



**LOWER RIO GRANDE**  
Public Water Works Authority

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

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

Sign In Sheet

Page 1 of 4

Date: September 18, 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	<a href="mailto:martin.lopez@lrgauthority.org">martin.lopez@lrgauthority.org</a>
	Karen Nichols LRG Projects Manager	575-233-5742 Ext. 1018	<a href="mailto:karen.nichols@lrgauthority.org">karen.nichols@lrgauthority.org</a>
	Patricia Charles LRG Projects Special.	575-233-5742 Ext. 1021	<a href="mailto:patty.charles@lrgauthority.org">patty.charles@lrgauthority.org</a>
	Kathi Jackson LRG Finance Manager	575-233-5742 Ext. 1005	<a href="mailto:kathi.jackson@lrgauthority.org">kathi.jackson@lrgauthority.org</a>
	John Schroder LRG Accounting Assistant	575-233-5742 Ext. 1006	<a href="mailto:john.schroder@lrgauthority.org">john.schroder@lrgauthority.org</a>
	Mike Lopez LRG Operations Manager	575-233-5742 Ext. 1011	<a href="mailto:mike.lopez@lrgauthority.org">mike.lopez@lrgauthority.org</a>
	Espy Holguin – District 4 LRG Board Chair	575-644-9543	<a href="mailto:Espy.holguin@lrgauthority.org">Espy.holguin@lrgauthority.org</a>
	Glory Juarez – District 6 LRG Board Secretary	575-494-2750	<a href="mailto:glory.juarez@lrgauthority.org">glory.juarez@lrgauthority.org</a>
	James Cadena – District 3 LRG Board Vice Chair	480-206-5930	<a href="mailto:James.cadena@lrgauthority.org">James.cadena@lrgauthority.org</a>
<i>absent</i>	Enrique Franco – District 2 LRG Board Director	575-649-1610	<a href="mailto:Enrique.franco@lrgauthority.org">Enrique.franco@lrgauthority.org</a>
<i>absent</i>	Juan Perez – District 5 LRG Board Member	575-520-4010	<a href="mailto:juan.perez@lrgauthority.org">juan.perez@lrgauthority.org</a>

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Draft Minutes —REGULAR BOARD OF DIRECTORS MEETING

9:00 a.m. Wednesday, September 18, 2024 AT the La Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto: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](http://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 9:06 a.m. District #1 is vacant, **Mr. Franco** representing District #2 was absent, **Mr. Cadena** representing District #3 was present, **Mrs. Holguin** representing District #4 was present, **Mr. Perez** representing District # 5 was absent, **Mrs. Juarez** representing District #6 was present, District #7 is vacant. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Accounting Assistant John Schroder and Operations Manager Mike Lopez.
- 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, Mrs. Juarez seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on August 21, 2024.** Mr. Cadena made the motion to approve the minutes for the board meeting on August 21, 2024. Mrs. Juarez 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. He reported that an RD Wastewater Loan was paid off. We hired two new employees a Well Technician and a Meter Mechanic. He authorized the use of the East Mesa Office parking lot for the Mesquite Animal Vaccination Clinic for one weekend a year. NMED-DWB has approved Phase 2 plans for the Subdivision at Las Flores. We received notification that Kinder-Morgan will be boring 30 feet under our water line on Three Saints Road, this will not impact our water line at all. Road improvements by DAC in Mesquite at Tres Caballos Road is scheduled to begin this fall. There is a potential for an Industrial Park along Stern Drive to be located where the closed dairies are. There is a potential for a million gallon per day water usage. This will help replace the dairy consumption that was lost. There will be a Zoning meeting on Sept. 26<sup>th</sup> for a Clinica De Familia on La Fe Road, he will be attending the meeting. SCCOG will be hosting a Legislative meeting on October 10<sup>th</sup> in Sunland Park from 6-8 p.m. We received to NMED Drinking Water violations one for the East Mesa System for failing to complete the Lead and Copper Monitoring requirements from 2008-2010. The other was for Valle Del Rio System for failing to also complete the Lead and Copper Monitoring Requirements from 2012-2014. These violations were both before we merged and purchased the

systems. LRGPWWA does not have to take any action for these violations. We retained an attorney with Stelzner & Associates from Albuquerque. Ms. Nichols wanted to add that she read an article in the Santa Fe New Mexican about 2 systems in the Tao's area that are going to merge under the new statute. These systems were part of the group that Mr. Lopez and Ms. Nichols met with last year. Their combined connections will be about 1000 connections. Mr. Lopez said he and Ms. Nichols are invited to participate in a focus group to brain storm on how to get funding to small communities.

- B. Finance:** Ms. Jackson provided a written report and stood for questions. She reported that Revenues were \$444,712.38 for the end of August 2024 and Expenses were \$400,203.74 leaving a surplus of \$44,508.64. She also included a report showing the water and sewer funds separately.
- C. Projects:** Ms. Nichols provided a written report and stood for questions. She said we have had multiple Project delays due to El Paso Electric Company delays. We are hoping that they will provide electric service today or tomorrow to both the grinder station and Valle del Rio. Which will finalize a couple of Projects. Update on our Office Project, contractor was starting the road work when they noticed water in the canal. EBID had said the season would be over by August 16<sup>th</sup>. But then they informed the Contractor that more water was going to Texas, which will be completed by end of September. Contractor has a deadline of October 6<sup>th</sup>, before the EBID notice, but they still have sidewalks and an ADA ramp to build and some foundation issues to address so that deadline is not attainable. They finally found ADA dish washers to replace the original ones purchased. Mr. Lopez said Ms. Jackson and Mr. Schroder are moving forward with the new phone system and IT needs for the new office. Mr. Mike Lopez has been coordinating the SCADA needs for the new office. The new furniture will be shipped on October 25<sup>th</sup> and will be in transit for a week. Ms. Nichols said we have 3 small projects out to bid. Sounder, Miller & Associates suggested we combine them into one Project, since they are all pipeline installations. They are the Highway 189 Project, the South Valley Line Extension Project and the Portion of Stern Drive left to finish up. They will be bid together. Operations Dept. is working on procurement of a Hydro Excavator and small Kubota Backhoe to spend the remaining SAP funds.
- D. Operations:** Mr. Lopez provided a written report and stood for questions. We had a big main line break 3 weeks ago in Berino. Last month, we had a problem in Talavera. Turned out to be a burnt-out Pump control panel. The actual well was found to be fine so a new panel was installed and the well is now running fine. Water usage for August was 62.70 million gallons higher than same time last year of 59.44 million gallons. Mr. Martin Lopez said he authorized Mike Lopez and JJ Gutierrez to go to a hydrant training in New York City on October 13-16.

**VIII. Unfinished Business:** none

**IX. New Business**

- A. Motion to accept RFP Committee Report for RFP #FY2025-01 South Valley Regional Water Supply Project and request a proposed Engineering Services Agreement from Bohannon Huston, Inc.:** Mrs. Juarez made the motion to accept the RFP Committee Report for South Valley Regional Water Supply Project and request an Agreement from Bohannon Huston, Inc. Mr. Cadena seconded the motion, the motion passed with all in favor.

**B. Motion to adopt Resolution FY2025-08 Approving Application to Water Trust Board for High Valley Treatment Project:** Mrs. Juarez made the motion to adopt Resolution FY2025-08 to approve an application to Water Trust Board for High Valley Treatment Project. Mr. Cadena seconded the motion passed, with all in favor. Mr. Lopez said this application may be pulled; we are waiting for lab test results on the new well. If the well produces the results we need then we will not need to apply for funding. Ms. Nichols said if we do not get the lab results soon, we may not be able to apply, the deadline to apply is end of September.

**X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, October 16, 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.** NM Infrastructure Finance Conference registration deadline is October 14, 2024. Late registration is October 14-21, 2024. If three or more board members are going to attend, we need to post a potential quorum notice.
- C.** Resolution to approve 1<sup>st</sup> Qtr. Budget Report
- D.** General Manager Evaluation
- E.** Reminder the November board meeting will be on 13<sup>th</sup> and December meeting will be on 11<sup>th</sup>

**XI. Motion to Adjourn:** Mrs. Juarez made the motion to adjourn the board meeting at 9:50 a.m.

**These minutes will be presented to the board for approval on the 16<sup>th</sup> Day of October, 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, September 18, 2024 AT the La Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto: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](http://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 August 21, 2024
- V. Presentations: none
- VI. Public Input: none
- VII. Managers' Reports
  - A. General Manager
  - B. Finance
  - C. Projects
  - D. Operations
- VIII. Unfinished Business- none
- IX. New Business
  - A. Motion to accept RFP Committee Report for RFP #FY2025-01 South Valley Regional Water Supply Project and request a proposed Engineering Services Agreement from Bohannan Huston, Inc.
  - B. Motion to adopt Resolution FY2025-08 Approving Application to Water Trust Board for High Valley Treatment Project
- X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, October 16, 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. NM Infrastructure Finance Conference registration deadline is October 14, 2024. Late registration is October 14-21, 2024
- 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

9:00 a.m. Wednesday, August 21, 2024 AT the La Mesa OFFICE & ONLINE VIA ZOOM

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto: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](http://www.LRGauthority.org/noticesavisos.html)

- I. **Call to Order, Roll Call to Establish Quorum:** Mr. Cadena 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 via telephone, **Mr. Perez** representing District # 5 was absent, **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, Accounting Assistant John Schroder and Operations Manager Mike Lopez. Guests present were Gabe Alvarado from HDR Engineering and Marty Howel from Souder, Miller & Associates.
- II. **Pledge of Allegiance:** The pledge of allegiance was led by Board Member James Cadena.
- III. **Motion to approve Agenda:** General Manager requested the agenda be amended to moving Section IX. A, B & C be presented to the board after Section IV. Mr. Franco motioned to approve the agenda with the amended requested. Mrs. Holguin seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on July 17, 2024 & Special Board Meeting August 5, 2024:** Mrs. Holguin made the motion to approve the minutes for Board meeting on July 17 and August 5, 2024. Mr. Franco 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. We purchased a backhoe as part of a 2024 legislative grant recently. We paid for it, but will be reimbursed for it. A customer had requested we provide a self-addressed return envelope. The cost for this service would be 3.5 cents per bill for a total of \$175.00 per month. We typically have about 200 bills returned and about 800 payments come in thru the mail. In 12 years, we have only had 1 request for this service. If the board wants to consider providing this service we could put it on a future agenda. We discovered a BLM Right of Way permit from Desert Sands that was not transferred with the merger, it will need to be transferred and renewed. One employee had to be terminated. Mr. Lopez had notified the board at the last board meeting that our current attorney was closing down his operations and so we are now actively searching for a new attorney/firm.

- B. Projects:** Ms. Nichols provided a written report and stood for questions. We finally got permission from USDA-RD to purchase a Vactor truck with the remaining funds from our Sewer Project. It has been ordered we should receive it within 10-14 months. South Valley Project is about done. The Mesquite-Brazito Project is nearing completion as well we are pending the last couple of grinder stations getting electrical service. Valle del Rio Project is getting buttoned up, we need to move the boosters and generator to High Valley, which will then complete the High Valley Project. East Mesa Project has started, the contractor is starting to do potholing and staking. Mr. Cadena said he had noticed the progress on the Central Office Building. Mr. Lopez said the operations crew has been there marking locates for utilities and water lines. Ms. Nichols said the Admin. building has been sitting there mostly complete with no temperature control, which has caused some issues with the flooring.
- C. Operations:** Mr. Mike Lopez provided a written report and stood for questions. In July our operators installed 6 new water service connections in the South Valley area. He created 6 new water estimates. We received approval to shut down the mesquite wetlands. Production for July was 59.44 million gallons and last month (June) production was 62.77 million gallons.
- D. Finance:** Ms. Jackson provided the board with 3 reports a combined funds report, a water only funds report and a sewer funds only report for a better view of expenditures. She reported we had revenues of \$497,480.61 and expenditures of \$459,777.30 with a surplus of \$37,703.31.

**VIII. Unfinished Business:** none

**IX. New Business:**

- A. Motion to adopt Resolution FY2025-05 Authorizing Execution & Delivery of a Local Planning Grant Agreement for a Water Asset Management Plan:** Mrs. Holguin made the motion to adopt Resolution FY2025-05 authorizing execution and delivery of a local planning grant agreement for a water asses management plan. Mr. Franco seconded the motion, the motion passed with all in favor. Mr. Lopez said these two planning grants are in the amount of \$50,000.00 one for water asset management and one for wastewater asset management plan. LRGPWWA has already paid out of pocket for these plans. The resolutions are so we can get reimbursed.
  - B. Motion to adopt Resolution FY2025-06 Authorizing Execution & Delivery of a Local Planning Grant Agreement for a Wastewater Asset Management Plan:** Mrs. Holguin made the motion to adopt resolution FY2025-06 authorizing execution & delivery of a local planning grant agreement for a wastewater asset management plan. Mr. Franco seconded the motion, the motion passed with all in favor.
  - C. Motion to approved Wilson & Company Architectural Agreement Amendment 1.3 in the amount of \$65,917.90 plus GRT for an additional 150 days of service ending 10/3/2024 for the Central Operations Facility Project:** Mrs. Holguin made the motion to approve Wilson & Co. agreement amendment 1.3 in the amount of \$65,917.90 plus GRT for an additional 150 days of service ending 10-3-2024. Mr. Franco 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, September 18, 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

XI. **Motion to Adjourn:** Mr. Franco made the motion to adjourn the board meeting at 9:23 a.m.

**These minutes will be presented to the board for approval on the 18<sup>th</sup> Day of September, 2024 at a regular meeting of the Board of Directors:**

**SEAL:**

---

Esperanza Holguin, Board Chair

**Attest:**

---

Glory Juarez, Secretary

**LRGPWWA**  
**Manager's Report**  
**September 18, 2024**

- Payoff RD Loan (Wastewater)
- Hired two employees (well tech and meter mechanic/reader)
- Authorized the use of the East Mesa Office parking lot for the Mesquite Animal Vaccination Clinic-One weekend a year
- Las Flores Subdivision Phase 2 plans have been approved by NMED-DWB; coordination to tie-in to system is in process
- Kinder-Morgan will be boring under water line on Three Saints Road-to replace section of their pipeline which leaked a few years back, should not impact water line
- Tres Caballos Road improvements by DAC in Mesquite is scheduled to begin this fall-will be coordinating with contractor to minimize any conflicts with LRGPWWA water and sewer facilities on road
- Potential for Industrial Park along Stern Drive to be located where some of the closed dairies are located, had initial contact with their engineer and investor's representative
- Zoning meeting on September 26<sup>th</sup> for a Clinica De Familia on La Fe Road across from the DAC Community on Paz Garcia Road in Del Cerro
- SCCOG will be hosting Legislative Meeting on October 10<sup>th</sup> at the Mesilla Community Center from 6-8pm
- Received a NMED Drinking Water Violation for the East Mesa System for failing to complete the Lead and Copper Monitoring Requirement from 2008 to 2010-Merged with Organ and Butterfield Park in 2012
- Received a NMED Drinking Water Violation for the Valle Del Rio System for failing to complete the Lead and Copper Monitoring Requirement from 2012 to 2014-Purchased System in 2016
- Retained attorneys-Stelzner, Winter, Warburton, Flores & Dawes, P.A.-Nann Winter



# Income Statement

Lower Rio Grande Public Water Works Authority

## Group Summary

For Fiscal: FYE 2025 Period Ending: 08/31/2024  
Combined Funds

AcctNumber	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>				
40000 - Operating Revenue	4,386,875.00	390,998.46	835,901.77	3,550,973.23
40002 - Installation Fees	105,000.00	6,245.03	23,786.63	81,213.37
40003 - Activation & Connection Fees-Water	22,500.00	977.34	4,768.05	17,731.95
40005 - Backflow Testing	7,500.00	125.00	1,000.00	6,500.00
40006 - Tampering Fee/Line Breaks	5,000.00	227.58	1,127.83	3,872.17
40007 - Delinquency Fee	75,000.00	8,250.00	15,600.00	59,400.00
40008 - Penalties-Water	95,000.00	10,102.41	23,826.66	71,173.34
40009 - Membership Fees	5,000.00	450.00	1,450.00	3,550.00
40010 - Impact Fees	50,000.00	5,174.99	8,427.57	41,572.43
40011 - Returned Check Fees	525.00	35.00	70.00	455.00
40012 - Credit Card Fees	17,000.00	1,606.00	3,278.00	13,722.00
40013 - Miscellaneous Revenue	250.00	20.00	35.00	215.00
40015 - Penalties-Sewer	26,500.00	2,580.27	5,711.94	20,788.06
40016 - Meter Test Fee	0.00	0.00	0.00	0.00
40017 - Hydrant Meter Rental Fee	3,500.00	250.00	750.00	2,750.00
40018 - Permit Fees	500.00	200.00	400.00	100.00
40019 - DAC Trash Coupons	600.00	50.00	108.00	492.00
40020 - Miscellaneous Revenue-Sewer	800.00	74.41	148.82	651.18
40025 - DAC Sewer Revenue	20,000.00	2,890.69	5,722.36	14,277.64
45000 - Tower Rent	5,500.00	500.00	1,000.00	4,500.00
45005 - Fiscal Agent Fees	55,000.00	7,968.69	13,231.84	41,768.16
45010 - Interest	500.00	40.00	82.92	417.08
45015 - Copy/Fax	100.00	7.50	12.50	87.50
45020 - Other Income	60,000.00	1,415.21	8,466.08	51,533.92
45025 - Contract Services	0.00	4,423.80	8,266.03	-8,266.03
45030 - Transfer In	0.00	0.00	0.00	0.00
49000 - Recovered Bad Debts	1,000.00	100.00	300.00	700.00
<b>Revenue Total:</b>	<b>4,943,650.00</b>	<b>444,712.38</b>	<b>963,472.00</b>	<b>3,980,178.00</b>
<b>Expense</b>				
<b>60001 - Transfers to Reserves</b>	0.00	10,000.00	20,000.00	-20,000.00
60005 - Accounting Fees	500.00	0.00	31.95	468.05
60010 - Audit	14,000.00	0.00	0.00	14,000.00
60020 - Bank Service Charges	40,000.00	19.99	29.99	39,970.01
60021 - Monthly Credit Card Processing Fees	0.00	4,707.68	9,089.18	-9,089.18
60025 - Cash Short/Over	500.00	61.52	-12.95	512.95
60026 - Computer Hardware	25,000.00	2,090.00	2,090.00	22,910.00
60030 - Dues and Subscriptions	3,250.00	0.00	550.00	2,700.00
60035 - Engineering Fees	60,000.00	7,436.04	19,340.63	40,659.37

60045 - Late Fees	500.00	0.00	0.00	500.00
60050 - Legal Fees	10,000.00	64.84	1,177.68	8,822.32
60055 - Legal Notices	500.00	0.00	0.00	500.00
60060 - Licenses & Fees	13,500.00	175.00	500.00	13,000.00
60065 - Meals	1,000.00	132.76	132.76	867.24
60075 - Permit Fees	1,000.00	2,000.00	2,000.00	-1,000.00
60080 - Postage	3,250.00	403.37	403.37	2,846.63
60120 - Retirement Account Fees	30,000.00	0.00	13,102.46	16,897.54
60125 - Easements & Leases	10,000.00	0.00	0.00	10,000.00
60130 - Training	5,000.00	175.00	295.77	4,704.23
60140 - Travel:Airfare Per Diem	3,000.00	0.00	0.00	3,000.00
60150 - Travel:Lodging Per Diem	14,500.00	-313.58	-313.58	14,813.58
60155 - Travel:Meals Per Diem	2,000.00	98.27	98.27	1,901.73
60160 - Travel:Mileage/Parking Per Diem	2,000.00	0.00	0.00	2,000.00
60165 - Travel:Vehicle Rental Per Diem	1,500.00	0.00	0.00	1,500.00
60600 - Debit Service	429,763.00	89,086.69	117,514.40	312,248.60
60625 - Interest paid to NMED	75,057.00	0.00	0.00	75,057.00
60650 - Interest paid to NMFA	0.00	4,301.12	8,595.93	-8,595.93
60675 - Interest paid to USDA	235,739.00	26,178.14	52,255.76	183,483.24
63000 - Regular Pay	1,450,000.00	107,061.91	200,934.33	1,249,065.67
63001 - Overtime	45,000.00	3,559.17	9,207.43	35,792.57
63006 - Holiday Pay	80,000.00	520.80	6,515.56	73,484.44
63007 - Sick Pay	75,000.00	3,551.60	13,242.34	61,757.66
63008 - Annual Leave Pay	100,000.00	7,264.66	16,307.85	83,692.15
63040 - Administrative Labor	25,000.00	0.00	0.00	25,000.00
63070 - Employee Benefits-401K Contrib	232,000.00	3,641.34	7,269.30	224,730.70
63100 - Insurance-Dental	13,000.00	1,219.00	2,438.02	10,561.98
63110 - Insurance-Health	360,000.00	5,734.36	26,205.55	333,794.45
63115 - Salaries: Insurance - Work Comp	30,000.00	2,324.00	5,372.50	24,627.50
63125 - Insurance: Life & Disability	25,000.00	2,228.77	4,459.45	20,540.55
63130 - Mileage	1,500.00	0.00	0.00	1,500.00
63135 - Drug Testing	1,000.00	0.00	45.00	955.00
63160 - Payroll Taxes-Medicare	23,000.00	1,768.37	3,569.95	19,430.05
63170 - Payroll Taxes-Social Security	101,500.00	7,561.39	15,264.80	86,235.20
63180 - Payroll Taxes-State Unemployment	10,000.00	0.00	0.00	10,000.00
63195 - Taxes, Liability, Insurance: Cobra Fee	1,000.00	75.00	150.00	850.00
63200 - Vision Insurance	4,500.00	330.33	660.67	3,839.33
64100 - Sewer:DAC Waste Water Flow Charge	24,591.00	6,216.01	6,216.01	18,374.99
64200 - Sewer:Electricity-Sewer	15,000.00	1,365.50	3,635.86	11,364.14
64300 - Sewer:Lab & Chemicals-Sewer	0.00	0.00	1,314.68	-1,314.68
64501 - Pre Paid Tank Site Lease	2,000.00	0.00	0.00	2,000.00
65010 - Automobile Repairs & Maint.	75,000.00	3,630.51	18,720.41	56,279.59
65230 - Computer Maintenance	150,000.00	32,942.76	37,452.90	112,547.10
65240 - Equipment Rental	5,000.00	178.95	178.95	4,821.05
65250 - Fuel	100,000.00	8,488.72	17,662.28	82,337.72
65255 - GPS Insights Charges	7,500.00	710.20	1,456.31	6,043.69
65260 - Kitchen & Cleaning Supplies	1,000.00	0.00	0.00	1,000.00
65270 - Lab Chemicals-Water	5,500.00	282.10	282.10	5,217.90

65275 - SCADA Maintenance Fee	5,000.00	47.93	95.86	4,904.14
65276 - Test Equipment Calibration	3,000.00	0.00	0.00	3,000.00
65277 - Generator Maintenance Contract	10,000.00	0.00	0.00	10,000.00
65278 - Meter Testing/Repair/Replacement	10,000.00	0.00	6,523.13	3,476.87
65280 - Lab Chemicals-Water:Chemicals	50,000.00	3,745.91	8,382.41	41,617.59
65300 - Locates	4,000.00	787.16	787.16	3,212.84
65310 - Maint. & Repairs-Infrastructure	50,000.00	5,436.70	94,375.47	-44,375.47
65320 - Maint. & Repairs-Office	37,500.00	311.32	3,048.37	34,451.63
65330 - Maintenance & Repairs-Other	110,000.00	1,069.82	12,017.12	97,982.88
65340 - Materials & Supplies	100,000.00	6,963.07	18,204.39	81,795.61
65345 - Non Inventory-Consumables	52,000.00	1,874.00	7,485.14	44,514.86
65350 - Office Supplies	17,500.00	1,169.06	1,842.65	15,657.35
65360 - Printing and Copying	65,000.00	5,060.42	10,813.76	54,186.24
65370 - Tool Furniture	15,000.00	1,192.11	1,192.11	13,807.89
65390 - Uniforms-Employee	25,000.00	1,840.67	3,522.95	21,477.05
65490 - Cell Phone	30,000.00	0.00	3,845.03	26,154.97
65500 - Electricity-Lighting	6,500.00	397.35	888.02	5,611.98
65510 - Electricity-Offices	15,000.00	2,847.86	4,464.31	10,535.69
65520 - Electricity-Wells	210,000.00	15,264.70	33,099.98	176,900.02
65530 - Garbage Service	3,500.00	338.30	676.60	2,823.40
65540 - Natural Gas	3,500.00	165.74	405.37	3,094.63
65550 - Security/Alarm	5,000.00	518.70	1,556.10	3,443.90
65560 - Telephone	10,000.00	1,871.99	3,710.22	6,289.78
65561 - Telstar Maintenance Contract	8,000.00	0.00	0.00	8,000.00
65570 - Wastewater	3,500.00	245.44	490.88	3,009.12
66200 - Insurance-General Liability	125,000.00	0.00	24,972.00	100,028.00
66700 - Water Conservation Fee	25,000.00	1,783.20	3,666.15	21,333.85
<b>Expense Total:</b>	<b>4,943,650.00</b>	<b>400,203.74</b>	<b>891,509.05</b>	<b>4,052,140.95</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>44,508.64</b>	<b>71,962.95</b>	<b>-71,962.95</b>



# Income Statement

Lower Rio Grande Public Water Works Authority

## Group Summary

For Fiscal: FYE 2025 Period Ending: 08/31/2024  
Water Funds Only

AcctNumber	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>				
40000 - Operating Revenue	4,085,675.00	351,864.60	755,543.31	3,330,131.69
40002 - Installation Fees	80,000.00	6,150.00	23,596.57	56,403.43
40003 - Activation & Connection Fees-Water	22,500.00	977.34	4,768.05	17,731.95
40005 - Backflow Testing	7,500.00	125.00	1,000.00	6,500.00
40006 - Tampering Fee/Line Breaks	5,000.00	227.58	1,127.83	3,872.17
40007 - Delinquency Fee	75,000.00	8,250.00	15,600.00	59,400.00
40008 - Penalties-Water	95,000.00	10,102.41	23,826.66	71,173.34
40009 - Membership Fees	5,000.00	450.00	1,450.00	3,550.00
40010 - Impact Fees	50,000.00	5,174.99	8,427.57	41,572.43
40011 - Returned Check Fees	525.00	35.00	70.00	455.00
40012 - Credit Card Fees	17,000.00	1,606.00	3,278.00	13,722.00
40013 - Miscellaneous Revenue	250.00	20.00	35.00	215.00
40015 - Penalties-Sewer	1,500.00	118.00	258.00	1,242.00
40016 - Meter Test Fee	0.00	0.00	0.00	0.00
40017 - Hydrant Meter Rental Fee	3,500.00	250.00	750.00	2,750.00
40018 - Permit Fees	500.00	200.00	400.00	100.00
40019 - DAC Trash Coupons	600.00	50.00	108.00	492.00
45000 - Tower Rent	5,500.00	500.00	1,000.00	4,500.00
45005 - Fiscal Agent Fees	55,000.00	7,968.69	13,231.84	41,768.16
45010 - Interest	500.00	40.00	82.92	417.08
45015 - Copy/Fax	100.00	7.50	12.50	87.50
45020 - Other Income	60,000.00	1,415.21	8,466.08	51,533.92
45025 - Contract Services	0.00	4,423.80	8,266.03	-8,266.03
45030 - Transfers In	0.00	0.00	0.00	0.00
49000 - Recovered Bad Debts	1,000.00	100.00	300.00	700.00
<b>Revenue Total:</b>	<b>4,571,650.00</b>	<b>400,056.12</b>	<b>871,598.36</b>	<b>3,700,051.64</b>
<b>Expense</b>				
60001 - Transfers to Reserves	0.00	10,000.00	20,000.00	-20,000.00
60005 - Accounting Fees	500.00	0.00	31.95	468.05
60010 - Audit	14,000.00	0.00	0.00	14,000.00
60016 - Adjustments	0.00	-100.00	-850.00	850.00
60020 - Bank Service Charges	40,000.00	19.99	29.99	39,970.01
60021 - Monthly Credit Card Processing Fees	0.00	4,707.68	9,089.18	-9,089.18
60025 - Cash Short/Over	500.00	61.52	-12.95	512.95
60026 - Computer Hardware	25,000.00	2,090.00	2,090.00	22,910.00
60030 - Dues and Subscriptions	3,250.00	0.00	550.00	2,700.00
60035 - Engineering Fees	60,000.00	7,436.04	19,340.63	40,659.37

60045 - Late Fees	500.00	0.00	0.00	500.00
60050 - Legal Fees	10,000.00	64.84	1,177.68	8,822.32
60055 - Legal Notices	500.00	0.00	0.00	500.00
60060 - Licenses & Fees	13,500.00	175.00	500.00	13,000.00
60065 - Meals	1,000.00	132.76	132.76	867.24
60075 - Permit Fees	1,000.00	2,000.00	2,000.00	-1,000.00
60080 - Postage	3,250.00	403.37	403.37	2,846.63
60120 - Retirement Account Fees	30,000.00	0.00	13,102.46	16,897.54
60125 - Easements & Leases	10,000.00	0.00	0.00	10,000.00
60130 - Training	5,000.00	175.00	295.77	4,704.23
60140 - Travel:Airfare Per Diem	3,000.00	0.00	0.00	3,000.00
60150 - Travel:Lodging Per Diem	14,500.00	-313.58	-313.58	14,813.58
60155 - Travel:Meals Per Diem	2,000.00	98.27	98.27	1,901.73
60160 - Travel:Mileage/Parking Per Diem	2,000.00	0.00	0.00	2,000.00
60165 - Travel:Vehicle Rental Per Diem	1,500.00	0.00	0.00	1,500.00
60600 - Debit Service	210,442.00	9,305.12	18,622.89	191,819.11
60625 - Interest paid to NMED	75,057.00	0.00	0.00	75,057.00
60650 - Interest paid to NMFA	0.00	4,301.12	8,595.93	-8,595.93
60675 - Interest paid to USDA	122,651.00	9,980.21	19,947.77	102,703.23
63000 - Regular Pay	1,450,000.00	107,061.91	200,934.33	1,249,065.67
63001 - Overtime	45,000.00	3,559.17	9,207.43	35,792.57
63006 - Holiday Pay	80,000.00	520.80	6,515.56	73,484.44
63007 - Sick Pay	75,000.00	3,551.60	13,242.34	61,757.66
63008 - Annual Leave Pay	100,000.00	7,264.66	16,307.85	83,692.15
63040 - Administrative Labor	25,000.00	0.00	0.00	25,000.00
63070 - Employee Benefits-401K Contrib	232,000.00	3,641.34	7,269.30	224,730.70
63100 - Insurance-Dental	13,000.00	1,219.00	2,438.02	10,561.98
63110 - Insurance-Health	360,000.00	5,734.36	26,205.55	333,794.45
63115 - Salaries: Insurance - Work Comp	30,000.00	2,324.00	5,372.50	24,627.50
63125 - Insurance: Life & Disability	25,000.00	2,228.77	4,459.45	20,540.55
63130 - Mileage	1,500.00	0.00	0.00	1,500.00
63135 - Drug Testing	1,000.00	0.00	45.00	955.00
63160 - Payroll Taxes-Medicare	23,000.00	1,768.37	3,569.95	19,430.05
63170 - Payroll Taxes-Social Security	101,500.00	7,561.39	15,264.80	86,235.20
63180 - Payroll Taxes-State Unemploymen	10,000.00	0.00	0.00	10,000.00
63195 - Taxes, Liability, Insurance: Cobra Fee	1,000.00	75.00	150.00	850.00
63200 - Vision Insurance	4,500.00	330.33	660.67	3,839.33
64501 - Pre Paid Tank Site Lease	2,000.00	0.00	0.00	2,000.00
65010 - Automobile Repairs & Maint.	75,000.00	3,630.51	18,720.41	56,279.59
65230 - Computer Maintenance	150,000.00	32,942.76	37,452.90	112,547.10
65240 - Equipment Rental	5,000.00	178.95	178.95	4,821.05
65250 - Fuel	100,000.00	8,488.72	17,662.28	82,337.72
65255 - GPS.Insights Charges	7,500.00	710.20	1,456.31	6,043.69
65260 - Kitchen & Cleaning Supplies	1,000.00	0.00	0.00	1,000.00
65270 - Lab Chemicals-Water	5,500.00	282.10	282.10	5,217.90
65275 - SCADA Maintenance Fee	5,000.00	47.93	95.86	4,904.14
65276 - Test Equipment Calibration	3,000.00	0.00	0.00	3,000.00

65277 - Generator Maintenance Contract	10,000.00	0.00	0.00	10,000.00
65278 - Meter Testing/Repair/Replacement	10,000.00	0.00	6,523.13	3,476.87
65280 - Lab Chemicals-Water:Chemicals	50,000.00	3,745.91	8,382.41	41,617.59
65300 - Locates	4,000.00	787.16	787.16	3,212.84
65310 - Maint. & Repairs-Infrastructure	50,000.00	3,270.60	79,269.61	-29,269.61
65320 - Maint. & Repairs-Office	37,500.00	311.32	3,048.37	34,451.63
65330 - Maintenance & Repairs-Other	110,000.00	1,069.82	12,017.12	97,982.88
65340 - Materials & Supplies	100,000.00	6,963.07	18,204.39	81,795.61
65345 - Non Inventory-Consumables	52,000.00	1,874.00	7,485.14	44,514.86
65350 - Office Supplies	17,500.00	1,169.06	1,842.65	15,657.35
65360 - Printing and Copying	65,000.00	5,060.42	10,813.76	54,186.24
65370 - Tool Furniture	15,000.00	1,192.11	1,192.11	13,807.89
65390 - Uniforms-Employee	25,000.00	1,840.67	3,522.95	21,477.05
65490 - Cell Phone	30,000.00	0.00	3,845.03	26,154.97
65500 - Electricity-Lighting	6,500.00	397.35	888.02	5,611.98
65510 - Electricity-Offices	15,000.00	2,847.86	4,464.31	10,535.69
65520 - Electricity-Wells	210,000.00	15,264.70	33,099.98	176,900.02
65530 - Garbage Service	3,500.00	338.30	676.60	2,823.40
65540 - Natural Gas	3,500.00	165.74	405.37	3,094.63
65550 - Security/Alarm	5,000.00	518.70	1,556.10	3,443.90
65560 - Telephone	10,000.00	1,871.99	3,710.22	6,289.78
65561 - Telstar Maintenance Contract	8,000.00	0.00	0.00	8,000.00
65570 - Wastewater	3,500.00	245.44	490.88	3,009.12
66200 - Insurance-General Liability	125,000.00	0.00	24,972.00	100,028.00
66700 - Water Conservation Fee	25,000.00	1,783.20	3,666.15	21,333.85
<b>Expense Total:</b>	<b>4,571,650.00</b>	<b>294,376.63</b>	<b>733,187.14</b>	<b>3,838,462.86</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>105,679.49</b>	<b>138,411.22</b>	<b>-138,411.22</b>





# Income Statement

Lower Rio Grande Public Water Works Authority

## Group Summary

For Fiscal: FYE 2025 Period Ending: 08/31/2024

Sewer Funds Only

AcctNumber	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>				
40000 - Operating Revenue	301,200.00	39,133.86	80,358.46	220,841.54
40002 - Installation Fees	25,000.00	95.03	190.06	24,809.94
40015 - Penalties-Sewer	25,000.00	2,462.27	5,453.94	19,546.06
40020 - Miscellaneous Revenue-Sew	800.00	74.41	148.82	651.18
40025 - DAC Sewer Revenue	20,000.00	2,890.69	5,722.36	14,277.64
<b>Revenue Total:</b>	<b>372,000.00</b>	<b>44,656.26</b>	<b>91,873.64</b>	<b>280,126.36</b>
<b>Expense</b>				
60600 - Debit Service	219,321.00	89,781.57	98,891.51	120,429.49
60675 - Interest paid to USDA	113,088.00	16,197.93	32,307.99	80,780.01
64100 - Sewer:DAC Waste Water Fl	24,591.00	6,216.01	6,216.01	18,374.99
64200 - Sewer:Electricity-Sewer	15,000.00	1,365.50	3,635.86	11,364.14
64300 - Sewer:Lab & Chemicals-Sew	0.00	0.00	1,314.68	-1,314.68
65310 - Maint. & Repairs-Infrastruc	0.00	2,166.10	15,105.86	-15,105.86
<b>Expense Total:</b>	<b>372,000.00</b>	<b>115,727.11</b>	<b>157,471.91</b>	<b>214,528.09</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>-71,070.85</b>	<b>-65,598.27</b>	<b>65,598.27</b>

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY  
PROJECTS REPORT – 9/18/2024**

**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)** –Project meeting was held 9/12/24. Estimate of Funds #20 has been submitted. Project substantially complete pending the last couple of grinder stations getting electrical service.

**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. NMED-DWB has issued a certificate of project completion. A Change Order to the Morrow contract for the final work has been approved and they are installing the PRV.

**LRG-17-02 – Central Office Building – Wilson & Co. - DW-4213 \$3,586,286.00 - SAP 21-F2723-STB \$1,200,000:** 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, and NM DOT permit has finally been acquired. Interior work is ongoing in both buildings, there are some issues with the excessive heat damaging finishes. Appliances are installed, and there is an issue with the dishwashers being too tall to fit under the counters. 43 DW Requisitions have been submitted and 12 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 now obligated. Progress meetings are scheduled Monday afternoons monthly. Office furniture has been ordered through Beck TOI under the State Procurement Contract, public art from the 2023 SAP allocation has been selected, and some IT equipment has been ordered.

**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. CDBG is not currently awarding planning funds, so this is now on hold.

**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 has been approved to 12/31/24. The building for the new booster skid is complete except for a roll-up door that arrived damaged, Change Order for the booster building has been issued. Project should be complete in about a week.

**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, received legislative authorization, and award letter was received for WPF-6292 in the amount of \$718,000, \$646,200 of which is grant. Request for permission for additional debt was submitted to USDA-RD on 6/20/24. They've changed their requirements AGAIN; it was resubmitted and is under review.

**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** – First progress meeting was held 8/14/24. Contractor is starting to do potholing and staking. There is an issue with

tank height that is going to be a problem. The existing 3-Sisters tanks are taller than indicated in our records by 7-10 feet.

**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. –** CID did an additional inspection and came up with some deficiencies that need to be corrected at the well site. Once that is done and 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** – SMA is put together a bid package for the portion of Stern that was previously designed, the South Valley Line Extensions, and Hwy. 189-line extension combined in hopes of getting better pricing and more interest from contractors. The bid package was split into multiple bid lots and is out to bid.

**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 funds have been received. We are working with BHI on GPS software applications.

**LRG-23-02 – Wastewater Asset Management Plan – BHI - PG-6038 – up to \$50k** – Planning Grant funds have been received. We are working with BHI on GPS software applications.

**LRG-23-03 - Hwy 189 Line Extension Project – SAP 23-H2405-GF - \$250,000:** In discussion with SMA, we've decided to bid this along with the South Valley Line Extension Project and a previously designed portion of Stern Dr. Combined package is out to bid.

**LRG-24-01 – Rincon Water System Improvements – 6136-CIF - \$413,600:** Engineering agreement was approved in June, design kick-off meeting with BHI was held 7/10/24. BHI did a site visit with Operations on 8/2/24. One Requisition has been submitted.

**LRG-24-02 – Rincon Building Replacement – SAP 24-I2944-STB - \$500,000:** Bond Questionnaire has been submitted and approved. BHI is preparing a Task Order under the On-Call contract.

**LRG-24-03 – South Valley Regional Water Supply Project - \$325,000 EPA Congressionally Directed Spending:** I have attended several online workshops and signed up on grants.gov. Although the funds have been allocated to us, I will need to complete and application online with US-EPA. RFP was approved by EPA and issued. RFP Committee met on the 10<sup>th</sup> and recommendation for the board is on today's agenda. We have met with BLM, and their requirements for this type of lease permit now seem to include a full EIS, so we shifting the well-site to state land and working with them for a new lease. We received the award letter for Water Trust Board design funds, and will be submitting a request for additional debt to USDA-RD.

**LRG-24-04 – Heavy Equipment Purchase – SAP 24-I292-STB - \$250,000:** Backhoe has been purchased, SAP funds have been received and Operations is working on purchasing a hydro-excavator with remaining funds.

**LRG-24-05 - High Valley Waterline Replacement Project – CIF-6428 - \$175,000 loan - \$700,000 Grant – SMA On-Call:** Award letter has been issued. Request for additional debt was submitted to USDA-RD. They've changed their requirements AGAIN, it was resubmitted, State Office completed their review and submitted it to National Office.

**LRG-24-06 – Mesquite Lift Station Rehab Design Project – CIF-6429 - \$44,440 loan - \$359,563 Grant –**

**BHI On-Call:** Award letter has been issued. Request for additional debt was submitted to USDA-RD. They've changed their requirements AGAIN, it was resubmitted, State Office completed their review and submitted it to National Office.

**On-Call Engineering Services** – We met with BHI on 9/14 and SMA on 9/15/24 to review current projects and Task Orders.

**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 2026-2030:** Has been submitted to NM DFA and updated to include new building to replace the damaged one in Rincon.

**Reporting to Funding Agencies:** Quarterly CIF Reports were submitted for the 4<sup>th</sup> Quarter; Capital Outlay reporting has reverted back to the old NM DFA site and is up to date.

**Funding Applications:** US-EPA application for Congressionally Directed Spending allocation is pending. Have attended their training, and had a phone conference with them on 7/15/24. Will begin work on the application once an engineering firm is selected.

**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** - 310 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** – Rate Schedule including FY2025 rate adjustments have been posted on our website.

**NM Board of Licensure for PEs & Surveyors** – I attended the Professional Engineering Committee meeting on 8/8 and Full Board meeting on 8/9/24 and a PEC special meeting on 9/13/24.

## Lower Rio Grande PWWA

### Operators Report

September 18, 2024

For the month of August, we were issued 311 work and service orders.

- For the Month of July, we were issued 245 work and service orders.
- In August our operators installed 4 new water service connections in the South Valley Area.
- We had 3 service line and two main line breaks in the South Valley Area.
- I created 3 new water estimates (service and work orders)
- We had no new service installs, one service line break, and no main line breaks in Rincon.
- We had three new service installs, and one service line break, and 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, but the pump control panel totally shorted out at the north well.
- Wells #2 at the East Mesa and well #6 in Mesquite are running well.

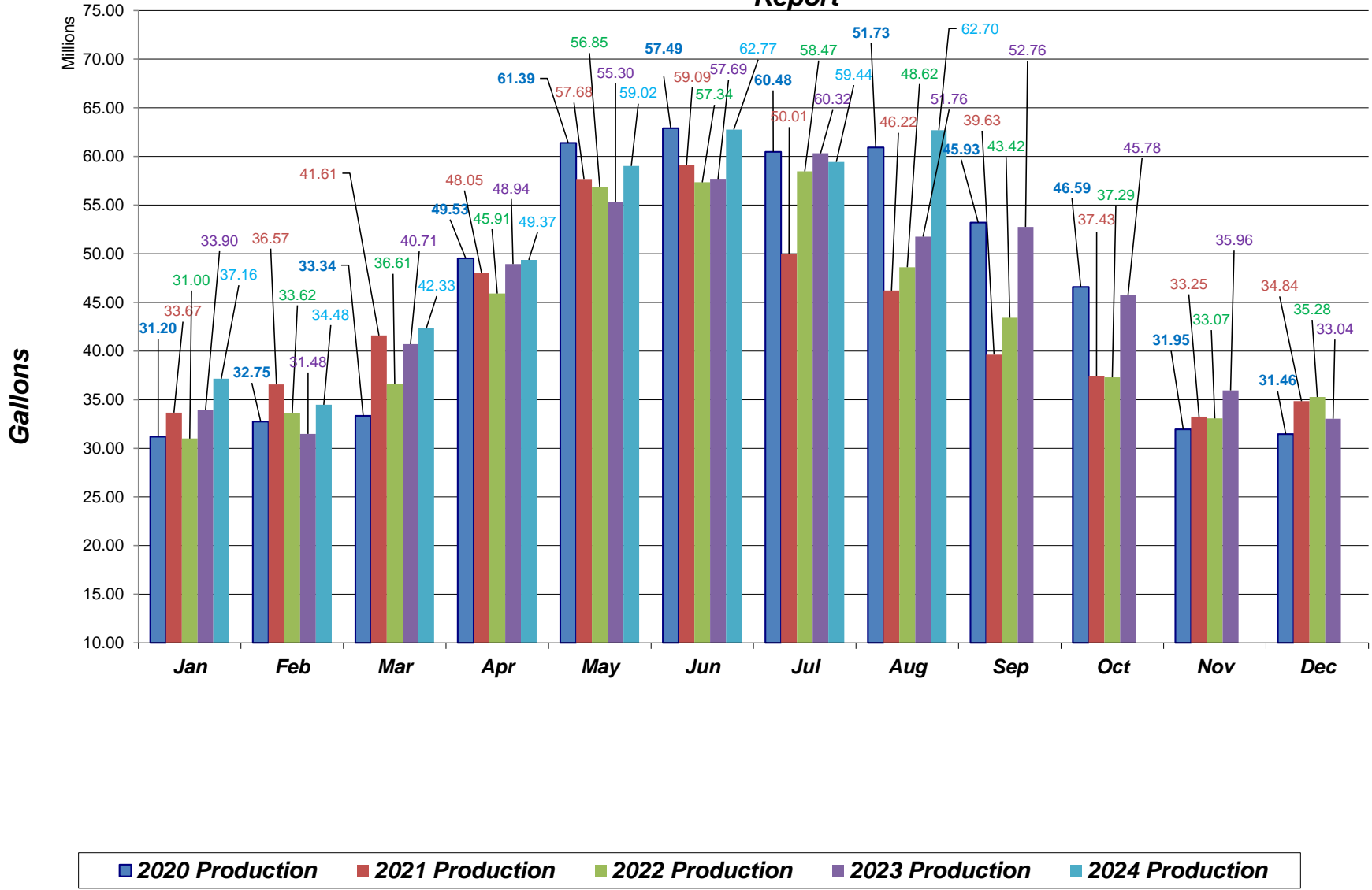
**NMED:** All of our Monthly Bac-T-Samples were taken for the month of August and all samples were negative.

**Mesquite and Organ Sewer Reports.** The Organ Pond Wastewater report has been sent out in July. The Organ facility is due twice a year next due February 2025. The Mesquite wetlands has been cleared for Decommission by NMED.

**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**  
**South Valley Regional Water Supply Project RFP Committee Report**  
**1:30 p.m., Tuesday, September 10, 2024 via Zoom**

**PROCESS:**

The project was a recommendation of the LRGPWWA’s Water Master Plan completed by Bohannan Huston, Inc. in September, 2021. BHI began work on obtaining the necessary land and ROW permits under their On-Call contract with a Task Order dated June 20, 2023. The RFP was issued on July 26, 2024 with a proposal deadline of 2:00 p.m. on September 3, 2024. One proposal from Bohannan Huston, Inc. was received by Projects Specialist Patty Charles before the deadline.

Projects Manager Karen Nichols reviewed the proposal to ensure it conformed with the requirements of the RFP and provided copies to the RFP Committee members. Board Chair Espy Holguin appointed Director & Secretary Glory Juarez as her designee, Finance Manager Kathi Jackson appointed John Schroder, and Projects Manager Karen Nichols appointed Patty Chares. General Manager Martin Lopez and Operations Manager Mike Lopez participated in the committee meeting.

**COMMITTEE MEETING:**

The RFP Committee met by Zoom and agreed by unanimous consent recommend the selection of Bohannan Huston, Inc. to continue as the engineering firm for the South Valley Regional Water Supply Project

Lower Rio Grande PWWA S Valley Regional Water Supply Project RFP Ratings

Offerors	Date Submitted	Time Submitted	6 Copies	8.5x11" bound left side	* 10 Pg. Max.	** Format & Sequence	Labeled per instructions	Campaign Disclosure	Non-Disclosure Request?	Sub-Cons. List	Vol. of Wk. not 75%	Resident-Res. Vet. Bus. Cert.	Grand Total Score	Preference Points	TOTAL POINTS	Ranking
Bohannan Huston, Inc.	9/3/2024	11:40 a.m.	YES	YES	YES	YES	YES	YES	NO	YES	\$ 417,108.00	NA	117.80	0		1

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

\*\*Format & Sequence:  
 1. Cover Letter  
 2. Response to Evaluation Criteria  
 3. Other supporting or resource material

Ranked: 1		Planning & Design Services						Construction Services					TOTAL	
Consultant	Item 1 pts.30	Item 2 pts.25	Item 3 pts.25	Item 4 pts.15	Item 5 pts.0	Item 6 pts.5	Subtotal	Item 1 Pts.5	Item 2 Pts.5	Item 3 Pts.5	Item 4 Pts.5	Item 5 Pts.5	Subtotal	TOTAL
Bohannan Huston, Inc.	30	25	25	15	0	0	100	5	5	5	5	5	25	125 Possible
Reviewer 1	30	25	25	15	0	0	95	5	5	5	5	5	25	120
Reviewer 2	25	25	25	15	0	0	90	5	5	5	5	5	25	115
Reviewer 3	29	25	25	15	0	0	94	5	5	5	5	5	23	117
Reviewer 4	30	25	25	15	0	0	95	5	5	5	5	5	25	120
Reviewer 5	30	25	22	15	0	0	92	5	5	5	5	5	25	117
Totals	144	125	122	75	0	0	466	25	25	25	25	25	123	589
Average Score	28.8	25.0	24.4	15.0	0.0	0.0	93.2	5.0	5.0	5.0	5.0	5.0	24.6	117.8

**RECOMMENDATION:**



The Committee recommends that the Board of Directors select Bohannon Huston, Inc. for the South Valley Regional Water Supply Project.

---

Martin G. Lopez, General Manager

---

Mike Lopez, Operations Manager

---

John Schroder, Finance Manager's Designee

---

Patty Charles, Projects Manager's Designee

---

Glory Juarez, Board Chair's Designee



Digitally signed by Karen  
Nichols  
Date: 2024-09-10  
14:46:06-00

---

Karen Nichols, Projects Manager, Procurement Manager



# LOWER RIO GRANDE

## Public Water Works Authority

<http://lrgauthority.org>

### Resolution #FY2025-08

#### Authorizing Application to New Mexico Water Trust Board for High Valley Water Treatment Project

**Whereas**, the Lower Rio Grande Public Water Works Authority (LRGPWWA) was established in 2009 under NMSA 1978 73-26-1 as a political subdivision of the State of New Mexico as a special district, an independent public body, and a regional member-owned community water system formed by the merger of five mutual domestic water consumers associations (MDWCAs) in Doña Ana County and;

**Whereas**, subsequent mergers have added six former MDWCAs to the LRGPWWA and a previously privately-owned water system has been acquired resulting in a regional water/wastewater utility system with five geographically separate service areas and;

**Whereas**, the LRGPWWA Board of Directors is committed to providing clean, safe, reliable, affordable drinking water to its customers 24/7/365 and;

**Whereas**, the High Valley wells produce water with levels of radionuclides exceeding the US-EPA Safe Drinking Water Act standards;

**Now Therefore**, be it resolved, the Board of Directors adopts and passes this resolution to authorize submission of a funding application to the New Mexico Water Trust Board for the High Valley Water Treatment Project.

PASSED, APPROVED, AND ADOPTED: September 18, 2024.

Seal:

---

Esperanza Holguin, Chair

---

Glory Juarez, Secretary