



Date: March 24, 2020

Time: 9:31 a.m.

Places: Teleconference Mtg

Event: Special Board Meeting

Name	Company Name	Contact Information Phone Number	Email Address
Henry Magallanez	LRGPWWA - Director	575-525-9683	
Joe Evaro	LRGPWWA - Director	575-618-0182	
Furman Smith	LRGPWWA - Board Vice Chair	575-382-5982	
Kathi Jackson	LRGPWWA - Finance Manager	575-233-5742 Ext1005	
Karen Nichols	LRGPWWA - Projects Manager	575-233-5742 Ext1018	
Patricia Charles	LRGPWWA - Projects Specialist	575-233-5742 Ext1021	
Martin Lopez	LRGPWWA - General Manager	575-233-5742 Ext1004	
Espy Holguin	LRGPWWA - Board Secretary	575-644-9543	
Mike McMullen	LRGPWWA - Board Chair	970-302-7852	
Josh Smith	LRGPWWA - Attorney	575-528-0500	
Mike Lopez	LRGPWWA - Operations Manager	575-233-5742 Ext1011	
JJ Gutierrez	LRGPWWA - Production Leader	575-233-5742 Ext1010	

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Draft Minutes —SPECIAL BOARD OF DIRECTORS MEETING

9:30 a.m. Tuesday, March 24, 2020 at our La Mesa Office, 521 St Valentine

Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office or at www.LRGauthority.org/noticesavisos.html. Call 575-233-5742 or email board@LRGauthority.org for information

- I. **Call to Order, Roll Call to Establish Quorum:** Chairman McMullen called the meeting to order at 9:31 a.m. District #1 is vacant, District #2 is vacant, Mr. Evaro representing District was present, Mrs. Holguin representing District #4 was present, Mr. Magallanez representing District # 5 was present, Mr. McMullen representing District #6 was present, Mr. Smith representing District #7 was present. Staff present were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Operations Manager Mike Lopez, Production Leader JJ Gutierrez and Attorney Josh Smith. General Manager Martin Lopez attended this meeting remotely from our La Mesa office, no one from the public attended this meeting.
- II. **Pledge of Allegiance:** The pledge of allegiance was not performed because this meeting was held via teleconference.
- III. **Motion to approve Agenda:** Mr. Magallanez made the motion to approve the agenda, Mr. Smith seconded the motion, the motion passed with all in favor.
- IV. **Public Input:** None
- V. **New Business:**
 - A. **Motion to authorize suspension of water service disconnections for March and April 2020:** Ms. Nichols said that this motion would need to be re-authorized at the April meeting, if the pandemic continues. Mr. Magallanez made the motion to authorize suspension of water service disconnections for March and April. Mr. Smith seconded the motion, the motion passed with all in favor.
 - B. **Motion to approve waiver of delinquency fee for December – January usage as billed on February 1st, 2020:** Mr. Martin Lopez said our office had called the major water and electric utility companies to see what everyone else was doing regarding the delinquency fees. All indicated they are suspending service disconnections, but did not say they were waiving delinquency fees. Mr. McMullen would like to see no waiver on the delinquency fees. Mr. Lopez said customers can make payment arrangements as usual with us. Mr. McMullen asked for a motion to approve the waiver of delinquency fees for December-January usage as billed on February 1st, 2020. There was no motion to approve, the motion died.

Mr. Lopez updated the board on the situation at hand. We might have to temporally close some of our offices, rotate some of our employees and/or reduce hours of operation. Ms. Jackson collected some information from NM Work Force Connection regarding this situation.
- vi. **Motion to Adjourn:** Mrs. Holguin made the motion to adjourn the meeting at 9:45 a.m. Mr. Smith seconded the motion, the motion passed with all in favor.

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—SPECIAL BOARD OF DIRECTORS MEETING

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- I. Call to Order, Roll Call to Establish Quorum: District #1 (Vacant) __, #2 (Vacant) __, #3 (Mr. Evaro) __, #4 (Mrs. Holguin) __, # 5 (Mr. Magallanez) __, #6 (Mr. McMullen) __, #7 (Mr. Smith) __
- II. Pledge of Allegiance
- III. Motion to approve Agenda
- IV. Public Input—15 minutes are allotted for this item, 3 minutes per person
- V. New Business
 - A. Motion to authorize suspension of water service disconnections for March and April 2020
 - B. Motion to approve waiver of delinquency fee for December – January usage as billed on February 1st, 2020
- VI. Motion to 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.