



Lower Rio Grande Public Water Works Authority

Sign In Sheet

Page 1 of 1

Date: 6/15/16

Time: 9:30 AM

Places: Vado

Event: LRGWWA Regular Board Meetings

Signature	Print Name, Title, Company or Agency Represented	Contact Information	Email Address
	MARTIN LOPEZ Gen. LRGWWA	575 571 3628	martin.lopez@lrwwa.org
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	Karen Nichols LRGWWA Proj. Mgr.	915 203 2057	Karen.nichols@lrwwa.org
	Robert Nichols	575-636-3551	
	Matt Thompson	575-532-8670	mtompson@lrwwa.com
	Ana Boothe	915 309-7670	
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LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, June 15, 2016 at our Vado Office, 325 Holguin Rd. Vado, NM

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

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman Roberto Nieto 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 present, Ms. Blanca Martinez representing District #3 was absent, Mr. John Holguin representing District #4 was present, Mr. Nieto representing District #5 was present, 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 was Matt Thompson, an Engineer with Bohannon Huston.
- II. **Pledge of Allegiance:** Mr. Martin Lopez led the pledge.
- III. **Swearing-In of Blanca Martinez, newly appointed Board Member for District 3- POSTPONED**
- IV. **Motion to approve the Agenda:** Mr. Smith made the motion to approve the Agenda with Item III postponed and Mr. Holguin seconded the motion. The motion carried with none opposed.
- V. **Motion to approve the minutes of the May 18, 2016 Regular Board Meeting:** Mr. Smith made the motion to approve the minutes and Mr. McMullen seconded the motion. The motion carried with none opposed.
- VI. **Guest Presentations –** Mr. Matt Thompson, an Engineer with Bohannon Huston gave the Board a presentation regarding the Mesquite/Brazito Sewer Project. He explained the addendum to the PER, and the recalculated costs of the project. He stated that the cost analysis revealed that the project area needed to be roughly half of what was originally planned and that pavement removal and de-watering had been underestimated in the original PER. He will be providing maps, spreadsheets and information related to this project to LRGPWWA's Project Director Karen Nichols so that it can be posted to the Board's web page.
- VII. **Public Input—None**
- VIII. **Managers' Reports**
 - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions. Mr. Nieto asked Mr. Lopez how long Tony Duarte was expected to be out on medical leave. Mr. Martin Lopez responded that he thought he would be on leave for an estimated 4 to 6 weeks. Mr. Nieto asked Mr. Martin Lopez about the application for a time extension to Apply Water to Beneficial Use. Mr. Martin Lopez told him it was a 3 year extension. Mr. Martin Lopez also advised the Board that a Level I Operator had been hired: Justin Butler, who is currently at a training testing for his Level II Operator Certification.
 - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions. Ms. Karen Nichols informed the Board that Souder, Miller & Associates had submitted a copy of the Preliminary Engineering Report to the LRGPWWA for the Valle Del Rio Water System Project on May 31, 2016. She also stated that the contractor on the Brazito Water System Improvement Project was scheduled to complete the punch list items this week. She also told the Board that all of the Operators' trucks had been purchased and that there would be a final \$100.00 requisition before this project is finalized. Ms. Karen Nichols described the on-going training and webinars that LRGPWWA staff has been participating in, and reminded the Board that water loss audits, which staff members have been training on, are now required for NMED Drinking Water Loan funds. Ms. Karen Nichols reminded the Board that DB Stephens and Associates will be facilitating two public meetings on the LRGPWWA Source Water Protection Plan, the first of which will be held on Tuesday, June 21, 2016 at the East Mesa Office, and that the LRGPWWA Bill to amend our Statutes will be on the agenda for the Water and

Natural Resources Committee meeting to be held on September 29-30, 2016 in Socorro and at the NMFA Oversight Committee meeting which will be held in Anthony on September 20-21, 2016.

- C. Operations:** Mr. Mike Lopez, the Operations Manager, was not present at today's meeting but he did provide a written report for the board. Mr. Martin Lopez stood for questions in place of Mr. Mike Lopez and told the board that the LRGWWA Distribution Crew had repaired the 4 inch water line on the north side of Vado drive in order to improve the water pressure for the Texaco Fuel Station. Mr. Smith expressed concern about security at the wells and booster stations on the East Mesa. Mr. Martin Lopez told him that NMED has scheduled a Sanitary Survey for Monday, June 20, 2016 and they will check on this. He also stated that he would pass this information along to Mr. Mike Lopez, the Operations Manager.
- D. Finance:** Ms. Kathi Jackson stood for questions. She told the Board that Benita Evaro, LRGWWA's Account Payables Specialist, will be on vacation in July. Mr. Smith asked her how the new billing software was working out and she advised him that there is a learning curve but progress is being made and staff training continues.

IX. Unfinished Business : None

X. New Business

- A. Motion to adopt Resolution FY-2016-14 adopting Interim Budget for Fiscal Year 2017:** Ms. Kathi Jackson, LRGWWA's Finance Manager went over the Interim Budget and reminded the Board that the Final Budget for FY-2017 will be on July's Agenda. Mr. Holguin made the motion to adopt Resolution FY2016-14 adopting the Interim Budget for Fiscal Year 2017 and Mr. Smith seconded the motion and it passed with none opposed.
- B. Motion to rescind previous Board Action and restore hiring authority to the General Manager:** Mr. Martin Lopez told the Board that the LRGWWA has a hiring policy in place that will be adhered to and this Motion will mean he no longer needs the Board's approval to hire new employees, although the board will still be informed when new employees are hired. Mr. Holguin made the motion to restore hiring authority to the General Manager and Ms. Boothe seconded the motion. The motion passed with none opposed.
- C. Motion to approve the RFP Selection Committee's recommendation to select Bohannon Huston, Inc. for RFP #FY2016-03 Berino Water System Improvements:** Ms. Karen Nichols told the Board that 2 proposals had been submitted and the Committee had ultimately recommended Bohannon Huston. She reminded the Board that this Item was on the Agenda because of the statutory expiration of the previous RFP. Mr. Holguin made the motion to approve the amendment and Ms. Boothe seconded the motion. The motion carried with none opposed.

XI. Other discussion and agenda items for next meeting:

- A. Have any Board Members participated in training? Please give us a copy of your certificate.**
- B. Administer Oath of Office to Blanca Martinez, newly appointed Board member**
- C. Resolution on Extension of Water Trust Board Funding for Berino Well Project**
- D. Approve FY 4th Financial Report w/Resolution**
- E. Adopt Final Budget/Resolution**
- F. Public Outreach for Mesquite/Brazito Sewer Project**

XII. Adjourn: Mr. McMullen made the motion to adjourn. Ms. Boothe seconded the motion and it carried unanimously. Mr. Nieto declared the meeting adjourned at 11:11 a.m.

Minutes approved July 20, 2016

Roberto Nieto, Chairman (District 5)

John Holguin, Vice-Chairman (District 4)

Alma Boothe, Secretary (District 2)

ABSENT
Raymundo Sanchez, Director (District 1)

ABSENT
Blanca Martinez, Director (District 3)

Michael McMullen, Director (District 6)

Furman Smith, Director (District 7)

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, June 15, 2016 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 (Ms. Boothe) ____, #3 (Ms. Martinez) ____, #4 (Mr. Holguin) ____, #5 (Mr. Nieto) ____, #6 (Mr. McMullen) ____, #7 (Mr. Smith) ____
- II. Pledge of Allegiance
- III. Swearing-In of Blanca Martinez, newly appointed Board Member for District 3
- IV. Motion to approve the Agenda
- V. Motion to approve the minutes of the May 18, 2016 Regular Board Meeting
- VI. Guest Presentations
 - A. Presentation from Matt Thompson, Bohannon Huston, regarding the Mesquite/Brazito Sewer Project
- VII. Public Input—15 minutes total allotted for this item, 3 minutes per person
- VIII. Managers' Reports
 - A. General Manager
 - B. Projects
 - C. Operations
 - D. Finance
- IX. Unfinished Business- NONE
- X. New Business
 - A. Motion to adopt Resolution FY-2016-14 adopting Interim Budget for Fiscal Year 2017
 - B. Motion to rescind previous Board Action and restore hiring authority to the General Manager
 - C. Motion to approve the RFP Selection Committee's recommendation to select Bohannon Huston, Inc. for RFP #FY2016-03 Berino Water System Improvements.
- XI. Other discussion and agenda items for next meeting, 9:30 a.m. Wednesday, July, 20, 2016 at the Vado Office:
 - A. Have any Board Members participated in training? If so, please give us a copy of your certificate.
 - B. Resolution on Extension of Water Trust Board Funding for Berino Well Project
 - C. Approve FY 4th Financial Report w/Resolution
 - D. Adopt Final Budget w/Resolution
- XII. Adjourn

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

Si usted es una persona con una discapacidad que necesita un lector, amplificador, intérprete de lenguaje de signos o cualquier otra forma de ayudante auxiliar o servicio para asistir o participar en la audiencia o reunión, póngase en contacto con la oficina de LRGPWWA, 575-233-5742, PO Box 2646, Anthony, NM 88021 o 215 Bryant St., Mesquite, NM por lo menos una semana antes de la reunión o tan pronto como sea posible. Documentos públicos, incluyendo el orden del día y actas, pueden proporcionarse en diferentes formatos accesibles. Póngase en contacto con la oficina LRGPWWA si es

necesario un resumen u otro tipo de formato accesible.

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, May 18, 2016 at our Berino Office, 1150 Berino Rd., Berino, NM

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

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman Roberto Nieto called the meeting to order at 9:33 a.m. and called the roll. Mr. Raymundo Sanchez representing District #1 was absent, Ms. Alma Boothe representing District #2 was absent, Ms. Blanca Martinez representing District #3 was absent, Mr. John Holguin representing District #4 was present, Mr. Nieto representing District #5 was present, 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. State Representative Doreen Gallegos and her husband, Scott Scanlon, were also in attendance. Tiffany Goolsby from the SCCOG arrived at 9:54 a.m. and Espy Holguin from HUD arrived at 9:58 a.m. Mr. John Holguin provided a copy of his Certificate of Completion for an Ethics Training for Board Members online seminar given by the Rural Community Assistance Corporation.
- II. **Pledge of Allegiance:** Mr. John Holguin led the pledge.
- III. **Swearing-In of Blanca Martinez, newly appointed Board Member for District 3- POSTPONED.**
- IV. **Motion to approve the Agenda:** Mr. Smith made the motion to approve the Agenda and Mr. McMullen seconded the motion. The motion carried with none opposed.
- V. **Motion to approve the minutes of the April 20, 2016 Regular Board Meeting:** Mr. McMullen made the motion to approve the minutes and Mr. Smith seconded the motion. The motion carried with none opposed.
- VI. **Guest Presentations –** State Representative Doreen Gallegos informed the Board that she was attending the LRGPWWA Board Meeting in Berino because it was being held in her district and she wanted to make herself available to the Board. She discussed the proposed amendment to the LRGPWWA Statutes and stated she wanted to pre-file it to get it on the agenda before the next legislative session. Ms. Karen Nichols advised Ms. Gallegos that Rick Martinez would be lobbying for the LRGPWWA and Representative Gomez may be contacting her to assist with the passage of the proposed amendment. Mr. Martin Lopez explained to Representative Gallegos that the LRGPWWA was looking at funding sources for a proposed central office.
- VII. **Public Input—15 minutes total allotted for this item, 3 minutes per person –** Ms. Espy Holguin from HUD updated the Board about the Sleepy Farms Subdivision off of Lechuga Road, and the County's plans for a wetlands project and septic tanks in the area.
- VIII. **Managers' Reports**
 - A. **General Manager:** Mr. Martin Lopez provided a written report and stood for questions. He advised the Board that the LRGPWWA would be providing approximately 100,000 gallons of water to the Alto De Las Flores MDWCA in the near future using the emergency interconnection between the LRGPWWA and Alto de Las Flores because Alto de Las Flores is repairing their booster pump manifold. Alto de Las Flores will then repay the water they have used. Mr. Holguin asked Mr. Martin Lopez if Alto de Las Flores employed a maintenance crew. Mr. Martin Lopez advised him that they have a maintenance contract with the LRGPWWA. Mr. Martin Lopez also told the Board that he had attended a meeting on April 27, 2016 regarding an El Paso-Las Cruces Commuter Rail Feasibility Study. There was also a hand-out included in the Board Packet describing this Feasibility Study.
 - B. **Projects:** Ms. Karen Nichols provided a written report and stood for questions. Ms. Karen Nichols informed the Board that the Contractor on the Brazito Water System Improvements Project had replaced the defective asphalt on Calle de Brazito and that a walk-through would probably be conducted next Tuesday.

Mr. McMullen advised Ms. Karen Nichols there was a depression in the ground where some valves had been placed, at the corner of Calle de Brazito and Stone, and that there was still dirt left from the construction process that needed to be removed from Stone Drive. Mr. Holguin asked when the Waterline Extension Project, particularly in the Veteran's Road area, would begin. Ms. Karen Nichols advised him that she hoped construction would begin in July, and Mr. Martin Lopez stated that the Veteran's Road portion of this project was a priority. Ms. Karen Nichols also updated the Board about the Surface Water Treatment Plant, and stated that LRGPWWA had received conditional approval from the State Drinking Water Bureau and D.B. Stephens and Associates, Inc. would be preparing a Source Water Protection Plan for the LRGPWWA. There will be two public meetings about this plan. The first meeting will be held on Tuesday, June 21, 2016 at the East Mesa Office of the LRGPWWA. Mr. Holguin asked about the arsenic levels in LRGPWWA water because he had seen a news story about problems with arsenic in Sunland Park. Both Karen Nichols and Mike Lopez advised Mr. Holguin that there were no problems with LRGPWWA water, and that arsenic levels were very low and monitoring and treatment will continue.

C. Operations: Mr. Mike Lopez provided a written report and stood for questions. Mr. Smith asked Mr. Mike Lopez about the Arroyo Well. Mr. Mike Lopez told him that a pump control valve had been ordered and he was hoping to have the well up and running by next month. Ms. Karen Nichols asked Mr. Mike Lopez about the County's work on Harper Road and Mr. Mike Lopez told her that once the County had finished working on the road, the fire hydrant and services would be re-installed. Mr. Smith asked Mr. Mike Lopez how the SCADA was working and Mr. Mike Lopez explained that they wanted to leave the East Mesa the way that it is. He stated that programming issues had been fixed and all was working well.

D. Finance: Ms. Kathi Jackson stood for questions. She described the technical difficulties LRGPWWA was having with the new Tyler software, and the problems LRGPWWA was having with internet connectivity. She stated she did not have a financial report to show the Board at this meeting but one would be posted to the Board Page on the LRGPWWA website soon. She told the Board that she and two other LRGPWWA Finance staff members had attended a Tyler training session in Phoenix, AZ and that Tyler had sent out a representative to assist with software training and problems. Ms. Kathi Jackson also told the Board that LRGPWWA Customer Service representatives had been getting a lot of complaints from customers who stated they had not received their bills. She stated this was because the bills are no longer printed on postcards but instead arrive in envelopes and people are unaccustomed to this. Mr. Nieto asked when the next rate increase was scheduled to occur and he was advised that it would be on July 1, 2016.

IX. Unfinished Business : None

X. New Business

A. Motion to adopt Resolution FY2016-12 OMA-FY2017, Open Meetings Act Resolution and Board of Directors Regular Meeting Schedule: Mr. Martin Lopez told the Board that the LRGPWWA Berino office had been removed from the proposed schedule because of its size; the conference room is too small to comfortably accommodate Board members, Staff, Guest Speakers and the Public. Mr. Holguin made the motion to adopt Resolution FY2016-12 OMA-FY-2017 and the Directors Meeting Schedule. Mr. McMullen seconded the motion and it passed with none opposed.

B. Motion to adopt Resolution FY-2016-14, adopting Interim Budget for Fiscal Year 2017: This Item has been postponed until the June meeting.

C. Amendment to LRGPWWA Schedule of Rates and Fees- Meter Testing: Mr. Martin Lopez described the current meter testing procedures to the Board and stated that the larger meters are very difficult to remove and test. He stated that third party vendors would be testing the larger meters on site and the testing fee would need to increase to \$75.00 plus third party testing fees for meters larger than one inch. Mr. Holguin made the motion to approve the amendment and Mr. Smith seconded the motion. The motion carried with none opposed.

- D. Motion to adopt Resolution FY2016-13, ICIP for FY-2018-2022:** Karen Nichols told the Board that public meetings had been held for input about the ICIP with no participation. She stated the Project Summary Order in the ICIP had remained the same, and that LRGPWWA staff agreed on the ordering of the projects. She reminded the Board that they had gone over the ICIP at the last Board Meeting because the ICIP deadline had been moved up to June 15, 2016. She introduced Tiffany Goolsby from the SCCOG. Ms. Goolsby described the ICIP process to the Board and stated that an ICIP amendment process was being initiated this year. She told the Board that once they had passed the resolution the ICIP would be sent to DFA to be entered into the system. Ms. Karen Nichols then told the Board that the priority ordering of the projects was based on timelines and funding. Representative Doreen Gallegos then advised the Board to be more strategic in identifying ICIP project locations so she could tell which projects are in her district. Mr. Holguin made the motion to adopt the resolution and Mr. McMullen seconded the motion. The Motion passed with none opposed.
- E. Motion to authorize the hiring of Replacement Employees:** Mr. Martin Lopez told the Board that Eric Garcia, a Water Operator, had taken a job with the State Drinking Water Bureau and he need authorization from the Board to hire a new employee. Mr. Holguin made the motion to authorize the hiring of a new Water Operator and Mr. Smith seconded the Motion. The motion carried with none opposed.
- XI. Other discussion and agenda items for next meeting:**
- A. Have any Board Members participated in training? Please give us a copy of your certificate.**
 - B. Presentation from Matt Thompson of Bohannon Huston regarding the Mesquite/Brazito Sewer Project**
 - C. Administer Oath of Office to Blanca Martinez, newly appointed Board member**
 - D. Approve Interim Budget with Resolution**
 - E. Motion to Restore Hiring Authority to Martin Lopez, General Manager**
- XII. Adjourn:** Mr. Holguin made the motion to adjourn. Mr. McMullen seconded the motion and it carried unanimously. Mr. Nieto declared the meeting adjourned at 10:28 a.m.

Minutes approved June 15, 2016

Roberto Nieto, Chairman (District 5)

John Holguin, Vice-Chairman (District 4)

ABSENT
Alma Boothe, Secretary (District 2)

ABSENT
Raymundo Sanchez, Director (District 1)

ABSENT
Blanca Martinez, Director (District 3)

Michael McMullen, Director (District 6)

Furman Smith, Director (District 7)

LRGPWWA
Manager's Report
June 15, 2016

- Continuing to work with NM State Land Office and BHI to obtain a business lease for the Organ Wastewater Facility
- NMPRC: We received a Notice of Probable Violation for cutting a phone line. LRGPWWA is requesting the crew participate in PSB Excavation Law and Procedures class in lieu of fines.
- NMED: Will be submitting the 2016 NM Water and Sewer Rate Survey by July 1, 2016-pertaining Water Loss data.
- NMED: Notification of Discharge Permit Application for the National Truck Stop, DP-971 at Vado Drive/Stern Drive Intersection.
- NM Office of the State Auditor: IPA Recommendation approved-need to submit hard copy.
- NMDFA: FY2017 Interim Budget due June 1, at the latest June 15. Final Budget due July 31
- NMOSE: Submitted an application for an Extension of Time to Apply Water to Beneficial Use-LRG 5810 (Brazito)
- We have received the 3 Chevrolet and 2 Ford Trucks
- LRGPWWA Staff:
 - Tony Duarte is on Medical Leave
 - Jr. Valois has passed his Water Level 1
 - Justin Butler has been hired-Water Technology Graduate

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 6/15/16**

Authority Construction Projects:

LRG: 11-02.1 - Mesquite Wastewater Project – Gannett Fleming– CONSTRUCTION Stage complete – Layne Southwest - RD \$7,262,081, CITF \$1,670,257: Remaining \$10k has been requisitioned to pay for the 1-ton pickup needed to pull the vactor-jetter trailer. Project can be closed and removed from this report.

LRG-11-02.2 – Mesquite-Brazito Sewer Project – Bohannon Huston, Inc. – 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: PER amendment has been completed identifying the Phase 1 extent of the project feasible to be constructed; this amendment will be presented to the board meeting in June. Area mapping for phase 1 is underway and to be delivered in July. Preliminary design and land acquisition activities will commence at that point. Matt Thompson from BHI has a presentation for the Board of Directors at today's meeting.

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:

Change Order #8, final contractor's application for payment and final Vencor invoices have not been received. O&M Manual has been provided and comments/approval by our Operations Manager is pending. As-Built plan sets have been provided, and review by LRGPWWA Operations is pending. Budget adjustment for remaining funds is pending. Project close-out documents for funding agencies are pending.

LRG-11-05 – Berino Water Treatment Plant WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match: Survey and geotechnical completed. Survey computer files have been received and preliminary design has begun. Hydrogeologic report has been received, and initial findings are being used for new well pump sizing. Hydraulic model GIS database is complete, waiting for meter consumption data through 2015 to be provided by LRGPWWA. RFP was issued due to statutory expiration of engineering agreement. Selection Committee recommendation to select Bohannon Huston, Inc. is on today's agenda.

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-13-02 – System-wide Information Technology Standardization - Software - \$175,000 NM STB – Tyler Technologies: Fifteen requisitions have been submitted to NMED-CPB and paid. Change Order #2 to further reduce the scope of the data conversion is pending at Tyler, but may not be needed. Project is behind schedule. Document Management and Work Order Module training have been completed. Final Disbursement Request will be submitted this week to close out SAP funds.

LRG-15-01 – System-wide Information Technology Standardization - SCADA - \$130,000 NM SAP & \$90,000 NM SAP – Molzen Corbin: Molzen Corbin (MC) has prepared, submitted and reviewed the RFP document with LRGPWWA. MC is preparing the RFP to send to NMED. MC will need to assess the work involved in moving the main SCADA site from Brazito to the La Mesa office. MC will also need to assess a scope of work for the Desert Sands Tank Pressure Transmitter installation. For Priority 3: Brazito Booster Station, the current pipe configuration will not allow for a new flow transmitter. MC to send a follow up Scope Document to address the work involved. Project will not go out to bid until the 2016 SAP funds are available.

LRG-13-03 – Valle Del Rio Water System Project – RFP/Planning/Design Stage - \$1,197,708 DWSRLF funding - \$898,281 principal forgiveness – 299,427 loan repayment – Souder, Miller & Associates: SMA submitted a copy of the Preliminary Engineering Report (PER) to Lower Rio Grande PWWA and New Mexico Environment Department (NMED) Construction Programs Bureau (CPB) on May 31, 2016. Lower Rio Grande PWWA has already provided comments on the PER. SMA had a phone meeting with Ms. Judi Kahl, P.E. of NMED CPB and she anticipates providing comments within 30 calendar days. SMA will address comments received from Lower Rio Grande PWWA and NMED CPB concurrently. SMA is on schedule and steadily working on the preliminary design for the project.

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): The new asphalt to replace the defective asphalt on Calle De Brazito was laid on April 13, 2016. The final substantial completion was conducted on May 24, 2016. Punch list items were noted and sent to the contractor based on the substantial completion meeting. Two of the punch list items included replacing pavement patches on Calle De Brazito. The contractor has agreed to complete the punch list items the week of June 13, 2016.

The contractor signed and returned the final change order on May 23, 2016. There have been a number of requests from SMA for the contractor to sign and return the final application for payment. As of June 9, 2016, Western Building and Development has not returned the signed application for payment.

LRG-14-01 – Waterline Extension Project (incl. Veterans Road) – Design/Build - \$882,430 CITF incl. 10% Loan – Parkhill, Smith & Cooper - March 2016 Progress: May 2016 Progress: 100% Designs, Specs, OPC submitted to LRGPWWA on Berino Area Waterline Extensions., prepared NM DOT utility permit application for NM Hwy 28, submitted plans and application to NMED DWB for review, submitted EBID Land Use Acquisition Permit for LRGPWWA, coordinated with DAC Engineering for Utility Permit. Easement processing is at 80%. 95% Designs submitted to LRGPWWA on Joy Drive Waterline Replacements designs. Finalized opinion of probable construction cost (including any permit fees) for Joy Drive Waterline Replacements. Planned Activities for June 2016: Submit NM DOT utility permit application for NM Hwy 28, attend June EBID Board Meeting to witness Land Use Acquisition Permit discussion, prepare DAC Utility Permit for LRGPWWA submission, continue easement processing, attain property owner signatures, submit 100% Designs, Specs, OPC to LRGPWWA for Joy Drive Replacements.

Other projects:

USDA-RD Community Facilities Grant/Loan for Vehicle Purchase – LOC - \$46,600 Grant/\$103,400 Loan: All trucks have been purchased. LRGPWWA contribution to this project was \$6,609.32 in addition to the \$150,000 RD funding. RD needed us to leave \$100 in loan funds in place with the second requisition in

order to give them time to finish processing on their end, so there will be one final \$100 requisition before the project is finalized.

Infrastructure Capital Improvements Plan 2018-2022: ICIP and resolution have been submitted to NM-DFA-LGD, and no comments have been received to date.

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. Liza has received and processed a new batch of documents from Brazito office and two bins are scheduled for destruction in July.

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

Training –Angie Meza participated in Tyler training on Work Orders, Liza Lopez and I participated in webinars on water loss auditing, tracking electric usage data and funding options for water infrastructure later in the past month.

Lower Rio Grande Water Users Organization – Attended Regional Water Plan final meeting June 7, 2016. Our projects have all been listed.

EBID Surface Water Plant: - NMED-DWB approval has been received, met with EBID on 4/18/16. NMED-DWB is providing technical assistance from DB Stephens for Source Water Protection Plan that is a condition of their approval.

Source Water Protection Plan: Have been providing documents to DB Stephens. Doña Ana County Community Development and Engineering Staff will participate in the steering committee along with our staff and Mr. Nieto or his designee. DBS will facilitate two public meetings, the first of which is Tuesday, June 21st at the East Mesa Office, 9774 Butterfield Park Blvd at 6:30 pm. Flyer was enclosed in the last billing.

2017 Legislature: Rick Martinez reported that our bill will be on the agenda for the Water & Natural Resources Committee meeting to be held September 29-30 in Socorro and the NMFA Oversight Committee in Anthony on Sept 20-21. The Regional Authorities bill will be on the same agenda, and I suggested he try to get ours heard first since it is much smaller in scope.

Introductory Meeting on the Source Water Protection Plan for the Lower Rio Grande Public Water Works Authority

6:30 pm on Tuesday, June 21, 2016 at the East Mesa Office

9774 Butterfield Park Boulevard, Las Cruces, NM

Daniel B. Stephens and Associates, Inc. (DBS&A), under contract with the New Mexico Environmental Department (NMED), is preparing a Source Water Protection Plan for the Lower Rio Grande Public Water Works Authority. At this meeting, the source water protection planning process will be explained and the draft Plan presented. The Plan will include a preliminary map showing the water sources for the water system and Potential Sources of Contamination. Feedback will be requested on the plan and the map of PSOCs. 575-233-5742 ext. 1018 for information

Anuncio en Español

Daniel B. Stephens and Associates, Inc. (DBS&A), bajo contrato con el Departamento de Medio Ambiente de Nuevo México (NMED), está preparando un plan de protección de la fuente de agua para La Autoridad de Lower Rio Grande Public Water Works. En esta reunión, el proceso de planificación de la protección de las fuentes de agua potable será explicada y el plan preliminar presentado. El plan incluirá un mapa preliminar que muestra las fuentes de agua para el sistema de agua y las posibles fuentes de contaminación. Se solicitarán comentarios sobre el plan y el mapa de PSOCs. 575-233-5742 ext. 1018 para información.



Lower Rio Grande PWWA

Operators Report

June 15, 2016

System Problems and Repairs.

- Backflow inspections are current.(Mesquite District)
- The wetlands project continues.
- Well # 6 has been operating well.
- Maria from NMED has approved the 2015 CCRS and they have been posted on the web site.
- We are still learning the new Tyler billing system.
- The distribution crew, have been working on the 4" water line on the north side of Vado drive to improve water pressure for the Texaco fuel station.
- We had 4 new services for the month of May.
- We received 5 new trucks 3 half ton Chevrolets, 1 F-450 and 1 F 250.
- The well Techs have painted the walls and floors at well # 3 in Desert Sands.

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

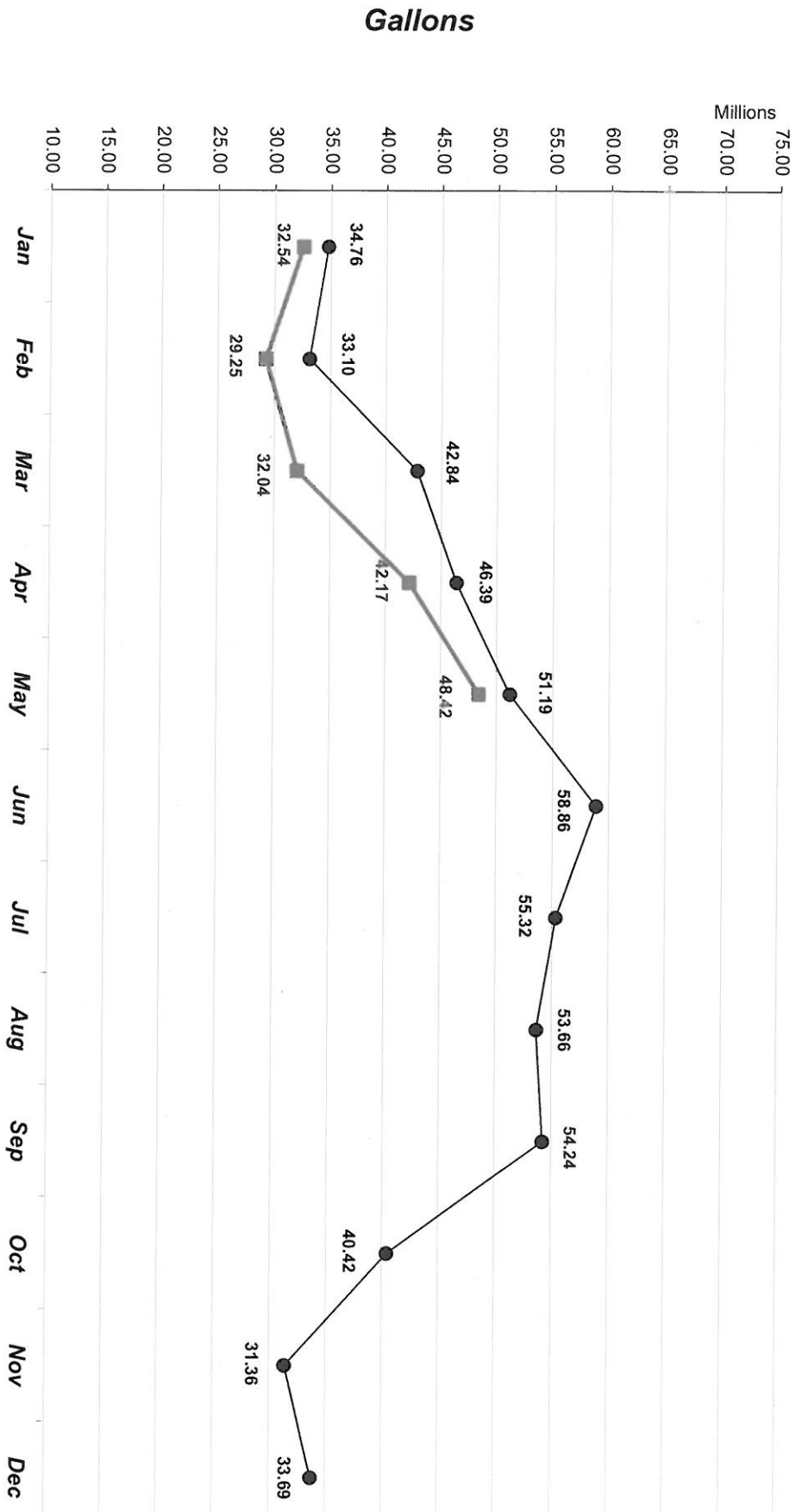
Mesquite district Wetlands: Demo continues.

Mesquite Sewer Report. Due in July.

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

Name		Address				
Applicant Fiscal Year		County		State (Including ZIP Code)		
From	To	20	20	20	20	First Full Year
		(1)	(2)	(3)	(4)	(5)
OPERATING INCOME						
1. _____						
2. _____						
3. _____						
4. _____						
5. Miscellaneous						
6. Less: Allowances and Deductions	()	()	()
7. Total Operating Income (Add Lines 1 through 6)						
OPERATING EXPENSES						
8. _____						
9. _____						
10. _____						
11. _____						
12. _____						
13. _____						
14. _____						
15. Interest (RD)						
16. Depreciation						
17. Total Operating Expense (Add lines 8 through 16)						
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)						
NONOPERATING INCOME						
19. _____						
20. _____						
21. Total Nonoperating Income (Add Lines 19 and 20)						
22. NET INCOME (LOSS) (Add Lines 18 and 21) (Transfer to Line A Schedule 2)						

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	20	20	20	First Full Year
A. Line 22 from Schedule 1 Income (<i>Loss</i>)					
<i>Add</i>					
B. Items in Operations not Requiring Cash:					
1. Depreciation (<i>Line 16, Schedule 1</i>)					
2. Others: _____					
C. Cash Provided from:					
1. Proceeds from RD loan/grant					
2. Proceeds from others					
3. Increase (<i>Decrease</i>) in Accounts Payable, Accruals and other Current Liabilities					
4. Decrease (<i>Increase</i>) in Accounts Receivable, inventories and Other Current Assets (<i>Exclude Cash</i>)					
5. Other: _____					
6. _____					
D. Total all A, B and C Items					
E. <i>Less:</i> Cash Expended for:					
1. All Construction, Equipment and New Capital Items (<i>Loan and grant funds</i>)					
2. Replacement and Additions to Existing Property, Plant and Equipment					
3. Principal Payment RD Loan					
4. Principal Payment Other Loans					
5. Other: _____					
6. Total E 1 through 5					
<i>Add</i>					
F. Beginning Cash Balances					
G. Ending Cash Balances (<i>Total of D minus E 6 plus F</i>)					
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					



www.LRGauthority.org

LOWER RIO GRANDE

Public Water Works Authority

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

Resolution #FY-2016-14: Interim Budget 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 of the Lower Rio Grande Public Water Works Authority wishes to adopt and pass a resolution to approve the FY-2017 Interim budget on June 15, 2016.

THEREFORE, be it resolved, the Board of Directors of the Lower Rio Grande Public Water Works Authority adopts and passes this resolution to approve the Interim budget officially approved on June 15, 2016.

PASSED, APPROVED and ADOPTED: June 15, 2016

Roberto M. Nieto, Chairman

Seal:

Attest: Alma Boothe, Secretary

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
RFP #FY2016-03 Berino Water System Improvement RFP Committee Report
Thursday, June 9, 2016, 2:00 pm at La Mesa Office

Lower Rio Grande PWWA Berino Water System Improvements Project RFP #FY2016-03 Ratings

Offerors	Date Submitted	Time Submitted	6 Copies	8.5x11" bound left side	* 10 Pg. Max.	** Format & Sequence	Campaign Disclosure	Non-Disclosure Request?	Sub-Cons. List	Resident Res. Vet. Bus. Cert.	Grand Total Score	Ranking
Bohannon Huston, Inc.	6/8/2016	10:04 AM	yes	yes	yes	yes	yes	no	yes	Res. Bus.	167	1
IDEALS, Inc	6/8/2016	11:53 PM	yes	yes	yes	yes	yes	no	no	Res. Bus.	133	2

* 10 Pg. Max. does not incl. Covers, Cover Letter, Table of Contents, Preference Certifications or Campaign Disclosure Forms

**Format & Sequence:

1. Cover Letter
2. Response to Evaluation Criteris
3. Other supporting or resource material

PROCESS: The RFP Committee individually read and scored each proposal and then discussed each of the rating criteria as a group. During the discussion, the committee members were able to make adjustments to their scores based on things coming up that they may not have previously considered. The scores for each of the criteria were then added and averaged, and the committee concurred with the final score for each of the criteria. Below are the committee scores awarded to each proposal and a summary of the discussion:

The Committee members scored Bohannon Huston, Inc. higher due their presentation of more experience directly related to the project requirements, particularly in the area of arsenic treatment technology.

CRITERIA & POSSIBLE POINTS:

Planning & Design Services

1. Specialized Design & Technical Competence – 25
2. Capacity & Capability – 20
3. Past Record of Performance – 25
4. Familiarity with the LRGPWWA – 10
5. Work to be done in NM – 5
6. Current volume of work with the LRGPWWA not 75% complete – 5
7. Familiarity with arsenic treatment technology – 10

Construction Services

1. Specialized construction management experience – 20
2. Specialized experience with start up assistance to the owner of new facilities – 15
3. Capacity & capability to perform within the LRGPWWA timeframe – 15
4. History of past performance – 10
5. History of claims – 10


RECOMMENDATION:

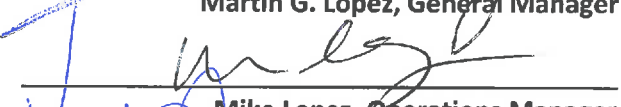
The Committee recommends that the Board of Directors select Bohannon Huston, Inc. for the Berino Water System Improvements Project based on the scores awarded:

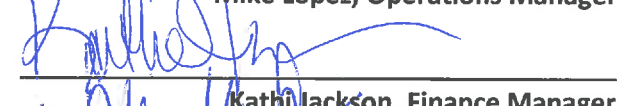
Consultant	Planning & Design Services							Subtotal	Construction Services					Subtotal	TOTAL
	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7		Item 1	Item 2	Item 3	Item 4	Item 5		
Bohannon Huston, Inc.	pts.25	pts.20	pts.25	pts.10	pts.5	pts.5	pts.10	100	Pts.20	Pts.15	Pts.15	Pts.10	Pts.10	70	160 Possible
Totals	125	100	125	50	25	15	50	490	100	75	72	48	50	345	835
Average Score	25.0	20.0	25.0	10.0	5.0	3.0	10.0	98.0	20.0	15.0	14.4	9.6	10.0	69.0	167.0

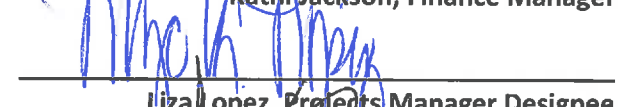
Consultant	Planning & Design Services							Subtotal	Construction Services					Subtotal	TOTAL
	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7		Item 1	Item 2	Item 3	Item 4	Item 5		
Ideals	pts.25	pts.20	pts.25	pts.10	pts.5	pts.5	pts.10	100	Pts.20	Pts.15	Pts.15	Pts.10	Pts.10	70	160 Possible
Totals	104	86	93	41	25	25	5	379	84	60	60	38	45	287	666
Average Score	20.8	17.2	18.6	8.2	5.0	5.0	1.0	75.8	16.8	12.0	12.0	7.6	9.0	57.4	133.2

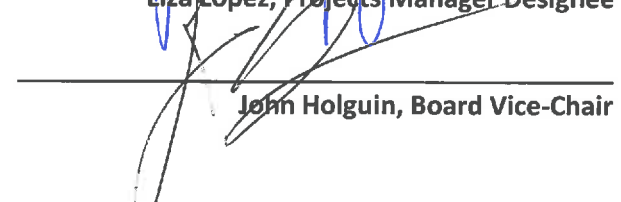

 Karen Nichols, Projects Manager, Procurement Manager


 Martin G. Lopez, General Manager


 Mike Lopez, Operations Manager


 Kathi Jackson, Finance Manager


 Liza Lopez, Projects Manager Designee


 John Holguin, Board Vice-Chair



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LOWER RIO GRANDE

Public Water Works Authority

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

Resolution #FY-2016-14: Interim Budget 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 of the Lower Rio Grande Public Water Works Authority wishes to adopt and pass a resolution to approve the FY-2017 Interim budget on June 15, 2016.

THEREFORE, be it resolved, the Board of Directors of the Lower Rio Grande Public Water Works Authority adopts and passes this resolution to approve the Interim budget officially approved on June 15, 2016.

PASSED, APPROVED and ADOPTED: June 15, 2016

Roberto M. Nieto, Chairman

Seal:
Special
Districts
New Mexico
2009 NMSA
73-26-1

Attest: Alma Boothe, Secretary

Name LowerRioGrandePublicWaterWorksAuthority		Address PO Box 2646			Anthony	
Applicant Fiscal Year From 07-15		County Dona Ana			State (Including ZIP Code) NM 88021	
	To 06-16	20 13	20 14	20 15	20 16	First Full Year
		(1)	(2)	(3)	(4)	(5)
OPERATING INCOME						
1. Water Revenue		\$1,688,918.00	\$195,935.00	\$1,962,958.00	\$2,246,000.00	\$2,448,000.00
2. Sewer Revenue		\$94,500.00	\$117,000.00	\$135,000.00	\$135,000.00	\$160,500.00
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)		\$1,783,718.00	\$313,235.00	\$2,098,258.00	\$2,381,300.00	\$2,608,500.00
OPERATING EXPENSES						
8. Salaries, Labor		\$1,090,990.00	\$1,085,672.00	\$1,224,949.00	\$1,301,077.00	\$1,418,000.00
9. Accounting, Legal		\$87,874.00	\$144,670.00	\$95,925.00	\$90,925.00	\$122,000.00
10. Taxes, Insurance, Reserve		\$120,284.00	\$249,188.00	\$93,500.00	\$167,339.00	\$85,250.00
11. Utilities		\$257,824.00	\$302,100.00	\$258,400.00	\$258,400.00	\$268,000.00
12. Supplies		\$350,463.00	\$374,070.00	\$437,500.00	\$455,720.00	\$459,000.00
13. Lab, Chemical, Sewer		\$27,797.00	\$42,600.00	\$115,387.00	\$71,500.00	\$59,000.00
14. Debt Service		\$69,386.00	\$82,000.00	\$356,942.00	\$356,942.00	\$285,500.00
15. Interest (RD)						
16. Depreciation		\$606,000.00	\$760,000.00	\$760,000.00	\$984,485.00	\$984,485.00
17. Total Operating Expense (Add lines 8 through 16)		\$2,610,618.00	\$3,040,300.00	\$3,342,603.00	\$3,686,388.00	\$3,681,235.00
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)		(\$826,900.00)	(\$2,727,065.00)	(\$1,244,345.00)	(\$1,305,088.00)	(\$1,072,735.00)
NONOPERATING INCOME						
19. Water		\$216,400.00	\$200,147.00	\$312,958.00	\$313,103.00	\$80,000.00
20. Sewer		\$4,500.00	\$3,500.00	\$5,000.00	\$7,500.00	\$8,250.00
21. Total Nonoperating Income (Add Lines 19 and 20)		\$220,900.00	\$203,647.00	\$317,958.00	\$320,603.00	\$88,250.00
22. NET INCOME (LOSS) (Add Lines 18 and 21) (Transfer to Line A Schedule 2)		(\$606,000.00)	(\$2,523,418.00)	(\$926,387.00)	(\$984,485.00)	(\$984,485.00)

Budget and Projected Cash Flow Approved by Governing Body

Attest:

Secretary

Appropriate Official

6/15/16

Date

Date

PROJECTED CASH FLOW

	20 13	20 14	20 15	20 16	First Full Year
A. Line 22 from Schedule 1 Income (<i>Loss</i>)	(\$606,000)	(\$2,523,418)	(\$926,387)	(\$984,485)	(\$984,485)
<i>Add</i>					
B. Items in Operations not Requiring Cash:					
1. Depreciation (<i>Line 16, Schedule 1</i>)	\$606,000	\$760,000	\$760,000	\$984,485	\$984,485
2. Others: _____					
C. Cash Provided from:					
1. Proceeds from RD loan/grant	\$9,249,765	\$9,249,765	\$2,513,000	\$5,820,911	\$150,000
2. Proceeds from others	\$2,261,852	\$2,261,852	\$2,425,000	\$2,582,603	\$2,696,750
3. Increase (<i>Decrease</i>) in Accounts Payable, Accruals and other Current Liabilities	\$133,037	\$133,037	(\$21,595)	\$44,793	\$203,785
4. Decrease (<i>Increase</i>) in Accounts Receivable, inventories and Other Current Assets (<i>Exclude Cash</i>)	\$24,078	\$24,078	\$163,148	\$88,792	\$82,564
5. Other: _____				\$55,735	
6. _____					
D. Total all A, B and C Items	\$11,668,732	\$9,905,314	\$4,913,166	\$8,592,834	\$3,133,099
E. <i>Less:</i> Cash Expended for:					
1. All Construction, Equipment and New Capital Items (<i>Loan and grant funds</i>)	\$9,249,765	\$9,249,765	\$2,513,000	\$5,820,911	\$150,000
2. Replacement and Additions to Existing Property, Plant and Equipment					\$150,000
3. Principal Payment RD Loan	\$201,000	\$201,000	\$59,951	\$59,880	\$83,025
4. Principal Payment Other Loans			\$77,258	\$62,155	\$62,081
5. Other: <u>Operations</u>	\$2,261,852	\$2,261,852	\$2,425,000	\$2,582,603	\$2,696,750
6. Total E 1 through 5	\$11,712,617	\$11,712,617	\$5,075,209	\$8,525,549	\$3,141,856
<i>Add</i>					
F. Beginning Cash Balances	\$542,624	\$542,624	\$498,739	\$309,483	\$376,768
G. Ending Cash Balances (<i>Total of D minus E 6 plus F</i>)	\$498,739	(\$1,264,679)	\$336,696	\$376,768	\$368,011
Item G Cash Balances Composed of:					
Construction Account					
Revenue Account	\$99,975	\$99,975	\$75,252	\$16,033	\$25,220
Debt Payment Account	\$44,303	\$44,303	\$57,945	\$93,630	\$103,630
O&M Account	\$354,461	\$354,461	\$176,286	\$75,909	\$104,881
Reserve Account				\$191,196	\$134,280
Funded Depreciation Account					
Others: _____					

Total - Agrees with Item G	\$498,739	\$498,739	\$309,483	\$376,768	\$368,011