



LOWER RIO GRANDE
Public Water Works Authority

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

www.LRGauthority.org

Sign In Sheet

Page 1 of 1

Date: May 15, 2024

Time: 9:00 am

Places: La Mesa Office

Event: Regular Board Mtg

SIGNATURE	Print Name, Title, Company	Phone Number	Email Address
	Martin Lopez LRG General Manager	575-233-5742 Ext. 1004	martin.lopez@lrgauthority.org
	Karen Nichols LRG Projects Manager	575-233-5742 Ext. 1018	karen.nichols@lrgauthority.org
	Patricia Charles LRG Projects Special.	575-233-5742 Ext. 1021	patty.charles@lrgauthority.org
	Kathi Jackson LRG Finance Manager	575-233-5742 Ext. 1005	kathi.jackson@lrgauthority.org
absent	John Schroder LRG Accounting Assistant	575-233-5742 Ext. 1006	john.schroder@lrgauthority.org
	Mike Lopez LRG Operations Manager	575-233-5742 Ext. 1011	mike.lopez@lrgauthority.org
	Espy Holguin – District 4 LRG Board Chair	575-644-9543	Espy.holguin@lrgauthority.org
absent	Glory Juarez – District 6 LRG Board Secretary	575-494-2750	glory.juarez@lrgauthority.org
	James Cadena – District 3 LRG Board Vice Chair	480-206-5930	James.cadena@lrgauthority.org
	Enrique Franco – District 2 LRG Board Director	575-649-1610	Enrique.franco@lrgauthority.org
	Juan Perez – District 5 LRG Board Member	575-520-4010	juan.perez@lrgauthority.org
absent	Josh Smith LRG Attorney	575-528-0500	
Tyler Hookins, BDI	Virtual - Zoom		
Filiberto Castorena	Via Zoom		

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Draft Minutes — REGULAR BOARD OF DIRECTORS MEETING

9:00 a.m. Wednesday, May 15, 2024 AT the La Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or board@LRGauthority.org for information, assistance, online meeting link, 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:** Mrs. Holguin called the meeting to order and established quorum at 9:00 a.m. District #1 is vacant, **Mr. Franco** representing District #2 was present, **Mr. Cadena** representing District #3 was present, **Mrs. Holguin** representing District #4 was present, **Mr. Perez** representing District # 5 was present, **Mrs. Juarez** representing District #6 was absent, District #7 is vacant. Staff present were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Operations Manager Mike Lopez. Guests present via zoom were Tyler Hopkins from Souder, Miller & Associates and Filberto Castorena from HDR Engineering.
- II. **Pledge of Allegiance:** The pledge of allegiance was led by General Manager Martin Lopez
- III. **Motion to approve Agenda:** Mr. Cadena made the motion to approve the agenda. Mr. Franco seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on April 17, 2024:** Mr. Cadena made the motion to approve the agenda. Mr. Perez seconded the motion, the motion passed with all in favor.
- V. **Presentations: Public Hearing** – there was no one present for the public hearing
 - A. **FY2025 Interim Budget hearing:** Ms. Jackson said she increased the new budget by \$250,000.00 over last years budget. The water budget looks good and she has no concerns. She has some concerns regarding the sewer budget. We have \$350,000.00 debt service payments, the revenue she predicted will barely cover the debt service. Mr. Lopez said we do have 125 connections that are not online yet, that are part of a current project. What also affects cashflow is the fact that we have to pay for things up front then wait for the reimbursements.
 - B. **Rate Increase:** Mr. Lopez gave the presentation regarding the increases. RCAC’s recommendations were 4% increase for water and 40% increase for sewer. Mr. Lopez recommended rate increases of 10% water and 40% sewer in two parts. The first increase would be July 1, 2024 at 5% for water and 20% for sewer. The second increase would be on January 1, 2025 for 5% for water and 20% for sewer. We lost a lot of revenue from the closed dairy’s and the elementary school closure.
- VI. **Public Input:** none
- VII. **Managers’ Reports**

- A. General Manager:** Mr. Lopez provided a written report and stood for questions. The fire department in Rincon collapsed one of our hydrants, we will be submitting an invoice to DAC. We submitted a Beneficial Use Time Extension for LRG 00065-water rights (East Mesa). It was approved yesterday with recommendations. We renewed a BLM permit (25 years) and will transfer to LRG in the future. One of our vehicles was in a minor accident, repairs are pending. The Solar Farm-Special use Permit was conditionally approved for one year. A semi-truck hit the gate at La Fe Tank, we are working with the insurance to reimburse for the cost of repairs. The Solar Farm company will conduct a Geotech sampling it is scheduled for mid-June.
- B. Finance:** Ms. Jackson provided a written report and stood for questions. Revenue for April 2024 was \$255,657.30 and YTD is \$4,732,356.39 which is close to the budget goal of 4.8 million. Expenses were \$515,925.91 and the YTD is \$4,093,804.77 which is still under the 4.8 million budget.
- C. Projects:** Ms. Nichols provided a written report and stood for questions. Central Office Building update- the good news is we are working with a great furniture company that will help organize the new office with the right furniture. The bad news is the contractor has been chronically behind schedule. Completion was November 2023, but completion has been pushed again. Contractor thinks he can get the Certificate of Occupancy in the next couple of months but the road work will take longer to finish, so we can not start moving in until the road work is finished. Ms. Charles prepared an application and gave a presentation for funding of \$875,000.00 with Colonias. We will find out tomorrow if we were awarded the funding. She also takes care of the documents retention/destruction and helps the Finance department with Collections and Lien process.
- D. Operations:** Mr. Lopez provided a written report and stood for questions. We had two new service installed in Rincon. The operators have been rodding the force main between Brazito and Mesquite. Talavera's sanitary survey came in with one deficiency. The deficiency was for not having inspected the inside of the water tanks. The hydrant that was destroyed by the Fire Department in Rincon has been ordered. The well drillers are still working on the well located at the East Mesa. Well #6 in Mesquite is down as well, the electrician checked the well and confirmed that it needs a new motor. Water production was 49.37 million gallons for April, last month was 42.33 million gallons and same time last year was 48.94 million gallons.

VIII. Unfinished Business: none

IX. New Business:

- A. Motion to adopt Resolution #FY2024-22 Open Meetings Act (which includes the Board of Directors Regular Board Meeting Schedule)** Mr. Cadena made the motion to adopt Resolution FY#2024-22 Open Meetings Act. Mr. Perez seconded the motion, the motion passed with all in favor. Mr. Lopez explain that The Open Meetings Act spells out how, when and where board meeting will be held. It also spells out how the public will be notified of the meetings. Attached is the Board of Directors Regular Board Meeting Schedule as well. It outlines all the meeting dates, times and places. We will need to amend this Resolution when we move into the new office location.
- B. Motion to adopt Resolution #FY2024-23 Adopting Interim Budget for FY2025:** Mr. Cadena made the motion to adopt Resolution #FY2024-23 adopting Interim Budget for FY2025. Mr. Franco seconded the motion, the motion passed with all in favor.

- C. Motion to approve the Water & Sewer Rate Adjustments:** Mr. Perez made the motion to approve the Water & Sewer Rate Adjustment as recommended by Mr. Lopez, 10% for water and 40% for sewer both to be incremented on July 1, 2024 (the first increment) and January 1, 2025 (the seconded increment). Mr. Franco seconded the motion, the motion passed with all in favor.
- D. Motion to amend the Schedule of Rates & Fees:** Mr. Cadena made the motion to amend the Schedule of Rates & Fees. Mr. Perez seconded the motion, the motion passed with all in favor. Mr. Lopez this is so Mr. Nichols can make the changes on our Schedule of Rates & Fees document. She will then post it in the “Notices” section on our website so our customers can see when the increases are coming and how much.
- E. Motion to adopt proposed amendment to Employee Policy Manual changing “Columbus Day” to “Indigenous People’s Day”:** Mr. Lopez said this update is to comply with State and Federal regulations. Mr. Franco made the motion to adopt the proposed amendment to Employee Policy Manual. Mr. Perez seconded the motion, the motion passed with all in favor.
- X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, June 26 , 2024 at our La Mesa Office and via Zoom.**
- A.** Have any Board Members participated in training? If so, please give us a copy of your certificate
 - B.** June - Resolutions closing the planning grants for the Water & Wastewater Asset Management Plans
 - C.** Take group pictures of the Board Members
 - D.** Resolution to adopt Final Budget
 - E.** Resolution to approve Council of Governments Membership
 - F.** Resolution to adopt ICIP
- XI. Motion to Adjourn:** Mr. Cadena made the motion to adjourn the board meeting at 10:22 a.m.

These minutes will be presented to the board for approval on the 26th Day of June, 2024 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Glory Juarez, Secretary

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING 9:00 a.m. Wednesday, May 15, 2024 AT the La Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or board@LRGauthority.org for information, assistance, online meeting link, 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: District #1 is vacant, **Mr. Franco** _____ (District #2), **Mr. Cadena** _____ (District #3), **Mrs. Holguin** _____ (District #4), **Mr. Perez** _____ (District # 5), **Mrs. Juarez** _____ (District #6), District #7 is vacant.
- II. Pledge of Allegiance
- III. Motion to approve Agenda
- IV. Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on April 17, 2024
- V. Presentations: **Public Hearing**
 - A. FY2025 Interim Budget hearing
 - B. Rate Increase
- VI. Public Input:
- VII. Managers’ Reports
 - A. General Manager
 - B. Finance
 - C. Projects
 - D. Operations
- VIII. Unfinished Business- none
- IX. New Business
 - A. Motion to adopt Resolution #FY2024-22 Open Meetings Act (which includes the Board of Directors Regular Board Meeting Schedule)
 - B. Motion to adopt Resolution #FY2024-23 Adopting Interim Budget for FY2025
 - C. Motion to approve the Water & Sewer Rate Adjustments
 - D. Motion to amend the Schedule of Rates & Fees
 - E. Motion to adopt proposed amendment to Employee Policy Manual changing “Columbus Day” to “Indigenous People’s Day”
- X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, June 26 , 2024 at our **La Mesa Office** and via Zoom.

- A.** Have any Board Members participated in training? If so, please give us a copy of your certificate
- B.** June - Resolutions closing the planning grants for the Water & Wastewater Asset Management Plans

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, April 17, 2024 AT THE East Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or board@LRGauthority.org for information, assistance, online meeting link, 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:** Mrs. Holguin called the meeting to order and established quorum at 9:35 a.m. District #1 is vacant, **Mr. Franco** representing District #2 was absent, **Mr. Cadena** representing District #3 was absent, **Mrs. Holguin** representing District #4 was present, **Mr. Perez** representing District # 5 was present, **Mrs. Juarez** representing District #6 was present, District #7 is vacant. Staff present were General Manager Martin Lopez, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Accounting Assistant John Schroder, Operations Manager Mike Lopez. Guests present were Janice Schroder.
- II. **Pledge of Allegiance:** The pledge of allegiance was led by General Manager Martin Lopez
- III. **Motion to approve Agenda:** Mrs. Juarez made the motion to approve the agenda, Mr. Perez seconded the motion. The motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on March 20, 2024:** Mrs. Juarez made the motion to approve the minutes for the board meeting on March 20, 2024. Mr. Perez seconded the motion, the motion passed with all in favor.
- V. **Presentations:** None
- VI. **Public Input:** None
- VII. **Managers' Reports**
 - A. **General Manager:** Mr. Lopez provided a written report and stood for questions. The Solar Farm Special Use Permit has been filed. April 15th was the deadline for any comments, if there are comments then a hearing will be required. A Farm Agreement has been signed by the Farmer for this property with a pro-rated refund clause if the Solar Farm construction begins prior to the end of the agreement on December 2024. The Water Audit has been submitted to NMED along with the 2024 Rates Survey information. The Operations & Projects staff will participate in the Childrens Water Fair in Las Cruces on May 1st and another will be held at the La Union Elementary School on May 10th. One of the Vendor situations was resolved and the other one will be investigated by NM Construction Inspection Division. There is a small potential Subdivision (5-15 lots) requesting information for water/sewer service in the Brazito area. We paid off an RD Water Loan (Butterfield Park) in the amount of \$157,261.56 on April 18th, 2024.
 - B. **Projects:** Ms. Nichols was out and did not present a written report. Mr. Lopez said Senior staff met with a Furniture Designer to come up with a layout of the Administrative and Operations offices. We are waiting on her proposed design plans. The Central Office contractor will probably not meet

the deadline of completion. They are waiting on Permits. We made the final payment to the Contractor for the South Valley Water Supply & Treatment Project. Additional work on this project will be adding a control valve between Berino and Desert Sands.

- C. Operations:** Mr. Lopez provided a written report and stood for questions. The Sanitary Survey was conducted last week for South Valley area, we will not have results for a couple of weeks. NMED Oversight group was here to see our Arsenic unit to see how they are running. Our Operators have been rodding the force main between Brazito and Mesquite. When they started, they were doing it twice a week, we are now at once a week. Mr. Martin Lopez said the problems with the forced main Between Brazito and Mesquite are part the chemical and part customer flushing things that are no The Consumers Confidence Report for 2023 have been issued for all systems and were found to have no violations. These reports can be found displayed at our Offices and on our website under the "Notices" page. Production for March 2024 was 42.33 million gallons, same time last year was 34.48 million gallons.
- D. Finance:** Ms. Jackson provided a written report and stood for questions. Revenues were \$318,291.21 and expenses were \$346,737.49 with a deficit of \$28,446.28. Mr. Lopez said vehicle repair expenses have been very high. We are three quarters of the way thru the fiscal year and are tracking right along on Revenues. The next few months will be critical to staying within the budget. Ms. Jackson wanted to congratulate Luciano Ramos for completing his Waste Water training and receiving a certificate, he now has both Water and Wastewater certificates. Mr. Lopez said the repairs on the trucks have really affected the budget. He said we were at \$75,000.00 last November. Mrs. Holguin said we should look for more funding for vehicles or other ways of addressing the issues with the fleet. Mr. Perez suggested the possibility of leasing vehicles.

VIII. Unfinished Business: none

IX. New Business

- A. Motion to adopt Resolution #FY2024-21 Adopting & Approving 3rd Quarter Budget Report:** Mrs. Juarez made the motion to adopt Resolution #FY2024-21 adopting & approving 3rd quarter Budget Report. Mr. Perez seconded the motion, the motion passed with all in favor. Ms. Jackson said this report is the same as the report presented in her managers report, the only difference is that it is in a different format for the State.
- B. Motion to approve Amendment to Agreement for Engineering Services with Wilson & Company for the Central Operations Facility Project:** Mr. Lopez said this Project should have been completed in November 2023. The date was extended to March 2024 and then again to May 6th, 2024. Our Contract was only thru November 2023 and had made a prior adjustment to get us to November 2023. This amendment is to get us thru May 6th, 2024. We are working with the bonding company and potentially there could be some reimbursement for these fees. Wilson & Company is asking for an additional \$50,559.90. Mrs. Juarez made the motion to approve the amendment to the agreement for engineering services with Wilson & Company. Mr. Perez seconded the motion, the motion passed with all in favor.
- C. Discussion on the Recommendations for the FY2025 RCAC Rate Study:** Mr. Lopez made some recommendations on the water & sewer increases needed. The RCAC Rate Study report recommended a water increase of 4% and sewer increase of 40%. Due to increases in the cost of chemicals and supplies Mr. Lopez is recommending a water increase of 10% in two increments, the

first on July 2024 and the second on January 2025. Mr. Lopez also recommended that the board accept the sewer increase of 40% (recommended in the RCAC Rate Study Report) also in two increments, the first on July 2024 and the second on January 2025.

X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, May 15 , 2024 at our **La Mesa Office** and via Zoom.

- A. Have any Board Members participated in training? If so, please give us a copy of your certificate:**
Board Member Enrique Franco attended a training and received a certificate.
- B. Resolution to adopt Open Meetings Act (with Board of Directors Board Meeting Schedule)**
- C. Resolution to adopt Interim Budget for FY2025**

XI. Motion to Adjourn: Mrs. Juarez made the motion to adjourn the board meeting at 10:35 a.m.

These minutes will be presented to the board for approval on the 15th Day of May, 2024 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Glory Juarez, Secretary

Water/Sewer Rate Increase July 1, 2024

Current		July 1, 2024	
		W-4%, S-40%	
Water-Residential			
Minimum	\$23.49	Minimum	\$24.43
6,000 gallons	\$39.47	6,000 gallons	\$41.05
Water-Small Commercial			
Minimum	\$37.60	Minimum	\$39.10
6,000 gallons	\$53.58	6,000 gallons	\$55.72
Water-Commercial			
Minimum	\$60.15	Minimum	\$62.56
6,000 gallons	\$83.65	6,000 gallons	\$87.00
Sewer-Residential			
Minimum	\$17.82	Minimum	\$24.95
6,000 gallons	\$32.82	6,000 gallons	\$45.98
Sewer-Commercial			
Minimum	\$23.39	Minimum	\$32.75
6,000 gallons	\$41.21	6,000 gallons	\$57.69

6,000 gallon is the State Average equals 120 (50-gallon barrels)

Water/Sewer Rate Increase July 1, 2024

Current

July 1, 2024 Part 1

W-4%, S-20%

Water-Residential

Minimum \$23.49

Minimum \$24.43

6,000 gallons \$39.47

6,000 gallons \$41.05

Water-Small Commercial

Minimum \$37.60

Minimum \$39.10

6,000 gallons \$53.58

6,000 gallons \$55.72

Water-Commercial

Minimum \$60.15

Minimum \$62.56

6,000 gallons \$83.65

6,000 gallons \$87.00

Sewer-Residential

Minimum \$17.82

Minimum \$21.38

6,000 gallons \$32.82

6,000 gallons \$39.38

Sewer-Commercial

Minimum \$23.39

Minimum \$28.07

6,000 gallons \$41.21

6,000 gallons \$49.45

6,000 gallon is the State Average equals 120 (50-gallon barrels)

Water/Sewer Rate Increase July 1, 2024

Current	January 1, 2025 Part 2 W-0%, S-20%		
Water-Residential			
Minimum	\$23.49	Minimum	\$24.43
6,000 gallons	\$39.47	6,000 gallons	\$41.05
Water-Small Commercial			
Minimum	\$37.60	Minimum	\$39.10
6,000 gallons	\$53.58	6,000 gallons	\$55.72
Water-Commercial			
Minimum	\$60.15	Minimum	\$62.56
6,000 gallons	\$83.65	6,000 gallons	\$87.00
Sewer-Residential			
Minimum	\$17.82	Minimum	\$24.95
6,000 gallons	\$32.82	6,000 gallons	\$45.98
Sewer-Commercial			
Minimum	\$23.39	Minimum	\$32.75
6,000 gallons	\$41.21	6,000 gallons	\$57.69

6,000 gallon is the State Average equals 120 (50-gallon barrels)

Water/Sewer Rate Increase July 1, 2024

Current		July 1, 2024	
		W-10%, S-40%	
Water-Residential			
Minimum	\$23.49	Minimum	\$25.84
6,000 gallons	\$39.47	6,000 gallons	\$43.42
Water-Small Commercial			
Minimum	\$37.60	Minimum	\$41.36
6,000 gallons	\$53.58	6,000 gallons	\$55.72
Water-Commercial			
Minimum	\$60.15	Minimum	\$66.17
6,000 gallons	\$83.65	6,000 gallons	\$92.02
Sewer-Residential			
Minimum	\$17.82	Minimum	\$24.95
6,000 gallons	\$32.82	6,000 gallons	\$45.98
Sewer-Commercial			
Minimum	\$23.39	Minimum	\$32.75
6,000 gallons	\$41.21	6,000 gallons	\$57.69

6,000 gallon is the State Average equals 120 (50-gallon barrels)

Water/Sewer Rate Increase July 1, 2024

Current

July 1, 2024 Part 1

W-5%, S-20%

Water-Residential

Minimum \$23.49

Minimum \$24.66

6,000 gallons \$39.47

6,000 gallons \$41.44

Water-Small Commercial

Minimum \$37.60

Minimum \$39.48

6,000 gallons \$53.58

6,000 gallons \$56.26

Water-Commercial

Minimum \$60.15

Minimum \$63.16

6,000 gallons \$83.65

6,000 gallons \$87.83

Sewer-Residential

Minimum \$17.82

Minimum \$24.95

6,000 gallons \$32.82

6,000 gallons \$39.38

Sewer-Commercial

Minimum \$23.39

Minimum \$28.07

6,000 gallons \$41.21

6,000 gallons \$49.45

6,000 gallon is the State Average equals 120 (50-gallon barrels)

Water/Sewer Rate Increase July 1, 2024

Current		January 1, 2025 Part 2	
		W-5%, S-20%	
Water-Residential			
Minimum	\$23.49	Minimum	\$25.84
6,000 gallons	\$39.47	6,000 gallons	\$43.42
Water-Small Commercial			
Minimum	\$37.60	Minimum	\$41.36
6,000 gallons	\$53.58	6,000 gallons	\$55.72
Water-Commercial			
Minimum	\$60.15	Minimum	\$66.17
6,000 gallons	\$83.65	6,000 gallons	\$92.02
Sewer-Residential			
Minimum	\$17.82	Minimum	\$24.95
6,000 gallons	\$32.82	6,000 gallons	\$45.98
Sewer-Commercial			
Minimum	\$23.39	Minimum	\$32.75
6,000 gallons	\$41.21	6,000 gallons	\$57.69

6,000 gallon is the State Average equals 120 (50-gallon barrels)

LRGPWWA
Manager's Report
May 15, 2024

- Fire Department cause damage to hydrant in Rincon, will be submitting invoice to County
- Submitted Beneficial Use Time Extension for LRG 00065-water rights (East Mesa)
- Discovered a BLM permit (25 years) for Rincon. Renewing and then will assign (transfer) to Authority
- LRG vehicle was involved in minor accident-repairs pending
- Solar Farm-Special Use Permit has been Conditionally Approved for a one-year period
- No update on vendor who failed to performed services, NM CID investigation has been initiated
- Semi-truck front passenger truck tire came off and hit gate at La Fe Tank site-working with their insurance to reimburse replacement gate
- Solar Farm company will conduct Geotech sampling scheduled for mid-June



Income Statement

Lower Rio Grande Public Water Works Authority

Group Summary

For Fiscal: FYE 2024 Period Ending: 04/30/2024

250000	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue				
40000 - Operating Revenue	3,835,000.00	294,690.08	3,702,459.20	132,540.80
40002 - Installation Fees	80,000.00	19,193.95	98,044.52	-18,044.52
40003 - Activation & Connection Fee	20,000.00	1,324.66	19,074.66	925.34
40005 - Backflow Testing	7,500.00	0.00	6,650.00	850.00
40006 - Tampering Fee/Line Breaks	4,500.00	2,500.00	6,597.70	-2,097.70
40007 - Delinquency Fee	70,000.00	7,550.00	72,450.00	-2,450.00
40008 - Penalties-Water	80,000.00	8,590.95	90,900.39	-10,900.39
40009 - Membership Fees	6,500.00	300.00	4,500.00	2,000.00
40010 - Impact Fees	50,000.00	-85,179.63	268,618.15	-218,618.15
40011 - Returned Check Fees	525.00	0.00	385.00	140.00
40012 - Credit Card Fees	15,000.00	1,632.00	15,660.00	-660.00
40013 - Miscellaneous Revenue	250.00	10.00	155.00	95.00
40015 - Penalties-Sewer	21,000.00	2,446.49	24,943.13	-3,943.13
40017 - Hydrant Meter Rental Fee	3,500.00	250.00	3,000.00	500.00
40018 - Permit Fees	750.00	200.00	200.00	550.00
40019 - DAC Trash Coupons	600.00	42.00	556.00	44.00
40020 - Miscellaneous Revenue-Sewer	750.00	71.28	717.96	32.04
40025 - DAC Sewer Revenue	50,000.00	2,786.73	29,197.29	20,802.71
45000 - Tower Rent	5,250.00	500.00	5,000.00	250.00
45001 - Billing Adjustments-Water	0.00	-25,853.01	-33,380.63	33,380.63
45005 - Fiscal Agent Fees	52,500.00	2,805.55	54,437.77	-1,937.77
45010 - Interest	500.00	46.87	533.76	-33.76
45015 - Copy/Fax	100.00	7.00	77.50	22.50
45020 - Other Income	52,500.00	16,495.79	59,823.47	-7,323.47
45022 - Annual Farm Rental	0.00	0.00	3,500.00	-3,500.00
45025 - Contract Services	0.00	5,146.59	47,655.42	-47,655.42
45030 - Transfers In	525,000.00	0.00	250,000.00	275,000.00
49000 - Recovered Bad Debts	1,500.00	100.00	600.00	900.00
Revenue Total:	4,883,225.00	255,657.30	4,732,356.29	150,868.71
Expense				
60001 - Transfer to Reserve	0.00	10,000.00	320,303.09	-320,303.09
60005 - Accounting Fees	500.00	0.00	100.00	400.00
60010 - Audit	14,000.00	0.00	13,633.76	366.24
60020 - Bank Service Charges	35,000.00	3,912.57	38,275.95	-3,275.95
60025 - Cash Short/Over	500.00	-62.10	317.58	182.42
60026 - Computer Hardware	10,000.00	0.00	32,565.80	-22,565.80
60030 - Dues and Subscriptions	3,250.00	0.00	2,428.00	822.00
60035 - Engineering Fees	60,000.00	1,884.51	26,001.01	33,998.99
60045 - Late Fees	500.00	6.32	89.11	410.89
60050 - Legal Fees	10,000.00	1,334.83	3,440.93	6,559.07

60055 - Legal Notices	500.00	0.00	417.74	82.26
60060 - Licenses & Fees	16,000.00	4,715.00	17,258.26	-1,258.26
60065 - Meals	3,000.00	167.13	839.50	2,160.50
60075 - Permit Fees	10,000.00	25.00	521.00	9,479.00
60080 - Postage	3,250.00	21.32	1,499.67	1,750.33
60090 - Professional Fees-Other	20,000.00	0.00	0.00	20,000.00
60120 - Retirement Account Fees	20,000.00	0.00	17,727.54	2,272.46
60125 - Easements & Leases	10,000.00	535.00	3,551.37	6,448.63
60130 - Training	7,200.00	175.00	4,775.47	2,424.53
60140 - Travel:Airfare Per Diem	3,000.00	0.00	0.00	3,000.00
60150 - Travel:Lodging Per Diem	7,000.00	490.06	7,474.12	-474.12
60155 - Travel:Meals Per Diem	2,000.00	30.74	787.98	1,212.02
60160 - Travel:Mileage/Parking Per Diem	500.00	0.00	1,783.86	-1,283.86
60165 - Travel:Vehicle Rental Per Diem	1,500.00	0.00	0.00	1,500.00
60600 - Debit Service	515,000.00	172,428.38	407,108.28	107,891.72
60625 - Interest paid to NMED	15,000.00	0.00	0.00	15,000.00
60650 - Interest paid to NMFA	0.00	4,634.29	29,303.12	-29,303.12
60675 - Interest paid to USDA	270,000.00	27,633.64	232,070.22	37,929.78
63000 - Regular Pay	1,342,500.00	104,999.16	999,759.45	342,740.55
63001 - Overtime	46,225.00	3,069.55	40,280.32	5,944.68
63006 - Holiday Pay	80,000.00	426.72	58,956.77	21,043.23
63007 - Sick Pay	75,000.00	6,029.61	61,987.36	13,012.64
63008 - Annual Leave Pay	125,000.00	10,345.89	96,197.86	28,802.14
63010 - 401K 10% Company Contribution	5,250.00	0.00	0.00	5,250.00
63020 - 401K Employee Contribution	2,100.00	0.00	0.00	2,100.00
63040 - Administrative Labor	5,500.00	0.00	0.00	5,500.00
63070 - Employee Benefits-401K Contributions	190,000.00	3,593.32	35,798.03	154,201.97
63100 - Insurance-Dental	13,000.00	1,351.96	12,163.22	836.78
63110 - Insurance-Health	310,000.00	35,208.11	307,596.98	2,403.02
63115 - Salaries: Insurance - Work Comp	15,750.00	2,326.00	26,292.00	-10,542.00
63125 - Insurance: Life & Disability	20,000.00	1,979.56	19,547.30	452.70
63130 - Mileage	1,500.00	0.00	567.90	932.10
63135 - Drug Testing	1,000.00	295.00	735.00	265.00
63160 - Payroll Taxes-Medicare	25,625.00	1,812.53	18,231.07	7,393.93
63170 - Payroll Taxes-Social Security	95,525.00	7,750.20	77,953.37	17,571.63
63180 - Payroll Taxes-State Unemployment	10,000.00	0.00	6,178.53	3,821.47
63195 - Taxes, Liability, Insurance: Other	1,000.00	75.00	760.00	240.00
63200 - Vision Insurance	4,500.00	330.33	3,264.61	1,235.39
64100 - Sewer:DAC Waste Water Flt	52,500.00	6,014.75	54,180.41	-1,680.41
64200 - Sewer:Electricity-Sewer	24,450.00	1,099.05	10,948.11	13,501.89
64300 - Sewer:Lab & Chemicals-Sewer	26,375.00	1,333.10	12,438.94	13,936.06
64500 - Sewer:Supplies & Materials	35,000.00	0.00	0.00	35,000.00
64501 - Pre Paid Tank Site Lease	2,000.00	0.00	8,109.00	-6,109.00
65010 - Automobile Repairs & Maintenance	65,000.00	8,282.64	106,713.72	-41,713.72
65230 - Computer Maintenance	100,000.00	5,556.72	77,951.47	22,048.53
65240 - Equipment Rental	5,000.00	0.00	322.85	4,677.15
65250 - Fuel	100,000.00	8,218.09	80,018.57	19,981.43
65255 - GPS Insights Charges	7,500.00	630.40	7,018.66	481.34
65260 - Kitchen & Cleaning Supplies	1,000.00	0.00	0.00	1,000.00

65270 - Lab Chemicals-Water	5,500.00	103.32	1,217.14	4,282.86
65275 - SCADA Maintenance Fee	1,225.00	48.04	1,848.02	-623.02
65276 - Test Equipment Calibration	2,500.00	0.00	0.00	2,500.00
65277 - Generator Maintenance Con	4,500.00	0.00	5,470.79	-970.79
65278 - Meter Testing/Repair/Replac	10,000.00	0.00	6,248.63	3,751.37
65280 - Lab Chemicals-Water:Chem	50,000.00	4,994.20	45,538.35	4,461.65
65300 - Locates	4,000.00	0.00	2,652.76	1,347.24
65310 - Maint. & Repairs-Infrastructu	77,500.00	5,802.02	103,515.18	-26,015.18
65320 - Maint. & Repairs-Office	27,500.00	2,804.24	27,753.42	-253.42
65330 - Maintenance & Repairs-Othe	195,000.00	3,745.62	28,195.66	166,804.34
65340 - Materials & Supplies	100,000.00	10,532.02	107,027.72	-7,027.72
65345 - Non Inventory-Consumables	52,000.00	1,283.91	28,283.79	23,716.21
65350 - Office Supplies	15,000.00	360.93	11,954.23	3,045.77
65360 - Printing and Copying	60,000.00	5,005.28	49,661.15	10,338.85
65370 - Tool Furniture	15,000.00	1,027.84	12,037.37	2,962.63
65390 - Uniforms-Employee	18,000.00	906.64	18,364.37	-364.37
65490 - Cell Phone	21,000.00	3,741.10	25,237.72	-4,237.72
65500 - Electricity-Lighting	6,500.00	301.03	4,172.85	2,327.15
65510 - Electricity-Offices	15,000.00	520.38	10,291.84	4,708.16
65520 - Electricity-Wells	210,000.00	6,967.23	149,596.12	60,403.88
65530 - Garbage Service	3,500.00	317.13	2,744.81	755.19
65540 - Natural Gas	3,000.00	199.65	2,811.89	188.11
65550 - Security/Alarm	5,000.00	340.39	1,234.72	3,765.28
65560 - Telephone	25,000.00	1,828.31	24,915.56	84.44
65561 - Telstar Maintenance Contract	8,000.00	0.00	364.23	7,635.77
65570 - Wastewater	2,500.00	245.44	2,459.40	40.60
66200 - Insurance-General Liability	100,000.00	24,922.00	119,453.15	-19,453.15
66700 - Water Conservation Fee	20,000.00	1,269.81	14,509.04	5,490.96
Expense Total:	4,883,225.00	515,925.91	4,093,804.77	789,420.23
Total Surplus (Deficit):	0.00	-260,268.61	638,551.52	-638,551.52

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 5/15/2024**

LRG-17-01 – Mesquite-Brazito Sewer Project 2 – Bohannon Huston, Inc./Smithco Construction – Construction Stage – USDA-RD LOC \$17,073,000 (\$6,189,000 Loan/\$8,030,000 Grant, \$2,854,000 additional grant) –Contractor is hooking up customers. Project meeting was held 5/2/24. Estimate of Funds #15 & 16 have been submitted. Project is ahead of schedule with very few complaints, and is nearing completion. RD staff conducted an AIS inspection on 5/9/24.

LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252 Planning USDA-RD Construction Funds– Bohannon Huston - Construction stage - \$1,174,00,000 RD Loan and \$4,629,000 Grant RD Funds: 16 draws have been submitted for RD funds. Final Change Order #7 to the original contract is executed along with an amendment to the engineering agreement adding 60 days. NMED-DWB has issued a certificate of project completion. RD had given us permission to use the additional funds for a valve needed to connect the Berino SCADA to the Desert Sands tanks, and then suddenly denied it and indicated they would be reverting the funds. We had an online meeting with the USDA RD State Director and her staff, and they are now working on a ULO Waiver Request with their National Office for this and our request to purchase a vacor truck with remaining sewer project funds.

LRG-17-02 – Central Office Building – Wilson & Co. - DW-4213 \$3,586,286.00 - SAP 21-F2723-STB \$1,200,000: Construction schedule still hasn't been updated to a realistic date. The contractor has been subject to liquidated damages since 10/22/23 and has failed to complete the work in Vado Drive prior to the start of irrigation season. Interior work is ongoing in both buildings. 39 DW Requisitions have been submitted and 11 SAP Requests for Payment. 2021 \$1.2 million SAP is fully expended. 2022 SAP has funds obligated and 1 Request for Funds submitted for SCADA servicer. 2023 SAP funds are not yet obligated. On-site progress meetings are scheduled on Monday afternoons every two weeks.

Forty-Year Water Plan – CE&M – complete – needs update for new mergers after Brazito combine & commingle: Currently only includes the initial five systems. BHI will be submitting a proposed Task Order. Tiffany Goolsby, SCCOG, will be assisting us in applying for CDBG planning funds to update the Water Master Plan to include Rincon and update and incorporate the 40-Year Water Plan and Water Conservation Plan into it.

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/Morrow Enterprises, Inc.: Funding deadline was extended to 5/1/24 and another extension is in process. The building for the new booster skid is on order, Change Order for the booster building has been issued.

Water Treatment – Move Deserts Sands Skid to VDR – Design & Construction - \$250,000 SAP 22-G2330-STB – SMA – Engineering Agreement was approved and NOO issued on 2/9/23. DR #5 has been submitted. Design work is underway. Application for additional funding has been submitted to NM WTB and received legislative authorization. Readiness application has been submitted. Funding award letter should go out 5/31/24.

LRG-17-03 –East Mesa Water System Improvements Project – NMFA 3803-PG & 3804-PG \$93,307, 4915-CIF \$207,608 Loan/\$39544 Grant/\$9,562 Match, 5535-CIF \$67,487 Loan incl. Match/\$269,910 Grant, DW-5631 \$1,338,660 Loan/\$2,788,875 Grant – Ph I Construction, Ph II Design –Requisition for final payment to the well driller has been submitted and the remainder of the Phase I Project is out to

bid. Extension request has been submitted for the funding. Phase II easement work is complete and we are spent remaining funds on a downpayment for fiber internet installation.

LRG-18-01 Ph. II – High Valley Water System Improvements Ph. II & III Project – NMFA 4916-CIF \$630,384 Grant, \$111,244 Loan – Design & Construction – Souder, Miller & Assoc. – Once the generator and booster skid can be moved from Valle Del Rio, the project will be complete.

LRG-18-02 – Stern Drive Waterline Extension Project – Design/Build – SMA - \$150,000 SAP - \$2,352,800 WTB – WTB award letter has been received. We finally received the additional debt permission from RD and have submitted the Readiness items. Closing on the funding is complete and engineering agreement is in preparation.

LRG-19-09 – S. Valley Service Area Line Extensions - SMA – See the Stern Drive Project for information.

LRG-23-01 – Water Asset Management Plan – BHI - PG-6037 – up to \$50k – Planning Grant was awarded 1/26/23. BHI has set the project up on Tracker and Kathi and I have been uploading document. Kick off meeting was held 2/22/23. Met with AMP software companies on 4/13 & 4/14/23. Asset Management Plans have been approved and closing documents for the planning grants will be on the June agenda.

LRG-23-02 – Wastewater Asset Management Plan – BHI - PG-6038 – up to \$50k – Planning Grant was awarded 1/26/23. BHI has set the project up on Tracker and Kathi and I have been uploading document. Kick off meeting was held 2/22/23. Met with AMP software companies on 4/13 & 4/14/23. Asset Management Plans have been approved and closing documents for the planning grants will be on the June agenda.

LRG-23-03 - Hwy 189 Line Extension Project – SAP 23-H2405-GF - \$250,000: Preliminary design has been submitted to us and NMED-CPB for review and 2 funding draws have been submitted.

LRG-24-01 – Rincon Water System Improvements – 6136-CIF - \$413,600: Closing on funding is now final and engineering agreement is in preparation.

LRG-24-02 – Rincon Building Replacement – SAP 24-I2944-STB - \$500,000: Bond Questionnaire has been submitted and approved.

LRG-24-03 – Heavy Equipment Purchase – SAP 24-I292-STB - \$250,000: Bond Questionnaire has been submitted and approved.

On-Call Engineering Services – BHI has Task Orders for support for the Regional Project, BLM permit renewals, NM SLO and discharge permit renewals, subdivision reviews, and voting district and service area map updates. SMA has Task Orders for the Stern Drive Project and High Valley Project, and three new NM DOT permits.

Other projects:

NM 2024 Legislature: Final report is available on the Directors Only page. Breakdown of our Capital Outlay awards by sponsor:

- \$100k - Heavy Equipment – Rep. Gallegos
- \$150k – Heavy Equipment – Sen. Cervantes
- \$200k – Rincon Office – Rep. Jaramillo
- \$300k – Rincon Office – Sen. Steinborn

Infrastructure Capital Improvements Plan 2025-2029: Has been submitted to NM DFA and updated to include new building to replace the damaged one in Rincon.

Infrastructure Capital Improvements Plan 2026-2030: ICIP is in preparation with assistance from Tiffany Goolsby, SCCOG.

Reporting to Funding Agencies: Quarterly CIF Reports were submitted for the 4th Quarter; Capital Outlay reporting has reverted back to the old NM DFA site and was updated right before the change. US Census Construction reporting is up to date.

Funding Applications: Patty and I completed Colonias applications for the Mesquite Lift Station Project and High Valley Waterline Replacement Project. Project presentations were April 15 & 16 at the Colonias Board meeting in Anthony. Final funding determinations will be at the Colonias Board meeting May 16th in Deming.

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. Capital Outlay reporting is due by the end of the month.

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

Training – Nothing to report.

Collection & Lien Procedures - 309 first notifications, 306 certified letters have been sent and 131 liens have been filed to date. 53 liens have been released following payment in full of the account.

Water Audits – Data collection has been finalized for 2023 and completed the audits on 3/18/24.

Rate Study – Implementation of FY2025 rate adjustments is on today's agenda

NM Board of Licensure for PEs & Surveyors – PEC met 5/10/24 and I attended online.

Lower Rio Grande PWWA

Operators Report

May 15, 2024

For the month of April, we were issued 305 work and service orders.

- For the Month of March, we were issued 291 work and service orders.
- In April our operators installed 5 new water service connections in the South Valley Area.
- We had one service and one main line break in the South Valley Area.
- I created 4 new water estimates (service and work orders)
- We had two new service installs, and no service but one main line break in Rincon. The Fire Dept also destroyed a fire hydrant.
- We had one new service install, and one service line break, but no main line breaks in the East Mesa.
- Our Operators have been rodding the force main between Brazito and Mesquite.
- NO service or main line leaks in Talavera however we had a diving company ROV both water tanks.
- The well drillers are still working on the well located at the east mesa.
- Well #6 is down as well, we called our electrician to check the well and he confirmed that the motor was grounding out.

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

Mesquite and Organ Sewer Reports. The Organ Pond's and Mesquite Wetland Wastewater report were sent at the end of January. The Organ facility is due twice a year and the Mesquite Facility is due every Quarter.

Chlorine: No problems with the quality of our gas Chlorine or sodium Hypochlorite.

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
Resolution Number FY2024-22
Open Meetings Act Resolution for FY2025

WHEREAS, THE Lower Rio Grande Public Water Works Authority (LRGPWWA) Board of Directors met in regular session at the LRGPWWA La Mesa Office, 521 St. Valentine, La Mesa, NM, on Wednesday, May 15, 2024, at 9:00, a.m., as required by law; and

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

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

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the LRGPWWA Board of Directors to determine annually what constitutes reasonable notice of its public meetings;

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

1. All meetings shall be held at the offices of the Lower Rio Grande Public Water Works Authority at the locations indicated in the attached schedule of meetings notice and/or online in accordance with New Mexico Attorney General Office guidance, or as indicated in the meeting notice.
2. Unless otherwise specified, or adjusted to accommodate holidays, regular meetings shall be held each month on the third Wednesday of the month at 9:00 a.m. The agenda will be available at least seventy-two (72) hours prior to the meeting from the LRGPWWA Projects Department, whose office is located in Anthony, New Mexico. The agenda will usually also be posted at all of the offices of the LRGPWWA which are open to the public, at the public locations throughout all of the communities served by the LRGPWWA's water systems for which the LRGPWWA Projects Department maintains a list, and on the LRGPWWA's website at <https://lrgauthority.org/notices/>, and meeting notices will usually be emailed to any individual or entity who requests to be included in the LRGPWWA's board notification email list.
3. Notice of regular meetings other than those described in Paragraph 2 will be given ten (10) days in advance of the meeting date. The notice will include a copy of the agenda or

information on how a copy of the agenda may be obtained. If not included in the notice, the agenda will be available at least seventy-two (72) hours before the meeting and posted on the LRGPWWA's website at <https://lrgauthority.org/notices/>.

4. Special meetings may be called by the Chair or a majority of the directors upon three (3) days' notice. The notice for a special meeting shall include an agenda for the meeting or information on how a copy of the agenda may be obtained. The agenda will be available at least seventy-two (72) hours before the meeting and posted on the LRGPWWA's website at <https://lrgauthority.org/notices/>.

5. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The LRGPWWA Board of Directors will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair or a majority of the directors with twenty-four (24) hours prior notice, unless threats of personal injury or property damage require less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, the LRGPWWA Board of Directors will notify the Attorney General's Office of the action that was taken and the circumstances creating the emergency.

6. For the purposes of regular meetings described in Paragraph 3 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the customer lobby of the LRGPWWA offices which are open to the public. Copies of the written notice shall also be mailed or emailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. For the purposes of special meetings and emergency meetings described in Paragraphs 4 and 5, notice requirements are met if notice of the date, time, place and agenda is posted in the customer lobby of all LRGPWWA offices that are open to the public. Telephone or email notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

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

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Mesquite office of the LRGPWWA at 575-233-5742, by mail at P.O. Box 2646, Anthony, NM 88021, or by email at board@lrgauthority.org at least one (1) 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 use the same contact information if a summary or other type of accessible format is needed.

9. The LRGPWWA may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

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

(b) If a closed meeting is conducted when the LRGPWWA Board of Directors is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

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

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

Passed by the Lower Rio Grande Public Water Works Authority Board of Directors this 17th day of May 2023.

SEAL:

Esperanza Holguin, Board Chair

Attest:

Glory Juarez, Secretary

Lower Rio Grande Public Water Works Authority

Board of Directors Schedule for Meetings 2024-2025

Horario de Reuniones de la Junta Directiva 2024-2025

Unless otherwise specified to accommodate Holidays, the Lower Rio Grande PWWA Board will meet the third Wednesday of each month at 9:00 a.m. at the La Mesa Office. 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 adaptarse a los días festivos, la Junta de Lower Rio Grande PWWA se reunirá el tercer miércoles de cada mes a las 9:00 a. m. en la oficina de La Mesa. Las agendas estarán disponibles setenta y dos horas antes de la reunión en cada oficina de PWWA del Bajo Río Grande que esté abierta al público.

9:00 a.m. July 17, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 17 de Julio, 2024
9:00 a.m. August 21, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 21 de agosto, 2024
9:00 a.m. September 18, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 18 de septiembre, 2024
9:00 a.m. October 16, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 16 de octubre, 2024
9:00 a.m. November 13, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 13 de noviembre, 2024
9:00 a.m. December 11, 2024	La Mesa, 521 St. Valentine	9:00 a.m. 11 de diciembre, 2024
9:00 a.m. January 15, 2025	La Mesa, 521 S. Valentine	9:00 a.m. 15 de enero, 2025
9:00 a.m. February 19, 2025	La Mesa, 521 St. Valentine	9:00 a.m. 19 de febrero, 2025
9:00 a.m. March 19, 2025	La Mesa, 521 St. Valentine	9:00 a.m. 19 de marzo, 2025
9:00 a.m. April 16, 2025	La Mesa, 521 St. Valentine	9:00 a.m. 16 de abril, 2025
9:00 a.m. May 21, 2025	La Mesa, 521 St. Valentine	9:00 a.m. 21 de mayo, 2025
9:00 a.m. June 18, 2025*	La Mesa, 521 St. Valentine	9:00 a.m. 18 de junio, 2025

*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.



www.lrgauthority.org

LOWER RIO GRANDE

Public Water Works Authority

Resolution #FY2024-23

Approving Interim FY2025 Budget

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 Interim FY2025 Budget on May 15, 2024.

Therefore, be it resolved, the Board of Directors adopts and passes this resolution to approve and adopt the Interim FY2025 Budget officially approved on May 15, 2024.

PASSED, APPROVED, AND ADOPTED: May 15, 2024

Esperanza Holguin, Chairman

Seal:

Glory Juarez, Secretary

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

Original Budget - Lower Rio Grande Public WWA - FY2025

Entity

Detail Report Sorted by Fund and Department

50100 Water Enterprise

40000 Revenues

0001 No Department

44000 Charges for Services	Original
44010 Administrative Fees	17,875.00
44190 Rental Fees	9,000.00
44220 Water Use Fees	4,085,675.00
44230 Utility Service Fees	22,500.00
44240 Utility Connection Fees	80,000.00
44250 Utility Re-Connection Fees	171,500.00
44270 Impact Fees	50,000.00
44990 Other Charges for Services	12,500.00
44000 Totals	4,449,050.00

46000 Miscellaneous Revenues	Original
46030 Interest Income	500.00
46900 Miscellaneous - Other	122,100.00
46000 Totals	122,600.00
0001 Totals	4,571,650.00
40000 Totals	4,571,650.00

50000 Expenditures

6003 Water Utility/Authority

51000 Salary & Wages (FTE required)	Original
51020 Salaries - Full-Time Positions	1,475,000.00
51060 Salaries - Overtime	45,000.00
51900 Salaries - Other Wages	255,000.00
51000 Totals	1,775,000.00

52000 Employee Benefits	Original
52010 FICA - Regular	101,500.00
52011 FICA - Medicare	33,000.00
52020 Retirement	262,000.00
52030 Health and Medical Premiums	360,000.00
52040 Life Insurance Premiums	25,000.00
52050 Dental Insurance Premiums	13,000.00
52060 Vision Insurance Medical Premiums	4,500.00
52080 Other Insurance Premiums	2,000.00
52100 Workers' Compensation Premium	30,000.00
52000 Totals	831,000.00

53000 Travel Costs	Original
53030 Travel - Employees	23,000.00
53050 Transportation Costs	1,500.00
53000 Totals	24,500.00

54000 Purchased Property Services	Original
54030 Maintenance & Repairs - Grounds/Roadways	90,000.00
54040 Maintenance & Repairs - Vehicles	75,000.00
54999 Other Maintenance	138,000.00
54000 Totals	303,000.00

55000 Contractual Services	Original
55010 Contract - Audit	14,000.00
55030 Contract - Professional Services	230,500.00

55999 Contract - Other Services		22,500.00
	55000 Totals	267,000.00
56000 Supplies		Original
56020 Supplies - General Office		18,500.00
56030 Supplies - Field Supplies		60,000.00
56040 Supplies - Furniture/Fixtures/Equipment (Non-Capital)		40,000.00
56110 Supplies - Uniforms/Linen		25,000.00
56120 Supplies - Vehicle Fuel		100,000.00
56999 Supplies - Other		152,000.00
	56000 Totals	395,500.00
57000 Operating Costs		Original
57050 Employee Training		5,000.00
57070 Insurance - General Liability/Property		125,000.00
57080 Postage		3,250.00
57090 Printing/Publishing/Advertising		65,000.00
57150 Subscriptions & Dues		3,250.00
57160 Telecommunications		40,000.00
57170 Utilities - Electricity		231,500.00
57171 Utilities - Natural Gas		3,500.00
57999 Other Operating Costs		91,000.00
	57000 Totals	567,500.00
59000 Debt Service		Original
59010 Debt Service - Principal Payments		210,442.00
59020 Debt Service - Interest Payments		197,708.00
	59000 Totals	408,150.00
	6003 Totals	4,571,650.00
	50000 Totals	4,571,650.00
	50100 Totals	9,143,300.00

50300 Wastewater/Sewer Enterprise**40000 Revenues****0001 No Department****44000 Charges for Services** **Original**

44230 Utility Service Fees		301,200.00
44240 Utility Connection Fees		25,800.00
44990 Other Charges for Services		25,000.00
	44000 Totals	352,000.00

46000 Miscellaneous Revenues **Original**

46900 Miscellaneous - Other		20,000.00
	46000 Totals	20,000.00
	0001 Totals	372,000.00
	40000 Totals	372,000.00

50000 Expenditures**6005 Wastewater Utility/Authority****54000 Purchased Property Services** **Original**

54999 Other Maintenance		24,591.00
	54000 Totals	24,591.00

57000 Operating Costs **Original**

57170 Utilities - Electricity		15,000.00
	57000 Totals	15,000.00

59000 Debt Service **Original**

59010 Debt Service - Principal Payments		219,321.00
59020 Debt Service - Interest Payments		113,088.00
	59000 Totals	332,409.00

6005 Totals **372,000.00**

50000 Totals **372,000.00**

50300 Totals **744,000.00**

ALL FUNDS

Original

40000 Revenues

4,943,650.00

50000 Expenditures

4,943,650.00

State of New Mexico Local Government Budget Management System (LGBMS)
Outstanding Debt Schedule - Lower Rio Grande Public WWA - FY2025 - Entity
Sorted by Fund and Type

50100 Water Enterprise
Water & Sewer

Series	Interest Rate	Issue Date	Maturity Date	Original Amount	FY Beginning Principal Balance	FY Principal Payments Due	Principal Due Date	FY Interest Payments Due	FY Unredeemed Bond Principal Payments	FY Unredeemed Coupons Interest Payments	FY Commitments and Other Fees	FY Principal Balance
WTB-223	0.25	2012-01-20	2032-06-01	437,163.00	437,163.00	21,612.00	2025-06-30	772.00	0.00	0.00	0.00	415,551.00
DW-3394A	0.25	2016-02-26	2037-05-01	299,427.00	299,427.00	21,719.00	2025-06-30	2,955.00	0.00	0.00	0.00	277,663.00
DW-3394B	0.25	2018-02-23	2038-05-01	151,500.00	151,500.00	7,508.00	2025-06-30	2,137.00	0.00	0.00	0.00	143,963.00
CIF-5535	0.00	2021-10-22	2043-06-01	67,478.00	67,478.00	3,374.00	2025-06-30	0.00	0.00	0.00	0.00	64,104.00
USDA 93-27	2.75	2012-09-14	2052-10-14	101,000.00	101,000.00	1,454.00	2025-06-30	2,346.00	0.00	0.00	0.00	99,546.00
CIF-5536	0.00	2021-10-22	0000-00-00	104,217.00	104,217.00	5,211.00	2025-06-30	0.00	0.00	0.00	0.00	99,006.00
CIF-4916	0.00	2019-09-27	2041-06-01	111,244.00	111,244.00	5,563.00	2025-06-30	0.00	0.00	0.00	0.00	105,681.00
DW-4796	0.25	2019-02-22	2041-05-01	432,423.00	432,423.00	21,271.00	2025-06-30	922.00	0.00	0.00	0.00	411,152.00
DW-5631	0.25	2022-05-27	2052-05-27	1,338,660.00	1,338,660.00	0.00	2025-06-30	3,387.00	0.00	0.00	0.00	1,335,273.00
CIF-4645	0.00	2018-10-26	2040-06-01	29,172.00	29,172.00	1,459.00	2025-06-30	0.00	0.00	0.00	0.00	27,713.00
CIF-4915	0.00	2019-08-23	2041-06-01	39,544.00	39,544.00	1,978.00	2025-06-30	0.00	0.00	0.00	0.00	37,566.00
USDA 91-02	3.25	2014-06-11	2054-06-11	2,304,000.00	2,304,000.00	32,702.00	2025-06-30	70,426.00	0.00	0.00	0.00	2,231,574.00
USDA 91-30	3.38	2009-10-26	2049-10-26	222,000.00	222,000.00	3,130.00	2025-06-30	10,036.00	0.00	0.00	0.00	218,870.00
USDA 91-31	2.75	2012-05-22	2052-05-22	172,000.00	172,000.00	2,794.00	2025-06-30	0.00	0.00	0.00	0.00	169,206.00
USDA 91-04	2.75	2003-01-17	2043-01-17	471,000.00	471,000.00	7,467.00	2025-06-30	11,985.00	0.00	0.00	0.00	463,533.00
USDA-71584	1.50	2022-07-25	2062-07-25	160,000.00	160,000.00	3,077.00	2025-06-30	2,131.00	0.00	0.00	0.00	156,869.00
USDA-61062	1.50	2022-07-25	2062-07-25	1,014,000.00	1,014,000.00	17,454.00	2025-06-30	16,374.00	0.00	0.00	0.00	996,546.00
RIP 00024	1.00	2018-09-27	2038-09-27	523,598.00	523,598.00	29,730.00	2025-06-30	4,376.00	0.00	0.00	0.00	493,868.00
PP-2601	3.40	2010-01-22	2041-07-15	790,914.00	790,914.00	22,939.00	2025-06-30	19,462.00	0.00	0.00	0.00	767,943.00
DW-4213	1.59	2021-12-03	2053-05-01	3,586,286.00	3,586,286.00	0.00		50,399.00	0.00	0.00	0.00	3,586,286.00
Type Totals				12,355,626.00	12,355,626.00	210,442.00		197,708.00	0.00	0.00	0.00	12,145,184.00
Fund Totals				12,355,626.00	12,355,626.00	210,442.00		197,708.00	0.00	0.00	0.00	12,145,184.00

50300 Wastewater/Sewer Enterprise
Water & Sewer

Series	Interest Rate	Issue Date	Maturity Date	Original Amount	FY Beginning Principal Balance	FY Principal Payments Due	Principal Due Date	FY Interest Payments Due	FY Unredeemed Bond Principal Payments	FY Unredeemed Coupons Interest Payments	FY Commitments and Other Fees	FY Principal Balance
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Outstanding Debt Schedule - Lower Rio Grande Public WWA - FY2025 - Entity printed from LGBMS on 2024-05-14 14:20:54

CIF-2766	0.00	2013-03-01	2033-06-01	167,025.00	167,025.00	8,352.00	2025-06-30	0.00	0.00	0.00	0.00	158
USDA-92-22	3.25	2018-07-23	2059-07-01	357,000.00	357,000.00	5,032.00	2025-06-30	10,952.00	0.00	0.00	0.00	351
USDA Brazito Sewer #75	2.75	2022-12-21	2062-12-21	6,189,000.00	6,189,000.00	167,525.00	2025-06-30	87,967.00	0.00	0.00	0.00	6,021
USDA 92-13	3.38	2012-04-26	2052-05-01	100,000.00	100,000.00	1,419.00	2025-06-30	3,141.00	0.00	0.00	0.00	98
USDA 92-19	2.00	2012-04-26	2052-05-01	606,000.00	606,000.00	11,016.00	2025-06-30	11,028.00	0.00	0.00	0.00	594
CIF-5782	0.00	2023-01-01	2043-01-01	571,500.00	571,500.00	25,977.00	2025-06-30	0.00	0.00	0.00	0.00	545
Type Totals				7,990,525.00	7,990,525.00	219,321.00		113,088.00	0.00	0.00	0.00	7,771
Fund Totals				7,990,525.00	7,990,525.00	219,321.00		113,088.00	0.00	0.00	0.00	7,771
GRAND TOTALS				20,346,151.00	20,346,151.00	429,763.00		310,796.00	0.00	0.00	0.00	19,916

Water FY 2025

Fy 2024

Account	Type	Status	Account Name	Current Budget	FY2025 Budget	
001-45015	Revenue	Active	44010 Copy/Fax	\$ (100.00)	\$ (100.00)	
100-40012	Revenue	Active	44010 Credit Card Fees	\$ (15,000.00)	\$ (17,000.00)	
100-40013	Revenue	Active	44010 Miscellaneous Revenue (DAC Letter)	\$ (250.00)	\$ (250.00)	
100-40011	Revenue	Active	44010 Returned Check Fees	\$ (525.00)	\$ (525.00)	\$ (17,875.00)
100-40017	Revenue	Active	44190 Hydrant Meter Rental Fee	\$ (3,500.00)	\$ (3,500.00)	
001-45000	Revenue	Active	44190 Tower Rent	\$ (5,250.00)	\$ (5,500.00)	\$ (9,000.00)
100-40000	Revenue	Active	44220 Operating Revenue-Water	\$ (3,600,000.00)	\$ (4,085,675.00)	\$ (4,085,675.00)
100-40003	Revenue	Active	44230 Activation & Deactivation Fees-Water	\$ (20,000.00)	\$ (22,500.00)	\$ (22,500.00)
100-40002	Revenue	Active	44240 Installation Fees-Water	\$ (60,000.00)	\$ (80,000.00)	\$ (80,000.00)
100-40015	Revenue	Active	44250 After Hours Charge	\$ (1,000.00)	\$ (1,500.00)	
100-40007	Revenue	Active	44250 Delinquency Fee	\$ (70,000.00)	\$ (75,000.00)	
100-40008	Revenue	Active	44250 Penalties-Water	\$ (80,000.00)	\$ (95,000.00)	\$ (171,500.00)
100-40010	Revenue	Active	44270 Impact Fees	\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)
100-40005	Revenue	Active	44990 Backflow Testing	\$ (7,500.00)	\$ (7,500.00)	
100-40006	Revenue	Active	44990 Tampering Fee/Line Breaks	\$ (4,500.00)	\$ (5,000.00)	\$ (12,500.00)
001-45010	Revenue	Active	46030 Interest	\$ (500.00)	\$ (500.00)	\$ (500.00)
001-40019	Revenue	Active	46900 DAC Trash Coupon Fee	\$ (600.00)	\$ (600.00)	
001-45005	Revenue	Active	46900 Fiscal Agent Fees	\$ (52,500.00)	\$ (55,000.00)	
100-40009	Revenue	Active	46900 Membership Fees	\$ (6,500.00)	\$ (5,000.00)	
001-45020	Revenue	Active	46900 Other Income	\$ (52,500.00)	\$ (60,000.00)	
100-40018	Revenue	Active	46900 Permit Fees	\$ (750.00)	\$ (500.00)	
100-49000	Revenue	Active	46900 UB - Liens	\$ (1,500.00)	\$ (1,000.00)	\$ (122,100.00)
100-45030	Revenue	Active	Transfers In	\$ (300,000.00)		
				\$ (4,332,475.00)	\$ (4,571,650.00)	\$ (4,571,650.00)

Account	Type	Status	Account Name	Current Budget	FY2025 Budget	
001-00-63040	Expense	Active	51020 Administrative Labor	\$ 5,500.00	\$ 25,000.00	
001-20-63000	Expense	Active	51020 Regular Pay	\$ 460,000.00	\$ 500,000.00	
001-30-63000	Expense	Active	51020 Regular Pay	\$ 195,000.00	\$ 250,000.00	
100-50-63000	Expense	Active	51020 Regular Pay	\$ 222,500.00	\$ 250,000.00	
100-60-63000	Expense	Active	51020 Regular Pay	\$ 400,000.00	\$ 450,000.00	\$ 1,475,000.00
001-20-63001	Expense	Active	51060 Overtime	\$ 5,000.00	\$ 5,000.00	
001-30-63001	Expense	Active	51060 Overtime	\$ 1,500.00	\$ 1,500.00	
100-50-63001	Expense	Active	51060 Overtime	\$ 10,000.00	\$ 13,500.00	
100-60-63001	Expense	Active	51060 Overtime	\$ 25,000.00	\$ 25,000.00	\$ 45,000.00
001-00-63008	Expense	Active	51900 Annual Leave Pay	\$ 125,000.00	\$ 100,000.00	
001-00-63006	Expense	Active	51900 Bereavement Leave	\$ 5,000.00	\$ 5,000.00	
001-20-63006	Expense	Active	51900 Holiday Pay	\$ 35,000.00	\$ 35,000.00	
001-30-63006	Expense	Active	51900 Holiday Pay	\$ 10,000.00	\$ 10,000.00	
100-50-63006	Expense	Active	51900 Holiday Pay	\$ 15,000.00	\$ 15,000.00	
100-60-63006	Expense	Active	51900 Holiday Pay	\$ 15,000.00	\$ 15,000.00	
001-00-63007	Expense	Active	51900 Sick Pay	\$ 75,000.00	\$ 75,000.00	\$ 255,000.00
001-20-63170	Expense	Active	52010 Payroll Taxes-Social Security	\$ 35,500.00	\$ 36,500.00	
001-30-63170	Expense	Active	52010 Payroll Taxes-Social Security	\$ 12,500.00	\$ 13,000.00	
100-50-63170	Expense	Active	52010 Payroll Taxes-Social Security	\$ 14,500.00	\$ 15,000.00	
100-60-63170	Expense	Active	52010 Payroll Taxes-Social Security	\$ 32,500.00	\$ 37,000.00	\$ 101,500.00
001-20-63160	Expense	Active	52011 Payroll Taxes-Medicare	\$ 8,500.00	\$ 8,500.00	
001-30-63160	Expense	Active	52011 Payroll Taxes-Medicare	\$ 3,000.00	\$ 3,000.00	
100-50-63160	Expense	Active	52011 Payroll Taxes-Medicare	\$ 3,500.00	\$ 3,500.00	
100-60-63160	Expense	Active	52011 Payroll Taxes-Medicare	\$ 8,000.00	\$ 8,000.00	
001-00-63180	Expense	Active	52011 Payroll Taxes-State Unemploymen	\$ 10,000.00	\$ 10,000.00	\$ 33,000.00 ✓
100-00-63070	Expense	Active	52020 401K Company	\$ 100,000.00	\$ 165,500.00	
001-00-63070	Expense	Active	52020 401K Company Match	\$ 90,000.00	\$ 66,500.00	
001-00-60120	Expense	Active	52020 Retirement Account Fees	\$ 20,000.00	\$ 30,000.00	\$ 262,000.00
001-00-63110	Expense	Active	52030 Insurance-Health	\$ 310,000.00	\$ 360,000.00	\$ 360,000.00
001-00-63125	Expense	Active	52040 Insurance: Life & Disability	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
001-00-63100	Expense	Active	52050 Insurance-Dental	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
001-00-63200	Expense	Active	52060 Insurance-Vision	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
001-00-63195	Expense	Active	52080 Cobra Fee	\$ 1,000.00	\$ 1,000.00	
001-00-63135	Expense	Active	52080 Drug Testing	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
001-00-63115	Expense	Active	52100 Work Comp Insurance	\$ 15,750.00	\$ 30,000.00	\$ 30,000.00

001-00-60140	Expense	Active	53030 Travel:Airfare Per Diem	\$ 3,000.00	\$ 3,000.00	
001-00-60150	Expense	Active	53030 Travel:Lodging Per Diem	\$ 4,500.00	\$ 7,000.00	
100-40-60150	Expense	Active	53030 Travel:Lodging Per Diem	\$ 2,500.00	\$ 7,500.00	
001-00-60155	Expense	Active	53030 Travel:Meals Per Diem	\$ 1,000.00	\$ 1,000.00	
100-40-60155	Expense	Active	53030 Travel:Meals Per Diem	\$ 1,000.00	\$ 1,000.00	
001-00-60160	Expense	Active	53030 Travel:Mileage/Parking Per Diem	\$ 500.00	\$ 2,000.00	
001-00-60165	Expense	Active	53030 Travel:Vehicle Rental Per Diem	\$ 1,500.00	\$ 1,500.00	\$ 23,000.00
001-00-63130	Expense	Active	53050 Mileage	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
001-40-65330	Expense	Active	54030 Maintenance & Repairs-Infrastructure	\$ 100,000.00	\$ 75,000.00	
001-70-65330	Expense	Active	54030 Maintenance & Repairs-Meters	\$ 10,000.00	\$ 5,000.00	
001-20-65330	Expense	Active	54030 Maintenance & Repairs-Other	\$ 5,000.00	\$ 5,000.00	
001-60-65330	Expense	Active	54030 Maintenance & Repairs-Planned	\$ 5,000.00	\$ 5,000.00	\$ 90,000.00
001-10-65010	Expense	Active	54040 Automobile Repairs & Maint. LRG-00	\$ 65,000.00	\$ 75,000.00	\$ 75,000.00
001-00-60125	Expense	Active	54999 Easements & Leases	\$ 10,000.00	\$ 10,000.00	
001-00-60055	Expense	Active	54999 Legal Notices	\$ 500.00	\$ 500.00	
100-00-60060	Expense	Active	54999 Licenses & Fees	\$ 3,500.00	\$ 3,500.00	
100-00-65300	Expense	Active	54999 Locates	\$ 4,000.00	\$ 4,000.00	
001-20-65320	Expense	Active	54999 Maint. & Repairs-Office	\$ 10,000.00	\$ 5,000.00	
001-10-65320	Expense	Active	54999 Maint. & Repairs-Pavement Patches	\$ 15,000.00	\$ 30,000.00	
100-40-65310	Expense	Active	54999 Maint. & Repairs-Wells & Boosters	\$ 52,500.00	\$ 50,000.00	
001-10-65330	Expense	Active	54999 Maintenance & Repairs-Heavy Equipm	\$ 60,000.00	\$ 10,000.00	
100-40-66700	Expense	Active	54999 Water Conservation Fee	\$ 20,000.00	\$ 25,000.00	\$ 138,000.00
001-00-60010	Expense	Active	55010 Audit	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
001-00-60005	Expense	Active	55030 Accounting Fees	\$ 500.00	\$ 500.00	
100-00-64501	Expense	Active	55030 Building Rent-Vado School Building	\$ 2,000.00	\$ 2,000.00	
001-00-65230	Expense	Active	55030 Computer Maintenance	\$ 100,000.00	\$ 150,000.00	
001-00-60035	Expense	Active	55030 Engineering Fees	\$ 60,000.00	\$ 60,000.00	
001-00-60050	Expense	Active	55030 Legal Fees	\$ 10,000.00	\$ 10,000.00	
001-00-60090	Expense	Active	55030 Professional Fees-Other	\$ 10,000.00	\$ -	
100-00-60090	Expense	Active	55030 Professional Fees-Other	\$ 10,000.00	\$ -	
001-20-65561	Expense	Active	55030 Telstar Maintenance Contract	\$ 8,000.00	\$ 8,000.00	\$ 230,500.00
001-10-65240	Expense	Active	55999 Equipment Rental	\$ 5,000.00	\$ 5,000.00	
100-00-65277	Expense	Active	55999 Generator Maintenance Contract	\$ 4,500.00	\$ 10,000.00	
100-00-65275	Expense	Active	55999 SCADA Maintenance Fee	\$ 1,225.00	\$ 5,000.00	
100-00-65320	Expense	Active	55999 Service Agreements	\$ 2,500.00	\$ 2,500.00	\$ 22,500.00
001-10-65260	Expense	Active	56020 Kitchen & Cleaning Supplies	\$ 1,000.00	\$ 1,000.00	
001-10-65350	Expense	Active	56020 Office Supplies	\$ 5,000.00	\$ 7,500.00	
001-20-65350	Expense	Active	56020 Office Supplies	\$ 10,000.00	\$ 10,000.00	\$ 18,500.00
100-40-65280	Expense	Active	56030 Chemicals-Water	\$ 50,000.00	\$ 50,000.00	
100-00-65278	Expense	Active	56030 Meter Testing/Repair/Replacement	\$ 10,000.00	\$ 10,000.00	\$ 60,000.00
001-00-60026	Expense	Active	56040 Computer Hardware	\$ 10,000.00	\$ 25,000.00	
001-00-65370	Expense	Active	56040 Tool Furniture	\$ 15,000.00	\$ 15,000.00	\$ 40,000.00
001-10-65390	Expense	Active	56110 Uniforms-Employee	\$ 18,000.00	\$ 25,000.00	\$ 25,000.00
001-10-65250	Expense	Active	56120 Fuel	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
001-00-65340	Expense	Active	56999 Inventory Disbursements	\$ 100,000.00	\$ 100,000.00	
100-10-65345	Expense	Active	56999 Non Inventory-Consumables	\$ 26,000.00	\$ 26,000.00	
100-20-65345	Expense	Active	56999 Non Inventory-Special Order	\$ 26,000.00	\$ 26,000.00	\$ 152,000.00
001-00-60130	Expense	Active	57050 Training	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
001-00-66200	Expense	Active	57070 Insurance-General Liability	\$ 100,000.00	\$ 125,000.00	\$ 125,000.00
001-00-60080	Expense	Active	57080 Postage	\$ 2,500.00	\$ 2,500.00	
100-50-60080	Expense	Active	57080 Postage-UPS Fed Ex	\$ 750.00	\$ 750.00	\$ 3,250.00
001-20-65360	Expense	Active	57090 Printing and Copying	\$ 60,000.00	\$ 65,000.00	\$ 65,000.00
001-00-60030	Expense	Active	57150 Dues and Subscriptions	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
001-20-65490	Expense	Active	57160 Cell Phone	\$ 21,000.00	\$ 30,000.00	
001-20-65560	Expense	Active	57160 Telephone	\$ 25,000.00	\$ 10,000.00	\$ 40,000.00
001-00-65500	Expense	Active	57170 Electricity-Lighting	\$ 6,500.00	\$ 6,500.00	
001-20-65510	Expense	Active	57170 Electricity-Offices	\$ 15,000.00	\$ 15,000.00	
100-40-65520	Expense	Active	57170 Electricity-Wells	\$ 210,000.00	\$ 210,000.00	\$ 231,500.00
001-20-65540	Expense	Active	57171 Natural Gas	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00
001-00-60020	Expense	Active	57999 Bank Service Charges	\$ 35,000.00	\$ 40,000.00	
001-00-60025	Expense	Active	57999 Cash Short/Over	\$ 500.00	\$ 500.00	
001-20-65530	Expense	Active	57999 Garbage Service	\$ 3,500.00	\$ 3,500.00	
001-10-65255	Expense	Active	57999 GPS Insights Charges	\$ 7,500.00	\$ 7,500.00	
100-00-65270	Expense	Active	57999 Lab Testing Fees-Water	\$ 5,500.00	\$ 5,500.00	
001-00-60045	Expense	Active	57999 Late Fees	\$ 500.00	\$ 500.00	

001-00-60060	Expense	Active	57999 Licenses & Fees	\$ 12,500.00	\$ 10,000.00	
001-00-60065	Expense	Active	57999 Meals	\$ 3,000.00	\$ 1,000.00	
001-00-60075	Expense	Active	57999 Permit Fees	\$ 1,500.00	\$ 500.00	
100-00-60075	Expense	Active	57999 Permit Fees	\$ 8,500.00	\$ 500.00	
001-50-65330	Expense	Active	57999 Permits/Bores/Density Test	\$ 15,000.00	\$ 10,000.00	
001-10-65550	Expense	Active	57999 Security/Alarm	\$ 5,000.00	\$ 5,000.00	
100-00-65276	Expense	Active	57999 Test Equipment Calibration	\$ 2,500.00	\$ 3,000.00	
001-20-65570	Expense	Active	57999 Wastewater	\$ 2,500.00	\$ 3,500.00	\$ 91,000.00
100-00-60600	Expense	Active	59010 Debt Service	\$ 330,000.00	\$ 210,442.00	\$ 210,442.00
100-00-60625	Expense	Active	59020 Interest paid to NMED	\$ 15,000.00	\$ 75,057.00	\$ 75,057.00
100-00-60675	Expense	Active	59020 Interest paid to USDA	\$ 150,000.00	\$ 122,651.00	\$ 122,651.00
				\$ 4,332,475.00	\$ 4,571,650.00	\$ 4,571,650.00

Sewer FY 2025

FY 2024

Account	Type	Status	Account Name	Current Budget	FY2025 Budget
150-40000	Revenue	Active	44230 Operating Revenue-Sewer	\$ (235,000.00)	\$ (301,200.00)
150-40020	Revenue	Active	44240 Anthony WSD Revenue	\$ (750.00)	\$ (800.00)
150-40002	Revenue	Active	44240 Installation Fees-Sewer	\$ (20,000.00)	\$ (25,000.00)
150-40015	Revenue	Active	44990 Penalties-Sewer	\$ (20,000.00)	\$ (25,000.00)
150-40025	Revenue	Active	DAC Sewer Revenue	\$ (50,000.00)	\$ (20,000.00)
150-45030	Revenue	Active	Transfers In	\$ (225,000.00)	
				\$ (550,750.00)	\$ (372,000.00)

Account	Type	Status	Account Name	Current Budget	FY2025 Budget
150-70-63000	Expense	Active	51020 Regular Pay	\$ 65,000.00	\$ -
150-70-63001	Expense	Active	51060 Overtime	\$ 4,725.00	\$ -
150-70-63170	Expense	Active	52010 Payroll Taxes-Social Security	\$ 525.00	\$ -
150-70-63160	Expense	Active	52011 Payroll Taxes-Medicare	\$ 2,625.00	\$ -
150-00-63010	Expense	Active	52020 401K Annual Contribution	\$ 5,250.00	\$ -
150-00-63020	Expense	Active	52020 401K Employee Contribution	\$ 2,100.00	\$ -
150-00-64100	Expense	Active	54999 DAC Waste Water Flow Charge	\$ 52,500.00	\$ 24,591.00
150-00-64300	Expense	Active	54999 Lab & Chemicals-Sewer	\$ 26,375.00	\$ -
150-70-65310	Expense	Active	54999 Maint. & Repairs-Sewer System	\$ 25,000.00	\$ -
150-70-64500	Expense	Active	56030 Supplies & Materials	\$ 35,000.00	\$ -
150-70-60130	Expense	Active	57050 Training	\$ 2,200.00	\$ -
150-00-64200	Expense	Active	57170 Electricity-Sewer	\$ 24,450.00	\$ 15,000.00
150-00-60600	Expense	Active	59010 Debt Service	\$ 185,000.00	\$ 219,321.00
150-00-60675	Expense	Active	59020 Interest paid to USDA	\$ 120,000.00	\$ 113,088.00
				\$ 550,750.00	\$ 372,000.00

This policy shall apply to all Authority employees.

The following days shall be recognized and observed as paid holidays:

New Year's Day;
Martin Luther King, Jr.'s Birthday;
President's Day;
Memorial Day;
Juneteenth;
Independence Day;
Labor Day;
~~Columbus Day~~; Indigenous People's Day;
Veteran's Day;
Thanksgiving Day and the follow day;
Christmas Day

Whenever a holiday falls on Saturday, the preceding Friday shall be observed as the holiday. Whenever a holiday falls on Sunday, the following Monday shall be observed as the holiday.

When an employee is taking an authorized leave with pay when a holiday occurs, said holiday shall not be charged against said leave with pay.

4.05 Jury Duty:

This policy shall apply to employees in all classifications.

An employee summoned for jury duty will immediately notify his/her immediate supervisor and the General Manager.

While serving on a jury, an employee will be given a paid leave of absence for the duration of said jury duty. Said leave of absence is conditional upon the employee returning to work upon dismissal each day to complete his/her remaining normal workday. Should an employee choose not to return to work, he/she must notify his/her immediate supervisor to arrange for leave.

4.06 Military:

Pursuant to the provisions of Section 28-15-1 NMSA 1978, any employee who has left or leaves a position he has held (other than a temporary or emergency status position) to enter the armed forces of the United States, national guard or organized reserve, who makes application for reemployment within ninety days after their service ends, shall be deemed to meet all the requirements of the Authority Employee Policies and shall be restored to such position or to a position of like seniority, status and pay.

4.07 Bereavement:

This policy shall apply to employees in all classifications.

In the event of a death in the immediate family, an employee may be granted a paid leave of absence not to exceed five (5) days. This is in addition to regular sick leave and annual leave. Verification may be required by the General Manager.