19, 2016

System Problems and Repairs.

- Backflow inspections are current.(Mesquite District)
- We have started a rodding program for our collection systems, in Mesquite and the East Mesa.
- Over time has been down, the weekends have been quite.
- We have ordered a Check valve from Cla-valve for the El Centro Well as it has a bad hammer at shut down.
- We are still learning the new Tyler billing system, so I can't tell the board how many Work orders we have been issued.
- Our operators are taking out all the gravel at the wetlands and we are using it at our offices, and tank sites.
- We had 4 new services for the month of September.
- Well # 2 had a problem, the under drain in Vessel C had two broken pipes and we were losing media. We had to purchase \$2,450.27 in Green Sand, but we saved close to 8,000.00.

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

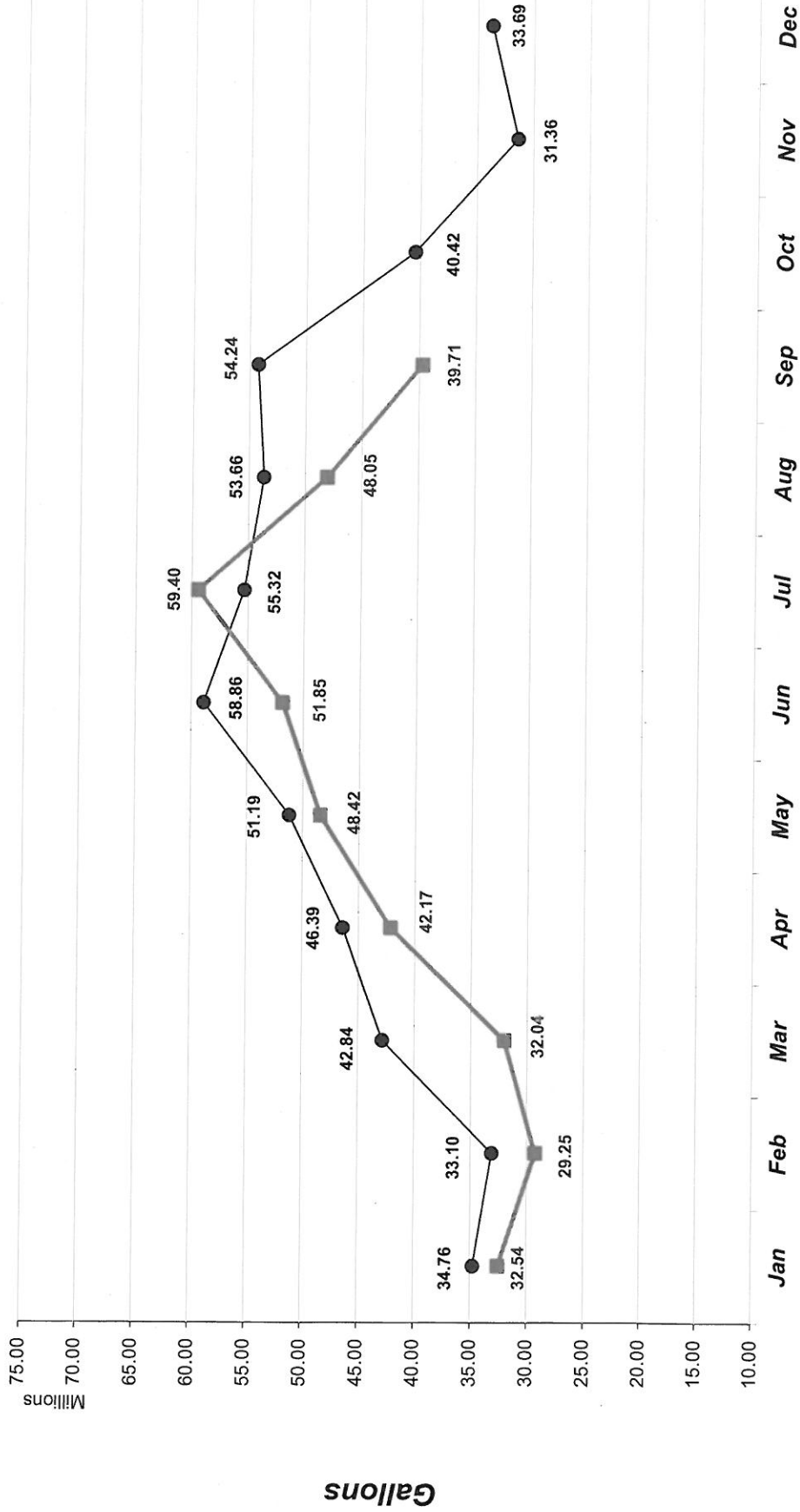
Mesquite district Wetlands: Demo continues.

Mesquite Sewer Report. Due in January 2017

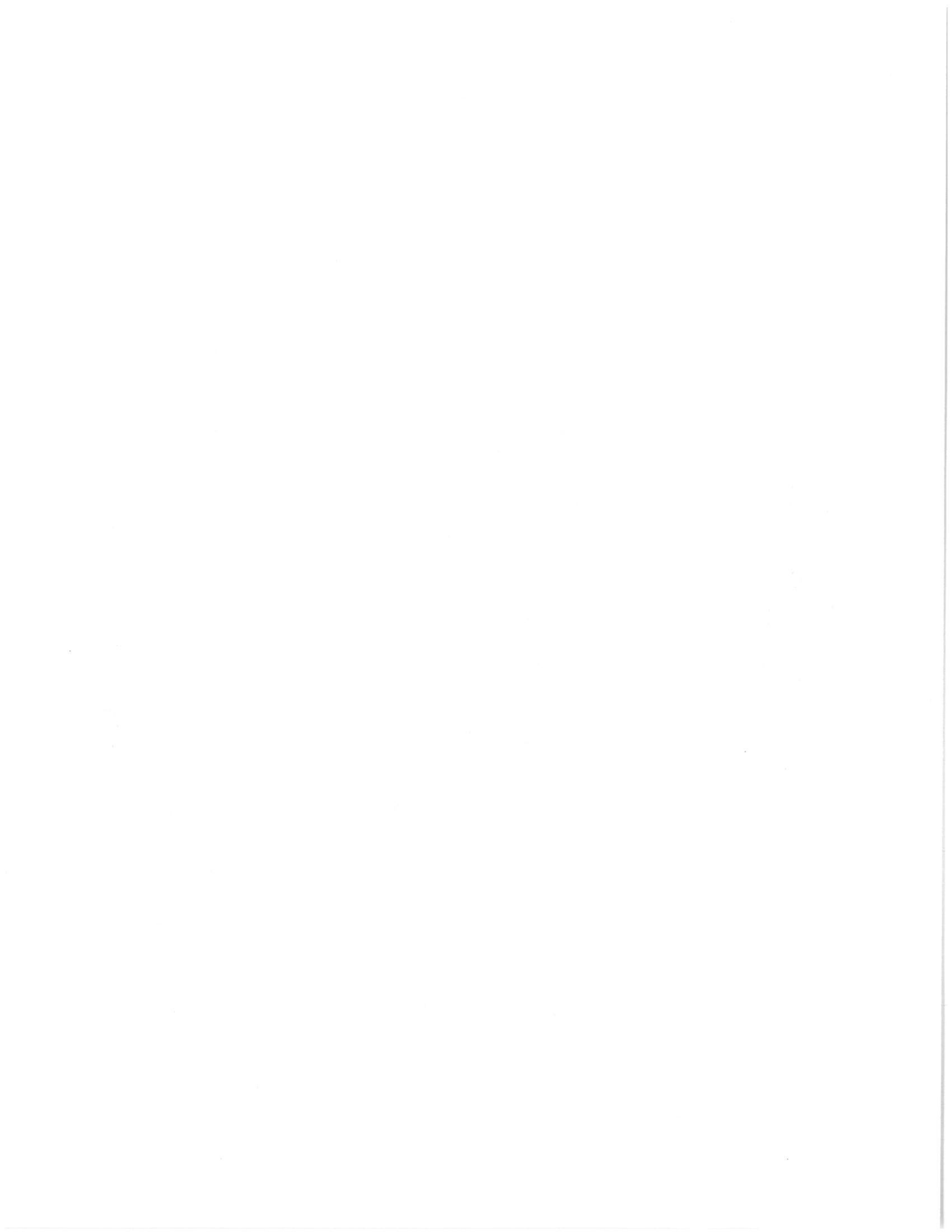
Chlorine: No problems.

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

Lower Rio Grande PWWA Water Production Report



● 2015 Production ■ 2016 Production





LOWER RIO GRANDE

Public Water Works Authority

www.lrgauthority.org

Resolution #FY2017-09 1st Quarter Budget Report for 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 FY-2017 1st Quarter Budget Report on October 19, 2016.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to approve the FY-2017 1st Quarter Budget Report officially approve on October 19, 2016.

PASSED, APPROVED, AND ADOPTED: October 19, 2016.



John Holguin, Chairman

Special
Districts
Seal: Rey, Mexico
2009 NMSA
79-26-1

Secretary



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

Schedule I

Name LowerRioGrandePublicWaterWorksAuthority

Address PO Box 2646
Anthony, NM 88021

(1) OPERATING INCOME	PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 07-01-2016 END 06-30-2017 (3)	For the 07-01-2016 Months Ended 09-30-2016		
			CURRENT YEAR		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. Water Revenue	2,246,000	2,564,898	844,054	844,054	1,720,844
2. Sewer Revenue	135,000	160,500	41,365	41,365	119,135
3. Interest	605		47	47	-47
4.					0
5. Miscellaneous					0
6. Less: Allowances and Deductions					0
7. Total Operating Income (Add lines 1 through 6)	2,381,605	2,725,398	885,466	885,466	1,839,932
OPERATING EXPENSES					
8. Salaries, Benifi	1,301,077	1,418,000	306,355	306,355	1,111,645
9. Accounting, Lega	120,925	122,000	17,598	17,598	104,402
10. Taxes, Ins, Reser	107,339	85,250	18,113	18,113	67,137
11. Utilities	288,400	268,000	63,694	63,694	204,306
12. Supplies	455,720	575,898	100,782	100,782	475,116
13. Lab, Chem, Sewer	71,500	59,000	13,188	13,188	45,812
14. Debt Service	356,942	285,500	40,570	40,570	244,930
15. Interest					0
16. Depreciation	984,485	984,485	246,121	246,121	738,364
17. Total Operating Expense (Add Lines 8 through 16)	3,686,388	3,798,133	806,421	806,421	2,991,712
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)	-1,304,783	-1,072,735	79,045	79,045	-1,151,780
NONOPERATING INCOME					
19. Water	313,103	80,000	8,295	8,295	71,705
20. Sewer	7,500	8,250	1,615	1,615	6,635
21. Total Nonoperating Income (Add 19 and 20)	320,603	88,250	9,910	9,910	78,340
22. NET INCOME (LOSS) (Add lines 18 and 21)	-984,180	-984,485	88,955	88,955	-1,073,440
23. Equity Beginning of Period					0
24.					0
25.					0
26. Equity End of Period (Add lines 22 through 25)	-984,180	-984,485	88,955	88,955	-1,073,440

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

Virginia USA
Secretary

10/19/16
Date

[Signature]
Appropriate Official

10/19/16
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:

<u>Insurance Coverage and Policy Number</u>	<u>Insurance Company and Address</u>	<u>Amount of Coverage</u>	<u>Expiration Date of Policy</u>
Property Insurance			
Policy # _____	_____	_____	_____
Liability			
Policy # _____	_____	_____	_____
Fidelity			
Policy # _____	_____	_____	_____

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. _____ gal.
- b. Water sold (CU FT - GAL) _____ gal. _____ gal.
- c. Treated waste (CU FT - GAL) _____ gal. _____ gal.
- d. Number of users - water _____ _____
- e. Number of users - sewer _____ _____

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 _____ % _____ %
- d. Number of outpatient visits _____ _____

6. DISTRIBUTION OF ALL CASH AND INVESTMENTS*

Indicate balances in the following accounts:

	<u>Construction</u>	<u>Revenue</u>	<u>Debt Service</u>	<u>Operation & Maintenance</u>	<u>Reserve</u>	<u>All Others</u>	<u>Grand Total</u>
Cash _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Savings _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Investments _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

7. AGE ACCOUNTS RECEIVABLE AS FOLLOWS:

	<u>Days</u>				
	<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91 and Older</u>	<u>*Total</u>
Dollar Values	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Number of Accounts	_____	_____	_____	_____	_____

*Totals must agree with those on Balance Sheet.

PROJECTED CASH FLOW

For the Year BEG. _____ END. _____
(same as schedule 1 column 3)

A. Line 22 from Schedule 1, Column 3 NET INCOME (LOSS) \$ _____

Add

B. Items in Operations not Requiring Cash:

1. Depreciation (line 16 schedule 1) _____

2. Others: _____

C. Cash Provided From:

1. Proceeds from Agency loan/grant _____

2. Proceeds from others _____

3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities _____

4. Decrease (Increase) in Accounts Receivable, Inventories and
 Other Current Assets (Exclude cash) _____

5. Other: _____

6. _____

D. Total all A, B and C Items _____

E. Less: Cash Extended for:

1. All Construction, Equipment and New Capital Items (loan & grant funds) _____

2. Replacement and Additions to Existing Property, Plant and Equipment _____

3. Principal Payment Agency Loan _____

4. Principal Payment Other Loans _____

5. Other: _____

6. Total E 1 through 5 _____

Add

F. Beginning Cash Balances _____

G. Ending Cash Balances (Total of D Minus E 6 Plus F) \$ _____

Item G Cash Balances Composed of:

Construction Account \$ _____

Revenue Account _____

Debt Payment Account _____

O&M Account _____

Reserve Account _____

Funded Depreciation Account _____

Others: _____

Total - Agrees with Item G \$ _____

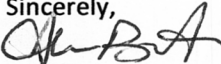
Alma K. Boothe
300 Palomino Rd.
Vado, NM 88072
September 22, 2016

Martin Lopez
General Manager
Lower Rio Grande Public Water Works Authority
325 Holguin Rd.
Vado, NM 88072

Dear Martin Lopez:

It is with regret that I tender my resignation from the Lower Rio Grande Public Water Works Authority board of directors as well as Secretary position, effective immediately.

I am grateful for having had the opportunity to serve on the board of this fine organization for the past year and I offer my best wishes for its continued success.

Sincerely,

Alma K. Boothe
District 2 Board Member



www.LRGauthority.org

LOWER RIO GRANDE

Public Water Works Authority

PO Box 2646 Anthony, New Mexico 88021 (575) 233-5742

October 19, 2016

TO: Eligible Members
 Lower Rio Grande Public Water Works Authority
 Voting District 2

RE: Vacancy on the Board of Directors – Request for Letters of Interest

The Lower Rio Grande Public Water Works Authority has a vacant position on our Board of Directors that needs to be filled by Board appointment. This newly appointed Director for District 2 would serve on the Board until April of 2019.

Eligible Members who wish to be considered for this appointment should submit a Letter of Interest to the Lower Rio Grande PWWA Board of Directors. Letters may be delivered in person to the La Mesa Office of the Lower Rio Grande PWWA at 521 Saint Valentine Street in La Mesa or mailed to: LRG PWWA Board of Directors, P.O. Box 2646, Anthony, NM 88021.

In order to qualify as an Eligible Member, applicants must own property within District 2 boundaries and receive service from the Lower Rio Grande Public Water Works Authority. You are receiving this letter because you are listed as an Eligible Voter in District 2 on the voter rolls of the Lower Rio Grande PWWA and are thus qualified. For questions about eligibility, contact Projects Specialist Angie Meza at 575-233-5742, extension 1008.

Letters of Interest should include the full name and contact information for the applicant and a brief description outlining why she/he should be considered for this appointment. See our website for additional information.

Best regards,

John Holguín, Board Chairman



www.LRGauthority.org

LOWER RIO GRANDE

Public Water Works Authority

PO Box 2646 Anthony, New Mexico 88021 (575) 233-5742

19 de octubre, 2016

A: Miembros Elegibles
Lower Rio Grande Public Water Works Authority
Distrito Electoral 2

RE: Vacante en la Junta de Directores - Solicitud de Cartas de Interés

El Lower Rio Grande Public Water Works Authority tiene una posición vacante en la Junta Directiva que debe llenarse por nombramiento de la Junta. Este recién nombrado Director de Distrito 2 servirá en la Junta hasta abril de 2019.

Los miembros elegibles que deseen ser considerados para este nombramiento deberán enviar una carta de interés para el Lower Río Grande PWWA Junta de Directores. Las cartas pueden ser entregadas en persona a la oficina del LRG PWWA ubicado en La Mesa, NM en 521 Saint Valentine o por correo a: LRG PWWA Junta de Directores, P.O. Box 2646, Anthony, NM 88021.

Para calificar como un miembro elegible, los solicitantes deben poseer propiedad dentro de los límites de Distrito 2 y recibir el servicio de agua del Lower Rio Grande PWWA. Usted está recibiendo esta carta porque aparece como un votante elegible en el Distrito 2 en las listas electorales del Lower Rio Grande PWWA y, por lo tanto, está calificado. Para preguntas acerca de la elegibilidad, comuníquese con Especialista de Proyectos Angie Meza a 575-233-5742, extensión 1008.

Cartas de interés deben incluir el nombre completo e información de contacto para el solicitante y una descripción breve por qué él/ella debe ser considerado para esta cita. Visite nuestro sitio web para obtener más información.

Saludos cordiales,

John Holguín, Board Chairman