



Date: July 15, 2020

Time: 9:35 a.m.

Places: Online Zoom meeting

Event: Regular Board Meeting

Name	Company Name	Contact Information Phone Number	Email Address
Karen Nichols	LRG- Projects Manager	575-233-5742 Ext1018	
Furman Smith	LRG- Board Vice Chair	575-382-5982	
Patricia Charles	LRG- Projects Specialist	575-233-5742 Ext1021	
Esperanza Holguin	LRG- Board Chair	575-644-9543	
Joe Evaro	LRG- Board Secretary	575-618-0182	
John Schroder	LRG- Accounting Assistant	575-233-5742 Ext1006	
Martin Lopez	LRG- General Manager	575-233-5742 Ext1004	
Mike Lopez	LRG- Operations Manager	575-233-5742 Ext1011	
Kathi Jackson	LRG - Finance Manager	575-233-5742 Ext1005	
Paul Smith	LRG- Board Director	505-710-4671	
Josh Smith	LRG- Attorney	575-528-0500	

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Draft Minutes —REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, July 15, 2020 via Online Zoom Meeting

Contact us at 575-233-5742 or board@LRGauthority.org for information, assistance, or to subscribe to email board meeting reminders. Email the board address or dial extension 1021 or 1018 and leave a message if requesting phone or log-in information for online meetings. Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWVA Office or at www.LRGauthority.org/noticesavisos.html

- I. **Call to Order, Roll Call to Establish Quorum:** Vice Chairman F. Smith called the meeting to order at 9:35 a.m. Mr. P. Smith representing District #1 was present, District #2 is Vacant, Mr. Evaro representing District #3 was present, Mrs. Holguin representing District #4 was present, Mr. Magallanez representing District # 5 was absent, District #6 is Vacant, Mrs. F 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, Accounting Assistant John Schroder, Operations Manager Mike Lopez and Attorney Josh Smith.
- II. **Pledge of Allegiance – postponed due to online meeting**
- III. **Motion to approve Agenda:** Mr. Evaro made the motion to approve the agenda. Mrs. Holguin seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes**
 - A. **Motion to approve the minutes of the June 17, 2020 Regular Board Meeting:** Mr. P Smith made the motion to approve the minutes for June 17, 2020 regular board meeting minutes. Mr. Evaro seconded the motion, the motion passed with all in favor.
- V. **Presentations:** None
- VI. **Public Input**
 - A. **General Matters:** none
 - B. **Public Input RE: Infrastructure Capital Improvements Plan (ICIP) and needed projects:** There was no one from the public attending the board meeting.
- VII. **Managers' Reports**
 - A. **General Manager:** Mr. Lopez provided a written report and stood for questions. All staff are back at work including the staff member that had tested positive for COVID-19. She was released to come back to work by the NM Health Department.
 - B. **Operations:** Mr. Mike Lopez provided a written report and stood for questions. He was able to finally get 3 quotes to pull out the El Centro well. A camera was used to check the pipes a couple of holes were found in the pipes; no holes were found in the casing. We had a manager

meeting and the decision was made to acid wash the well and replace the pump and motor with the same size pipe.

- C. Finance:** Ms. Jackson provided a written report and stood for questions. The predicted revenues were \$3,313,000.00 the actual revenues for the year were \$3,443,000.00 slightly more than what was predicted. The predicted expenses were within budget at \$3,213,000.00 and actual expenses were less at \$2,984,000.00 so we had some money left over. We did have to do some budget adjustments but it consisted of moving money around within the budget. The Sewer revenue amount did have to be reduced by \$6,500.00. We have three more reports that will go in to the State, the reports are slightly different because the reporting requirements for Capital Outlay are different.
- D. Projects:** Ms. Nichols provided a written report and stood for questions. Mesquite-Brazito Sewer Project I is winding down. Customer hook-ups for 20 additional customers from our waiting list are under way. Ms. Nichols asked Attorney Josh Smith if he had an update regarding the land issues on either phase. Mr. J Smith said on project I the Flor Property is in default. All parties have been served on Project 2, he will be able to default them or have some kind of an answer soon. The last day of publication is within two weeks, but are still out about 60 days to getting them finalized. Regarding the finalization of the lift station on project I, he submitted an order to the court and he has to have a hearing in order to have court enter the order. The other attorney has not responded to phone calls and emails, he does not know what the holdup is. South Valley Water Supply & Treatment Project in Berino is pending approval to bid. Water Master Plan – pending CDBG approval of Engineering Agreement so the engineering company can start. Central Office Building comments on contract documents were received, architect is preparing responses, should be resubmitted this week the NM DOT permit issue is still pending. Valle Del Rio Water System Project construction is under way and will be done fairly soon, this project has a 3-month construction period. East Mesa Water System Improvements Project – Final design was submitted to NMED-CPB about a month ago. Documents for land purchase have been signed and waiting on the time company to schedule a closing date. High Valley Water System Improvements Project I (well rehab) – Contract with D&J is in process; we will have a pre-construction meeting next week. Project II – Design is in process. Stern Drive Waterline Extension Project – review is scheduled for tomorrow morning for 60% design. Stern Drive Waterline Extension Project 60% design review meeting is scheduled for tomorrow morning. Mesquite Wetlands Closure – 95% design documents have been submitted and are in review, it will be about a month before we get any comments back. We are working on the ICIP. Mr. Evaro asked about a couple of sink holes in the Brazito area.

VIII. Unfinished Business

- A. Appointment of Directors for Districts 2 & 6 - Postponed**

IX. New Business

- A. Motion to appoint a director to the Disposition Committee to replace Mr. McMullen:** Ms. Nichols reminded board that Mr. P. Smith had indicated interested in replacing Mr. McMullen to the Disposition Committee. Mr. Holguin made the motion to appoint Mr. P. Smith to the Disposition Committee to replace Mr. McMullen. Mr. Evaro seconded the motion the motion passed with all in favor.

- B. Motion to adopt Resolution #FY2021-01 to borrow from Rural Community Assistance Corporation:** Ms. Nichols explained this is for the Sewer Project Bridge Loan. We applied for it and have a binding commitment but the commitment is about to expire. This project might take a little longer due to the land issues. Mr. P. Smith made the motion to adopt resolution #FY2021-01 to borrow from Rural Community Assistance Corp. Mr. Evaro seconded the motion, the motion passed with all in favor.
- C. Motion to adopt Resolution #FY2021-02 adopting FY2020 4th Quarter Budget:** Ms. Jackson said the only difference between this report and the one previous is that the Capitol Outlay line items have been added to this report. Mr. Evaro made the motion to adopt resolution #FY2021-02 adopting FY2020 4th quarter budget. Mr. P. Smith seconded the motion, the motion passed with all in favor.
- D. Motion to adopt Resolution #FY2021-03 adopting FY2020 Budget Adjustments:** Ms. Jackson said she did not add anything extra, just moved money around within the budget. In the Sewer section she removed \$6,500.00 from the revenue column because actuals came in lower than expected. Mrs. Holguin made the motion to adopt Resolution #FY2021-03 adopting FY2020 Budget Adjustments. Mr. Evaro seconded the motion, the motion passed with all in favor.
- E. Motion to adopt Resolution #FY2021-04 Approving and Adopting the Final Budget for FY-2021:** Ms. Jackson said there are no changes to the interim budget approved previously. The only change is in the cash section. This report shows \$976,743.00 this is because on this report the balance has to match the June 30, 2020 bank statement. The amount on the budget was \$1,330,655.00 which includes some items that we are expecting but have not received yet. Mr. P. Smith made the motion to adopt Resolution #FY2021-04 approving and adopting the Final Budget for FY 2021. Mr. Evaro seconded the motion, the motion passed with all in favor.
- F. Motion to amend the Board of Directors Schedule for Meetings for FY2020-2021 to move the November meeting to 11/18/20:** Ms. Charles explained that after reviewing the schedule a change was needed. We had previously scheduled the board meeting for Wednesday, November 11, 2020. But Veterans Day falls on that day this year so we need to move the meeting to Wednesday, November 18, 2020. We normally schedule our board meeting on the third Wednesday of each month. The board meetings for November and December are scheduled the second Wednesday because of the Holidays. Mrs. Holguin made the motion to amend the Board of Directors Schedule for meetings for FY2020-2021 to move the November meeting to 11/18/20. Mr. P. Smith seconded the motion, the motion passed with all in favor.
- G. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation:** Mrs. Holguin made the motion to convene in closed session pursuant to NMSA 10-15-1 H.7 threatened or pending litigation. Mr. Evaro seconded the motion the passed with all in favor.
- i. **Roll Call Vote:** District #1 (Mr. P Smith) voted yes, #2 (Vacant), #3 (Mr. Evaro) Voted yes, #4 (Mrs. Holguin) Voted yes, #5 (Mr. Magallanez) was absent, #6 (Vacant), #7 (Mr. Smith) Voted yes.

- ii. **Motion to reconvene in open session:** Mrs. Holguin made the motion to reconvene in open session. Mr. Evaro seconded the motion, the motion passed with all in favor.
 - iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.*** Mr. F. Smith stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.
 - iv. **Motion, if any related to closed session matters:** No action necessary as the result of the closed session.
- X. **Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, August 19, 2020 at the Vado Office.**
- A. **Have any Board Members participated in training? If so, please give us a copy of your certificate:** No one had participated in any training.
 - B. **Directors should turn in Board of Directors Manuals so staff can update them**
 - C. Proposed amendment to the Real Estate Policy
 - D. Disposition Committee to meet prior 15 minutes before the start of our August 19, 2020 Regular Board Meeting
- XI. **Motion to Adjourn:** Mrs. Holguin made the motion to adjourn the board meeting at 10:27 a.m. Mr. Evaro seconded the motion, the motion passed with all in favor.

These minutes were approved on the 15th Day of July, 2020 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Joe Evaro, Secretary

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, July 15, 2020 via Online Zoom Meeting

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- I. Call to Order, Roll Call to Establish Quorum: District #1 Mr. P. Smith __, #2 (Vacant) __, #3 (Mr. Evaro) __, #4 (Mrs. Holguin) __, # 5 (Mr. Magallanez) __, #6 (Vacant) __, #7 (Mr. F. Smith) __
- II. Pledge of Allegiance – postponed due to online meeting
- III. Motion to approve Agenda
- IV. Approval of Minutes
 - A. Motion to approve the minutes of the June 17, 2020 Regular Board Meeting
- V. Presentations: None
- VI. Public Input
 - A. General Matters: 15 minutes are allotted for this item, 3 minutes per person
 - B. Public Input RE: Infrastructure Capital Improvements Plan (ICIP) and needed projects
- VII. Managers’ Reports
 - A. General Manager
 - B. Operations
 - C. Finance
 - D. Projects
- VIII. Unfinished Business
 - A. Appointment of Directors for Districts 2 & 6 - Postponed
- IX. New Business
 - A. Motion to appoint a director to the Disposition Committee to replace Mr. McMullen
 - B. Motion to adopt Resolution #FY2021-01 to borrow from Rural Community Assistance Corporation
 - C. Motion to adopt Resolution #FY2021-02 adopting FY2020 4th Quarter Budget
 - D. Motion to adopt Resolution #FY2021-03 adopting FY2020 Budget Adjustments
 - E. Motion to adopt Resolution #FY2021-04 Approving and Adopting the Final Budget for FY-2021

- F. Motion to amend the Board of Directors Schedule for Meetings for FY2020-2021 to move the November meeting to 11/18/20
- G. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation

- i. Roll Call Vote: District #1 (Mr. P Smith) ____, #2 (Vacant) ____, #3 (Mr. Evaro) ____, #4 (Mrs. Holguin) ____, #5 (Mr. Magallanez) ____, #6 (Vacant) ____, #7 (Mr. Smith) ____

- ii. Motion to reconvene in open session.

- iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.***

- iv. Motion, if any related to closed session matters.

- X. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, August 19, 2020 at the Vado Office.

- A. Have any Board Members participated in training? If so, please give us a copy of your certificate
 - B. Directors should turn in Board of Directors Manuals so staff can update them
 - C. Proposed amendment to the Real Estate Policy

XI. 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.

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes — REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, June 17, 2020 via Online Zoom Meeting

Contact us at 575-233-5742 or board@LRGauthority.org for information, assistance, or to subscribe to email board meeting reminders. Email the board address or dial extension 1021 or 1018 and leave a message if requesting phone or log-in information for online meetings. Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office or at www.LRGauthority.org/noticesavisos.html

- I. **Call to Order, Roll Call to Establish Quorum:** Chairwoman Holguin called the meeting to order at 9:30 a.m. Mr. P Smith representing District #1 was present, District #2 is vacant, Mr. Evaro representing District #3 was present, Mrs. Holguin representing District #4 was present, Mr. Magallanez representing District # 5 was absent, District #6 is vacant, Mr. F Smith representing District #7 was present. Staff present were General Manager Martin Lopez, Finance Manager Kathi Jackson, Operations Manager Mike Lopez, Projects Manager Karen Nichols, Accounting Assistant John Schroder and Projects Specialist Patricia Charles. Guest were Attorney Josh Smith and Tiffany Goolsby with SCCOG.
- II. **Pledge of Allegiance – postponed due to online meeting**
- III. **Oath of Office for new District 1 Director, Paul Smith:** Mr. Lopez read the pledge of oath to Mr. P Smith. Mr. P Smith accepted the oath of office.
- IV. **Motion to approve Agenda:** Mr. F Smith made the motion to approve the agenda. Mr. Evaro seconded the motion, the motion passed with all in favor.
- V. **Approval of Minutes:**
 - A. **Motion to approve the minutes of the May 20, 2020 Regular Board Meeting:** Mr. Evaro made the motion to approve the minutes for May 20, 2020 regular board meeting. Mr. F Smith seconded the motion, the motion passed with all in favor.
- VI. **Presentations: None**
- VII. **Public Input**
 - A. **General Matters:** none
 - B. **Public Input RE: Infrastructure Capital Improvements Plan (ICIP) and needed projects:** Tiffany Goolsby was present and available for any questions from the public regarding the Infrastructure Capital Improvements Plan (ICIP). There were no comments or questions.
- VIII. **Managers' Reports**
 - A. **General Manager:** Mr. Lopez provided a written report and stood for questions. One staff member in the La Mesa office tested positive for COVID-19. The COVID-19 positive staff member was reported a couple of weeks ago. They are quarantined and is receiving medical attention. The staff member was not in contact with the public because that office has been

closed since March 18, 2020. Other staff members in that office that were in contact have been tested. Tests have all come back negative for COVID-19. One employee submitted their resignation and another has completed their probationary period.

- B. Finance:** Ms. Jackson provided a written report and stood for questions. The revenue for May 2020 was \$418,000, we are ahead of the projected budget. Expenses were \$281,000, we will need to make a couple of budget adjustments for the extra revenue. Extra revenue was put into savings. 260 register change outs were completed this month, still have about 1000 left to change out. 401K contributions were made. She was notified by the State Auditor's Office that there will be no change to due dates due to COVID-19. She lost one of her employees and one finished his probationary period and is doing great.

- C. Projects:** Ms. Nichols provided a written report and stood for questions. Mesquite-Brazito Sewer Project 1 is nearing completion the scheduled date is July 13, 2020. This date could be delayed a month in order to use contingency funds in the budget to hook up a few more customers. Mesquite-Brazito Sewer Project 2 contract documents have been approved by USDA-RD and will be ready for bid, once the pending items are cleared. Josh Smith said he had received orders of publication on two of the suits and will publish this week. The parties for the third suit are in California and due to COVID-19 it has been hard to get someone to serve them. He thinks possession of properties will be in the next couple of months. The Water Master Plan contract with Bohannon Huston is on today's agenda. Valle Del Rio System Project is under construction. East Mesa Water System Improvement Project the final design submittal is scheduled to be sent to NMED today and the land purchase is in process. Mr. Lopez mentioned that he received notification on June 17, 2020 from the Environmental Dept. notifying him that they sent out the official publication to the public, they have a 30-day comment period on the closure of Mesquite Wetlands.

- D. Operations:** Mr. Mike Lopez provided a written report and stood for questions. We have had many line breaks recently thru out the system. There was a big increase in water usage in April & May it could be due to people being home because of COVID-19. Mr. Lopez asked Mr. Mike Lopez to give an update on the damage at the Desert Sands #1 tank. He rented a lift and plugged the bullet holes in it. We have had several incidents were people have used that tank for target shooting. He spoke to Ms. Nichols about maybe meeting with an engineer to design some kind of a barrier to deflect the bullets. He is going to get a quote to make repairs on the current damage. Mrs. Holguin would like for us to try to work with the Sheriff's Department or the City of Anthony to see if they could keep an eye on the tank. We may need to give the Sheriff a visit regarding this matter. Ms. Nichols said the land the tank is on is leased from BLM. We are co-located with the county at that site.

IX. Unfinished Business

A. Appointment of Directors for Districts 2 & 6 - Postponed

X. New Business

- A. Motion to approve Engineering Services Agreement with Bohannon Huston, Inc. for development of a Water Master Plan funded by a CDBG Planning Grant and LRGPWWA funds:** Mr. F. Smith made the motion to approve the Engineering Services Agreement with Bohannon Huston, Inc. for development of a Water Master Plan funded by a CDBG Planning Grant and LRGPWWA funds. Mr. Evaro seconded the motion, the motion passed with all in favor. Ms. Nichols explained for Mr. P Smiths benefit, that this started as a planning document to build a surface water plant, then later took a look at building a brackish water treatment plant. The Brackish water treatment plant proved to be too expensive. The planning document was funded by Water Trust Board, it was then recommended that we develop a Water Master Plan and build an additional well in Berino. With this funding we completed a comprehensive water model, water system design standards, GSI Database and a ground water well siting study, but these need updating. We received a planning grant from CDBG so we can move forward with the Plan piece, for future water supplies. The motion passed with all in favor.
- B. Motion to adopt USDA Rural Development Loan Resolution Security Agreement for Mesquite-Brazito Sewer Project 2:** Mr. F Smith made the motion to adopt USDA Rural Development Loan Resolution Security Agreement for Mesquite Brazito Sewer Project 2. Mr. Evaro seconded the motion. Mr. Lopez said Mesquite Brazito Sewer Project Phase II is to help capture some additional streets in the Brazito and Mesquite areas, depending on the actual construction bid. We anticipate being short funds and will require a Phase III Project. The motion passed with all in favor.
- C. Motion to approve waiver of disconnections for July 2020:** Mr. F Smith made the motion to approve waiver of disconnections. Mr. Evaro seconded the motion. Mr. Lopez said we have waived disconnections since March. Staff does not recommend continuing the waiver. Some customers are really falling behind on paying their bills. We have had people call and make arrangements but there are still many that are delinquent. At this point we need to take action and start disconnecting services. Mr. Evaro asked if we sent out notices of the delinquencies, Mr. Lopez said this information in noted on the actual bills we send out. Mr. P Smith asked if there was anyway there could be a dollar amount limit. Mr. Lopez said that was a possibility. Chairwoman Holguin asked for a vote for approving the waiver of disconnections for July 2020. Mr. P Smith voted nay, Mr. Evaro voted nay, Mr. F Smith voted nay and Mrs. Holguin voted nay. The motion did not pass.
- D. Motion to adopt Resolution #FY2020-21 Approving the SCCOG membership:** Mr. Evaro made the motion to adopt Resolution #FY2020-21 approving the SCCOG membership and the appointment of a representative and an alternate. Mr. F Smith seconded the motion. Chairwoman asked it any member of the board or staff member was interested in being appointed representative or alternate. No one volunteered so Ms. Jackson will remain the representative and Mrs. Holguin will remain the alternate. The motion passed with all in favor.

XI. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, July 15, 2020 at the Vado Office.

- A. Have any Board Members participated in training? If so, please give us a copy of your certificate:** No one had attended any trainings.

- B. Directors should turn in Board of Directors Manuals so staff can update them**
- C. Resolution Number FY-2020-20 Approving and Adopting the Final Budget for FY-2021**
- D. Budget adjustment for FY2020**
- E. Replace Mr. McMullen on Disposition Committee with Mr. P. Smith.**

XII. Motion to Adjourn: Mr. F Smith made the motion to adjourn the board meeting at 10:09 a.m., Mr. Evaro seconded the motion. The motion passed with all in favor.

These minutes were approved on the 17th Day of June, 2020 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Joe Evaro, Secretary

LRGPWWA
Manager's Report
July 15, 2020

- All staff are back to work including one which had tested Positive for COVID-19 (Release by NM Health Department)
- Unsolicited offer to purchase a tank site in Organ
- Unsolicited offer to purchase the Mesquite Wetlands site
- I suspended the Random Drug testing in June, due to COVID-19 and the employees selected being considered at risk
- Continued to work with customers to make payment arrangement
- Mailed letters to customers with high account balance on July 1st. Will reach to property owners in case of rental units after July 15th

Lower Rio Grande PWWA

Operators Report

July 15 , 2020

System Problems and Repairs.

- Backflow inspections are Current. (Mesquite District)
- For the month of May, we were issued 894 work and service orders, most were register change outs.
- For the month of June, we were issued 459 work and service orders.
- For the month of June, we installed 6 new water service connections.
- We had one main line break at Alto De Los Flores.
- We had three main line breaks at the East Mesa.
- We had Two main line breaks at Talavera MDWCA.
- We have had 4 Main and service line breaks in South valley area.
- All CCR'S have been created and approved by NMED, and are available on our web site.
- The Organ and Mesquite wet lands sewer Reports have been created and submitted on 7/1/20.

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

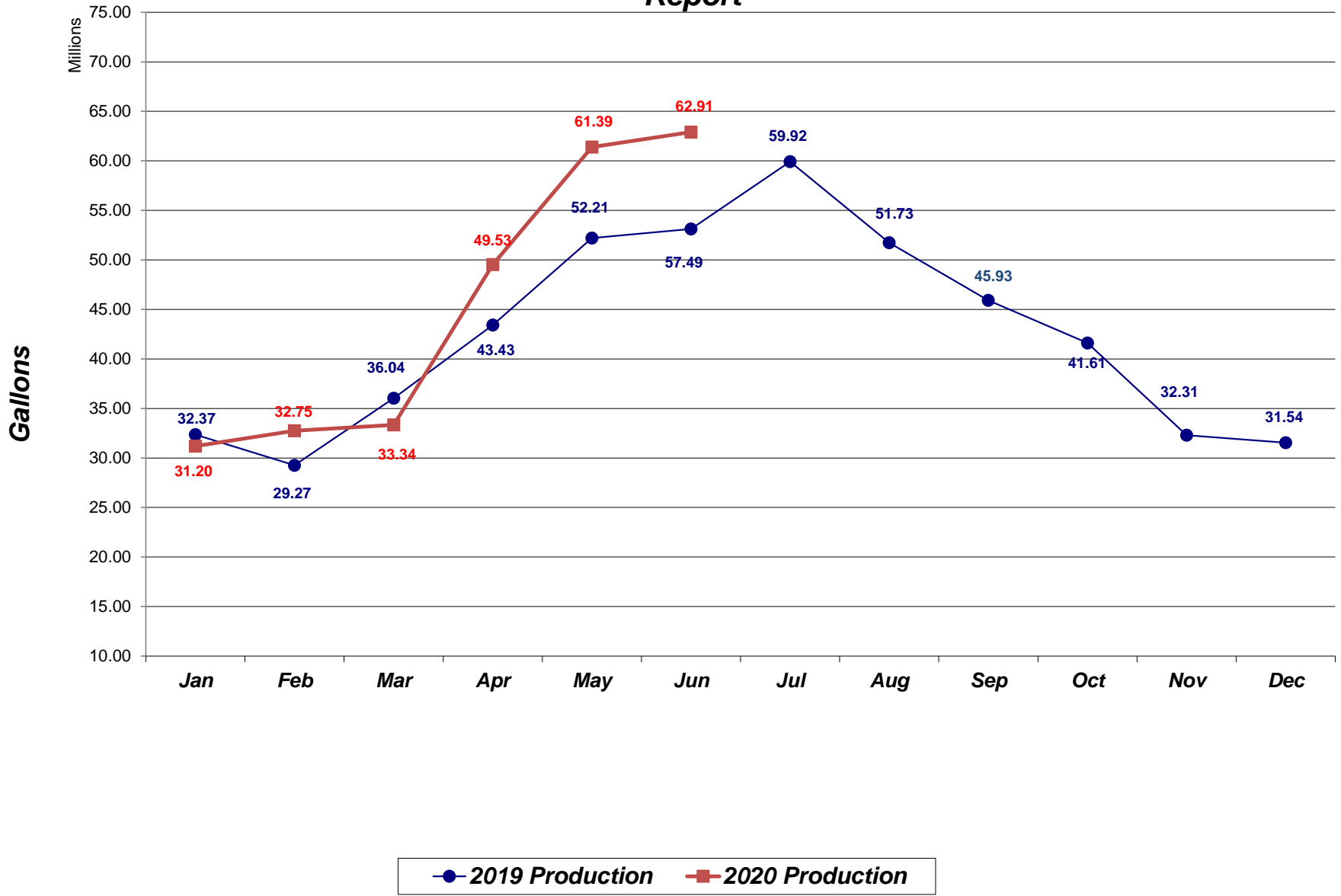
Mesquite district Wetlands: NMED is going to require us to drill 3 monitoring wells as the existing are dry.

Mesquite and Organ Sewer Reports. The Organ and the Mesquite wastewater reports were due and were sent on July 1st.

Chlorine: No problems.

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

Lower Rio Grande PWWA Water Production Report





Lower Rio Grande Public Water Works Authority

Income Statement

Group Summary

For Fiscal: FYE 2020 Quarter Ending: 06/30/2020

AcctNumber	Current Total Budget	MTD Activity	QTD Activity	YTD Activity	Budget Remaining
Revenue					
40000 - Operating Revenue	2,865,000.00	299,530.83	726,321.26	2,997,371.98	-132,371.98
40001 - Activation & Connection Fees-Sewer	4,000.00	0.00	0.00	425.01	3,574.99
40002 - Installation Fees	57,500.00	3,650.00	10,413.67	50,482.28	7,017.72
40003 - Activation & Connection Fees-Water	7,500.00	821.14	1,471.15	6,312.62	1,187.38
40005 - Backflow Testing	7,000.00	0.00	0.00	2,825.00	4,175.00
40006 - Tampering Fee/Line Breaks	0.00	0.00	500.00	8,614.57	-8,614.57
40007 - Delinquency Fee	100,000.00	12,650.00	41,510.00	103,360.00	-3,360.00
40008 - Penalties-Water	0.00	12,371.51	32,411.14	97,630.49	-97,630.49
40009 - Membership Fees	0.00	650.00	1,850.00	6,750.00	-6,750.00
40010 - Impact Fees	40,000.00	10,033.53	18,583.51	47,938.08	-7,938.08
40011 - Returned Check Fees	0.00	105.00	105.00	840.00	-840.00
40012 - Credit Card Fees	10,000.00	1,064.00	2,396.00	10,664.00	-664.00
40013 - Miscellaneous Revenue	0.00	40.00	100.00	688.05	-688.05
40015 - Penalties-Sewer	4,500.00	584.84	1,641.30	6,801.82	-2,301.82
40017 - Hydrant Meter Rental Fee	15,000.00	250.00	1,500.00	4,250.00	10,750.00
40018 - Permit Fees	0.00	0.00	0.00	150.00	-150.00
40019 - DAC Trash Coupons	0.00	118.00	164.00	966.00	-966.00
40020 - Miscellaneous Revenue-Sewer	7,500.00	60.83	182.49	480.58	7,019.42
45000 - Tower Rent	0.00	15,592.74	16,592.74	20,092.74	-20,092.74
45001 - Billing Adjustments-Water	0.00	0.00	-4,663.88	-83,606.47	83,606.47
45005 - Fiscal Agent Fees	0.00	4,556.12	15,276.55	59,127.39	-59,127.39
45010 - Interest	0.00	21.69	75.58	645.04	-645.04
45015 - Copy/Fax	0.00	5.00	16.25	170.30	-170.30
45020 - Other Income	45,000.00	1,398.91	1,911.75	43,460.21	1,539.79
45022 - Annual Farm Rental	0.00	0.00	7,500.00	7,500.00	-7,500.00
45025 - Contract Services	50,000.00	4,284.82	12,355.29	46,613.17	3,386.83
49000 - Recovered Bad Debts	0.00	200.00	603.02	2,800.00	-2,800.00
Revenue Total:	3,213,000.00	367,988.96	888,816.82	3,443,352.86	-230,352.86
Expense					
60001 - Transfer to Reserves	0.00	-66.65	-66.65	0.00	0.00
60005 - Accounting Fees	0.00	0.00	0.00	216.84	-216.84
60010 - Audit	15,000.00	0.00	0.00	13,666.25	1,333.75
60020 - Bank Service Charges	15,000.00	2,399.56	5,747.07	18,705.11	-3,705.11
60025 - Cash Short/Over	300.00	-33.27	651.48	-71.30	371.30
60026 - Computer Hardware	2,500.00	0.00	0.00	2,452.11	47.89
60030 - Dues and Subscriptions	5,000.00	500.00	700.00	1,901.07	3,098.93
60035 - Engineering Fees	31,000.00	3,718.61	12,863.77	30,810.54	189.46
60045 - Late Fees	1,000.00	0.00	0.00	0.00	1,000.00
60050 - Legal Fees	3,000.00	0.00	714.87	2,967.58	32.42
60055 - Legal Notices	500.00	133.46	185.19	476.50	23.50
60060 - Licenses & Fees	6,250.00	210.00	335.00	5,908.31	341.69
60065 - Meals	2,500.00	0.00	39.00	1,265.24	1,234.76
60075 - Permit Fees	1,500.00	0.00	0.00	825.00	675.00
60080 - Postage	2,500.00	37.57	477.71	1,984.14	515.86
60090 - Professional Fees-Other	10,000.00	0.00	9,523.34	9,523.34	476.66
60120 - Retirement Account Fees	8,500.00	708.17	2,008.74	8,182.32	317.68
60125 - Easments & Leases	7,250.00	0.00	0.00	7,248.28	1.72
60130 - Training	5,000.00	0.00	150.00	3,702.70	1,297.30
60140 - Travel:Airfare Per Diem	2,500.00	0.00	0.00	776.00	1,724.00
60150 - Travel:Lodging Per Diem	5,000.00	0.00	0.00	3,331.41	1,668.59
60155 - Travel:Meals Per Diem	2,500.00	0.00	-10.82	994.18	1,505.82
60160 - Travel:Mileage/Parking Per Diem	1,500.00	0.00	0.00	913.39	586.61
60165 - Travel:Vehicle Rental Per Diem	0.00	0.00	0.00	301.47	-301.47
60600 - Debit Service	109,500.00	5,159.74	28,860.15	82,277.61	27,222.39
60625 - Interest paid to NMED	12,500.00	0.00	0.00	12,435.44	64.56
60650 - Interest paid to NMFA	42,500.00	621.24	30,162.58	47,598.52	-5,098.52

60675 - Interest paid to USDA	88,000.00	11,596.26	34,788.78	87,394.05	605.95
63000 - Regular Pay	1,066,100.00	78,751.55	187,356.70	938,588.28	127,511.72
63001 - Overtime	30,500.00	2,341.92	2,597.56	29,643.37	856.63
63006 - Holiday Pay	50,740.00	4,697.32	4,697.32	50,673.45	66.55
63007 - Sick Pay	51,500.00	5,031.88	8,219.03	51,410.57	89.43
63008 - Annual Leave Pay	140,000.00	7,147.37	82,548.52	139,673.63	326.37
63010 - 401K 10% Company Contribution	3,000.00	0.00	0.00	0.00	3,000.00
63020 - 401K Employee Contribution	1,200.00	0.00	0.00	0.00	1,200.00
63030 - Accrued Leave	0.00	0.00	0.00	0.00	0.00
63040 - Administrative Labor	3,500.00	0.00	0.00	3,090.00	410.00
63070 - Employee Benefits-401K Contrib	146,000.00	109,928.57	115,397.34	141,983.91	4,016.09
63100 - Insurance-Dental	13,260.00	1,031.86	3,095.70	12,642.62	617.38
63110 - Insurance-Health	272,000.00	22,844.56	68,543.78	267,622.79	4,377.21
63115 - Salaries: Insurance - Work Comp	20,000.00	1,435.00	4,307.00	13,807.00	6,193.00
63125 - Insurance: Life & Disability	11,000.00	-42.03	-6.96	10,533.85	466.15
63130 - Mileage	500.00	45.00	45.00	465.87	34.13
63135 - Drug Testing	750.00	0.00	0.00	510.00	240.00
63160 - Payroll Taxes-Medicare	19,860.00	1,420.59	4,138.62	17,544.85	2,315.15
63170 - Payroll Taxes-Social Security	77,440.00	6,074.17	17,695.98	75,019.27	2,420.73
63180 - Payroll Taxes-State Unemployem	0.00	0.00	0.00	25.00	-25.00
63200 - Vision Insurance	5,500.00	326.30	970.84	3,824.50	1,675.50
64100 - Sewer:DAC Waste Water Flow Charge	40,250.00	0.00	10,713.65	40,139.66	110.34
64200 - Sewer:Electricity-Sewer	9,000.00	493.61	2,279.99	9,153.73	-153.73
64300 - Sewer:Lab & Chemicals-Sewer	4,500.00	2,384.10	2,384.10	4,489.57	10.43
65010 - Automobile Repairs & Maint.	40,000.00	6,506.11	12,255.07	30,845.83	9,154.17
65230 - Computer Maintenance	73,000.00	6,215.44	12,268.89	72,937.93	62.07
65240 - Equipment Rental	2,000.00	365.31	365.31	1,627.83	372.17
65250 - Fuel	60,000.00	3,421.37	11,171.34	59,749.20	250.80
65255 - GPS Insights Charges	7,000.00	568.27	1,505.82	5,914.32	1,085.68
65260 - Kitchen & Cleaning Supplies	750.00	0.00	0.00	681.75	68.25
65270 - Lab Chemicals-Water	5,000.00	0.00	0.00	1,434.51	3,565.49
65275 - SCADA Maintenance Fee	0.00	0.00	0.00	0.00	0.00
65276 - Test Equipment Calibration	2,000.00	0.00	0.00	230.00	1,770.00
65277 - Generator Maintenance Contract	3,250.00	0.00	0.00	3,023.77	226.23
65278 - Meter Testing/Repair/Replacement	5,500.00	0.00	0.00	5,453.14	46.86
65280 - Lab Chemicals-Water:Chemicals	35,500.00	5,308.18	10,714.70	35,283.78	216.22
65300 - Locates	2,750.00	0.00	607.35	2,586.08	163.92
65310 - Maint. & Repairs-Infrastructure	53,500.00	3,084.60	10,059.10	52,450.73	1,049.27
65320 - Maint. & Repairs-Office	9,000.00	316.08	3,378.65	8,419.07	580.93
65330 - Maintenance & Repairs-Other	10,250.00	254.19	264.19	11,545.22	-1,295.22
65340 - Materials & Supplies	45,000.00	6,283.30	13,780.89	46,241.04	-1,241.04
65345 - Non Inventory-Consumables	65,000.00	2,548.53	17,122.65	51,887.79	13,112.21
65350 - Office Supplies	10,750.00	2,063.59	3,473.29	10,381.08	368.92
65360 - Printing and Copying	43,000.00	3,795.18	11,070.30	42,894.59	105.41
65370 - Tool Furniture	8,250.00	428.75	908.16	8,046.47	203.53
65390 - Uniforms-Employee	15,400.00	881.48	2,863.21	15,377.69	22.31
65490 - Cell Phone	20,000.00	1,632.27	4,903.99	19,788.79	211.21
65500 - Electricity-Lighting	6,000.00	1,080.57	2,446.12	6,634.24	-634.24
65510 - Electricity-Offices	15,000.00	857.44	3,405.02	13,747.91	1,252.09
65520 - Electricity-Wells	189,000.00	16,661.57	44,872.38	188,902.83	97.17
65530 - Garbage Service	2,500.00	219.58	658.74	3,189.60	-689.60
65540 - Natural Gas	3,000.00	135.59	1,406.27	2,781.86	218.14
65550 - Security/Alarm	6,700.00	166.80	166.80	1,508.30	5,191.70
65560 - Telephone	20,000.00	1,554.32	4,585.81	17,969.14	2,030.86
65561 - Telstar Maintenance Contract	3,500.00	0.00	0.00	3,346.61	153.39
65570 - Wastewater	2,000.00	185.32	1,104.10	2,767.78	-767.78
66200 - Insurance-General Liability	84,500.00	0.00	16,894.00	84,400.63	99.37
66500 - Property Taxes	500.00	379.75	379.75	379.75	120.25
66700 - Water Conservation Fee	16,000.00	1,841.61	4,327.75	15,860.89	139.11
Expense Total:	3,213,000.00	335,651.66	839,074.03	2,984,918.17	228,081.83
Total Surplus (Deficit):	0.00	32,337.30	49,742.79	458,434.69	-458,434.69

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 7/15/20**

LRG-11-02.2 – Mesquite-Brazito Sewer Project – Bohannon Huston, Inc. & File Construction – Construction – 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, Colonia's Grants of \$6,356,474 & \$119,407 – No progress meeting was held for July pending preliminary punch-list walk-thru 7/14/20. 13th Contractor's pay application has been submitted. Customer hook-up and septic tank decommissions are still in process. Change Order for additional connections is in preparation and other additional work.

LRG-17-01 – Mesquite-Brazito Sewer Project 2 – Bohannon Huston, Inc. – Design Stage – USDA-RD LOC \$15,030,780 – 22nd Request for Funds from RCAC bridge loan is pending. Resolution to extend the RCAC loan is on today's agenda. Contract documents have been approved by USDA-RD. Two easements pending and one real property are pending, Josh is taking care of these. All three are condemnation suits.

LRG-11-03 – Interconnect & Looping Project – see LRG-18-02 for current portion – Stern Drive Line Ext.

LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match: RCAC loan was approved, and loan commitment is being extended. Contract Documents have been approved by USDA-RD and NMED-DWB. Extension of Time has been submitted to NM OSE for the well. RD approval to bid and closing on RCAC construction loan are pending.

LRG-17-01 – Water Master Plan – WTB #252: NM DFA approval of the engineering contract is still pending.

LRG-17-02 – Central Office Building – Wilson & Co. - DW-4213 \$3,285,619: NMED-CPB comments on contract documents were received, architect is preparing responses. Should re-submit mid-week this week. Resolution of the NM DOT permit issue is still pending.

Forty-Year Water Plan – CE&M – complete – needs update for new mergers after Brazito combine & commingle: pending NM-OSE comments/approval. Currently only includes the initial five systems.

LRG-13-03 – Valle Del Rio Water System Project – Construction Stage & Ph. II Design - \$1,197,708 DWSRLF funding - \$898,281 principal forgiveness – 299,427 loan repayment – Souder, Miller & Associates: Construction is under way. Change Order is pending to add new meter setters and modify the booster pumps.

LRG-17-03 –East Mesa Water System Improvements Project – NMFA 3803-PG & 3804-PG, 4915-CIF – Design –Final design was submitted to NMED-CPB about a month ago. Land purchase is in process.

LRG-18-01 – High Valley Water System Improvements Project – NMFA 4645-CIF18, 4915-CIF – Design & Construction – Souder, Miller & Assoc. – Contract with D&J is in process, NTP is pending NMED-CPB approval of contract.

LRG-18-01 Ph. II – High Valley Water System Improvements Ph. II Project – NMFA 4916-CIF \$630,384 Grant, \$111,244 Loan – Design & Construction – Souder, Miller & Assoc. –60% design review is set for early August.

LRG-18-02 – Stern Drive Waterline Extension Project – Design/Build – SMA - \$150,000 SAP –SMA 60% design review is scheduled for tomorrow morning.

LRG-19-09 – S. Valley Service Area Line Extensions - SMA – Authorization to apply to NMED Local Government Planning Fund for PER funding was approved by the board, but due to NMFA restrictions, we cannot apply until December and January.

LRG-20-01 – Mesquite Wetlands Closure – Plan/Design - BHI - \$250,000 SAP: 95% design documents have been submitted to NMED-GWB (they had no comments) and to NMED-CPB (pending review).

Other projects:

Infrastructure Capital Improvements Plan 2022-2026: Deadline for Special Districts is 9/4/20. Public input is on today's agenda, and Patty and I are scheduled to do NM DFA training.

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. One bin is expected to be sent out for shredding very shortly.

Website and Email – Notices and Minutes pages are up to date.

Training – Patty attended U.S. EPA: WLA's Continuity of Operations Plan (COOP) Template Training on June 23, 2020. Patty and I attended RCAC How to Conduct Virtual Board Meetings How to Conduct Virtual on 7/1/20 and Federal Funding for Water and Wastewater Utilities on 7/14/20.

As Needed Engineering Services - Currently we have three active Task Orders: BHI for Berry Patch Road plan review and construction oversight, and Souder, Miller & Associates for two NM DOT permits for new services. Wilson & Co. completed a valve locate and will be providing some estimates of probable cost for a line extension.

Collection & Lien Procedures - 218 first notifications, 119 certified letters have been sent and 83 liens have been filed to date. 14 liens have been released following payment in full of the account.

Water Audits –Water audit results have been reported to NMED.

Rate Study – Is ongoing.

Lower Rio Grande Public Water Works Authority Resolution Number FY2021-01

Corporate Resolution to Borrow From Rural Community Assistance Corporation

Rural Community Assistance Corporation

Lower Rio Grande Public Water Works

The Governing Board of Directors of Authority

(Name of Borrower)

hereby authorizes the submission of a loan application, the incurring of an indebtedness, the execution of a loan agreement and any amendments thereto, a promissory note, and any other documents necessary to secure a loan from Rural Community Assistance Corporation (RCAC).

Whereas

A. Lower Rio Grande Public Water Works Authority
"Authority" (Name of Borrower)
(hereinafter referred to as "Corporation") is a corporate entity established under the laws of the State of
New Mexico and empowered to own property, borrow money, and give security for loans.
(State)

B. Rural Community Assistance Corporation (hereinafter referred to as "RCAC") is authorized to make loans for housing, environmental infrastructure and community facilities for low-income people.

C. The Corporation wishes to obtain from RCAC a loan for the development of Mesquite-Brazito Sewer Project 2
(Type of Project)

(hereinafter referred to as "Project") on the property located at:
Mesquite & Brazito, NM (Mesquite Office address: 215 Bryant, Mesquite NM 88048)
(Address/Location of Property)

It is now resolved that

1. The Corporation shall submit to RCAC an application for a loan for the Project to be developed in the County of Dona Ana in the State of New Mexico
(County) Authority (State)
2. If the loan is approved, the Corporation is hereby authorized to incur indebtedness in an amount not to exceed the amount approved by RCAC and to enter into a loan agreement with RCAC for the purposes set forth in the loan application and approved by RCAC. It also may give a promissory note, and execute security and other instruments required by RCAC to evidence and secure the indebtedness.
Authority
3. The Corporation is further authorized to request amendments, including increases in the loan amount up to amounts approved by RCAC, and to execute any and all documents required by RCAC to evidence and secure these amendments.
Authority
4. The Corporation authorizes Esperanza Holguin, Board Chair and Joe Evaro, Secretary
Authority (Names of Authorized Officer(s) and Title(s))

to execute in the name of the Corporation, the loan application and the loan agreement, promissory note, and security and other instruments required by RCAC to make and secure the loan and any

amendments thereto.

5. The ^{Authority}~~Corporation~~ authorizes Martin Lopez, General Manager or
Karen Nichols, Projects Manager

^{Authority} (Name(s) of Authorized Officer(s) and Title(s))

To execute in the name of the ~~Corporation~~, any and all documentation required by RCAC for the disbursement of funds during the term loan.

Passed and adopted this 15th day of July, 2020, by the following vote:

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

The undersigned Joe Evaro, ^{Authority}~~Secretary of the Corporation~~ heretofore named, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the Governing Board of Directors adopted at a duly convened meeting on the date mentioned above, and that said resolution has not been altered, amended or repealed.

July 15, 2020

(Date)

(Secretary)

Notes

1. This is intended to be a model for resolutions authorizing loan applications. Applicants may use their own format if it contains substantially all the authorizations in the model.
2. This model uses language appropriate to a nonprofit corporation or cooperative. A housing authority or other government agency may want to substitute more appropriate terminology for "Governing Board" and "Corporation."

F:\FILES\LF\FORMS\application & forms\attached forms\Corporate Resolution to Borrow.doc



www.lrgauthority.org

LOWER RIO GRANDE

Public Water Works Authority

Resolution #FY2021-02

Approving Fourth Quarter Budget for Fiscal Year 2020

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 FY2020 Fourth Quarter Budget on July 15, 2020.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to approve the FY2020 Fourth Quarter Budget officially approved on July 15, 2020.

PASSED, APPROVED, AND ADOPTED: July 15, 2020

Esperanza Holguin, Chairman

Seal:

Joe Evaro, Secretary

State of New Mexico Local Government Budget Management System (LGBMS)

Year-to-Date Actuals - Fiscal Year 2019-2020 - FY2020 Q4 Lower Rio Grande Public WWA - Entity Detail Report Sorted by Fund and Department

Printed from LGBMS on 2020-07-14 15:33:58

11000 General Operating Fund

10000 Assets

0001 No Department

10100 Cash Assets	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10101 Unrestricted Cash	1,033,655.00	0.00	1,033,655.00	1,033,655.00	0.00	100.00
10100 Totals	1,033,655.00	0.00	1,033,655.00	1,033,655.00	0.00	100.00
0001 Totals	1,033,655.00	0.00	1,033,655.00	1,033,655.00	0.00	100.00
10000 Assets Totals	1,033,655.00	0.00	1,033,655.00	1,033,655.00	0.00	100.00

40000 Revenues

0001 No Department

46000 Miscellaneous Revenues	Original	Adjustments	Adjusted	YTD	Balance	% Realized
46030 Interest Income	0.00	0.00	0.00	645.04	(645.04)	inf
46000 Totals	0.00	0.00	0.00	645.04	(645.04)	inf
47000 Intergovernmental Grants (Distributions)	Original	Adjustments	Adjusted	YTD	Balance	% Realized
47398 Other State Distributions (operational)	0.00	0.00	0.00	0.00	0.00	nan
47000 Totals	0.00	0.00	0.00	0.00	0.00	nan
0001 Totals	0.00	0.00	0.00	645.04	(645.04)	inf
40000 Revenues Totals	0.00	0.00	0.00	645.04	(645.04)	inf

50100 Water Enterprise

40000 Revenues

0001 No Department

44000 Charges for Services	Original	Adjustments	Adjusted	YTD	Balance	% Realized
44010 Administrative Fees	10,000.00	0.00	10,000.00	12,362.35	(2,362.35)	123.62
44190 Rental Fees	15,000.00	0.00	15,000.00	24,342.74	(9,342.74)	162.28
44220 Water Use Fees	2,725,000.00	0.00	2,725,000.00	2,772,623.13	(47,623.13)	101.75
44230 Utility Service Fees	7,500.00	0.00	7,500.00	6,312.62	1,187.38	84.17
44240 Utility Connection Fees	50,000.00	0.00	50,000.00	40,837.67	9,162.33	81.68
44250 Utility Re-Connection Fees	100,000.00	0.00	100,000.00	202,435.28	(102,435.28)	202.44
44270 Impact Fees	40,000.00	0.00	40,000.00	47,938.08	(7,938.08)	119.85
44990 Other Charges for Services	7,000.00	0.00	7,000.00	11,439.57	(4,439.57)	163.42
44000 Totals	2,954,500.00	0.00	2,954,500.00	3,118,291.44	(163,791.44)	105.54
46000 Miscellaneous Revenues	Original	Adjustments	Adjusted	YTD	Balance	% Realized
46050 Joint Power Agreements Income	50,000.00	0.00	50,000.00	46,613.17	3,386.83	93.23
46900 Miscellaneous - Other	45,000.00	0.00	45,000.00	120,753.60	(75,753.60)	268.34
46000 Totals	95,000.00	0.00	95,000.00	167,366.77	(72,366.77)	176.18
47000 Intergovernmental Grants (Distributions)	Original	Adjustments	Adjusted	YTD	Balance	% Realized
47300 State Legislative Appropriations	409,000.00	0.00	409,000.00	348,530.10	60,469.90	85.22
47000 Totals	409,000.00	0.00	409,000.00	348,530.10	60,469.90	85.22
0001 Totals	3,458,500.00	0.00	3,458,500.00	3,634,188.31	(175,688.31)	105.08
40000 Revenues Totals	3,458,500.00	0.00	3,458,500.00	3,634,188.31	(175,688.31)	105.08

50000 Expenditures

6003 Water Utility/Authority

51000 Salary & Wages (FTE required)

51000 Salary & Wages (FTE required)	Original	Adjustments	Adjusted	YTD	Balance	% Realized
51020 Salaries - Full-Time Positions	1,300,000.00	0.00	1,300,000.00	941,678.28	358,321.72	72.44
51060 Salaries - Overtime	40,000.00	0.00	40,000.00	29,643.37	10,356.63	74.11

51900 Salaries - Other Wages	0.00	0.00	0.00	241,757.65	(241,757.65)	inf
51000 Totals	1,340,000.00	0.00	1,340,000.00	1,213,079.30	126,920.70	90.53
52000 Employee Benefits	Original	Adjustments	Adjusted	YTD	Balance	% Realized
52010 FICA - Regular	77,000.00	0.00	77,000.00	75,019.27	1,980.73	97.43
52011 FICA - Medicare	18,000.00	0.00	18,000.00	17,569.85	430.15	97.61
52020 Retirement	172,000.00	0.00	172,000.00	150,166.23	21,833.77	87.31
52030 Health and Medical Premiums	272,000.00	0.00	272,000.00	267,622.79	4,377.21	98.39
52040 Life Insurance Premiums	21,000.00	0.00	21,000.00	10,533.85	10,466.15	50.16
52050 Dental Insurance Premiums	18,000.00	0.00	18,000.00	12,642.62	5,357.38	70.24
52060 Vision Insurance Medical Premiums	5,500.00	0.00	5,500.00	3,824.50	1,675.50	69.54
52080 Other Insurance Premiums	0.00	0.00	0.00	750.00	(750.00)	inf
52100 Workers' Compensation Premium	20,000.00	0.00	20,000.00	13,807.00	6,193.00	69.04
52000 Totals	603,500.00	0.00	603,500.00	551,936.11	51,563.89	91.46
53000 Travel Costs	Original	Adjustments	Adjusted	YTD	Balance	% Realized
53030 Travel - Employees	11,500.00	0.00	11,500.00	6,316.45	5,183.55	54.93
53050 Transportation Costs	0.00	0.00	0.00	465.87	(465.87)	inf
53000 Totals	11,500.00	0.00	11,500.00	6,782.32	4,717.68	58.98
54000 Purchased Property Services	Original	Adjustments	Adjusted	YTD	Balance	% Realized
54030 Maintenance & Repairs - Grounds/Roadways	30,000.00	0.00	30,000.00	1,725.95	28,274.05	5.75
54040 Maintenance & Repairs - Vehicles	40,000.00	0.00	40,000.00	30,845.83	9,154.17	77.11
54999 Other Maintenance	62,500.00	0.00	62,500.00	79,878.64	(17,378.64)	127.81
54000 Totals	132,500.00	0.00	132,500.00	112,450.42	20,049.58	84.87
55000 Contractual Services	Original	Adjustments	Adjusted	YTD	Balance	% Realized
55010 Contract - Audit	15,000.00	0.00	15,000.00	13,666.25	1,333.75	91.11
55030 Contract - Professional Services	70,000.00	0.00	70,000.00	119,802.84	(49,802.84)	171.15
55999 Contract - Other Services	7,500.00	0.00	7,500.00	9,259.60	(1,759.60)	123.46
55000 Totals	92,500.00	0.00	92,500.00	142,728.69	(50,228.69)	154.30
56000 Supplies	Original	Adjustments	Adjusted	YTD	Balance	% Realized
56020 Supplies - General Office	17,600.00	0.00	17,600.00	11,062.83	6,537.17	62.86
56030 Supplies - Field Supplies	135,000.00	0.00	135,000.00	40,736.92	94,263.08	30.18
56040 Supplies - Furniture/Fixtures/Equipment (Non-Capital)	10,000.00	0.00	10,000.00	10,498.58	(498.58)	104.99
56110 Supplies - Uniforms/Linen	10,400.00	0.00	10,400.00	15,377.69	(4,977.69)	147.86
56120 Supplies - Vehicle Fuel	65,000.00	0.00	65,000.00	59,749.20	5,250.80	91.92
56999 Supplies - Other	110,000.00	0.00	110,000.00	98,128.83	11,871.17	89.21
56000 Totals	348,000.00	0.00	348,000.00	235,554.05	112,445.95	67.69
57000 Operating Costs	Original	Adjustments	Adjusted	YTD	Balance	% Realized
57050 Employee Training	5,000.00	0.00	5,000.00	3,702.70	1,297.30	74.05
57070 Insurance - General Liability/Property	75,000.00	0.00	75,000.00	84,400.63	(9,400.63)	112.53
57080 Postage	0.00	0.00	0.00	1,984.14	(1,984.14)	inf
57090 Printing/Publishing/Advertising	35,000.00	0.00	35,000.00	4,894.59	30,105.41	13.98
57100 Property Tax Administration Fees	0.00	0.00	0.00	379.75	(379.75)	inf
57130 Rent of Equipment/Machinery	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00
57150 Subscriptions & Dues	5,000.00	0.00	5,000.00	1,901.07	3,098.93	38.02
57160 Telecommunications	45,000.00	0.00	45,000.00	37,757.93	7,242.07	83.91
57170 Utilities - Electricity	232,000.00	0.00	232,000.00	209,284.98	22,715.02	90.21
57171 Utilities - Natural Gas	3,000.00	0.00	3,000.00	2,781.86	218.14	92.73
57999 Other Operating Costs	60,000.00	0.00	60,000.00	43,712.02	16,287.98	72.85
57000 Totals	462,500.00	0.00	462,500.00	390,799.67	71,700.33	84.50
58000 Capital Purchases	Original	Adjustments	Adjusted	YTD	Balance	% Realized
58040 Infrastructure	189,000.00	0.00	189,000.00	189,000.00	0.00	100.00
58000 Totals	189,000.00	0.00	189,000.00	189,000.00	0.00	100.00
59000 Debt Service	Original	Adjustments	Adjusted	YTD	Balance	% Realized
59010 Debt Service - Principal Payments	128,000.00	0.00	128,000.00	54,022.89	73,977.11	42.21

59020 Debt Service - Interest Payments	151,000.00	0.00	151,000.00	124,743.73	26,256.27	82.61
59000 Totals	279,000.00	0.00	279,000.00	178,766.62	100,233.38	64.07
6003 Totals	3,458,500.00	0.00	3,458,500.00	3,021,097.18	437,402.82	87.35
50000 Expenditures Totals	3,458,500.00	0.00	3,458,500.00	3,021,097.18	437,402.82	87.35

50300 Wastewater/Sewer Enterprise

40000 Revenues

0001 No Department

44000 Charges for Services	Original	Adjustments	Adjusted	YTD	Balance	% Realized
44230 Utility Service Fees	140,000.00	0.00	140,000.00	141,142.38	(1,142.38)	100.82
44230 Utility Service Fees	140,000.00	0.00	140,000.00	0.00	140,000.00	0.00
44240 Utility Connection Fees	7,500.00	0.00	7,500.00	10,095.19	(2,595.19)	134.60
44240 Utility Connection Fees	7,500.00	0.00	7,500.00	0.00	7,500.00	0.00
44250 Utility Re-Connection Fees	4,000.00	0.00	4,000.00	425.01	3,574.99	10.63
44990 Other Charges for Services	4,500.00	0.00	4,500.00	5,341.82	(841.82)	118.71
44000 Totals	303,500.00	0.00	303,500.00	157,004.40	146,495.60	51.73
47000 Intergovernmental Grants (Distributions)	163,500	Adjustments	Adjusted	YTD	Balance	% Realized
47300 State Legislative Appropriations	250,000.00	0.00	250,000.00	114,996.21	135,003.79	46.00
47000 Totals	250,000.00	0.00	250,000.00	114,996.21	135,003.79	46.00
0001 Totals	553,500.00	0.00	553,500.00	272,000.61	281,499.39	49.14
40000 Revenues Totals	553,500.00	0.00	553,500.00	272,000.61	281,499.39	49.14

50000 Expenditures

6005 Wastewater Utility/Authority

51000 Salary & Wages (FTE required)	Original	Adjustments	Adjusted	YTD	Balance	% Realized
51020 Salaries - Full-Time Positions	30,000.00	0.00	30,000.00	23,500.00	6,500.00	78.33
51060 Salaries - Overtime	0.00	0.00	0.00	0.00	0.00	nan
51000 Totals	30,000.00	0.00	30,000.00	23,500.00	6,500.00	78.33
52000 Employee Benefits	Original	Adjustments	Adjusted	YTD	Balance	% Realized
52010 FICA - Regular	440.00	0.00	440.00	440.00	0.00	100.00
52011 FICA - Medicare	1,860.00	0.00	1,860.00	1,860.00	0.00	100.00
52020 Retirement	4,200.00	0.00	4,200.00	4,200.00	0.00	100.00
52000 Totals	6,500.00	0.00	6,500.00	6,500.00	0.00	100.00
54000 Purchased Property Services	Original	Adjustments	Adjusted	YTD	Balance	% Realized
54010 Maintenance & Repairs - Building/Structure	35,000.00	0.00	35,000.00	4,019.66	30,980.34	11.48
54040 Maintenance & Repairs - Vehicles	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
54999 Other Maintenance	42,000.00	0.00	42,000.00	54,968.26	(12,968.26)	130.88
54000 Totals	82,000.00	0.00	82,000.00	58,987.92	23,012.08	71.94
57000 Operating Costs	Original	Adjustments	Adjusted	YTD	Balance	% Realized
57170 Utilities - Electricity	9,000.00	0.00	9,000.00	9,153.73	(153.73)	101.71
57000 Totals	9,000.00	0.00	9,000.00	9,153.73	(153.73)	101.71
58000 Capital Purchases	Original	Adjustments	Adjusted	YTD	Balance	% Realized
58040 Infrastructure	250,000.00	0.00	250,000.00	114,996.21	135,003.79	46.00
58000 Totals	250,000.00	0.00	250,000.00	114,996.21	135,003.79	46.00
59000 Debt Service	Original	Adjustments	Adjusted	YTD	Balance	% Realized
59010 Debt Service - Principal Payments	20,000.00	0.00	20,000.00	28,254.72	(8,254.72)	141.27
59020 Debt Service - Interest Payments	16,000.00	0.00	16,000.00	22,684.28	(6,684.28)	141.78
59000 Totals	36,000.00	0.00	36,000.00	50,939.00	(14,939.00)	141.50
6005 Totals	413,500.00	0.00	413,500.00	264,076.86	149,423.14	63.86
50000 Expenditures Totals	413,500.00	0.00	413,500.00	264,076.86	149,423.14	63.86

ALL FUNDS

10000 Assets	Original	Adjustments	Adjusted	YTD	Balance	% Realized
	1,033,655.00	0.00	1,033,655.00	1,033,655.00	0.00	100.00

40000 Revenues	3,872,000	4,012,000.00	0.00	4,012,000.00	3,906,833.96	105,166.04	97.38
50000 Expenditures		3,872,000.00	0.00	3,872,000.00	3,285,174.04	586,825.96	84.84



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LOWER RIO GRANDE

Public Water Works Authority

Resolution #FY2021-03

Adopting Budget Adjustments for FY2020

Whereas, in order to comply with Sections 6-6-1 and 6-6-2 NMSA 1978, the Board of Directors wishes to adopt and pass a resolution to approve the Budget Adjustments for FY2019 on July 15, 2020.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to Adopt the Budget Adjustments for FY2020 and is officially approved on July 15, 2020.

PASSED, APPROVED, AND ADOPTED: July 15, 2020.

Esperanza Holguin, Chairman

Seal:

Joe Evaro, Secretary

State of New Mexico - DFA Local Government Division

Budget Adjustment Request - Fiscal Year 2019-2020 - Lower Rio Grande Public WWA - Year End Budget Adjustment

Bar ID	Contact	Phone	Email	Status
9-154-6164				ENTITY

Details

Fund	Department	Object Code	PreAdjusted Budget	Adjustment	Adjusted Budget
50100 Water Enterprise	6003 Water Utility/Authority	51020 Salaries - Full-Time Positions	1,300,000.00	-17,250.00	1,282,750.00
50100 Water Enterprise	6003 Water Utility/Authority	51900 Salaries - Other Wages	0.00	17,250.00	17,250.00
50100 Water Enterprise	6003 Water Utility/Authority	52080 Other Insurance Premiums	0.00	750.00	750.00
50100 Water Enterprise	6003 Water Utility/Authority	52100 Workers' Compensation Premium	20,000.00	-750.00	19,250.00
50100 Water Enterprise	6003 Water Utility/Authority	54030 Maintenance & Repairs - Grounds/Roadways	30,000.00	-19,500.00	10,500.00
50100 Water Enterprise	6003 Water Utility/Authority	54999 Other Maintenance	62,500.00	19,500.00	82,000.00
50100 Water Enterprise	6003 Water Utility/Authority	55030 Contract - Professional Services	70,000.00	51,250.00	121,250.00
50100 Water Enterprise	6003 Water Utility/Authority	55999 Contract - Other Services	7,500.00	2,500.00	10,000.00
50100 Water Enterprise	6003 Water Utility/Authority	56030 Supplies - Field Supplies	135,000.00	-93,750.00	41,250.00
50100 Water Enterprise	6003 Water Utility/Authority	56040 Supplies - Furniture/Fixtures/Equipment (Non-Capital)	10,000.00	1,000.00	11,000.00
50100 Water Enterprise	6003 Water Utility/Authority	56110 Supplies - Uniforms/Linen	10,400.00	5,000.00	15,400.00
50100 Water Enterprise	6003 Water Utility/Authority	56120 Supplies - Vehicle Fuel	65,000.00	-5,000.00	60,000.00
50100 Water Enterprise	6003 Water Utility/Authority	56999 Supplies - Other	110,000.00	6,000.00	116,000.00
50100 Water Enterprise	6003 Water Utility/Authority	57070 Insurance - General Liability/Property	75,000.00	9,500.00	84,500.00
50100 Water Enterprise	6003 Water Utility/Authority	57090 Printing/Publishing/Advertising	35,000.00	23,000.00	58,000.00
50100 Water Enterprise	6003 Water Utility/Authority	57100 Property Tax Administration Fees	0.00	500.00	500.00
50300 Wastewater/Sewer Enterprise	0001 No Department	44240 Utility Connection Fees	7,500.00	6,500.00	14,000.00
50300 Wastewater/Sewer Enterprise	6005 Wastewater Utility/Authority	51060 Salaries - Overtime	0.00	-26,250.00	-26,250.00
50300 Wastewater/Sewer Enterprise	6005 Wastewater Utility/Authority	54999 Other Maintenance	42,000.00	10,750.00	52,750.00
50300 Wastewater/Sewer Enterprise	6005 Wastewater Utility/Authority	59010 Debt Service - Principal Payments	20,000.00	8,500.00	28,500.00
50300 Wastewater/Sewer Enterprise	6005 Wastewater Utility/Authority	59020 Debt Service - Interest Payments	16,000.00	7,000.00	23,000.00

Justification

Compliance with Section 6-6-2, NMSA, 1978 compilation:

1. The requested budget adjustments were authorized at a scheduled Governing Body meeting open to the public on **0000-00-00**
2. Justification should provide a sufficient explanation for budget adjustment. Backup documentation such as grant award letter or other documents requested by Budget and Finance Analysts, should be submitted on LGBMS.

Approvals

Name	Role	Date



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LOWER RIO GRANDE

Public Water Works Authority

Resolution #FY2021-04 Final Budget for Fiscal Year 2021

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 and adopt the FY2020 Final Budget on July 15, 2020.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution approving and adopting the FY2020 Final Budget officially approved on July 15, 2020.

PASSED, APPROVED, AND ADOPTED: July 15, 2020.

Esperanza Holguin, Chairman

Seal:

Joe Evaro, Secretary

State of New Mexico
Local Government Budget Management System (LGBMS)

Operating Budget - Fiscal Year 2020-2021
Lower Rio Grande Public WWA - Final - Entity
Detail Report Sorted by Fund and Department

Printed from LGBMS on 2020-07-14 13:30:28

11000 General Operating Fund

10000 Assets

0001 No Department

10100 Cash Assets	Original Budget
10101 Unrestricted Cash	976,743.00
10100 Totals	976,743.00
0001 Totals	976,743.00
10000 Assets Totals	976,743.00

50100 Water Enterprise

40000 Revenues

0001 No Department

44000 Charges for Services	Original Budget
44010 Administrative Fees	8,000.00
44190 Rental Fees	10,000.00
44220 Water Use Fees	2,850,000.00
44230 Utility Service Fees	5,000.00
44240 Utility Connection Fees	30,000.00
44250 Utility Re-Connection Fees	100,000.00
44270 Impact Fees	40,000.00
44990 Other Charges for Services	7,000.00
44000 Totals	3,050,000.00

46000 Miscellaneous Revenues

Original Budget

46050 Joint Power Agreements Income	40,000.00
46900 Miscellaneous - Other	106,000.00
46000 Totals	146,000.00
0001 Totals	3,196,000.00
40000 Revenues Totals	3,196,000.00

50000 Expenditures

6003 Water Utility/Authority

51000 Salary & Wages (FTE required)

Original Budget

51020 Salaries - Full-Time Positions	1,075,000.00
51060 Salaries - Overtime	50,000.00
51900 Salaries - Other Wages	224,500.00
51000 Totals	1,349,500.00

52000 Employee Benefits

Original Budget

52010 FICA - Regular	80,000.00
52011 FICA - Medicare	18,000.00
52020 Retirement	175,000.00
52030 Health and Medical Premiums	250,000.00
52040 Life Insurance Premiums	12,500.00
52050 Dental Insurance Premiums	12,500.00
52060 Vision Insurance Medical Premiums	4,000.00
52080 Other Insurance Premiums	500.00
52100 Workers' Compensation Premium	15,000.00
52000 Totals	567,500.00

53000 Travel Costs	Original Budget
53030 Travel - Employees	11,500.00
53050 Transportation Costs	1,500.00
53000 Totals	13,000.00
54000 Purchased Property Services	Original Budget
54030 Maintenance & Repairs - Grounds/Roadways	5,000.00
54040 Maintenance & Repairs - Vehicles	30,000.00
54999 Other Maintenance	101,000.00
54000 Totals	136,000.00
55000 Contractual Services	Original Budget
55010 Contract - Audit	14,000.00
55030 Contract - Professional Services	102,500.00
55999 Contract - Other Services	10,000.00
55000 Totals	126,500.00
56000 Supplies	Original Budget
56020 Supplies - General Office	11,000.00
56030 Supplies - Field Supplies	55,000.00
56040 Supplies - Furniture/Fixtures/Equipment (Non-Capital)	20,000.00
56110 Supplies - Uniforms/Linen	15,000.00
56120 Supplies - Vehicle Fuel	60,000.00
56999 Supplies - Other	100,000.00
56000 Totals	261,000.00
57000 Operating Costs	Original Budget
57050 Employee Training	5,000.00
57070 Insurance - General Liability/Property	90,000.00
57080 Postage	3,000.00
57090 Printing/Publishing/Advertising	47,500.00
57150 Subscriptions & Dues	3,000.00
57160 Telecommunications	40,000.00
57170 Utilities - Electricity	221,000.00
57171 Utilities - Natural Gas	3,000.00
57999 Other Operating Costs	51,000.00
57000 Totals	463,500.00
59000 Debt Service	Original Budget
59010 Debt Service - Principal Payments	128,000.00
59020 Debt Service - Interest Payments	151,000.00
59000 Totals	279,000.00
6003 Totals	3,196,000.00
50000 Expenditures Totals	3,196,000.00

50300 Wastewater/Sewer Enterprise

40000 Revenues

0001 No Department

44000 Charges for Services	Original Budget
44230 Utility Service Fees	140,000.00
44240 Utility Connection Fees	77,500.00
44990 Other Charges for Services	4,500.00
44000 Totals	222,000.00
0001 Totals	222,000.00
40000 Revenues Totals	222,000.00

50000 Expenditures

6005 Wastewater Utility/Authority

51000 Salary & Wages (FTE required)	Original Budget
51020 Salaries - Full-Time Positions	50,000.00

51060 Salaries - Overtime	4,500.00
51000 Totals	54,500.00
52000 Employee Benefits	Original Budget
52010 FICA - Regular	2,500.00
52011 FICA - Medicare	500.00
52020 Retirement	7,000.00
52000 Totals	10,000.00
54000 Purchased Property Services	Original Budget
54999 Other Maintenance	75,000.00
54000 Totals	75,000.00
56000 Supplies	Original Budget
56030 Supplies - Field Supplies	28,500.00
56000 Totals	28,500.00
57000 Operating Costs	Original Budget
57170 Utilities - Electricity	9,000.00
57000 Totals	9,000.00
59000 Debt Service	Original Budget
59010 Debt Service - Principal Payments	20,000.00
59020 Debt Service - Interest Payments	25,000.00
59000 Totals	45,000.00
6005 Totals	222,000.00
50000 Expenditures Totals	222,000.00

ALL FUNDS	Original Budget
10000 Assets	976,743.00
40000 Revenues	3,418,000.00
50000 Expenditures	3,418,000.00

Lower Rio Grande Public Water Works Authority

Amended Board of Directors Schedule for Meetings 2020-2021 Modificado Horario de Reuniones de la Junta Directiva 2020-2021

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

A menos que se especifique lo contrario para acomodar días de fiesta, el Consejo del Lower Rio Grande PWWA se reunirá el tercer miércoles de cada mes a las 9:30 de la mañana en las oficinas del Lower Rio Grande señaladas en este calendario. Las agendas serán disponibles 72 horas antes de la reunión en cada oficina del Lower Rio Grande PWWA que está abierto al público.

9:30 a.m. July 15, 2020	Vado, 325 Holguin Road	9:30 a.m. 15 de Julio, 2020
9:30 a.m. August 19, 2020	Vado, 325 Holguin Road	9:30 a.m. 19 de agosto, 2020
9:30 a.m. September 16, 2020	East Mesa, 9774 Butterfield Blvd.	9:30 a.m. 16 de septiembre, 2020
9:30 a.m. October 21, 2020	East Mesa, 9774 Butterfield Blvd.	9:30 a.m. 21 de octubre, 2020
9:30 a.m. November 11 18, 2020	La Mesa, 521 St. Valentine	9:30 a.m. 11 18 de noviembre, 2020
9:30 a.m. December 09, 2020	La Mesa, 521 1st Valentine	9:30 a.m. 9 de diciembre, 2020
9:30 a.m. January 20, 2021	Vado, 325 Holguin Road	9:30 a.m. 20 de enero, 2021
9:30 a.m. February 17, 2021	Vado, 325 Holguin Road	9:30 a.m. 17 de febrero, 2021
9:30 a.m. March 17, 2021	East Mesa, 9774 Butterfield Blvd.	9:30 a.m. 17 de marzo, 2021
9:30 a.m. April 21, 2021	East Mesa, 9774 Butterfield Blvd.	9:30 a.m. 21 de abril, 2021
9:30 a.m. May 19, 2021	La Mesa, 521 St. Valentine	9:30 a.m. 19 de mayo, 2021
9:30 a.m. June 16, 2021*	La Mesa, 521 St. Valentine	9:30 a.m. 16 de junio, 2021

*June meeting will include a public hearing on the annual budget.

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 de servicio para asistir o participar en la audiencia o reunión, por favor póngase en contacto con la oficina de LRGPWWA en 575-233-5742, PO Box 2646, Anthony, NM 88021 OR 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 o de otro tipo de formato accesible.