



*Doña Ana Mutual Domestic Water Consumers Association  
Mailing Address: P.O. Box 866 • Doña Ana, NM • 88032  
Physical Address: 5535 Ledesma Dr • Las Cruces, NM 88007  
(575) 526-3491 Office • (575) 526-9306 Fax*

## **Agenda**

The following are the items for consideration at the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors on February 23, 2016, convening at 9:00 a.m. at the Doña Ana Mutual Domestic Water Consumers Association Board Room 5535 Ledesma Dr., Las Cruces, NM 88007:

### **Call to Order & Roll Call**

### **Approval of Agenda**

#### **Minutes:**

1. Minutes of 02-19-2016 Regular Meeting

### **Approval of New Members & Meters**

### **Customer Issues and Public Input**

*Public Input will be limited to 3 minutes per person*

### **Board President Report**

#### **Staff Reports**

2. Executive Director

### **New Business**

None

### **Consent Agenda**

None

### **Unfinished Business**

None

### **Closed Session:**

As authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7) and H (8), the following portion of the Board Meeting will be conducted in closed session:

1. Real Property and Water Right Acquisition
2. Litigation and Threatened Litigation
3. Limited Personnel Matters

Take action, if any on closed session items

### **Legal Update**

3. Westmoreland case status
4. Moongate case status

5. General Legal Update

**Board Open Discussion**

**Adjournment**

*A copy of this agenda may be requested by phone by calling (575) 526-3491 or in person at 5535 Ledesma Drive, Las Cruces, NM 88007.*

*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, if summary or other type of accessible format is needed, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Edward Salomon at (575) 526-3491 on the Friday prior to the meeting or as soon as possible.*



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The following are the minutes of the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, February 9, 2016, convened at 9:00 A.M. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Dr., Las Cruces, NM 88007:

### **Call to Order & Roll Call**

President- Mr. Melton called the meeting to order at 9:00 A.M. and called roll:

Vice President- Jamie Stull, Present

Secretary/ Treasurer- Kurt Anderson, Present

Board Member- Raymond Ponteri, Present

### **Others in Attendance:**

Executive Director- Jennifer Horton, Present

Legal Counsel- Lee E. Peters, Present

Administrative Assistant- Edward B. Salomón, Present

### **Approval of Agenda**

Mr. Anderson moved to approve the agenda for the February 9, 2016 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

## **Minutes**

Mr. Anderson moved to approve the Board Meeting Minutes of January 26, 2015 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

## **New Members & New Meters**

Mr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion: Mr. Anderson stated that there were seven (7) new members and two (2) new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

## **Customer Issues and Public Input**

Mr. Hayhoe complimented the Board of Directors for adding the Board Meeting Packet to the website for the public to access prior to the meeting. Mr. Hayhoe discussed his trip to Santa Fe and wanted to know what the Boards position was on current legislation or wanted insight on what was trying to be accomplished with the current version of the Regional Water Utility Authority Act (RWUAA). Mrs. Horton discussed some of the issues with RWUAA.

## **Board President Report**

Mr. Melton reports:

Mr. Melton reported that everything seems to be proceeding well and on schedule and we recognize that sometime the wheels of the organization move slowly but there seems to be a path that we have to take to get approvals for construction and funding. Mr. Melton stated that the staff is working very diligently to work their way through these issues.

## **Staff Reports**

### **Customer Service Department**

See Attachment A

### **Operations Department**

See Attachment B

### **Project Department**

See Attachment C

### **Executive Director**

See Attachment D

Mrs. Horton reported that we have a new Accounting Clerk and has been working with her on the payroll process as well as accounts payable. Mrs. Horton will be working with the new clerk until she is comfortable enough to do it on her own. The new Clerks name is Dorothy Morrow and she has 15 years' experience with payroll and accounts payable. Currently the accounting Clerk position is part time. Mrs. Horton stated that she attended a training in Albuquerque for water auditing and will be going back for a second portion of the training sometime at the end of February. Mrs. Horton discussed the possibility of an automated bill paying system to cut down on phone call traffic in the office. She said that it may be a discussion item in an upcoming board meeting once she gathers more information.

### **Unfinished Business**

Mr. Anderson moved to approve Resolution 2016-04 CIF 3349 Loan Documents as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Mr. Anderson moved to approve Resolution 2016-03 Second Amended Open Meetings Act as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Mr. Anderson moved to approve submission of IRS Form 990 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Mr. Melton called a 10 minute recess at 10:41 A.M.

### **Closed Session**

Mr. Anderson moved to go into closed session at 10:52 A.M.; the motion was seconded by Mr. Stull. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

As authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7) and H (8), the following portion of the Board Meeting will be conducted in close session:

1. Real Property and Water Right Acquisition
2. Litigation and Threatened Litigation
3. Limited Personnel Matters

Mr. Anderson moved to go into Open Session at 12:03 P.M.; the motion was seconded by Mr. Stull. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Mr. Melton reported that only the items on the agenda were discussed in closed session and that there were no items requiring action as a result of the closed session.

### **Legal Update**

**Westmoreland Case-** Still pending.

**Moongate Case-** Still pending. We have not yet filled our post trial briefs and Moongate may extend the current end of the month deadline into March because we do not have transcripts as of yet.

**General Legal Update-** Mr. Peters commented briefly on the RWUAA although he has not been asked review it because there is no current intent by the Association to merge into such an entity. Mr. Peters stated that if it is appropriate at some point he would be happy to make a thorough review of the legislation.

### **Open Discussion**

Mr. Anderson suggested that the Association send out a letter to the members that have broken meter boxes or missing meter covers so that we can fix or replace them so that our meters are not exposed to the elements.

Mr. Ponteri asked if it would be possible to see bank reconciliations into the Board Meetings. Mrs. Horton stated that it would not be a good idea to have bank reconciliation in the meeting because it contains account numbers. Mrs. Horton said that he would be able to make an appointment with her to review the items he request. Mr. Anderson stated that he would also be present when he reviews the bank reconciliations.

**Adjournment**

Mr. Ponteri moved to adjourn at 12:19 P.M.; the motion was seconded by Mr. Anderson. The Chair called for a vote on the motion: and the motion carried by roll call vote 4-0.

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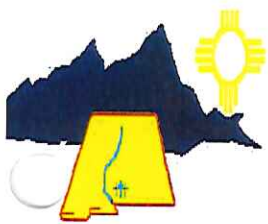
Kurt Anderson  
Secretary/ Treasurer

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Date

DRAFT





# DAMDWCA Customer Service Department Report

12 January 2016

- I. Billing:
  1. Billings was submitted to Go Direct on January 28, 2016 and were mailed out on February 2, 2016.
- II. Penalties:
  1. Penalties for January totaled: \$12,275.10.
  2. Penalties will be processed on Thursday January 18, 2016.
- III. Disconnects:
  1. On January 25, 2016 we disconnected accounts for non-payment. A total of 106 accounts were up for disconnection. A total of 86 were disconnected.
    - Dona Ana: 68
    - Ft. Selden: 9
    - Picacho Hills: 9
    - Fairview: 0
    - Previously Locked: 4
    - Paid prior to disconnection: 11
    - Removed due to billing issues: 5
  2. Total Reconnections for January: 65
  3. Disconnects are scheduled for February 23, 2016.
- IV. Membership Certificates: Membership certificates are ready for signatures.
- V. Document Scanning: We have a new staff member Julie Martinez who will begin our scanning project once again as well as other customer service representative duties.
- VI. Total Membership as of July 13, 2015 was: 4,236 this number is from our CUSI our former billing program.
- VII. Total number of Connections as of January 4, 2016: 5,512

# Operations Manager's Report

February 1, 2016

## Doña Ana MDWCA, Doña Ana MDWCA @ Ft. Selden Water System, Doña Ana MDWCA @ Picacho Hills Water System, and Doña Ana MDWCA @ Fairview Estates Water System

### Production Report for Month of January 2016

#### Doña Ana MDWCA System:

- 21,917,333 gallons of water pumped for the month of January and reported to the New Mexico Office of the State Engineer. (see attached sheet)
- Water Conservation Fee in the amount of \$657.52 was submitted for the month of January.
- Routine disinfection and bacteriological monitoring of the system were conducted throughout the month. Nine (9) samples were collected throughout the month at random alternate sites as per "Approved Sampling Plan" through New Mexico Environment Department-Drinking Water Bureau.
- Dona Ana water meters were read on 1/15/16 – Re-reads also completed on 1/20/16.
- There were 6 new water services installed within the Doña Ana MDWCA System.
- There are 4,127 water service connections within this system.
- Vehicle and Equipment maintenance were conducted throughout the month.
- Inspected the maintenance at all Shops, Yards, Wells, Well houses, Storage Tanks and Booster Stations including weed control.
- Repaired 8 service leaks/angle valves in the D.A. service area.
- Wells #2, #5, and #7 are on-line and alternating Wells # 6 and #8 are on stand by and ready if needed.
- Static and Drawdown levels taken and recorded at all wells.
- Valve exercise program pending in Dona Ana system.
- Shut off valves and drained South tank 2 to prepare for rehab project.
- Two 8 inch taps and valves were completed for Paseo Del Oro Subdivision line extension. Pressure test were also recorded and verified by operation staff.
- 4 Bac-T samples were taken and passed lab analysis at the Paseo Del Oro Subdivision line extension. Sample points were verified by operation staff.
- Delivered and leveled a load of gravel to Rel Lane to repair road where a 4" main line had broken and repaired 11/13/15.
- Physically located 6 inch main on Zorro Trail for possible line extension for residents in Trails End Subdivision.
- Installed new auxiliary hook-up on new caterpillar backhoe for our tapping equipment.
- Two operators attended Rural Water Training and completed Level 2 certification testing. Results pending.
- Replaced scada control batteries located on top of north tank #1.
- Replaced copper pressure lines at Well #2 which were giving false pressure reading causing booster pumps to shut off and communicating unnecessary notifications to iPad and ON CALL phone of low suction to operations' staff.
- Took in backhoe to Wagner Rentals for warranty repairs on hydraulic system.
- Repaired poly phosphate injection pump at Well #5. (Replaced seals).

#### Doña Ana MDWCA @ Ft. Selden System:

- 2,331,220 gallons of water pumped for the month of January and submitted to the New Mexico Office of the State Engineer. (see attached sheets)
- Water Conservation Fee in the amount of \$69.94 was submitted for the month of January.
- Routine disinfection and bacteriological monitoring of the system were conducted throughout the month. One (1) sample was collected for the month at random alternate sites as per "Approved Sampling Plan" through New Mexico Environment Department-Drinking Water Bureau.
- All water meters were read on 1/14/16.
- All re-reads completed 1/20/16.
- There were no new water services installed within the Ft. Selden Water System.
- There are 402 water service connections within this system.
- Inspected the maintenance at all Shops, Yards, Wells, Well houses, Storage Tanks and Booster Stations including weed control
- Wells #9 and #10 have continued working correctly and are alternating on line.
- Static and drawdown levels taken and recorded at both wells.

# Operations Manager's Report

February 1, 2016

## **Doña Ana MDWCA @ Picacho Hills System:**

- 5,803,070 gallons of water pumped for the month of January and submitted to the New Mexico Office of the State Engineer. (see attached sheets)
- Water Conservation Fee in the amount of \$174.09 was submitted for the month of January.
- Routine disinfection and bacteriological monitoring of the system were conducted throughout the month. Two (2) samples were collected throughout the month at random alternate sites as per "Approved Sampling Plan" through New Mexico Environment Department-Drinking Water Bureau.
- All water meters were read on 1/14/16
- All re-reads completed 1/20/16.
- There was 4 new service installed in Picacho Hills.
- There are 922 water service connections within this system.
- Repaired 3 service leaks/angle valves.
- Inspections were conducted at Wells and Tank sites. (Weed Control)
- Maintenance conducted and inspected at all Shops, Yards, Wells, Well houses, Storage Tanks, Booster Stations and Wastewater plant.
- Johnny's Septic Company pumped out and transported an estimated 48,000 gallons of sludge and disposed of at the Dona Ana County Facility. Manifest pending.
- Grundfos replacement pump for Coronado Booster has been received and is scheduled for installation. Existing Grundfos pump will be worked on with repair kit upon installation of afore mentioned replacement pump.
- Installed new water meter and physically located sewer stub out on Alhambra Court.
- Physically located the Fairacres Elementary School force main leading to the Picacho Hills Waste Water Plant for the City of Las Cruces water line extension on Picacho Avenue.
- Installed a 4 foot wind barrier at Picacho Hills W.W.P. effluent ponds to keep debris (tumble weeds, sand, etc.) from entering.
- Repaired chlorination pump at Well #7. ( replaced seals )

## **Doña Ana MDWCA @ Fairview Water System:**

- 316,100 gallons were pumped for the month of January and submitted to the New Mexico Office of the State Engineer. (see attached sheets )
- Water Conservation Fee in the amount of \$9.48 was submitted for the month of January.
- Routine disinfection and bacteriological monitoring of the system were conducted throughout the month. One (1) sample was collected for the month at alternate sites as per "Approved Sampling Plan" through New Mexico Environment Department-Drinking Water Bureau.
- All water meters were read on 1/14/16. Re-reads completed 1/20/16
- There were no new water services installed within the Fairview Estates Water System.
- There are 54 water service connections within this system.
- Inspections were conducted at Well sites. Trash and debris removed and discarded. (Weed Control)
- Wells #1 and #2 are currently set to operate in auto on pressure switch.
- Morrow Enterprises has begun the Fairview Estates System Improvements Project. Locates were completed for entire system and is being monitored by operations staff for illegal hook-ups.

**Respectfully Submitted,**  
**Orlando Parra**  
**Operations Manager**

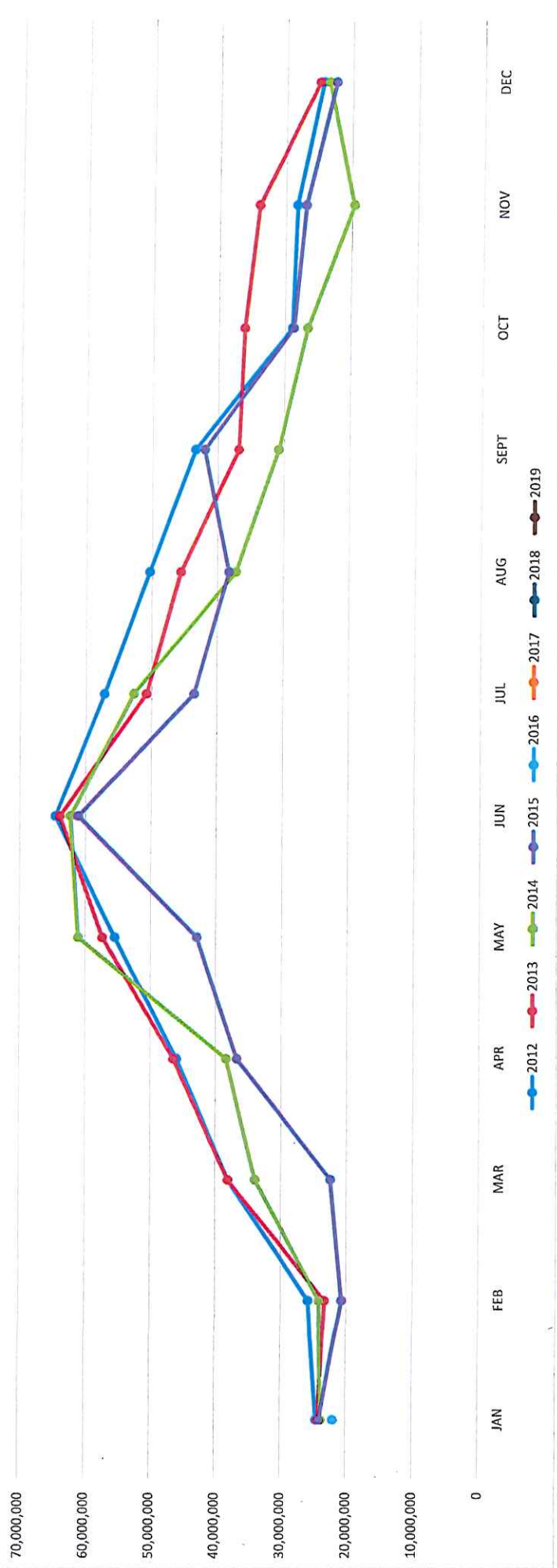
# DOÑA ANA WATER SYSTEM AS PUMPING DATA

February 4, 2016

## Doña Ana MDWCA Pumping Data 2012-2019 LRG-1905, 1905 S, 1905-S-1, 1905-S-2, 1905-S-3, 1905-S-4

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yrly. Gal. Total	Acre Feet
2012	24,432,587	25,782,264	38,044,794	45,962,202	55,513,568	64,595,847	57,170,585	50,339,544	43,466,702	28,850,122	28,243,781	24,453,634	486,855,690	1,494,105
2013	24,249,939	23,329,610	38,064,981	46,462,497	57,317,163	63,880,675	50,741,546	45,583,545	36,827,179	36,049,128	33,950,110	24,942,391	481,398,764	1,477,359
2014	23,766,965	24,148,114	33,926,528	38,390,499	61,134,851	62,314,015	52,701,447	37,175,209	30,841,408	26,531,104	19,621,484	23,514,412	434,066,036	1,332,100
2015	24,076,658	20,701,113	22,423,240	36,726,453	42,924,933	61,109,043	43,547,088	38,263,107	42,048,368	28,646,735	26,908,590	22,478,862	409,854,190	1,257,796
2016	21,917,333												21,917,333	67,262
2017													0	0.000
2018													0	0.000
2019													0	0.000

### DONA ANA PUMPING DATA



# DOÑA ANA WATER SYSTEMS PUMPING DATA

## Doña Ana MDWCA at Ft. Selden Pumping Data 2012-2019 LRG 80-S-2, 80-S-4, 80-POD6

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yrly. Gal. Total	Acre Feet
2012	0	0	0	0	0	15,533,643	0	0	6,678,642	0	0	33,461,313	55,673,598	170.856
2013	0	0	1,213	32,609,213	326	0	155,105	5,009,600	4,866,500	4,207,500	2,648,000	4,913,000	54,410,457	166.980
2014	2,933,400	2,738,594	3,784,702	4,294,279	5,251,524	6,367,011	5,229,115	4,179,437	3,453,971	3,132,991	2,377,540	2,371,998	46,114,562	141.520
2015	2,422,723	2,233,153	3,412,623	3,874,341	4,216,092	5,056,619	5,091,282	4,068,880	4,292,296	2,790,836	2,376,026	2,183,010	42,017,881	128.948
2016	2,331,220												2,331,220	7.154
2017													0	0.000
2018													0	0.000
2019													0	0.000

FT. SELEDEN PUMPING DATA

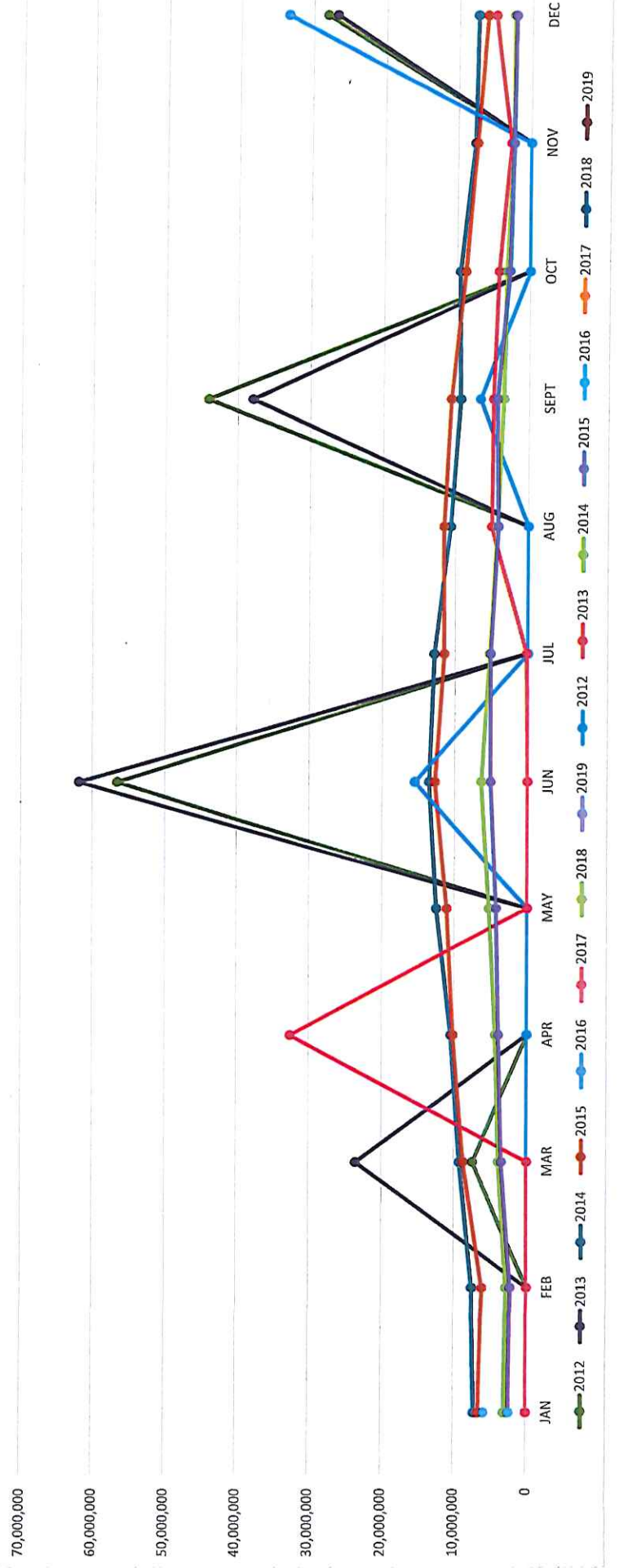


# DOÑA ANA WATER SYSTEM PUMPING DATA

## Doña Ana MDWCA at Picacho Hills Pumping Data 2012-2019 LRG-4250, 4250-S, 4250-S-2

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yrly. Gal. Total	Acre Feet
2012	0	0	7,440,548	0	0	56,566,452	0	0	44,082,976	0	0	28,084,696	136,174,672	417,905
2013	0	0	23,564,944	0	0	61,890,009	0	0	37,924,173	0	0	26,734,122	150,113,248	460,681
2014	7,127,600	7,538,000	9,229,176	10,473,776	12,519,408	13,558,832	12,891,892	10,678,512	9,388,149	9,588,205	7,655,945	7,394,480	118,043,975	362,264
2015	6,594,504	6,131,834	8,739,758	10,213,292	11,057,268	12,772,516	11,534,792	11,617,400	10,691,123	8,823,303	7,393,799	6,115,782	111,685,371	342,750
2016	5,803,070												5,803,070	17,809
2017													0	0.000
2018													0	0.000
2019													0	0.000

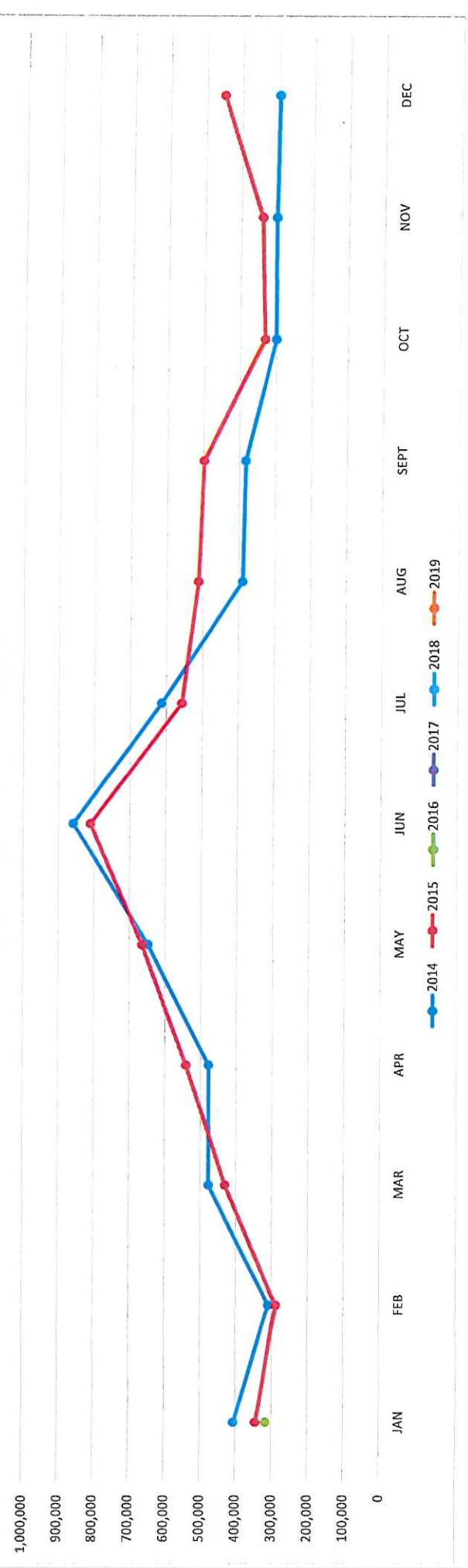
### PICACHO HILLS PUMPING DATA



Doña Ana MDWCA at Fairview Pumping Data 2012-2019  
LRG -15880 POD 1, LRG -15880 POD 2

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yrly. Gal. Total	Acre Feet
2012	0	0	0	0	0	0	0	0	0	0	0	0	0	0.000
2013	0	0	0	0	0	0	0	0	0	0	0	0	0	0.000
2014	404,930	308,900	476,600	478,764	649,720	859,330	614,320	389,240	382,830	300,450	301,300	296,600	5,462,984	16.765
2015	344,640	288,540	430,580	541,400	664,440	810,570	556,890	512,000	498,900	331,030	340,530	449,600	5,769,120	17.705
2016	316,100												316,100	0.970
2017													0	0.000
2018													0	0.000
2019													0	0.000

FAIRVIEW PUMPING DATA



## Doña Ana MDWCA Monthly Water Production

Month of: January 2016

February 3, 2016

### Doña Ana MDWCA, Water Production per Well / LRG 1905 thru 1905 S-5

Doña Ana MDWCA	Well #2A	Well #3	Well #5	Well #6	Well #7	Well #8
Prev. Mo. Reading in Gals.	6,111,370	0	99,771,126	53,288,100	149737300	5,846,970
Roll Over Reading in Gals.	10,000,000	0	100,000,000	0	0	0.00
Current Reading in Gals.	6,989,470	0	9,521,629	53,288,100	151026030	5,846,970
LRG Sub Total Gals.	10,878,100	0	9,750,503	0	1,288,730	0.00
<b>Total Gallons Produced by Doña Ana MDWCA/ LRG 1905 thru 1905 S-5</b>					<b>21,917,333</b>	
<b>Water Conservation Fee / LRG 1905 thru 1905 S-5</b>					<b>\$657.52</b>	

### Doña Ana MDWCA, Water Production per Well / LRG 80 S-2, 80 S-4, and 80-POD6

Doña Ana MDWCA @ Ft. Selden	Well #9	Well #10	Well #11
Prev. Reading in Gals.	25,232,795	68,430,371	97,927
Current Reading in Gals.	26,100,446	69,893,940	97,927
LRG Subtotal Gallons	867,651	1,463,569	0
<b>Total Gallons Produced by Doña Ana MDWCA/LRG 80 S-2, 80 S-4, and 80-POD6</b>			<b>2,331,220</b>
<b>Water Conservation Fee / LRG 80 S-2, 80 S-4, and 80-POD6</b>			<b>\$69.94</b>

### Doña Ana MDWCA, Production per Well / LRG 4250 thru 4250-S-2

Doña Ana MDWCA @ Picacho Hills	Well #14	Well #7	Well #16A
Prev. Mo. Reading in Gals.	0	26,129,504	93,314,336
Roll Over Reading in Gals.			
Current Reading in Gals.	0	31,931,958	93,314,952
LRG Sub Total Gallons	0	5,802,454	616
<b>Total Gallons Produced by Doña Ana MDWCA / LRG 4250 thru 4250-S-2</b>			<b>5,803,070</b>
<b>Water Conservation Fee /LRG 4250 thru 4250-S-2</b>			<b>\$174.09</b>

### Doña Ana MDWCA, Water Usage per Well / Fairview

Doña Ana MDWCA @ Fairview	Well #1	Well #2	Well #3
Prev. Month Reading in Gals.	13,656,000	8,329,350	0
Current Reading in Gals.	13,972,100	8,329,350	0
Usage Sub Total	316,100	0	0
<b>Total Gallons Produced by Doña Ana MDWCA / Fairview</b>			<b>316,100</b>
<b>Water Conservation Fee / Fairview</b>			<b>\$9.48</b>



# Doña Ana MDWCA Station & Drawdown Data

## LRG-1905

### Doña Ana MDWCA @ Doña Ana

Name	POD Nbr	Make	Serial Number	Original Static Level	Current Static Level	Current Draw Down
Doña Ana MDWCA @ Doña Ana	LRG-1905-S (Well #2A)	ARB	01W019232	56.6'	70' 3"	
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-4 (Well #5)	SIEMENS	7ME65839420IU390	16'		183' 3"
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-5 (Well #6)	NEPTUNE	5119300	N/A	31'	
Doña Ana MDWCA @ Doña Ana	LRG-1905 (Well #7)	SIEMENS	7ME65839420IU481	31'	38' 4"	
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-3 (Well #8)	SIEMENS	34788	141'	149' 6"	

## LRG-80

### Doña Ana MDWCA @ Ft. Selden

Name	POD Nbr	Make	Serial Number	Original Static Level	Current Static Level	Current Draw Down
Doña Ana MDWCA @ Ft. Selden	LRG-80-S-4 (Well #9)	MAG-5000	7ME6911-1AA10-1AA0	20'	25'	32'
Doña Ana MDWCA @ Ft. Selden	LRG-80-S-2 (Well #10)	MAG-5000	7ME6910-1AA10-1AA0	N/A	23'	45'
Doña Ana MDWCA @ Ft. Selden	LRG-80-POD6 (WELL #11)	MCCROMETER	MX060163	13'	OFF	OFF

## LRG-4250

### Doña Ana MDWCA @ Picacho Hills

Name	POD Nbr	Make	Serial Number	Original Static Level	Current Static Level	Current Draw Down
Doña Ana MDWCA @ Picacho Hills	LRG-4250-S (Well #7)	BADGER	0605-482/33655-129	N/A	142'	192' 5"
Doña Ana MDWCA @ Picacho Hills	LRG-4250 (Well #14)	MACROMETER	99-7069-6	N/A	N/A	
Doña Ana MDWCA @ Picacho Hills	LRG-4250-S-2 (WELL #16A)	BADGER	0605-479/33656-499	N/A	129'	

# PROJECT MANAGERS REPORT 2/09/2016

## PICACHO HILLS PROJECTS

### TANK @ PICACHO HILLS

- Souder Miller & Associates (SMA) has revised the original design to include the additional piping on Anthem Road and the PRVs through the water system. The plans were submitted to New Mexico Environmental Department (NMED) Construction Programs Bureau (CPB) and Doña Ana County (DAC) for review. SMA is currently addressing the NMED comments and will resubmit by Friday, February 5, 2016. The building permit application for the tank site was submitted to Dona Ana County (DAC) January 22, 2016.

### DISTRICT 5 SPECIAL USE PERMIT (SUP)/EXTRA TERRITORIAL ZONING (ETZ) APPLICATION

- The Special Use Permit application was approved on December 17, 2015 and the plat has been filed at Dona Ana County (DAC). The appeal date will end on February 9, 2016.

### DISTRICT 5 WASTEWATER Preliminary Engineering Report (PER)

- In response to NMED CPB comments SMA submitted a revised PER to NMED CPB on December 4, 2015. Comments from NMED CPB were received on January 12, 2016 and SMA met with NMED CPB on January 20<sup>th</sup> to discuss those comments. SMA is currently addressing NMED comments and will resubmit an updated PER to NMED CPB by the end of the week

### DISTRICT 5 WASTEWATER DISCHARGE PLAN

- A discharge permit has been submitted to New Mexico Environmental Department Ground Water Quality Bureau (NMED GWQB) for approval based on their comments.

### DISTRICT 5 HEADWORKS

- SMA has reviewed and approved the Vulcan Screen submittal. According to the Contractor the Screen will be delivered to the site the first part of May and he should begin construction of the concrete channel in April. The grates for the headworks project have arrived and have been placed in the Picacho Hill Shop Building.

### PICACHO HILLS ARROYO

- Research with Dona Ana MDWCA staff and Souder Miller & Associates staff is ongoing with regards to possible solutions to protect the existing sewer line that run through the arroyo.

## FAIRVIEW PROJECTS

### Fairview Water

- Construction began on January 25, 2016. The first pay application meeting took place February 3, 2016. As of February 3, 2016 there has been 18,600 LF of water pipe that has been placed in the ground in the Fairview Estates subdivision. Construction will continue going from Fairview Estates down Bambert Road and down Picacho to Burke Road.

### Fairview Water II

- SMA has completed the field surveying and is now working on the preliminary design. The Association is pursuing easements along the north side of the alignment to ease construction.

## DONA ANA PROJECTS

### South East Collection

- Doña Ana MDWCA received \$317,611 in CIF funding to complete an initial phase of the project. At the November Board meeting, the CIF Board voted to provide additional CIF funding (\$259,499) for the project. SMA completed the surveying for the new site and has begun preparation of the easement and new site design. A building permit was submitted to DAC by February 2, 2016.

### SW Transmission Ph II, Armstrong Ph II, Elks IV

- Still pending legal matters

### Railroad Crossings

- The project opened for bids on January 15, 2016. SMA submitted an award recommendation, for Burn Construction Company, Inc., to Doña Ana MDWCA on January 20, 2016. Approval from NMED CPB is pending based on validation of Burn Construction's New Mexico Veteran's Preference.

### Wastewater Force main

- Survey work has been completed and SMA is currently working on the preliminary design.

## **RADIUM SPRINGS**

### **Radium Springs Funding Application**

- Mr. Robert Garcia with United States Department of Agriculture (USDA) has approved the PER. According to Ms. Sandra Alarcon from USDA the application for funding has been sent to the National office for review.

### **Radium Springs Water**

- SMA submitted the contract documents and construction plans to New Mexico Environmental Department Drinking Water Bureau (NMED DWB) for review on January 7, 2016.

### **Well #11**

- Well #11 was bid on January 22, 2016. There were two bids for the re-drilling of Well #11. D&J Pump and Well Service LLC. was the apparent low bid. The price to re-drill the well is \$147,252.36. Notice of award was granted to D&J Pump and Well Services LLC. on February 1, 2016. The Driller has 15 days to submit his Performance Bond, Payment Bond, and Certificate of Insurance. Once this is acquired the notice to proceed will be signed and the Driller will have 30 days from that date to complete Well #11.

## **MISCELLANIOUS PROJECTS**

### **SCADA Implementation Project**

- Well Sites 7 and 15 have been graded and the concrete forms have been installed at Well Site 15. The contractor is currently working on ordering parts so he can begin working at the well sites. A progress meeting was held at Doña Ana MDWCA office on February 2, 2016.

### **GIS Mapping**

- The staff continues to take points in the Picacho Hills area. The staff is taking GIS points on the Fire Hydrants, Meters, and Sewer Manholes.



# My Budget Report Group Summary

For Fiscal: FY2015 - 2016 Period Ending: 02/29/2016

StateRpt2	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - General Operating Fund</b>						
<b>Revenue</b>						
400 - Interest Income from Bank Accounts and CD's	28,000.00	28,000.00	0.00	16,054.17	-11,945.83	42.66 %
410 - Rental Income	5,700.00	5,700.00	0.00	1,900.00	-3,800.00	66.67 %
420 - Water and Wastewater Sales	3,378,000.00	3,379,000.00	9,059.23	2,099,751.14	-1,279,248.86	37.86 %
430 - Miscellaneous	78,625.00	80,500.00	629.91	22,135.90	-58,364.10	72.50 %
700 - Water Rights Revenue	153,300.00	153,300.00	0.00	39,677.62	-113,622.38	74.12 %
<b>Revenue Total:</b>	<b>3,643,625.00</b>	<b>3,646,500.00</b>	<b>9,689.14</b>	<b>2,179,518.83</b>	<b>-1,466,981.17</b>	<b>40.23 %</b>
<b>Expense</b>						
500 - Personnel Expenses	1,168,700.00	1,169,200.00	0.00	555,524.96	613,675.04	52.49 %
505 - Mileage and Per Diem	13,500.00	18,500.00	0.00	14,660.36	3,839.64	20.75 %
515 - Vehicle Expense	50,000.00	46,500.00	0.00	25,809.70	20,690.30	44.50 %
520 - Building Expense	2,700.00	2,700.00	0.00	691.09	2,008.91	74.40 %
525 - Utilities	285,620.00	285,620.00	0.00	131,055.42	154,564.58	54.12 %
530 - Telephone	18,500.00	18,500.00	0.00	8,990.09	9,509.91	51.40 %
535 - Postage Expense	69,620.00	69,620.00	0.00	27,651.29	41,968.71	60.28 %
540 - Office Supplies and Other Expenses	230,650.00	250,650.00	0.00	89,897.83	160,752.17	64.13 %
545 - Advertising and Public Relations	3,000.00	5,000.00	0.00	7,297.59	-2,297.59	-45.95 %
550 - Training Workshops	13,500.00	14,000.00	0.00	11,525.00	2,475.00	17.68 %
555 - Annual Audit/Financial Report Expenses	19,000.00	19,000.00	0.00	11,346.56	7,653.44	40.28 %
560 - Dues and Board Fees	11,400.00	11,400.00	0.00	4,180.00	7,220.00	63.33 %
570 - System Repairs	142,200.00	224,000.00	0.00	76,249.23	147,750.77	65.96 %
575 - Professional Services	460,000.00	460,000.00	685.44	186,104.56	273,895.44	59.54 %
580 - Contractual Fees and Other Services	133,000.00	133,000.00	0.00	25,492.64	107,507.36	80.83 %
585 - Debt Payments	610,000.00	610,000.00	0.00	192,510.68	417,489.32	68.44 %
590 - Miscellaneous	160,200.00	161,200.00	0.00	89,122.46	72,077.54	44.71 %
<b>Expense Total:</b>	<b>3,391,590.00</b>	<b>3,498,890.00</b>	<b>685.44</b>	<b>1,458,109.46</b>	<b>2,040,780.54</b>	<b>58.33 %</b>
<b>Fund: 100 - General Operating Fund Surplus (Deficit):</b>	<b>252,035.00</b>	<b>147,610.00</b>	<b>9,003.70</b>	<b>721,409.37</b>	<b>573,799.37</b>	<b>-388.73 %</b>
<b>Fund: 200 - Grant/Loan Fund</b>						
<b>Revenue</b>						
600 - Grant Revenue	5,414,421.00	6,500,000.00	113,987.68	364,363.21	-6,135,636.79	94.39 %
<b>Revenue Total:</b>	<b>5,414,421.00</b>	<b>6,500,000.00</b>	<b>113,987.68</b>	<b>364,363.21</b>	<b>-6,135,636.79</b>	<b>94.39 %</b>
<b>Expense</b>						
650 - Grant Expense	5,414,421.00	6,500,000.00	0.00	360,152.39	6,139,847.61	94.46 %
<b>Expense Total:</b>	<b>5,414,421.00</b>	<b>6,500,000.00</b>	<b>0.00</b>	<b>360,152.39</b>	<b>6,139,847.61</b>	<b>94.46 %</b>
<b>Fund: 200 - Grant/Loan Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>113,987.68</b>	<b>4,210.82</b>	<b>4,210.82</b>	<b>0.00 %</b>
<b>Fund: 900 - Restricted Reserve Fund</b>						
<b>Expense</b>						
650 - Grant Expense	260,000.00	445,000.00	0.00	6,121.51	438,878.49	98.62 %
740 - Capital Purchases	510,000.00	548,745.00	0.00	247,463.41	301,281.59	54.90 %
<b>Expense Total:</b>	<b>770,000.00</b>	<b>993,745.00</b>	<b>0.00</b>	<b>253,584.92</b>	<b>740,160.08</b>	<b>74.48 %</b>
<b>Fund: 900 - Restricted Reserve Fund Total:</b>	<b>770,000.00</b>	<b>993,745.00</b>	<b>0.00</b>	<b>253,584.92</b>	<b>740,160.08</b>	<b>74.48 %</b>
<b>Report Surplus (Deficit):</b>	<b>-517,965.00</b>	<b>-846,135.00</b>	<b>122,991.38</b>	<b>472,035.27</b>	<b>1,318,170.27</b>	<b>155.79 %</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - General Operating Fund	252,035.00	147,610.00	9,003.70	721,409.37	573,799.37
200 - Grant/Loan Fund	0.00	0.00	113,987.68	4,210.82	4,210.82
900 - Restricted Reserve Fund	-770,000.00	-993,745.00	0.00	-253,584.92	740,160.08
<b>Report Surplus (Deficit):</b>	<b>-517,965.00</b>	<b>-846,135.00</b>	<b>122,991.38</b>	<b>472,035.27</b>	<b>1,318,170.27</b>

New Meters		FEBRUARY 2016					Total	
Name	Address	Tap In Fee	Water Rights	Membership	Tax	Sewer	Other Fee:	Fees
Ana Jurado	2848 La Union		\$ 75.00	\$ 75.00	\$ 3.75			\$ 78.75
Sherlynn A. Muckelroy	6750 Via Emma		\$ 75.00	\$ 75.00	\$ 3.75			\$ 78.75
Shannon Blair	2876 La Union		\$ 75.00	\$ 75.00	\$ 3.75			\$ 78.75
Arthur Ornelas Jr.	2833 San Elizario Ct.		\$ 75.00	\$ 75.00	\$ 3.75			\$ 78.75
Diana Smith	3400 Bales Rd.		\$ 75.00	\$ 75.00	\$ 3.75			\$ 78.75
								\$ -
								\$ -
								\$ -

<b>Totals</b>		\$ -	\$ 375.00	\$ 18.75	\$ -	\$ -	\$ 393.75
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**Current Loans as of February 19, 2016**

Funding Agency	Loan Purpose	Original Amount	Term	Balance	Interest Rate	Annual Payment
RUS/USDA	North Tank #1 & Well	\$ 509,800	40	\$ 423,029	4.75%	\$ 28,512
RUS/USDA	Fort Selden Water Company Asset Purchase	\$ 2,119,317	40	\$ 998,317	2.75%	\$ 87,492
NMFA/WTB 55	W/W/W Reclamation, Collection & Surface Water	\$ 38,000	20	\$ 27,265	0.25%	\$ 1,911
NMFA/WTB 83	W/W/W Reclamation, Collection & Surface Water	\$ 380,000	20	\$ 272,650	0.25%	\$ 19,841
NMFA/WTB105	Reclamation Design & Planning*	\$ 14,000	20	\$ 1,020	0.25%	\$ 702
NMFA/WTB 243	Surface Water Transmission Line	\$ 1,404,000	20	\$ 1,231,202	0.25%	\$ 74,064
NMFA/WTB 271	Surface Water Transmission Line	\$ 1,600,000	20	\$ 1,072,042	0.25%	\$ 82,160
NMFA/CI 2770	Water Distribution Armstrong/Engler	\$ 35,706	20	\$ 31,491	0.00%	\$ 1,853
NMFA/CI 2797	Water Distribution DA Road/DA School Road	\$ 153,360	20	\$ 145,692	0.00%	\$ 7,668
NMFA/CI 3184	Design Radium Springs Water Distribution	\$ 10,200	20	\$ -	0.00%	\$ 510
NMFA/CI 3177	Design Fairview Water Distribution	\$ 18,800	20	\$ -	0.00%	\$ 940
NMFA/DW 2868	AMR System & Phase II SCADA	\$ 1,527,750	20	\$ 1,527,750	2.00%	\$ 92,206
NMED RIP 2013 -01	Picacho Hills Utility Company Asset Purchase**	\$ 2,000,000	20	\$ 1,920,766	2.38%	\$ 126,784
NMED RIP 2014 -01	PHUC Asset Purchase & Water/Wastewater Upgrades*	\$ 2,000,000	20	\$ 275,000	2.38%	\$ 126,784
NMED RIP 00002	Water/Wastewater Upgrades*	\$ 2,000,000	20	\$ -	2.38%	\$ 126,784
NMFA/DW 3227	Water Distribution Fairview/Picacho Hills Water Tanks	\$ 2,062,500.00	20	\$ -	2.00%	\$ 126,136
NMFA/DW 3382	Water Distribution and Tanks Picacho Hills	\$ 2,250,000.00	20	\$ -	2.00%	\$ 137,602.62
NMFA/CI 3349	SE Collection	\$ 67,600.00	20	\$ -	0.00%	\$ 3,380.00
<b>TOTAL</b>		<b>\$ 18,191,033</b>		<b>\$ 7,926,224</b>		<b>\$ 1,045,330</b>

**Pending Loans as of February 19, 2016**

USDA	Radium Springs	\$ 808,000.00	40		3.13%	\$ 35,496.00
<b>TOTAL</b>		<b>\$ 808,000</b>		<b>\$ -</b>		<b>\$ 35,496</b>



**Current Available Funding as of February 19, 2016**

Funding Agency	Grant Purpose	Original Amount	Loan %	Grant %	Remaining Balance
EPA/XP-96639501	Wastewater Headworks	\$ 120,500	0%	100%	\$ 99,448.03
NMFA/W/TB 271	Surface Water Transmission Line	\$ 4,000,000	40%	60%	\$ 2,929,787.07
NMFA/CI 3184	Design Radium Springs Water Distribution	\$ 100,200	10%	90%	\$ 58,390.29
NMFA/CI 3177	Design Fairview Water Distribution	\$ 188,000	10%	90%	\$ 46,043.37
NMFA/DW 2868	AMR System & Phase II SCADA	\$ 2,039,000	75%	25%	\$ 1,067,230.80
NMED RIP 2014 -01	PHUC Asset Purchase & Water/Wastewater Upgrades*	\$ 2,000,000	100%	0%	\$ 1,611,730.83
NMED RIP 00002	Water/Wastewater Upgrades*	\$ 2,000,000	100%	0%	\$ 2,000,000.00
NMFA/DW 3227	Water Distribution Fairview/Picacho Hills Water Tanks	\$ 2,777,500.00	75	25%	\$ 2,599,188.41
NMFA/DW 3382	Water Distribution and Tanks Picacho Hills	\$ 3,030,000.00	75	25%	\$ 3,030,000.00
NMFA/CI 3349	SE Collection	\$ 676,000.00	90	10%	\$ 667,643.00
<b>TOTAL</b>		<b>\$ 16,931,200</b>			<b>\$ 14,109,461.80</b>

**Pending Grants as of February 19, 2016**

Funding Agency	Grant Purpose	Original Amount	Loan %	Grant %	Application Status
USDA	Radium Springs	\$ 2,758,347.00	??	??	Awarded
USDA	SE Collection	\$ 3,500,000.00	??	??	Pending
<b>TOTAL</b>		<b>\$ 6,258,347</b>			