

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## DRAFT Minutes—REGULAR BOARD OF DIRECTORS MEETING

10:30 a.m. Wednesday, May 20, 2015 at our Vado Office, 325 Holguin Rd., Vado, NM

Please note: Minutes are in DRAFT form until approved by the board

- I. **Call to Order, Roll Call to Establish Quorum:** Sign-in sheet and agenda are attached. Directors present were Chairman Robert “Marty” Nieto (District 5), Vice-Chairman John Holguin (District 4), Mike McMullen (District 6) and Furman Smith (District 7). Directors absent were Secretary Alma Boothe (District 2), Raymundo Sanchez (District 1), Cali Tellez (District 3). Staff members present were General Manager Martin Lopez, Finance Manager Kathi Jackson, Operations Manager, Mike Lopez, Projects Manager Karen Nichols and Project Specialist Joan Ferguson. Also present were Representative Bill Gomez, Espy Holguin (HUD) and Ralph Gonzalez (Talavera MDWCA). With a quorum established the meeting was called to order by Mr. Nieto at 9:32 am.
- II. **Pledge of Allegiance** {0:25}
- III. **Motion to approve the Agenda:** Item IX.C will be postponed. The contract is ready but it has not received concurrence from Rural Development. Mr. Holguin made a motion to approve the agenda with the aforementioned amendment. Mr. Smith seconded the motion and it passed 4–0. {1:35}
- IV. **Motion to approve the minutes of April 15, 2015, Regular Board Meeting:** Mr. Smith made a motion to approve the minutes of the April 15, 2015 regular board meeting. Mr. McMullen seconded the motion and it passed 4–0 with no discussion.
- V. **Guest Presentations:** none {2:31}
- VI. **Public Input—15 minutes total allotted for this item, 3 minutes per person:** none {2:39}
- VII. **Managers’ Reports**
  - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions.
    1. Mr. Holguin asked about the extension of time for beneficial use item in the manager’s report. The Office of the State Engineer allows for extensions of water rights (for two to three years) when beneficial use cannot be proven. The current extension is for East Mesa rights but other extensions will be due within the next six months.
    2. There was a question about the EBID surface water treatment plant. EBID acquired a small surface water treatment plant. Because they had no history with NMED Drinking Water Bureau, they approached Mesquite (pre-LRG) for help in responding to comments from the DWB. Then they decided to site it in Brazito. It needs to be constructed by August and then they will turn it over to LRG. It would be a good teaching tool should LRG decide to pursue a larger surface water treatment plant. There are many dynamics involved but it would revolve around the EBID board—farmers—agreeing to allow surface water diversions from farming to drinking water.
    3. Ms. Nichols pointed out the Attorney General’s schedule for Open Meetings Act trainings and noted that it conflicted with October’s proposed meeting date. Additionally, she pointed out the thank you note from the city’s water festival staff. {15:45}
  - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions.
    1. The funding for the BEEC’s water audit has been finalized and the selection of the engineer should be done next week.
    2. Mr. Holguin asked about the Veteran’s Rd. project. The RFP should be issued shortly. It will be advertised for 6 weeks and then the engineer will be selected.

3. Mr. McMullen asked about the Brazito project. The construction crew started May 11. He was concerned about fire hydrants and Ms. Nichols said she would pull up the contract documents on her laptop and go over it with him after the meeting.
4. There was a question about the Mesquite Wastewater Project. Even though the project is closed out and it has had its one-year inspection, the funding has not yet been totally expended. Operations is considering their equipment needs and options options. {21:41}

**C. Finance:** Ms. Kathi Jackson provided a written report and stood for questions.

1. Annual loan payments total about \$67,000 and are due on June 1.
2. Mr. Nieto congratulated Ms. Jackson on her procurement certification. {25:05}

**D. Operations:** Mr. Mike Lopez provided a written report and stood for questions.

1. Mr. Nieto asked about the water pressure with the new water lines because it had dropped considerably at his house. Mr. Martin Lopez said it was because they hadn't opened the lines yet because of water hammer at the well. When the new control valve is installed his pressure should be normal.
2. Mr. Smith asked about the Butterfield well. The pump is set at 695 feet and the static level is at 750 feet. Mr. Lopez believes that the pump burned out because the draw down was lower than the static level. He believes they can avoid future pump problems by using a lower hp. A new pump will cost \$15,000–20,000. There is also a possibility of using turbines. There are interconnects between Organ, Butterfield and Mountain View.
3. Ms. Nichols interjected to announce that the letters of conditions for the mergers of Butterfield Park, Brazito and Organ will be sent to Rural Development next week. {36:40}

**VIII. Unfinished Business**

**A. Review and discussion of draft ICIP:**

1. Mr. Nieto asked about the Sewer Service Extension to the dairies item. It will probably be removed. It was a tentative project from several years ago.
2. The Energy Audit (20180 004) will likely be removed because it will be included in the upcoming water audit. (See Projects report.)
3. Jun 2 will be the last day for any changes. {43:50}

**IX. New Business**

**A. Motion to adopt Resolution Number 2015-20 Open Meetings Act Resolution for FY 2015-2016:** The title is incorrect and should read "for FY2016." Additionally the October 21 meeting date conflicts with the Attorney General's Open Meetings Act training. It was agreed to change the meeting date to October 14, 2015. Mr. Nieto made a motion to adopt Resolution Number 2015-20 Open Meetings Act Resolution for FY 2016 with the above title correction and date change. Mr. McMullen seconded the motion and it passed 4–0. {46:05}

**B. Motion to adopt Resolution Number 2015-21 Interim Budget FY 2016:** Mr. Holguin made a motion to adopt Resolution Number 2015-21 Interim Budget FY 2016. Mr. McMullen seconded the motion and it passed 4–0 with no discussion. {48:02}

**C. Motion to approve sewer contract with Doña Ana County** postponed

**D. Motion to approve Doña Ana County coupon contract extension:** There are no changes in the contract: Ms. Jackson purchases a bulk of coupons and resells them with a markup to cover administration costs. Mr. McMullen made a motion to approve Doña Ana County coupon contract extension. Mr. Smith seconded the motion and it passed 4–0 with no discussion.

**X. Motion to convene in closed session pursuant to the NM Open Meetings Act § 10-15-1(H)(8) regarding the acquisition of real property or water rights:** Mr. McMullen made a motion to convene in closed session

pursuant to the NM Open Meetings Act § 10-15-1(H)(8) regarding the acquisition of real property or water rights. Mr. Smith seconded the motion.

- A. Roll Call Vote: Mr. Holguin, yes; Mr. Nieto, yes; Mr. McMullen, yes; Mr. Smith, yes. The meeting was closed at 10:22 {50:04}
  - B. **Motion to reconvene the open meeting:** Mr. McMullen made a motion to reconvene the open meeting. Mr. Smith seconded the motion and it passed 4–0. The meeting was reconvened at 10:47.
  - C. **Statement by the Chair that only matters of the acquisition of real property or water rights were discussed and no action was taken:** Mr. Nieto stated that only matters of the acquisition of real property or water rights were discussed and no action was taken. {51:09}
  - D. **Motion, if any, related to the item specified in the closed session:** Mr. Holguin made a motion to direct Mr. Martin Lopez (GM) to draft a letter responding to the letter from Talavera MDWCA (attached) requesting that the LRG Board consider merging with them. Mr. McMullen seconded the motion and with no further discussion the motion passed 4–0.
- XI. **Other discussion and agenda items for next meeting, 9:30 a.m., June 10, 2015 at the La Mesa Office:**
- A. Board training The discussion included the differences between different trainings available to an organization of LRG’s size: County Extension Service which provides training for the Association of Counties; and the Municipal League. Staff will research.
  - B. Final ICIP resolution
  - C. Budget draft FY 2016
  - D. The general manager will be on leave Jun 8–22.
  - E. Mr. Smith asked about counsel’s research on service area. {1:00:05}
- XII. **Adjourn:** Mr. Holguin made a motion to adjourn. Mr. McMullen seconded the motion and it passed unanimously. The meeting adjourned at 10:57.



Lower Rio Grande Public Water Works Authority  
Sign In Sheet Page 1 of 2

Date: May 20, 2015 Time: 9:30

Places: Vado

Event: Regular Mtg

Signature	Print Name, Title, Company or Agency Represented	Contact Information	Email Address
<i>[Signature]</i>	<i>[Signature]</i>	475-636-3551	
<i>[Signature]</i>	<sup>LWRPP</sup> MIKE MCMILLAN	971-313-7852	
<i>[Signature]</i>	KURMAN SMITH	575-382-5982	SAME
<i>[Signature]</i>	Karen Nichols	915-203-2057	Karen.nichols@lrgauthority.org
MARTIN G LOPEZ	<i>[Signature]</i>	575-571-3128	Lrg pinna
Bealquin Bith Gomez	N. Mex. State Rep. Dist 34	575-642-1379	bealquina@msn.com
<i>[Signature]</i>	Mike Lopez Lrg pinna	575-635-3921	mike.lopez@lrgauthority.org
Joan Ferguson	LRGPWWA	532-0233, 123	joan.ferguson@lrgpwwa.org
John Hulsar	LRGPWWA	575-655-9007	j.h.hulsar@lrgpwwa.org
Tiffany Goolsby	SCCOG	575-740-2926	t.goolsby@scog-nm.com
Espy Holguin	HUO	575-635-1289	Espenanza.A.Holguin@Hudogal
<i>[Signature]</i>	RALPH GONZALEZ	575-312-4458	archeangold@gmail.com



# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, May 20, 2015 at our Vado Office, 325 Holguin Rd., Vado, 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 (Alma Boothe)\_\_\_, #3 (Mr. Tellez)\_\_\_, #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 April 15, 2015 Regular Board Meeting
- V. Guest Presentations
- VI. Public Input—15 minutes total allotted for this item, 3 minutes time limit per person
- VII. Managers' Reports
  - A. General Manager
  - B. Projects
  - C. Finance
  - D. Operations
- VIII. Unfinished Business
  - A. Review & discussion of Draft ICIP
- IX. New Business
  - A. Motion to adopt Resolution Number 2015-20 Open Meetings Act Resolution for FY2015–2016
  - B. Motion to adopt Resolution Number 2015-21 Interim Budget FY2016
  - C. Approval of sewer contract with Doña Ana County
  - D. Doña Ana County Trash coupon contract extension
- X. Motion to convene in closed session pursuant to the NM Open Meetings Act § 10-15-1(H)(8) regarding the acquisition of real property or water rights
  - A. Roll Call Vote: Mr. Sanchez\_\_\_, Ms. Boothe\_\_\_, Mr. Tellez\_\_\_, Mr. Holguin\_\_\_, Mr. Nieto\_\_\_, Mr. McMullen\_\_\_, Mr. Smith\_\_\_
  - B. Motion to reconvene the open meeting
  - C. Statement by the Chair that only the items specified in the motion to close the meeting were discussed in the closed session and no action was taken.
  - D. Motion, if any, related to the item specified in the closed session
- XI. Other discussion and agenda items for next meeting, **9:30 a.m. JUNE 10, 2015 at the La Mesa Office**
  - A. Board training
  - B. Final draft ICIP
- XII. Adjourn

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aide or service to attend or participate in the hearing or meeting, please contact the LRGPWWA office at 575-233-5742, PO Box 2646, Anthony NM 88021 OR 215 Bryant St., Mesquite NM at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the LRGPWWA office if a summary or other type of accessible format is needed.

Si es un individuo con una incapacidad esta en necesidad de un lector, amplificador, lenguaje por senas, o cualquier otra forma de asistencia o servicio para atender o participar en las juntas, por favor llame a la oficina LRGPWWA, 575-233-5742, PO Box 2646, Anthony NM 88021 O 215 Bryant St., Mesquite NM una semana antes de la junta o en cuanto posible. Documentos públicos, incluyendo la agenda y minutos, están disponibles en varios formatos. Por favor opóngase en contacto con la oficina LRGPWWA si un resumen o otro tipo de forma accesible es necesario.

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, April 15, 2015 at our East Mesa Office, 9774 Butterfield Park Blvd, Butterfield Park, 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:** Sign-in sheet and agenda are attached. Directors present were Chairman Robert “Marty” Nieto (District 5), Vice-Chairman John Holguin (District 4), Director Cali Tellez (District 3) (left at 10:23), Director Mike McMullen (District 6) and Director Furman Smith (District 7). Absent were Secretary Santos Ruiz (District 2) and Director Arturo Terrazas (District 1). Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols and Project Specialist Joan Ferguson. Finance Manager Kathi Jackson and Operations Manager, Mike Lopez were not present. Also present were Directors-elect Edmundo Sanchez (District #1)(arrived 9:34) and Alma Boothe (District #2) Additionally present were Matt Dyer (PSC), Kevin Fredley (PSC), Espy Holguin (HUD) and Ralph Gonzalez (Talavera MDWCA). With a quorum present, Mr. Nieto called the meeting to order at 9:30 am.
- II. **Pledge of Allegiance** {0:53}
- III. **Motion to approve the Agenda** Mr. Holguin requested that item X.A (election of officers) be moved to after Item V (oaths of office). The guest presentation (to be made by Ms. Nichols for Ms. Bloom) needed to be moved to after item IX (unfinished business) or until the projector arrived. With the aforementioned changes, Mr. Smith made a motion to approve the agenda. Mr. Holguin seconded the motion and it passed 5–0. {3:51}
- IV. **Motion to approve the Minutes of March 25, 2015 Regular Board Meeting** Mr. Holguin made a motion to approve the minutes of the March 25, 2015, regular board meeting. Mr. McMullen seconded the motion and carried 5–0. {3:51}
- V. **Oaths of Office** Mr. McMullen, Ms. Boothe and Mr. Sanchez were sworn in as directors of the Lower Rio Grande Public Water Works Authority. {6:30}
- VI. **Guest Presentations: Tiffany Bloom, SCCOG—ICIP Presentation** (Presented after Item IX, unfinished business) {48:44}
- VII. **Public Input—15 minutes total allotted for this item, 3 minutes time limit per person—none**
- VIII. **Managers’ Reports**
  - A. **General Manager** Mr. Martin Lopez provided his written report and stood for questions.
    - Mr. Nieto asked about the wetlands decommission. The NM Environment Department has issued a permit outlining the decommission process. Staff is submitting a plan which is due May 11, 2015. The plan includes removing solids to a qualified facility and backfilling the (now dry) wetlands.
    - There was a short discussion concerning the possible annexation by the City of Anthony of an area that is part of the LRGPWWA service area. Because the City of Anthony offers neither water nor sewer, there is no real issue.
    - The USDA-RD Earth Day event that will recognize the Mesquite, Brazito and Del Cerro Water Project has been moved to noon on April 22 at the Mesquite office. Plans should be finalized shortly and will be sent to board members.
    - Mr. Smith asked why the Organ system EPA notice of violation was so old. Evidently, the EPA had been sending it to post office box set up for Organ S&W by their previous bookkeeping company. Additionally, there was a misspelling in the address. Organ residents have been notified and the notice has been posted in offices and on the website.

- USDA-RD is having an open house at their new location and Mr. Lopez passed around the invitation. {15:48}

Election of Officers occurred here.

- B. Operations** Mr. Mike Lopez provided a production report but was not available and Mr. Martin Lopez stood for questions.
- Mr. Smith asked about the water loss report. It is an ongoing project that has many moving parts. Additionally, Mr. Martin Lopez pointed out the upcoming BECC water audit in Ms. Nichols' report. {23:14}
- C. Finance** Ms. Kathi Jackson provided her written report. Because she was not available, Mr. Martin Lopez detailed the non-water revenue sources in the finance report for the new directors and then stood for questions. {26:49}
- D. Projects** Ms. Karen Nichols provided her written report and stood for questions.
- Ms. Nichols also passed her final legislative report and discussed the attempt to gut the Colonias Infrastructure Fund and the Tribal Infrastructure Funds via changes in the severance bonds.
  - Mr. Holguin mentioned that in light of recent water issues, the brackish water treatment project was looking like a good idea. The planning report on that project is due at the end of April.
  - Mr. Nieto asked for an update on the Mesquite Wastewater Project. It has finally been closed out. There is \$114,000 remaining and it will be used for equipment. {33:50}

**IX. Unfinished Business** none

The SCCOG ICIP Presentation was given at this point by Ms. Nichols.

**X. New Business**

- A. Election of Officers** Mr. Nieto nominated Mr. Tellez for secretary. Mr. Holguin seconded the nomination. Mr. Tellez declined the nomination. He thinks he may not be on the board in a couple of months. Mr. Nieto nominated Ms. Boothe for secretary. Mr. Smith seconded the nomination. Ms. Boothe accepted the nomination. The board voted 7-0 to appoint Ms. Boothe as secretary of the LRGPWWA Board of Directors. Mr. Smith moved to retain Mr. Nieto as Chair and Mr. Holguin as Vice Chair. Ms. Boothe seconded the motion and it passed 7-0. (This item occurred between the General Manager's and the Operations Manager's reports.) {19:46}
- B. Motion to approve 3<sup>rd</sup> quarter financial reports** Mr. Holguin made a motion to approve 3rd quarter financial reports. Mr. McMullen seconded the motion and it passed 6-0. {52:11}
- C. Motion to adopt Resolution #FY2015-19 3rd Quarter Budget Report for Fiscal Year 2015** Mr. Holguin made a motion to adopt Resolution #FY2015-19 3rd Quarter Budget Report for Fiscal Year 2015. Mr. McMullen seconded the motion. The motion carried 6-0. {53:06}
- D. Motion to approve bid award on Brazito project** Documentation is attached: the low bidder was Western Building and Development. The only difference in the budget would be the County's ¾% increase of the gross receipts tax. Mr. Holguin made a motion to approve bid award on Brazito project contingent upon funding agency approval should they chose to exercise that authority. Mr. McMullen seconded the motion which carried 6-0. {56:46}
- E. Motion to approve Mesquite-Brazito Sewer RFP committee recommendation** The RFP committee tally sheet is attached. The RFP committee recommended Bohannan Huston out of the six proposals received.



Mr. Holguin made a motion to approve Mesquite-Brazito Sewer RFP committee recommendation. Mr. Smith seconded the motion and it passed 6–0. {58:40}

- F. Motion to approve new RFP for SCADA project** LRG has received \$130,000 capital outlay for SCADA (the computer/radio system that remotely accesses the water and sewer system components). The design needs are minimal and so the RFP will be for an engineering firm to create a qualities based bid packet and oversee the project. Mr. Holguin made a motion to approve new RFP for SCADA project. Mr. McMullen seconded the motion and it carried 6–0. {1:01:22}

**XI. Other discussion and agenda items for next meeting, 9:30 a.m. May 20, 2015 at the Vado Office**

- A.** The new board members introduced themselves
- Ms. Boothe has lived in the Vado area for two years and is looking forward to working on the board.
  - Mr. Sanchez has lived in the area for sixteen years, knows Mr. Nieto and looks forward to working on the board.
- B.** Mr. Martin Lopez introduced Mr. Ralph Gonzales with Talavera MDWCA. They are interested in merging with LRG.
- C.** Ms. Espy Holguin (HUD) introduced herself to the new board members.
- D.** Board training
- E.** ICIP draft to board in May, final draft to the board for approval in June
- F.** DAC Sewer Contract
- G.** Open Meeting Act Resolution and new fiscal year schedule
- H.** Interim FY16 Budget
- I.** Discussion of potential DAC sewer services in the area.
- J.** Mr. Smith offered to give a presentation on SCADA to the board. {1:17:46}

- XII. Adjourn** Mr. Holguin made a motion to adjourn the meeting. Mr. McMullen seconded the motion and it passed 6–0. The meeting was adjourned at 10:51 am.

**Minutes signed May 20, 2015**

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Roberto Nieto, Chairman (District 5)

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John Holguin, Vice-Chairman (District 4)

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Alma Boothe, Secretary (District 2)

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Raymundo Sanchez, Director (District 1)

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Carlos Tellez, Director (District 3)

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Michael McMullen, Director (District 6)

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Furman Smith, Director (District 7)



**LRGPWWA**  
**Manager's Report**  
**May 20, 2015**

- Mesquite Wetlands Permit: Sludge/solids disposal plan has been submitted request permission to transport to HORVAC Environmental Facility without further treatment-response from NMED pending
- USDA Rural Development thanked LRGPWWA for Earth Day Event at Mesquite for BMDC Water Project
- Provided Extension of Time for Beneficial Use of LRG 65 water rights to NM Office of State Engineer
- Assistance to EBID to address NMED Drinking Water Bureau comments for Surface Water Treatment Plant, which is proposed in Brazito
- Eric Garcia, Water/WW Operator was hired
- Arturo Talamantes, Labor was hired
- Gabriel Gutierrez is on extended sick leave

**FOR IMMEDIATE RELEASE:**

**Contact:** James Hallinan

May 15, 2015

(505) 660-2216

## **Attorney General Announces Free Trainings throughout New Mexico on Open Meetings Act and Inspection of Public Records Act Requirements**

*Santa Fe, NM* - Attorneys from the Office of the Attorney General are traveling throughout New Mexico for the remainder of the year, offering free training sessions on Sunshine Laws designed to help government agencies and municipalities better understand the requirements of the state's Inspection of Public Records Act (IPRA) and its Open Meetings Act (OMA). The training sessions will be held monthly beginning next week and continuing through the end of the year.

IPRA defines what information agencies must release to the public. The Act recognizes that "all persons are entitled to the greatest possible information regarding the affairs of government" and that providing public information is "an essential function of a representative government and an integral part of the routine duties of public officers and employees."

OMA is designed to ensure that the affairs of government are conducted in public and that "the conduct of business by vote shall not be conducted in closed meeting."

The first training is in Valencia County next week and the full details are below. For the rest of the year's trainings, cities and dates are listed. More logistical information about each upcoming training will be released in the future.

**May 20**                      **Los Lunas**, Village of Los Lunas Transportation Center, 121 Courthouse Road, 10:30 a.m. to noon and 1:00 to 2:30 p.m. Participants have lunch on their own.

**June 17**                      **Truth or Consequences**

**July 15**                      **Los Alamos**

**August 19**                      **Clovis**

**September 16**                      **Grants**

**October 21**                      **Las Cruces**

**November 18**                      **Alamogordo**

**December 16**                      **Roswell**

The trainings are free and are open to the public, but the Attorney General requests that participants call to reserve a space. To RSVP, contact LaVerne Roller at [lroller@nmag.gov](mailto:lroller@nmag.gov) or call (505)-827-6063.

###

Thank you so much for helping with the  
2015 Las Cruces Water Festival!  
We couldn't have done it without you!

*Leah R. Reynolds*

*Jay Jones*



**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY  
PROJECTS REPORT – 5/20/15 BOARD OF DIRECTORS MEETING**

**Authority Construction Projects:**

**LRG: 11-02.1 -Mesquite Wastewater Project – Gannett Fleming– CONSTRUCTION Stage – Layne Southwest - RD \$7,262,081, CITF \$1,670,257:** We have completed the construction closeout and held the warranty inspection. Currently working with Operations Staff to obtain quotes for project related equipment to utilize the remaining funds. Final engineering invoice was received, and engineer is verifying that it is final. If so, unspent engineering funds will be added to contingency and used to purchase equipment for the project

**LRG-11-02.2 – Mesquite-Brazito Sewer Project – Vencor – LOC 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:** Engineering Agreement is on today's agenda.

**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:** All residential PRV's completely installed on Mesquite Drive, between the Post Office and Mesquite Drain. Also, all of East Plaza residential PRV's, are completely installed. West of Mesquite Drain, +/- 5,000 LF of 8" PVC water line installed at Vado Drive, Tapir Road, McCrimon Road and about 75% of Estancia Street. +/- 5,700 LF of 6" PVC water line installed at Fuentes Road, Highline Road, Highline alley, Mosquito Court, Presa Road, Crazy Horse Road, 100 LF on Brady Street and 300 LF on Ella Mae. As of 05/04/15, pressure tests have been completed for the following Streets: McCrimon Road to Estancia Road, McCrimon to Crazyhorse Road, Highline Road, Highline Alley, Mosquito Court and Presa Road. East of Mesquite Drain, +/- 6,310 LF of 8" PVC has been installed along Mesquite Drain. +/- 10,850 LF of 6" PVC waterline has been installed in the following streets: Cebolla Lane, Tarin Road, Tarin Road (South), Coleman Road, Myers Road and Ward Road. All new PVC waterlines west of Mesquite Drain have been pressure tested, Bac-T tested and flushed. Approximately 30 residents have been connected to the new waterlines. Asphalt patching completed on Aceitunas Road and NMDOT Right-of-Way, in response to service bores performed the previous month. All other asphalt patching completed in the Mesquite Area. The existing driveway at the Mesquite Post Office will be patched with concrete (not asphalt) so as to restore the drive to original conditions. Work Order #4: Mesquite Drain connection from the new 12" water line to the existing 8" water line is complete. In addition to the connection, an 8"x8"x4" TEE was placed for future development. Work Order #4: Parcelas Loop connections completed, inclusive of the 4 each - 12" Hot Tap connections from the new water line to the project stub-outs. Connection to the existing 6" water line was also completed at Line L1. Connections completed at Edward's dog leg by creating two branches: a 2" poly of 275 LF of 1" residential service line and 90 LF of ¾" service line for the Church. All connection services were run through the alley way. All known Mesquite Area residential services have been reconnected. Mesquite Area PRV's calibrated by JCH on 4/30/15 to 75 psi except for the Stern Drive PRV which was calibrated to 56 psi, due to elevation. As requested by LRGPWVA, the existing fire hydrant at Lost Dutchman and Mesquite Drive was connected to the new 12" water line to be solely used as a construction water hydrant.

**LRG-11-05 – Surface Water Treatment Plant WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match** – CDM is integrating the John Shomaker and Associates (JSAI) report recommendations into the final PER amendment update/justification for NMED's inquiries, as well as the other items regarding brine disposal and alternative cost comparisons. A final draft of this amendment is expected to be completed by May 21, 2015. The PER has been further delayed for beyond the projected original April 15 draft submittal due to previous staffing schedules but also specifically needing to acquire current well level data to compare/justify against the JSAI model recommendations and include that extended interpretation of the current groundwater situation. Operations staff have submitted the necessary data.

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

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

**LRG-13-02 – System-wide Information Technology Standardization - Software - \$175,000 NM STB**: Telephone conferences are scheduled with Tyler every two weeks. 5/6/15 conference was an hour-long web kick-off presentation. Two new servers have been received and set up. Two requisitions have been submitted to NMED-CPB and paid for the initial payment on software license fees and the purchase of two Dell servers.. A second will be submitted for the server invoice when it arrives. Finance Department has submitted information to Tyler for the implementation.

**LRG-15-01 – System-wide Information Technology Standardization - SCADA - \$130,000 NM STB**: Draft RFP was submitted to NMED-CPB for review, working with Operations staff to address comments and resubmit.

**LRG-13-03 – Water System Purchase Project – for RFP – Planning Stage - \$37,500 NMFA Planning Grant – on DWSRLF Priority List**: Draft Purchase Agreement is pending, and our attorney is doing some more research on water rights issues. Kathi & I have submitted updated documents to NMED to secure placement of the project on the DWSRLF priority list.

**LRG-13-01 – Brazito Water System Improvements – Souder, Miller & Associates. – Design Phase - \$523,354 NM CITF Grant, \$58,150 Loan, \$58,150 Match Requirement, 2014 CITF \$157,986 (10% loan)**: The construction phase of the project has been awarded to Western Building and Development. Contractor will commence construction on May 18, 2015. SMA is currently working on the design services WP and the OPCC for the additional scope of work that includes replacing 2-inch waterline with 8-inch waterline on Stone Drive and Estrellita Lane.

**LRG-14-01 – Waterline Extension Project (incl. Veterans Road) – Design/Build - \$882,430 CITF incl. 10% Loan**: CITF Closing was finalized on 2/6/15. RFP is in development.

#### **Other projects:**

**Water Audit – BECC**: Reviewed, edited and concurred with BECC's Scope of Work on 3/3/15. BECC met with NAD Bank on 5/18/15 regarding the funding for this project.

**2015 Legislature:** The legislative report is final through the Pocket Veto Date. Special session is still possible.

**2015 Water Fair:** Our booth at the Water Festival was highly successful and received many compliments.

**USDA-RD Transfer & Assumption Application Packages:** Finally received signed original Letters of Conditions USDA-RD, have assembled most of the documentation required, and will begin compiling the LOC notebooks for submission back to them right away.

**Infrastructure Capital Improvements Plan 2017-2021:** Draft ICIP is on today's agenda for board review and comment. Final draft for board adoption by resolution will be on the June 10<sup>th</sup> agenda.

**Documents Retention & Destruction** – Sorting of old association documents for storage or destruction is ongoing, and staff is implementing approved retention/destruction schedules for LRGPWWA documents. Two more containers are ready to be sent out for shredding. Procedure for transfer of files to storage is still pending management approval.

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

**Training** – Attended a day-long Procurement Code Overview the first week of May. Will attend a 3-day RFP training by the State Purchasing Division in Santa Fe the first week of June. Tyler online training is now available to staff.

**Lower Rio Grande Water Users Organization** – Regional Water Plan Update is in process, we are participating.

**US-EPA Regionalization Case Study** – I received a draft and submitted edits on 2/2/15. Case study has not yet been published.

**EBID Surface Water Plant:** - Continuing to work with EBID on their response to NMED-DWB comments as they pertain to the LRGPWWA and to our Surface Water/Brackish Water Treatment Facility Project.



# Finance Manager's Report

For

April 2015

## Financial Reports

- This month I have changed the report slightly. I usually show you the current month and the same month last year. This time the report compares April 2015 to March 2015 so you can get an idea of the impact of the warmer weather.
- Revenue increased by 20% from March to April
- Expenses-not much to note, the item listed as Reconciliation Discrepancies is a refund to a customer. We do not usually give refunds but this was a special case.
- Electricity-Wells had increased due to the higher water usage.
- The Profit & Loss statement shows a loss but when you add back depreciation we actually ended the month with \$55,020 in surplus funds which will be transferred to reserves for Annual Loan payments, reserve requirements and the annual 401K contribution.

## Other Items of Interest

- Benita, Delmy and Kathi all attended Certified Procurement Officer Training and passed the certification test. We are now in compliance with the new state law. Kathi is the CPO registered with the state. The State requires CPO's to register every year and recertify every 2 years.
- Audit IPA was due to Office of the State Auditor on April 15, 2015 and was submitted on time.
- The Interim Budget is due to DFA by June 1, 2015. I will be submitting FYE15 Budget as the interim budget and I will have a FYE 2016 Budget Draft ready soon.

**LRGPWWA**  
**Profit & Loss**  
 April 2015

	Apr 15	Mar 15
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Credit Card Fees	1,050.26	1,013.15
Interest	47.49	48.09
Investments		
Interest-Savings, Short-term CD	0.00	34.30
Total Investments	0.00	34.30
Non-Operating Revenue		
Copy/Fax	60.75	99.75
Other Income	3,781.00	275.17
Tower Rent	250.00	250.00
Non-Operating Revenue - Other	12,518.00	0.00
Total Non-Operating Revenue	16,609.75	624.92
Operating Revenue		
Activation & Connection Fees	2,495.00	2,950.00
Backflow Testing	282.64	50.00
Contract Services	1,912.06	1,637.65
Impact Fees	0.00	1,600.00
Installation Fees	8,352.86	0.00
Membership Fees	930.00	0.00
Monthly Services	168,256.86	144,154.15
Monthly Services-Sewer	11,493.00	10,812.45
Other Income	245.00	55.00
Penalties-Sewer	304.53	297.89
Penalties-Water	2,989.54	3,307.42
Returned Check Fees	35.00	70.00
Tampering Fee/Line Breaks	35.00	178.40
Total Operating Revenue	197,331.49	165,112.96
Other Types of Income		
Miscellaneous Revenue	0.00	505.00
Total Other Types of Income	0.00	505.00
Professional Fees-Other	2,913.68	4,952.80
Total Income	217,952.67	172,291.22
<b>Gross Profit</b>	217,952.67	172,291.22
<b>Expense</b>		
Accounting, Auditing, Legal		
Advertising	0.00	632.25
Bad Debts	0.00	78.75
Bank Service Charges	908.13	915.45
Cash Short/Over	0.00	2.20
Dues and Subscriptions	120.00	0.00
Legal Fees	480.70	883.53
Licenses & Fees	0.00	1,175.00
Meals	340.95	109.43
Permit Fees	25.00	0.00
Postage	636.35	951.47
Reconciliation Discrepancies	1,095.25	280.76
Retirement Account Fees	0.00	250.00
Training	2,067.00	0.00
Travel		
Lodging Per Diem	865.86	0.00
Total Travel	865.86	0.00
Total Accounting, Auditing, Legal	6,539.24	5,278.84
Debit Service		
Interest paid to NMFA	1,920.81	0.00
Interest paid to USDA	10,911.09	10,917.53
Total Debit Service	12,831.90	10,917.53

**LRGPWWA**  
**Profit & Loss**  
 April 2015

	Apr 15	Mar 15
<b>Depreciation Expense</b>		
Sewer	22,148.00	22,148.00
Water	67,758.39	67,758.39
<b>Total Depreciation Expense</b>	89,906.39	89,906.39
<b>Salaries</b>		
401K 10% Company Contribution	0.00	0.00
Accrued Leave	2,430.41	759.54
Administrative Labor	19,212.24	19,212.24
Clerical Labor	15,528.25	16,796.48
Employee Benefits-401K Contrib	2,185.38	2,185.61
HISC-Blue Medicare Rx.	86.90	86.90
Insurance-Dental	826.01	826.01
Insurance-Health	8,855.71	9,844.35
Insurance-Work Comp	1,760.00	1,760.00
Merit	0.00	226.77
Operations Labor	26,296.30	26,105.15
Payroll Taxes-Medicare	920.28	914.95
Payroll Taxes-Social Security	3,934.98	3,912.20
Payroll Taxes-State Unemploymen	0.00	0.00
<b>Total Salaries</b>	82,036.46	82,630.20
<b>Sewer</b>		
DAC Waste Water Flow Charge	3,303.35	3,324.72
Electricity-Sewer	729.48	782.84
<b>Total Sewer</b>	4,032.83	4,107.56
<b>Supplies</b>		
<b>Automobile Repairs &amp; Maint.</b>		
LRG-02	3,794.08	0.00
LRG-06	0.00	81.98
LRG-10	0.00	53.96
LRG-11	143.90	0.00
LRG-14	0.00	67.64
LRG-15	0.00	257.41
LRG-17	0.00	398.91
LRG-20	987.63	0.00
LRG-21	101.65	1,024.78
LRG-23	0.00	132.96
Automobile Repairs & Maint. - Other	89.77	696.68
<b>Total Automobile Repairs &amp; Maint.</b>	5,117.03	2,714.32
Computer Maintenance	2,617.82	2,576.17
Fuel	1,916.57	3,816.02
<b>Lab, Chemicals-Water</b>		
Chemicals	1,921.83	1,156.20
Laboratory Fees	113.32	289.41
<b>Total Lab, Chemicals-Water</b>	2,035.15	1,445.61
Locates	0.00	730.12
Maint. & Repairs-Infrastructure	3,252.19	1,325.00
Maint. & Repairs-Office	366.98	0.00
Maintenance & Repairs-Other	0.00	215.88
Materials & Supplies	3,928.10	4,553.78
Office Supplies	651.74	447.27
Printing and Copying	766.07	793.49
Uniforms-Employee	1,182.86	794.12
<b>Total Supplies</b>	21,834.51	19,411.78
<b>Taxes, Liability, Insurance</b>		
Insurance-General Liability	9,312.00	0.00
Insurance-Vehicles	3,895.00	58.00
Insurance-Vision	200.35	220.55
Water Conservation Fee	1,285.12	1,088.16
<b>Total Taxes, Liability, Insurance</b>	14,692.47	1,366.71

3:54 PM  
05/13/15  
Accrual Basis

**LRGPWWA**  
**Profit & Loss**  
April 2015

	Apr 15	Mar 15
<b>Utilities</b>		
Cell Phone	1,016.14	1,069.19
Electricity-Lighting	2,945.49	5,814.03
Electricity-Offices	835.76	618.43
Electricity-Wells	14,671.34	10,130.29
Garbage Service	116.00	182.00
Natural Gas	174.22	136.71
Telephone	1,117.60	1,145.93
Wastewater	88.20	88.20
<b>Total Utilities</b>	<u>20,964.75</u>	<u>19,184.78</u>
<b>Total Expense</b>	<u>252,838.55</u>	<u>232,803.79</u>
<b>Net Ordinary Income</b>	<u>-34,885.88</u>	<u>-60,512.57</u>
<b>Net Income</b>	<u><u>-34,885.88</u></u>	<u><u>-60,512.57</u></u>

## Lower Rio Grande PWWA

### Operators Report

May 20, 2015

#### System Problems and Repairs.

- Backflow inspections are current.(Mesquite District)
- The Managers have sent our Wetlands plan to NMED for approval.
- We have had a lot of small leaks due to the construction company.
- For the month of March my operators and I were issued 204 work orders.
- For the Month of April we have been issued 180 work orders.
- Well #2 went down again we had it pulled and the motor is burned.
- The pump control panel at well #2 also had to be rebuilt.
- We have hired two new employees, operator Eric Garcia and Labor Arturo Talamantes.
- Contractors are now in the Del Cerro area with the new water lines.

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

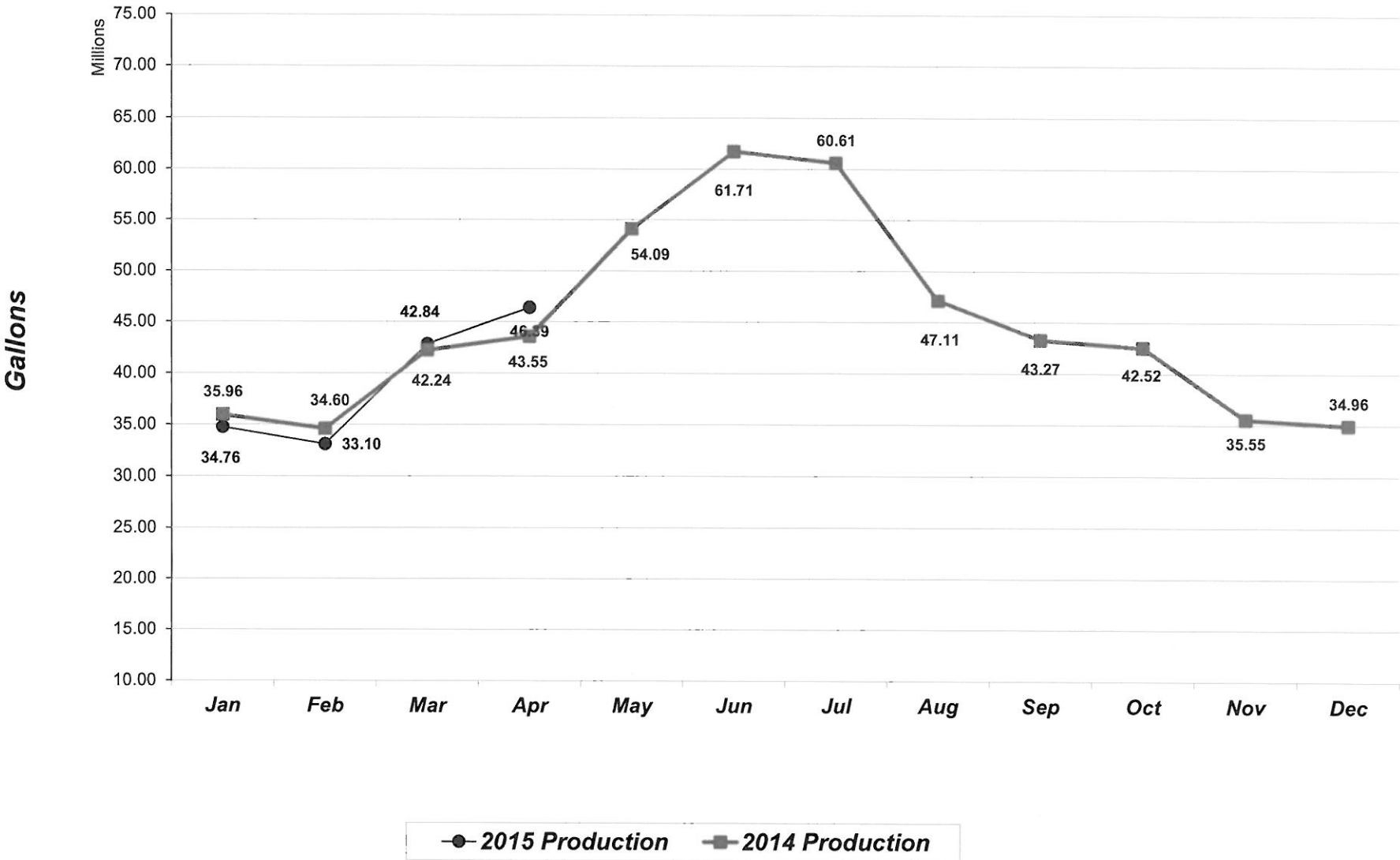
**Mesquite district Wetlands:** Demo continues.

**Mesquite Sewer Report.** Due this month.

**Chlorine:** No problems.

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

# Lower Rio Grande PWWA Water Production Report



# Infrastructure Capital Improvement Plan FY 2017-2021

## Lower Rio Grande Public Water Works Authority Project Summary

ID	Year	Rank	Project Title	Category	Funded						Total	Amount	Phases?
					to date	2017	2018	2019	2020	2021	Project Cost	Not Yet Funded	
22905	2017	001	Water System Rehabilitation & Improvements	Water Supply	2,383,370	2,101,573	2,179,347	3,275,671	0	0	9,939,961	7,556,591	Yes
24026	2017	002	System-Wide Information Technology Standardization	Water Supply	900,000	680,000	150,000	100,000	250,000	0	2,080,000	1,180,000	Yes
19248	2017	003	Authority Interconnect Looping Project	Water Supply	112,563	2,040,000	1,000,000	1,000,000	1,000,000	0	5,152,563	5,040,000	Yes
29104	2017	004	PER and Environmental Documents for East Mesa	Water Supply	0	150,000	0	0	0	0	150,000	150,000	No
21301	2017	005	Authority Brazito Sewer Project	Wastewater	8,774,860	500,000	0	0	0	0	9,274,860	500,000	No
21300	2017	006	Water Treatment Plant	Water Supply	1,024,684	5,000,000	0	0	0	0	6,024,684	5,000,000	No
25096	2017	007	Heavy Equipment Purchase	Water Supply	0	171,000	171,000	171,000	171,000	171,000	855,000	855,000	Yes
25919	2017	008	Purchase and Upgrade Private Water Systems	Water Supply	13,808	1,500,000	0	0	0	0	1,513,808	1,500,000	Yes
25937	2018	001	40 Year Water Plan Update	Water Rights	0	0	50,000	0	0	0	50,000	50,000	No
22906	2018	002	Light Equipment Purchase	Water Supply	0	0	140,000	105,000	105,000	0	350,000	350,000	Yes
22911	2018	003	Vado Area Water System Improvements	Water Supply	0	0	100,000	1,480,000	0	0	1,580,000	1,580,000	Yes
25921	2018	004	Energy Audit	Other	0	0	50,000	0	0	0	50,000	50,000	No
25097	2019	001	Sewer Service Extension to Unserved Areas	Wastewater	0	0	0	100,000	600,000	1,500,000	2,200,000	2,200,000	Yes
30435	2020	001	Central Office & Warehouse Facility	Adm/Service Facilities (local)	0	0	0	0	180,000	1,820,000	2,000,000	2,000,000	Yes



## Infrastructure Capital Improvement Plan FY 2017-2021

27612	2021	001	Green Projects	Clean Energy	0	0	0	0	0	100,000	100,000	100,000	No
25920	2021	002	Water Rights Purchase	Water Rights	0	0	0	0	0	1,800,000	1,800,000	1,800,000	Yes

<b>Number of projects:</b>	16												
	<b>Funded to date:</b>	<b>Year 1:</b>	<b>Year 2:</b>	<b>Year 3:</b>	<b>Year 4:</b>	<b>Year 5:</b>	<b>Total Project Cost:</b>						<b>Total Not Yet Funded:</b>
<b>Grand Totals</b>	13,209,285	12,142,573	3,840,347	6,231,671	2,306,000	5,391,000	43,120,876						29,911,592

**Lower Rio Grande Public Water works Authority  
Resolution Number 2015-20  
Open Meetings Act Resolution for FY2016**

**WHEREAS**, the Lower Rio Grande Public Water Works Authority Board of Directors met in regular session at its Vado Office, 325 Holguin Rd, New Mexico on Wednesday, May 20, 2015 at 9:30 a.m. as required by law; and

**WHEREAS**, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

**WHEREAS**, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

**WHEREAS**, Section 10-15-1(D) of the Open Meetings Act requires the Lower Rio Grande Public Water Works Authority Board of Directors to determine annually what constitutes reasonable notice of its public meetings;

**NOW, THEREFOR, BE IT RESOLVED** by the Lower Rio Grande Public Water Works Authority Board of Directors that:

1. All meetings shall be held at the offices of the Lower Rio Grande Public Water Works Authority at the locations indicated in the attached schedule of meetings notice.
2. Unless otherwise specified or adjusted to accommodate holidays, regular meetings shall be held each month on the third Wednesday of the month at 9:30 a.m. The draft agenda will be available at least seventy-two hours and a final agenda will be available at least thirty-six hours prior to the meeting from the office of each Lower Rio Grande Public Water Works Authority Office that is open to the public. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the Chairperson or a majority of the Directors upon three-day notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.

4. Emergency meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Lower Rio Grande Public Water Works Authority Board of Directors will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the Directors upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, the Lower Rio Grande Public Water Works Authority Board of Directors shall report to the New Mexico Attorney General's Office the action that was taken and the circumstances creating the emergency.

5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, and location is placed in the customer lobby of each Lower Rio Grande Public Water Works Authority office. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings.

6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is provided by telephone to newspapers of general circulation in the state and posted in the offices of the founding entities. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. In addition to the information specified above, all notices shall include the following language:

*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 Mesquite office of the Lower Rio Grande Public Water Works Authority at 575-233-5742, by mail at 325 Holquin Road Box C, Vado NM 88072, or in person at 215 Bryant, 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 Mesquite office if a summary or other type of accessible format is needed.*

8. The Lower Rio Grande Public Water Works Authority Board of Directors may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirements under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Lower Rio Grande Public Water Works Authority Board of Directors taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual Director on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If the decision to hold a closed meeting is made when the Lower Rio Grande Public Water Works Authority Board of Directors is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the Directors and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Lower Rio Grande Public Water Works Authority Board of Directors in an open public meeting.

Passed and adopted by the Lower Rio Grande Public Water Works Authority Board of Directors this 20<sup>th</sup> day of May, 2015.

Seal:

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Roberto Nieto, Chairman (District 5)

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John Holguin, Vice-Chairman (District 4)

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Alma Boothe, Secretary (District 2)

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Raymundo Sanchez, Director (District 1)

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Carlos Tellez, Director (District 3)

---

Michael McMullen, Director (District 6)

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Furman Smith, Director (District 7)

**Lower Rio Grande Public Water Works Authority  
Board of Directors Schedule of Meetings 2014–2015  
Junta de la Mesa Directiva 2014–2015**

Unless otherwise specified to accommodate holidays, the Lower Rio Grande PWWA Board will meet the **third Wednesday of the month at 9:30 a.m. at the Lower Rio Grande PWWA Offices designated in this schedule.** Agendas will be available at the office seventy-two hours prior to the meeting at each Lower Rio Grande PWWA office that is open to the public.

*Al menos que se especifique lo contrario por días festivos, la Mesa Directiva de Lower Rio Grande PWWA tiene sus juntas el tercer miércoles de cada mes a las 9:30 a.m. en las oficinas de Lower Rio Grande designadas en este calendario. Las agendas estarán disponibles setenta y dos horas antes de las junta, en las oficinas de Lower Rio Grande que estén abiertas al público.*

**Lower Rio Grande Public Water Works Authority  
Board of Directors Regular Meeting Schedule**

**FY 2016**

9:30 a.m. July 15, 2015	<b>Berino</b> 1150 Berino Rd	9:30 a.m. 15 de Julio 2015
9:30 a.m. August 19, 2015	<b>Berino</b> 1150 Berino Rd	9:30 a.m. 19 de Agosto 2015
9:30 a.m. September 16, 2015	<b>Vado</b> 325 Holguin Rd	9:30 a.m. 16 Septiembre 2015
9:30 a.m. October 14, 2015	<b>Vado</b> 325 Holguin Rd	9:30 a.m. 14 de Octubre 2015
9:30 a.m. November 18, 2015	<b>East Mesa</b> 9774 Butterfield Park Blvd	9:30 a.m. 18 de Noviembre 2015
9:30 a.m. December 9, 2015	<b>La Mesa</b> 521 St. Valentine	9:30 a.m. 9 de Diciembre 2015
9:30 a.m. January 20, 2016	<b>La Mesa</b> 521 St. Valentine	9:30 a.m. 20 de Enero 2016
9:30 a.m. February 17, 2016	<b>East Mesa</b> 9774 Butterfield Park Blvd	9:30 a.m. 17 de Febrero 2016
9:30 a.m. March 16, 2016	<b>East Mesa</b> 9774 Butterfield Park Blvd	9:30 a.m. 16 de Marzo 2016
9:30 a.m. April 20, 2016	<b>La Mesa</b> 521 St. Valentine	9:30 a.m. 20 de Abril 2016
9:30 a.m. May 18, 2016	<b>Berino</b> 1150 Berino Rd	9:30 a.m. 18 Mayo 2016
9:30 a.m. June 15, 2016	<b>Vado</b> 325 Holguin Rd	9:30 a.m. 15 de Junio 2016

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 office of the LRGPWWA **at 575-233-5742, by mail at 325 Holguin Road, Vado NM 88072, or in person at 215 Bryant, 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 Mesquite office if a summary or other type of accessible format is needed.

*Si usted es un individuo con una incapacidad esta en necesidad de un lector, amplificador, lenguaje por señas, o cualquier otra forma de asistencia o servicio para atender o participar en las juntas, por favor llame a la oficinas de LRGPWWA at 575-233-5742, por correo al 325 Holguin Road, Vado NM 88072, o en persona en el 215 Bryant, Mesquite, NM una semana antes de la junta o en cuanto le sea posible. Documentos públicos, incluyendo la agenda y minutos, están disponibles en varios formatos. Por favor póngase en contacto con la oficina LRGPWWA si necesita un resumen u otro tipo de forma accesible.*

Name LowerRioGrandePublicWaterWorksAuthority		Address Interim Budget			Interim Budget
Applicant Fiscal Year From 07-15 To 06-16		County Dona Ana			State (Including ZIP Code) NM 88021
	20 12	20 13	20 14	20 15	First Full Year
	(1)	(2)	(3)	(4)	(5)
<b>OPERATING INCOME</b>					
1. Water Revenue	\$1,653,226.00	\$1,688,918.00	\$1,959,353.00	\$1,962,958.00	\$1,962,958.00
2. Sewer Revenue	\$63,100.00	\$94,500.00	\$117,000.00	\$301,387.00	\$301,387.00
3. Interest		\$300.00	\$300.00	\$300.00	\$300.00
4. _____					
5. Miscellaneous					
6. Less: Allowances and Deductions	( )	( )	( )	( )	( )
7. Total Operating Income (Add Lines 1 through 6)	\$1,716,326.00	\$1,783,718.00	\$2,076,653.00	\$2,264,645.00	\$2,264,645.00
<b>OPERATING EXPENSES</b>					
8. Salaries, Labor	\$769,226.00	\$1,090,990.00	\$1,085,672.00	\$1,224,949.00	\$1,224,949.00
9. Accounting, Legal	\$129,900.00	\$87,874.00	\$144,670.00	\$95,925.00	\$95,925.00
10. Taxes, Insurance	\$440,000.00	\$120,284.00	\$249,188.00	\$93,500.00	\$93,500.00
11. Utilities	\$308,700.00	\$257,824.00	\$302,100.00	\$258,400.00	\$258,400.00
12. Supplies	\$241,000.00	\$350,463.00	\$374,070.00	\$437,500.00	\$437,500.00
13. Lab, Chemical, Sewer	\$25,200.00	\$27,797.00	\$42,600.00	\$115,387.00	\$115,387.00
14. Debt Service		\$69,386.00	\$82,000.00	\$356,942.00	\$356,942.00
15. Interest (RD)					
16. Depreciation	\$525,000.00	\$606,000.00	\$760,000.00	\$760,000.00	\$760,000.00
17. Total Operating Expense (Add lines 8 through 16)	\$2,439,026.00	\$2,610,618.00	\$3,040,300.00	\$3,342,603.00	\$3,342,603.00
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)	(\$722,700.00)	(\$826,900.00)	(\$963,647.00)	(\$1,077,958.00)	(\$1,077,958.00)
<b>NONOPERATING INCOME</b>					
19. Water	\$194,000.00	\$216,400.00	\$200,147.00	\$312,958.00	\$312,958.00
20. Sewer	\$3,700.00	\$4,500.00	\$3,500.00	\$5,000.00	\$5,000.00
21. Total Nonoperating Income (Add Lines 19 and 20)	\$197,700.00	\$220,900.00	\$203,647.00	\$317,958.00	\$317,958.00
22. NET INCOME (LOSS) (Add Lines 18 and 21) (Transfer to Line A Schedule 2)	(\$525,000.00)	(\$606,000.00)	(\$760,000.00)	(\$760,000.00)	(\$760,000.00)

Budget and Projected Cash Flow Approved by Governing Body

Attest: \_\_\_\_\_  
Secretary Date

\_\_\_\_\_  
Appropriate Official Date

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not 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 5 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.

## PROJECTED CASH FLOW

	20 12	20 13	20 14	20 15	First Full Year
A. Line 22 from Schedule 1 Income (Loss)	(\$525,000)	(\$606,000)	(\$760,000)	(\$760,000)	(\$760,000)
<i>Add</i>					
B. Items in Operations not Requiring Cash:					
1. Depreciation (Line 16, Schedule 1)	\$525,000	\$606,000	\$760,000	\$760,000	\$760,000
2. Others: _____					
C. Cash Provided from:					
1. Proceeds from RD loan/grant		\$9,249,765	\$2,513,000	\$5,820,911	
2. Proceeds from others	\$1,812,266	\$2,261,852	\$2,425,000	\$2,582,603	\$2,582,603
3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities	\$90,683	\$133,037	(\$215,195)	\$44,793	\$240,289
4. Decrease (Increase) in Accounts Receivable, inventories and Other Current Assets (Exclude Cash)	\$32,469	\$24,078	\$163,148	\$88,792	\$88,792
5. Other: _____				\$55,735	
6. _____					
D. Total all A, B and C Items	\$1,935,418	\$11,668,732	\$4,885,953	\$8,592,834	\$2,911,684
E. Less: Cash Expended for:					
1. All Construction, Equipment and New Capital Items (Loan and grant funds)	\$1,679,910	\$9,249,765	\$2,513,000	\$5,820,911	
2. Replacement and Additions to Existing Property, Plant and Equipment					
3. Principal Payment RD Loan	\$50,000	\$201,000	\$59,951	\$59,880	\$10,988
4. Principal Payment Other Loans	\$36,807		\$77,258	\$62,155	\$112,155
5. Other: Operations _____	\$332,290	\$2,261,852	\$2,425,000	\$2,582,603	\$2,582,603
6. Total E 1 through 5	\$2,099,007	\$11,712,617	\$5,075,209	\$8,525,549	\$2,705,746
<i>Add</i>					
F. Beginning Cash Balances	\$373,923	\$542,624	\$498,739	\$309,483	\$376,768
G. Ending Cash Balances (Total of D minus E 6 plus F)	\$210,334	\$498,739	\$309,483	\$376,768	\$582,706
Item G Cash Balances Composed of:					
Construction Account					
Revenue Account	\$13,303	\$99,975	\$75,252	\$16,033	\$12,339
Debt Payment Account	\$44,303	\$44,303	\$57,945	\$93,630	\$175,246
O&M Account	\$152,728	\$354,461	\$176,286	\$75,909	\$31,127
Reserve Account				\$191,196	\$363,994
Funded Depreciation Account					
Others: Lower Rio 2 Reserves _____					
Total - Agrees with Item G	\$210,334	\$498,739	\$309,483	\$376,768	\$582,706





# **LOWER RIO GRANDE**

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## Public Water Works Authority

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[www.LRGauthority.org](http://www.LRGauthority.org)

### **Resolution #FY2015-21 Interim Budget for Fiscal Year 2016**

**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 FY2015 Interim budget on May 20, 2015.

**Therefore**, be it resolved, the Board of Directors adopts and passes this resolution to approve the Interim budget officially approve on May 20, 2015.

PASSED, APPROVED, AND ADOPTED: May 20, 2015.

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Roberto M. Nieto, Chairman

Seal:

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Attest: Alma Boothe, Secretary

Contract No. 11-143 A

Renewal of  
Contract Between Doña Ana County  
And Lower Rio Grande Public Water Works Authority

Pursuant to terms of the Contract's **PERIOD OF PERFORMANCE** and renewals thereto, it is mutually agreed by and between Doña Ana County and **Lower Rio Grande Public Water Works Authority**, that Contract No. **11-143 A** shall be extended for an additional period. The parties hereto agree that the original agreement shall be extended from **July 1, 2015 through June 30, 2016**.

All terms and conditions of the original agreement and subsequent renewals and amendments, not inconsistent herewith shall remain in full force.

This agreement shall be effective when signed by both parties below or in counterpart, and photocopy, facsimile, electronic or other copies shall have the same effect for all purposes as an ink-signed original.

**Doña Ana County**

**Lower Rio Grande Public Water Works Authority**

\_\_\_\_\_  
Julia T. Brown, Esq., County Manager

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Print Name / Title

Date \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

**Contractor Insurance Certification** (check one and sign below):

*In renewing this Contract, the Contractor is required to review contract insurance clauses and provide current insurance certificate(s) to Doña Ana County, as specified. Contractor must **complete and sign the certification below** and attach insurance certificates, as applicable, for the County to execute this renewal document.*

\_\_\_\_\_ Current insurance certificate(s) required for this contract are attached.

\_\_\_\_\_ I have reviewed the contract and there are no insurance requirements.

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_