



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: 11-9-22

Time: 9:00

Places: La Mesa

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
	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 LRG Board Chair	575-644-9543	Espy.holguin@lrgauthority.org
 Via Zoom	Furman Smith LRG Board Vice Chair	575-382-5982	furman.smith@lrgauthority.org
	Joe Evaro LRG Board Secretary	575-618-0182	joe.evaro@lrgauthority.org
	Paul Smith LRG Board Director	505-710-4671	paul.smith@lrgauthority.org
	Glory Juarez LRG Board Director	575-494-2750	glory.juarez@lrgauthority.org
	Josh Smith LRG Attorney	575-528-0500	
	Tyler Hopkins Behannon Houston	815-532-2670	
	Marty Howell Souder Miller & Assoc.	575-647-0799	

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:00 a.m. Wednesday, November 9, 2022 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: Mr. P. Smith _____ (District #1), Vacant (District #2), Mr. Evaro _____ (District #3), Mrs. Holguin _____ (District #4), Vacant (District # 5), Mrs. Juarez _____ (District #6), Mr. F. Smith _____ (District #7)
- II. Pledge of Allegiance
- III. Motion to approve Agenda
- IV. Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on October 19, 2022
- V. Presentations: none
- VI. Public Input: none
- VII. Managers' Reports
 - A. General Manager
 - B. Projects
 - C. Operations
 - D. Finance
- VIII. Unfinished Business
- IX. New Business
 - A. Accept Board Director Joe Evaro's resignation effective December 31, 2022
 - B. General Manager Annual Evaluation
 - C. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.2- limited personnel matters to discuss evaluation of the General Manager
 - i. Roll Call Vote:
Mr. P. Smith _____ (District #1), District #2 vacant, Mr. Evaro _____ (District #3), Mrs. Holguin _____ (District #4), District #5 vacant, Mrs. Juarez _____ (District #6), Mr. F. Smith _____ (District #7)
 - ii. Motion to reconvene in open session.

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

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

X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, December 7, 2022 at our La Mesa Office and via Zoom. **NOTE: NOV. & DEC MEETINGS ARE MOVED UP 1 WEEK DUE TO HOLIDAYS**

A. Have any Board Members participated in training? If so, please give us a copy of your certificate

B. Motion to amend The Schedule of Rates & Fees – Water meter installation fees

C. Audit approval

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

Draft Minutes — REGULAR BOARD OF DIRECTORS MEETING

9:00 a.m. Wednesday, November 9, 2022 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 LRGPWVA Office or at www.LRGauthority.org/noticesavisos.html

- I. **Call to Order, Roll Call to Establish Quorum:** The Board Chair called the meeting to order at 9:12 a.m. Mr. P. Smith representing District #1 was present, District #2 is vacant, Mr. Evaro representing District #3 was absent, Mrs. Holguin representing District #4 was present, District # 5 is vacant, Mrs. Juarez representing District #6 was present, Mr. F. Smith representing District #7 was present via Zoom. Staff in attendance were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Accounting Assistant John Schroder, Operations Manager Mike Lopez. Guests present via Zoom, were Tyler Hopkins from Bohannan Huston & Marty Howell from Souder, Miller & Associates.
- 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. P Smith seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on October 19, 2022:** Mrs. Juarez made the motion to approve the minutes for the October 19, 2022 board meeting. Mr. P Smith 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. Our Commercial Insurance will be increasing by a little under \$3,000.00 mostly due to the new assets acquired from the sewer project. The farming agreement for the Vado land has been mailed for the 2023 crop season. Two Operations Staff members Miguel Ortega and Juan Ambriz have passed their Backflow Technician Certifications. Staff evaluations will commence in early December. We are working with LRG Attorney and Bohannan Huston, Inc to revamp policies in order to be compliant with State Engineers Office primarily due to the number of water rights required per home. Our offices will be closed on November 11th in Observance of Veterans Day and November 24th & 25th in Observance of Thanksgiving.
 - B. **Projects:** Ms. Nichols provided a written report and stood for questions. She has started working on an RD application for the Sewer Project. Mrs. Juarez asked if she alone prepares all applications. Ms. Nichols said she sometimes has Engineering firms look at or add documentation within the application.

- C. **Operations:** Mr. Lopez provided a written report and stood for questions. The well techs have finished installing the new media in all vessels at the Venadito Arsenic plant. CW divers are the people inspecting our water tanks so far, they have completed 10 water tanks. Last years water product for October was 37.43 million gallons this October was 37.29 million gallons.
- D. **Finance:** Ms. Jackson was not able to prepare a written report because of the timing of the board meeting. They have to review the bank statements before they can prepare the monthly financial report. Because this meeting was so early in the month, they were not able to prepare the report. She said it will be ready in the next week or so and will be posted on the Board website for Board member's review. Mr. Lopez mentioned that unofficially the audit is ok and had no findings. It has been certified, but we still need to schedule the exit meeting. Ms. Nichols asked to be notified once the exit meeting has been scheduled, so we can move the audit approval to new business. Ms. Jackson said she and Mr. Schroder will be attending the mandatory virtual budget conference next week.

VIII. **Unfinished Business:** none

IX. **New Business**

- A. **Accept Board Director Joe Evaro's resignation effective December 31, 2022:** Mrs. Juarez made the motion to accept Joe Evaro's resignation effective December 31, 2022. Mr. P Smith seconded the motion, the motion passed with all in favor. Mr. Lopez said Mr. Evaro asked him to add this to the agenda, he has some health issues and needs to commit himself to that. Mrs. Holguin thanked Mr. Evaro for his time on the board.
- B. **General Manager Annual Evaluation:** Mrs. Holguin (Board Chair) has received the evaluations for the General Manager, except the evaluation from Mr. Evaro. She would like to proceed to the closed session and discuss evaluation with the Board members.
- C. **Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.2- limited personnel matters to discuss evaluation of the General Manager:** Mrs. Juarez made the motion to convene in closed session regarding limited personnel matters to discuss the evaluation of the General Manager. Mr. P Smith seconded the motion, the motion passed with all in favor.
 - i. **Roll Call Vote:**
Mr. P. Smith YES (District #1), District #2 vacant, Mr. Evaro, absent (District #3), Mrs. Holguin YES (District #4), District #5 vacant, Mrs. Juarez YES (District #6), Mr. F. Smith YES (District #7)
 - ii. **Motion to reconvene in open session:** Mrs. Juarez made the motion to reconvene in open session. Mr. P Smith seconded the motion, the motion passed with all in favor.
 - iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.*** Board Chair Mrs. Holguin stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

iv. Motion, if any related to closed session matters: No motion was need, but requested General Manager evaluation be added to next months agenda as well as a closed session.

X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, December 7, 2022 at our La Mesa Office and via Zoom. **NOTE: NOV. & DEC MEETINGS ARE MOVED UP 1 WEEK DUE TO HOLIDAYS**

A. Have any Board Members participated in training? If so, please give us a copy of your certificate:
none

B. Motion to amend The Schedule of Rates & Fees – Water meter installation fees

C. Audit approval: Once the audit is submitted and the exit meeting has been scheduled this item can be moved to new business.

D. Appointing a new Board Secretary at next meeting

XI. Motion to Adjourn: Mrs. Juarez made the motion to adjourn today’s board meeting at 9:56 a.m. Mr. P Smith seconded the motion, the motion passed with all in favor.

These minutes will be presented to the board for approval on the 17th Day of June, 2022 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Joe Evaro, Secretary

LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

Minutes —REGULAR BOARD OF DIRECTORS MEETING

9:00 a.m. Wednesday, October 19, 2022 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:** The Board Chair called the meeting to order at 9:01 a.m. Mr. P. Smith representing District #1 was present, District #2 is vacant, Mr. Evaro representing District #3 was present, Mrs. Holguin representing District #4 was present, District # 5 is vacant, Mrs. Juarez representing District #6 was present via Zoom, Mr. F. Smith representing District #7 was present via Zoom. Staff members present were General Manager Martin Lopez, Karen Nichols Projects Manager, Patricia Charles Projects Specialist, Kathi Jackson Finance Manager, Accounting Assistant John Schroder, Mike Lopez Operations Manager. Guest present Marty Howell from Souder Miller & Associates.
- II. **Pledge of Allegiance:** The pledge of allegiance was led by General Manager Martin Lopez
- III. **Motion to approve Agenda:** Mr. Evaro made the motion to approve the agenda. Mr. F. Smith seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes: Motion to approve the minutes for Regular Board Meeting on September 21, 2022:** Mr. F Smith made the motion to approve the minutes for the Regular Board Meeting on September 21, 2022. Mr. P Smith 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. Our health insurance will be increasing by about 2%. RCAC has restarted the rate study, which had been on hold. A rate study is required by USDA and other funding agencies. Rincon employees became LRGPWWA staff on October 5th, 2022. Rincon vehicles are in the process of being transferred to our fleet waiting on State Government plates, registration etc. Ms. Charles and Mr. Lopez presented at Mesquite Elementary "Career Day". Want to thank Ms. Meza and Mr. Gutierrez for their assistance with the water system display. The NM Infrastructure Finance Conference will be October 26th-28th in Albuquerque. 3 staff members and 2 board members will be attending. One of our new Operations staff member, Shawn Zachary passed his water level 2 certification.
 - B. **Operations:** Mr. Lopez provided a written report and stood for questions. The well techs have installed the new media that will go into the Venadito Arsenic plant at Desert Sands, Installation was stalled due to the Vactor trailer being in the shop for a month. We have picked it up and now

will continue the work there. Septembers production was 43.42 million gallons and September 2021's production was 39.63 million gallons.

- C. Finance:** Ms. Jackson prepared a written report and stood for questions. September 2022 revenue was \$393,477.79, the quarter revenues were \$1,379,748.42 and expenditures for September 2022 were \$350,292.36, the quarter expenditures were \$1,095,023.23. We did not have any major expenditures. The audit is finished, waiting on auditor to finish his paperwork. We had filled a cashier position, but she only worked a week and left. We have hired a replacement. We also filed a Meter reader position, but they left within a week. We have not filled that position yet.
- **Debt Service:** Ms. Jackson said she provided a list of LRGPPWA debt in the board packet. Mr. Evaro asked what the total debt amount was, Ms. Jackson said Grant total is 8 million currently. Mr. Lopez and Ms. Jackson meet frequently to evaluate the debt and she if there is anything that can be paid off.
- D. Projects:** Ms. Nichols provided a written report and stood for questions. Still working with Engineering company and contractor to get our building project making some progress. Valle Del Rio Project we are waiting on the Electric company to install 3-phase power to the site it should be done before the end of October. Then the booster and skid can be installed and the old ones can be moved to High Valley. We have an application with the Water Trust Board for the remainder of the Stern Drive interconnect completion, there will be a presentation tomorrow. Mrs. Holguin asked what work was being done at the building site on the road. Mr. Lopez said they are working on installing water lines and working on the board.

VIII. Unfinished Business

IX. New Business

- A. Motion to adopt Resolution #FY2023-09 Authorizing the Assignment of Authorized Officers and Agents for SAP 22-G2330-STB for the Valle Del Rio Water Treatment Project:** Mr. F Smith made the motion to adopt Resolution #FY-G2330-STB for Valle Del Rio Water Treatment Project. Mrs. Juarez seconded the motion, the motion passed with all in favor. Mr. Lopez said this is regarding the State Appropriations \$250,000 we received last year. It will be used to relocate a generator and booster from Valle Del Rio to High Valley and to relocate an existing building as well.
- B. Motion to authorize staff to apply to USDA Rural Development for funding to complete the Mesquite-Brazito Sewer Project 2 as planned and designed.** Mr. F Smith made the motion to authorize staff to apply to USDA Rural Development for funding to complete the Mesquite-Brazito Sewer Project 2 as planned and designed. Mr. P Smith seconded the motion, the motion passed with all in favor.
- C. Motion to adopt Resolution FY2023-10 Adopting FY2023 1st Quarter Budget:** Mr. F Smith made the motion to adopt Resolution #FY2023-10 adopting FY2023 1st Quarter Budget. Mrs. Juarez seconded the motion, the motion passed with all in favor. Mr. Lopez said we were notified by Senator Heimlich's and Senator Lujan's offices that we were not selected to receive funding from their Congressional Appropriations Funding. Instead we want to pursue funding from USDA-RD to complete the Sewer Project to 1/3 of our customers. Ms. Nichols said the reason for applying to

USDA-RD is because we would like to connect all the way to peoples home. State funding does not allow that.

D. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7- threatened or pending litigation: Mrs. Juarez made the motion to convene in closed session. Mr. Evaro seconded the motion, the motion passed with all in favor.

i. **Roll Call Vote:** Mr. P. Smith YES (District #1), Vacant (District #2), Mr. Evaro YES (District #3), Mrs. Holguin (District #4) YES, Vacant (District #5), Mrs. Juarez (District #6) YES, Mr. F. Smith District #7 YES.

ii. **Motion to reconvene in open session:** Mr. Evaro made the motion to reconvene in open session. Mr. P Smith seconded the motion, the motion passed with all in favor.

iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.*** Chair, Mrs. Holguin stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

iv. **Motion, if any related to closed session matters:** none

X. Other discussion and agenda items for next meeting at 9:00 a.m. Wednesday, November 9, 2022 at our La Mesa Office and via Zoom. **NOTE: NOV. & DEC MEETINGS ARE MOVED UP 1 WEEK DUE TO HOLIDAYS**

A. Have any Board Members participated in training? If so, please give us a copy of your certificate

B. Motion to amend The Schedule of Rates & Fees – Water meter installation fees

C. General Manager Evaluation

D. Audit approval

XI. Motion to Adjourn: Mr. Evaro made the motion to adjourn the meeting at 9:45 a.m. Mrs. Juarez seconded the motion, the motion passed with all in favor.

These minutes will be presented to the board for approval on the 9th Day of November, 2022 at a regular meeting of the Board of Directors:

SEAL:

Esperanza Holguin, Board Chair

Attest:

Joe Evaro, Secretary

LRGPWWA
Manager's Report
November 9, 2022

- Commercial Insurance will be increased by a little less than \$3,000 mostly due to new assets
- The Farming Agreement for the Vado land has been mailed to Mr. Martinez for the 2023 crop season
- Two Operations Staff, Miguel Ortega and Juan Ambriz have passed their Backflow Technician Certification
- Staff evaluations will commence in early December
- Working with Attorney and Bohannon Huston Inc. to modify Subdivision request documentation and procedures which will include new policies. Will have an impact on individual residential connection fees (primarily water rights fee due to NMOSE requirement)
- Office will be closed on November 11th in Observance of Veterans Day and November 24th and 25th in Observance of Thanksgiving

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY
PROJECTS REPORT – 11/9/2022**

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) – CIF letter for \$5.715 million has been received, and all Readiness to Proceed items are complete except for NMED-CPB approval of contract documents. They have updated the letter to include an update on the rate study. Bridge Loan was closed and converted to the Interim Loan for construction, and 5 draws have been submitted. We are 1-2 months away from being able to close on RD funds and pay off RCAC. Construction is progressing well with few customer complaints. Will be applying to CWSRLF RD for remaining funds needed to complete all bid lots.

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

LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252 Planning USDA-RD Construction Funds– Bohannon Huston - Construction stage - \$1,174,00,000 RD Loan and \$4,629,000 Grant RD Funds: Six draws have been submitted for RD funds. Building is nearing completion, drying beds have been constructed, there remain some supply-chain issues.

LRG-17-02 – Central Office Building – Wilson & Co. - DW-4213 \$3,586,286.00

- SAP 21-F2723-STB \$1,200,000: Site work is continuing. Progress meetings are now every other week with one per month being on-site. Have met with Wilson & Co. with attorneys regarding the subcontractor issue (modular bldg. manufacturer) to discuss contractual obligations and path forward, and met with all parties again on 10/13/22.

Forty-Year Water Plan – CE&M – complete – needs update for new mergers after Brazito combine & commingle: Currently only includes the initial five systems. Brazito combine & commingle is in process, needs to be complete first. Also need to complete the Rincon merger.

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.: Project is on hold pending El Paso Electric Company work to install 3-phase power to the site. They expected it to be done in October. Have not seen an update. Received fully executed grant agreement for the SAP project to move treatment skid from Desert Sands.

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 – Phi Construction, Ph II Design – Phase II design work is underway and 5 Requisitions have been submitted. 60% Design review meeting is scheduled for 11/10/22. Approval to bid and Engineering Agreement have been pending NMED-CPB approval since mid-August, Engineering Agreement was just approved.

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. –Phase II funding is closed out. Engineering contract amendment #9 has been submitted to NMED-CPB for the remainder of the work for Phase III, but contract has expired and we are trying to get approval to finish it under the On-Call procurement. Contractor will install well control panel once all parts arrive, and Change Order is pending for relocating booster skid and generator from Valle Del Rio.

LRG-18-02 – Stern Drive Waterline Extension Project – Design/Build – SMA - \$150,000 SAP – Project is now closed out. Water Trust Board presentation was handled by Martin and Mary Howell of SMA because I got called in to jury duty. They meet again on 11/8/22 to approve projects for legislative authorization.

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

On-Call Engineering Services – BHI has completed a Task Order for support for the congressional event at the S. Valley Water Supply & Treatment Project. SMA has a Task Order for the Stern Drive Project.

Other projects:

NM 2023 Legislature: Martin & I will be cooperating with RCAC, Ric Martinez, and other stakeholders on regional authority legislation, and expect to appear at the Water & Natural Resources Committee meeting in October. We were in Santa Fe on 9/27/22 for a presentation at an RCAC event. Mr. Martinez has a contract for lobbying, and we have had some preliminary discussions with him and with BHI regarding a Capital Outlay Request for a well/storage/transmission line project from the Water Master Plan.

Infrastructure Capital Improvements Plan 2024-2028: ICIP is complete and has been submitted.

Reporting to Funding Agencies: Quarterly CIF Reports were submitted for the 2nd Quarter; SAP monthly reporting Capital Outlay and US Census Construction reporting are up to date.

Documents Retention & Destruction – Sorting of old association documents for storage or destruction is ongoing, and staff is implementing approved retention/destruction schedules for LRGPWWA documents.

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

Training – I attended the NM Infrastructure Finance Conference, and Martin and I participated in a panel discussion on regionalization. Patty attended Emergency Response Planning & Hazard Mitigation training

As Needed Engineering Services - Currently we have two active Task Orders: Bohannon Huston, Inc. for renewal of the Organ discharge permit and BLM permit renewals.

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 – Water Audit Committee met on 7/6/22 & 7/15/22 to review 2022 data, and will meet again to continue resolving issues.

Rate Study – Will meet with Karl Pennock, RCAC, for an update on 11/17/22. Second 3% adjustment was effective 7/1/22

Cyber Security Assessment – Our insurance company is requiring training for all employees on phishing & malware, Patty has administered the 2021 training for all employees. We are in the middle of choosing a training video, once one is picked, we will have all employees take the training.

NM Board of Licensure for PEs & Surveyors – I have been appointed by the Governor to this board and assigned to the Professional Engineering Committee. PEC met on 11/3/22, full board on 11/4/22.

Lower Rio Grande PWWA

Operators Report

November 09, 2022

Backflow inspections are Current. (Mesquite District)

- For the month of October, we were issued 315 work and service orders.
- For the month of September, we were issued 245 work and service orders.
- For the month of October, we installed 3 new water service connections in the South Valley Area.
- We had two new services installed at the East Mesa.
- We had one service line break at the East Mesa service area.
- We had 3 Main line water breaks in South valley area.
- The force main from Brazito to Mesquite is working fine.
- The well techs have finished installing the new media in all vessels at the Venadito Arsenic plant.
- CW divers are the people inspecting our water tanks so far they have completed 10 water tanks.

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

Mesquite and Organ Sewer Reports. The Organ Pond's and Mesquite Wetland Wastewater reports were sent February 1st. The Organ facility is due twice a year and the Mesquite Facility is due every Quarter the next one is on July 2022 for the Organ Ponds, Which has been generated and sent. The Mesquite facility sewer report was sent on September 28th All of the results were within parameters.

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

