



*Doña Ana Mutual Domestic Water Consumers Association*  
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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, January 12, 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 at 9:13 A.M.

Board Member- Kay Trujillo, Present

Board Member- Kurt Anderson, Present

### **Others in Attendance:**

Executive Director- Jennifer Horton, Present

Projects Manager- Abenicio Fernandez, 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 January 12, 2016 Regular Board Meeting as presented; the motion was seconded by Mrs. Trujillo. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

## **Minutes**

Mr. Anderson moved to approve the Special Board Meeting Minutes of December 21, 2015 as presented; the motion was seconded by Mrs. Trujillo. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

## **New Members & New Meters**

Mr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mrs. Trujillo. The Chair called for discussion of the motion: Mr. Anderson stated that there were ten (10) new members and two (2) new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

## **Customer Issues and Public Input**

Mr. Chavez asked the Board of Directors if the blue pipes outside of the Picacho Hills shop were for sale. Mr. Chavez was told that the pipes were not available for sale.

Mr. Hayhoe mentioned to the Board of Directors that Fire Marshall Monsivaiz has retired and has not been replaced as of January 1, 2016. Mr. Hayhoe had a meeting with Deputy Fire Marshall Crispin and Assistant County Manager Chuck McMahan about where Picacho Hills stood on improving Fire Department response time, mutual aid plan and the automatic call and backup plan which were supposed to be resolved before the Fire Marshalls retirement but had not been completed.

## **Board President Report**

Mr. Melton reports:

Mr. Melton reported that things at Doña Ana MDWCA have been slow because of the holidays but we have made it through 2015. Mr. Melton discussed upcoming elections for

three of the current Board Members. He urged the Board to do their best getting their constituents vote. Mr. Melton stated that the results of the Election will be reported to the Association Membership at the Annual Membership Meeting to be held on January 27, 2016 at Doña Ana Elementary School.

### **Staff Reports**

#### **Customer Service Department**

Ms. Shelsea reports- see attachment A

#### **Operations Department**

Mr. Parra reports- see attachment B

#### **Project Department**

Mr. Fernandez reports- see attachment C

#### **Executive Director**

Mrs. Horton reports- see attachment D

Mrs. Horton reviewed the current check report with the Board of Directors and answered questions about expenses. Mrs. Horton stated that Ms. Shelsea and she have held interviews for the Customer Service Representative 1 position. They have made a selection and will make an offer to the individual. Mrs. Horton discussed the progress of the rate study and has been in contact with Mr. Brown. She expects to see rates sometime in February 2016. Mrs. Horton stated that projects in all departments are going smoothly and we are beginning our big construction projects that were in the design phase and we are anxious to get started on the construction phase. USDA has also moved forward with our loan application for the Radium Springs project. They are recommending funding the project as a whole which is 4.2 Million dollars at 80% grant and 20% loan which is great

news for the Association. Funding for this Project will take up to two (2) years to close but we are still excited about the potential funding.

### **Unfinished Business**

Mr. Anderson moved to allow the billing of Mrs. Mary Trujillo to stand; the motion was seconded by Mrs. Trujillo. 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 Permit Revisions for the Wastewater Permit Application for District 5 #6323868 as presented; the motion was seconded by Mrs. Trujillo. 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 District 5 Wastewater Treatment Plant Improvement Project #6324321 as presented; the motion was seconded by Mrs. Trujillo. 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.

### **Closed Session**

Mr. Anderson moved to go into closed session at 10:12 A.M.; the motion was seconded by Mrs. Trujillo. 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 11:37 A.M.; the motion was seconded by Mrs. Trujillo. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

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.

Mr. Melton also reported that Mr. Stull was excused from the Board Meeting at 11:26 A.M. for a personal emergency.

### **Legal Update**

**Westmoreland Case-** Still pending with Judge Arrieta.

**Moongate Case-** Case was tried in December 2015. We will be filing final submissions to the court on February 26, 2016 and the Judge will have both the Moongate and Westmoreland cases before him for decisions then.

**General Legal Update-** The Association has appealed the permit issued by the State Engineer's Office in Picacho Hills. Joining in the appeal is the Picacho Hills Development Company in accordance with the agreement that we reached a couple of years ago regarding water rights. The Association filed last week with the State Engineer for the replacement well in Fort Selden and has asked that the State Engineer grant it under emergency authorization so that we can drill it as soon as we have awarded the contract. The prior appeal the Association filed for extending the time to place water to

beneficial use at the Fort Selden system has been resolved. The appeal was dismissed and the matter has been sent back to the local office of the State Engineer and we should be getting a decision extending the time to place water of beneficial use to the end of 2017. Mr. Peters reviewed the pre-filed legislation for the upcoming legislative session and he sees nothing that affects our operation.

### **Open Discussion**

Mr. Melton inquired about getting a new personnel manual professionally written. Mrs. Horton reported that a new personnel manual is being drafted and she is still responding to question being asked by the company writing the new personnel manual.

Mr. Melton also expressed concern about the billing not going out on time. He stated that when we send out bills late we should extend the payment due date fifteen (15) days from when billing went out.

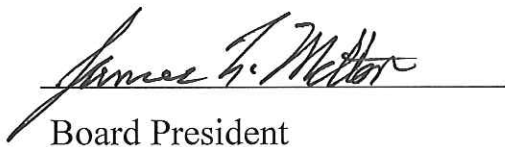
Mrs. Horton asked the Board of Directors if they could discuss moving the Board Meetings from the second and fourth Tuesday of the month to the first and third Tuesday of the month or even Thursdays, due to the fact that Doña Ana MDWCA meetings conflict with the County meetings. Mr. Melton suggested there be an agenda item for the issue on the next Board Meeting.

Mr. Anderson asked for more information on gallons pumped for a calendar year, as well as gallons pumped vs. gallons sold. Mr. Anderson also requested twelve (12) month for the static and draw down reports.

Mr. Melton suggested that the Board tentatively schedule a Special Board Meeting for Officer Selection on January 28, 2015 at 9:00 A.M.

**Adjournment**

Mrs. Trujillo moved to adjourn at 12:03 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 3-0.

  
Board President

James F. Melton

  
Date



# DAMDWCA Customer Service Department Report

12 January 2016

- I. Billing:
  1. Billings was submitted to Go Direct on December 31, 2015 and were mailed out on January 6, 2016.
- II. Penalties:
  1. Penalties for December totaled: \$11,793.99.
  2. Penalties will be processed on Tuesday, January 19, 2016.
- III. Disconnects:
  1. On December 29, 2015 we disconnected accounts for non-payment. A total of 120 accounts were up for disconnection. A total of 105 were disconnected.
    - Dona Ana: 80
    - Ft. Selden: 17
    - Picacho Hills: 4
    - Fairview: 2
    - Previously Locked: 2
    - Paid prior to disconnection: 10
    - Removed due to billing issues: 5
  2. Total Reconnections for December 2015: 86
  3. Disconnects are scheduled for January 21, 2016.
- IV. Membership Certificates: Membership certificates are ready for signatures.
- V. Document Scanning: As we are short staffed at this time we have not been able to catch up on any of the scanning project.
- 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: 5,502



# Operations Manager's Report

January 6, 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 December 2015**

#### **Doña Ana MDWCA System:**

- 22,478,862 gallons of water pumped for the month of **December** and reported to the New Mexico Office of the State Engineer. (see attached sheet)
- Water Conservation Fee in the amount of \$674.37 was submitted for the month of **December**.
- 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 12/15/15 – Re-reads also completed on 12/22/15.
- There were 5 new water services installed within the Doña Ana MDWCA System.
- There are 4,126 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 13 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.
- Operations staff participated in a Clow Fire Hydrant training presented by Clow Representative Danny Fourr. Training consisted of the purpose, maintenance, and operation of fire hydrant. Crew received 2 credit hours.
- Completed TTHM and HAA5 Quarterly samples and have been sent off to lab.
- Completed Operations Department collaboration of Newsletter.
- Completed The Emergency Response Plan requested by Jennifer Horton.
- Completed The Security Vulnerability Self-Assessment Guide.
- Received new CATERPILLAR Backhoe at the Doña Ana Central Yard.
- Removed the Fire Hydrant at Elks and Hatfield for City of Las Cruces Road expansion.
- Hired Ernest Armendariz, Water Supply II operator, and he has been training with all the operations staff.

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

- 2,183,010 gallons of water pumped for the month of **December** and submitted to the New Mexico Office of the State Engineer. (see attached sheets)
- Water Conservation Fee in the amount of \$65.49 was submitted for the month of **December**.
- 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 12/15/15.
- All re-reads completed 12/22/15.
- There was one new water service installed within the Ft. Selden Water System.
- There are 403 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.
- Service tap at 12350 Ft Bayard.

# Operations Manager's Report

January 6, 2016

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

- 6,115,782 gallons of water pumped for the month of **December** and submitted to the New Mexico Office of the State Engineer. (see attached sheets)
- Water Conservation Fee in the amount of \$183.47 was submitted for the month of **December**.
- 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 12/15/15.
- All re-reads completed 12/22/15.
- There was 1 new service installed in Picacho Hills.
- There are 919 water service connections within this system.
- Repaired 4 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.
- Continuing the collection of GPS way points in the Picacho Hills area with manholes, hydrant valves, hydrants, and meters. Approximately 80% completed.
- Collected Monitoring Samples for Picacho Hills Waste Water Plant.
- Ordered replacement pump for the Coronado Ridge Booster Station and are awaiting Grundfos pump and repair kit.
- Received and transported new CATERPILLAR Backhoe to Picacho Hills Waste Water Treatment Plant.
- Installed 140' of 2" water line into the Waste Water Plant for future use.
- Had to cut asphalt and repair residential service line on Via Chiquita.
- Conducted density test and patched asphalt on Via Chiquita.
- Raymond Parson has taken over the Operation and Maintenance Duties at the Picacho Waste Water Treatment Plant since expiration of the contract of Gilbert Morales

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

- 449,600 gallons were pumped for the month of **December** and submitted to the New Mexico Office of the State Engineer. (see attached sheets )
- Water Conservation Fee in the amount of \$13.49 was submitted for the month of **December**.
- 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 12/15/15. Re-reads completed 12/22/15
- There was no new water service 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.
- Total amount of Work Orders for this month is 116

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

# Doña Ana MDWCA Monthly Water Production

Month of: November 2015

January 4, 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.	8,978,880	0	87,630,273	53,288,100	146531780	5,846,970
Roll Over Reading in Gals.	9,999,999	0	0	0	0	0.00
Current Reading in Gals.	6,111,370	0	99,771,126	53,288,100	149737300	5,846,970
LRG Sub Total Gals.	7,132,489	0	12,140,853	0	3,205,520	0.00
<b>Total Gallons Produced by Doña Ana MDWCA/ LRG 1905 thru 1905 S-5</b>					22,478,862	
<b>Water Conservation Fee / LRG 1905 thru 1905 S-5</b>					\$674.37	

## 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.	24,402,914	67,077,242	97,927
Current Reading in Gals.	25,232,795	68,430,371	97,927
LRG Subtotal Gallons	829,881	1,353,129	0
<b>Total Gallons Produced by Doña Ana MDWCA/ LRG 80 S-2, 80 S-4, and 80-POD6</b>			2,183,010
<b>Water Conservation Fee / LRG 80 S-2, 80 S-4, and 80-POD6</b>			\$65.49

## 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	20,014,306	93,313,752
Roll Over Reading in Gals.			
Current Reading in Gals.	0	26,129,504	93,314,336
LRG Sub Total Gallons	0	6,115,198	584
<b>Total Gallons Produced by Dona Ana MDWCA / LRG 4250 thru 4250-S-2</b>			6,115,782
<b>Water Conservation Fee /LRG 4250 thru 4250-S-2</b>			\$183.47

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

Doña Ana MDWCA @ Fairview	Well #1	Well #2	Well #3
Prev. Month Reading in Gals.	13,206,400	8,329,350	0
Current Reading in Gals.	13,656,000	8,329,350	0
Usage Sub Total	449,600	0	0
<b>Total Gallons Produced by Doña Ana MDWCA / Fairview</b>			449,600
<b>Water Conservation Fee / Fairview</b>			\$13.49

# DOÑA ANA WATER SYSTEMS PUMPING DATA

January 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	45,962,262	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	36,821,179	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													0	0.000
2017													0	0.000
2018													0	0.000
2019													0	0.000

## 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													0	0.000
2017													0	0.000
2018													0	0.000
2019													0	0.000

# DOÑA ANA WATER SYSTEMS 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	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													0	0.000
2017													0	0.000
2018													0	0.000
2019													0	0.000

## 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													0	0.000
2017													0	0.000
2018													0	0.000
2019													0	0.000

<b>All Syst, Year Tot. 2015</b>
569,326,562
In Acre ft. 1747.199

# Doña Ana MDWCA Static & 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'	<del>146'</del>	116'
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-4 (Well #5)	SIEMENS	7ME6S8394201U390	16'		180.4'
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-5 (Well #6)	NEPTUNE	5119300	N/A	30.3'	
Doña Ana MDWCA @ Doña Ana	LRG-1905 (Well #7)	SIEMENS	7ME6S8394201U481	31'	37.8'	
Doña Ana MDWCA @ Doña Ana	LRG-1905-S-3 (Well #8)	SIEMENS	34788	141'	150.6'	

## 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'	22'	33.1
Doña Ana MDWCA @ Ft. Selden	LRG-80-S-2 (Well #10)	MAG-5000	7ME6910-1AA10-1AA0	N/A	23'	418.1
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	140'	190'
Doña Ana MDWCA @ Picacho Hills	LRG-4250 (Well #14)	MACROMETER	99-7069-6	N/A	75'	
Doña Ana MDWCA @ Picacho Hills	LRG-4250-S-2 (Well #16A)	BADG.	0605-479/33656-499	N/A	140'	OFF

# PROJECT MANAGERS REPORT 1/12/2016

## 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 Pressure Reducing Valves (PRV) through the water system. The plans have been submitted to New Mexico Environmental Department (NMED) Construction Programs Bureau (CPB) and Doña Ana County (DAC) for review. SMA discussed comments with DAC in a phone meeting held on January 6, 2016 and will begin addressing the DAC comments.

### DISTRICT 5 WATER Pressure Reducing Valve (PRV) PROJECT

- SMA survey crew collected field data and SMA visited each site with Doña Ana operations staff to photograph each Pressure Reducing Valve (PRV). SMA is currently processing the survey information prior to beginning design.

### 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 30-day appeal will expire on February 8, 2016 and then the SUP will be in effect.

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

- In response to New Mexico Environmental Department Construction Programs Bureau (NMED CPB) comments, SMA submitted a revised PER to NMED CPB on December 4, 2015.

### 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. SMA submitted a revised PER to NMED CPB based on NMED CPB and GWQB 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.

### 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**

- The Notice of Award has been issued to Morrow Enterprises, Inc. A pre-construction meeting is scheduled for January 8, 2016. Construction will commence on January 18, 2016.

### **Fairview Water II**

- SMA has completed the field surveying and is now beginning the preliminary design.

## **DONA ANA PROJECTS**

### **South East Collection**

- SMA completed the surveying for the new vacuum building site and has begun preparation of the easement and new site design.

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

- Still pending legal matters

### **Railroad Crossings**

- NMED CPB provided review comments. The two remaining items required for approval are a site certificate and a budget showing all funding amounts to be used for the project. All permits have been received for this project.

### **Wastewater Forcemain**

- SMA has completed the field surveying work and is currently working on the boundary and the easement for the building site. Survey work should be completed by January 15, 2016 and design will begin thereafter.

## **RADIUM SPRINGS**

### **Radium Springs PER**

- 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) on January 7, 2016.



## 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 start the work at Well Sites 6 and 8. Pay Request No. 2 meeting was held at Doña Ana MDWCA office on January 4, 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.



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1132	Intergration & Control Solutions	12/13/2015	EFT	0.00	3,497.38	326
1167	New Mexico OneCall	12/13/2015	EFT	0.00	616.06	327
1155	Peters Law Firm, LLC.	12/13/2015	EFT	0.00	13,344.58	328
1198	Rio Grande Pump & Supply Company	12/14/2015	EFT	0.00	30.99	329
1059	Dona Ana County Financial Services	12/15/2015	EFT	0.00	9,272.98	330
1070	Dickason Personnel	12/21/2015	EFT	0.00	1,844.27	331
1368	HUMPHREY & ODE, P.C.	12/21/2015	EFT	0.00	1,519.74	332
1198	Rio Grande Pump & Supply Company	12/21/2015	EFT	0.00	52.98	333
1070	Dickason Personnel	01/08/2016	EFT	0.00	440.72	334
1155	Peters Law Firm, LLC.	01/08/2016	EFT	0.00	27,569.17	335
1121	Gilbert Morales	12/07/2015	Regular	0.00	4,195.79	21312
1359	AFTER HOURS CLEANING SERVICE	12/13/2015	Regular	0.00	541.56	21319
1008	American Document Services	12/13/2015	Regular	0.00	67.26	21320
1012	Balizan, Agnes	12/13/2015	Regular	0.00	95.00	21321
1040	Carquest Auto Parts	12/13/2015	Regular	0.00	17.24	21322
1086	DPC Industries, Inc.	12/13/2015	Regular	0.00	880.50	21323
1405	DR. KURT ANDERSON	12/13/2015	Regular	0.00	392.00	21324
1379	FLEETMATICS USA LLC	12/13/2015	Regular	0.00	599.21	21325
1121	Gilbert Morales	12/13/2015	Regular	0.00	92.40	21326
1126	HD Supply Waterworks LTD	12/13/2015	Regular	0.00	1,475.94	21327
1232	Herculock - Hercules Industries, Inc	12/13/2015	Regular	0.00	343.87	21328
1146	Las Cruces Sun News	12/13/2015	Regular	0.00	2,506.57	21329
1154	Lowe's Commercial Services	12/13/2015	Regular	0.00	786.38	21330
12	MEGAHURTZ COMPUTER CONSULTING, INC.	12/13/2015	Regular	0.00	53.78	21331
1	Melton, James	12/13/2015	Regular	0.00	380.00	21332
1	New Mexico Finance Authority	12/13/2015	Regular	0.00	2,367.71	21333
1168	New Mexico State Tax & Revenue	12/13/2015	Regular	0.00	124.78	21334
1168	New Mexico State Tax & Revenue	12/13/2015	Regular	0.00	180.90	21335
1168	New Mexico State Tax & Revenue	12/13/2015	Regular	0.00	149.80	21336
1336	NM WATER & WASTEWATER ASSOCIATION	12/13/2015	Regular	0.00	45.00	21337
1221	PARMETER POWER AND CONTROLL, INC.	12/13/2015	Regular	0.00	1,364.43	21338
1498	Pioneer Equipment Inc.	12/13/2015	Regular	0.00	3,663.00	21339
1185	Pitney Bowes Global Financial Services LLC	12/13/2015	Regular	0.00	635.79	21340
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	158.41	21341
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	9,235.86	21342
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	81.23	21343
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	917.95	21344
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	1,790.13	21345
1343	STULL, JAMIE	12/13/2015	Regular	0.00	380.00	21346
1144	Trujillo, Kay	12/13/2015	Regular	0.00	285.00	21347
1079	Tyler Technologies	12/13/2015	Regular	0.00	589.75	21348
1089	USA Bluebook	12/13/2015	Regular	0.00	1,889.92	21349
1106	Water Technology Associates	12/13/2015	Regular	0.00	210.12	21350
1109	Zia Natural Gas Company	12/13/2015	Regular	0.00	16.25	21351
1267	Desert Automotive	12/14/2015	Regular	0.00	431.44	21352
1126	HD Supply Waterworks LTD	12/14/2015	Regular	0.00	182.50	21353
1220	JOHNSTON'S TRUE VALUE HARDWARE	12/14/2015	Regular	0.00	16.99	21354
1184	Public Employees Retirement Association	12/21/2015	Regular	0.00	4,620.82	21355
1184	Public Employees Retirement Association	12/21/2015	Regular	0.00	5,007.73	21356
1184	Public Employees Retirement Association	12/21/2015	Regular	0.00	4,998.55	21357
1184	Public Employees Retirement Association	12/21/2015	Regular	0.00	4,674.50	21358
1250	U-HAUL	12/22/2015	Regular	0.00	244.26	21359
1	U-HAUL	12/22/2015	Regular	0.00	244.26	21360
1	U-HAUL	12/22/2015	Regular	0.00	244.26	21361

## BOD Check Report

Date Range: 12/01/2015 - 01/10/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1184	Public Employees Retirement Association	12/28/2015	Regular	0.00	4,998.45	21362
1359	AFTER HOURS CLEANING SERVICE	01/08/2016	Regular	0.00	541.56	21363
1	American Document Services	01/08/2016	Regular	0.00	67.26	21364
10	Argyle Welding Supply	01/08/2016	Regular	0.00	53.02	21365
10	Baker Utility Supply Corp.	01/08/2016	Regular	0.00	452.12	21366
1086	DPC Industries, Inc.	01/08/2016	Regular	0.00	1,314.67	21367
1419	FASTSERV SUPPLY	01/08/2016	Regular	0.00	53.78	21368
1104	FedEx	01/08/2016	Regular	0.00	144.19	21369
1379	FLEETMATICS USA LLC	01/08/2016	Regular	0.00	1,797.63	21370
1111	Fox Consulting	01/08/2016	Regular	0.00	6,342.61	21371
1123	Go Direct	01/08/2016	Regular	0.00	2,911.32	21372
1126	HD Supply Waterworks LTD	01/08/2016	Regular	0.00	16,328.85	21373
1220	JOHNSTON'S TRUE VALUE HARDWARE	01/08/2016	Regular	0.00	57.83	21374
1146	Las Cruces Sun News	01/08/2016	Regular	0.00	758.18	21375
1176	New Mexico Rural Water Association	01/08/2016	Regular	0.00	1,124.00	21376
1185	Pitney Bowes Global Financial Services LLC	01/08/2016	Regular	0.00	395.84	21377
1469	RICOH	01/08/2016	Regular	0.00	588.06	21378
1073	Southwest Analytical Services	01/08/2016	Regular	0.00	379.09	21379
1081	United Rentals	01/08/2016	Regular	0.00	102.68	21380
1093	Wagner Rental	01/08/2016	Regular	0.00	43.47	21381
1106	Water Technology Associates	01/08/2016	Regular	0.00	210.12	21382
1165	New Mexico Mutual Casualty Company	01/04/2016	Bank Draft	0.00	2,434.00	01042016
1109	Zia Natural Gas Company	12/15/2015	Bank Draft	0.00	54.37	DFT0909FY16
1109	Zia Natural Gas Company	12/15/2015	Bank Draft	0.00	71.31	DFT0910FY16
1046	Comcast	12/26/2015	Bank Draft	0.00	214.34	DFT0911FY16
1168	New Mexico State Tax & Revenue	12/13/2015	Bank Draft	0.00	23.96	DFT0912FY16
1168	New Mexico State Tax & Revenue	12/13/2015	Bank Draft	0.00	807.26	DFT0913FY16
1168	New Mexico State Tax & Revenue	12/13/2015	Bank Draft	0.00	71.38	DFT0914FY16
1168	New Mexico State Tax & Revenue	12/13/2015	Bank Draft	0.00	221.81	DFT0915FY16
1168	New Mexico State Tax & Revenue	12/13/2015	Bank Draft	0.00	10.22	DFT0916FY16
10	Southwest Disposal	12/13/2015	Bank Draft	0.00	98.61	DFT0917FY16
10	El Paso Electric	12/14/2015	Bank Draft	0.00	271.92	DFT0918FY16
10	El Paso Electric	12/14/2015	Bank Draft	0.00	154.45	DFT0919FY16
1095	El Paso Electric	12/14/2015	Bank Draft	0.00	144.08	DFT0920FY16
1095	El Paso Electric	12/14/2015	Bank Draft	0.00	1,811.34	DFT0921FY16
1095	El Paso Electric	12/13/2015	Bank Draft	0.00	1,423.44	DFT0922FY16
1095	El Paso Electric	12/14/2015	Bank Draft	0.00	153.81	DFT0923FY16
1095	El Paso Electric	12/14/2015	Bank Draft	0.00	58.96	DFT0924FY16
1095	El Paso Electric	12/14/2015	Bank Draft	0.00	23.18	DFT0925FY16
1243	Delta Dental of New Mexico	12/13/2015	Bank Draft	0.00	617.74	DFT0926FY16
1095	El Paso Electric	12/15/2015	Bank Draft	0.00	15.81	DFT0927FY16
1095	El Paso Electric	12/15/2015	Bank Draft	0.00	141.35	DFT0928FY16
1135	Internal Revenue Service	12/02/2015	Bank Draft	0.00	6,737.86	DFT0929FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	423.46	DFT0930FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	102.38	DFT0931FY16
1095	El Paso Electric	12/08/2015	Bank Draft	0.00	171.47	DFT0932FY16
1095	El Paso Electric	12/10/2015	Bank Draft	0.00	1,800.46	DFT0933FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	779.97	DFT0934FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	106.56	DFT0935FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	150.70	DFT0937FY16
1095	El Paso Electric	12/11/2015	Bank Draft	0.00	1,997.23	DFT0938FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	1,148.90	DFT0939FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	9.18	DFT0940FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	2,486.86	DFT0941FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	16.96	DFT0942FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	1,397.51	DFT0943FY16
1095	El Paso Electric	12/09/2015	Bank Draft	0.00	259.82	DFT0944FY16
1051	New Mexico Child Support Enforcement Divisio	12/14/2015	Bank Draft	0.00	184.62	DFT0946FY16
1160	New Mexico State Tax & Revenue	12/15/2015	Bank Draft	0.00	15,374.28	DFT0947FY16
1	Internal Revenue Service	12/15/2015	Bank Draft	0.00	6,015.10	DFT0948FY16
1	USDA-RUS	12/22/2015	Bank Draft	0.00	7,291.00	DFT0953FY16

BOD Check Report

Date Range: 12/01/2015 - 01/10/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1331	USDA-RUS	12/22/2015	Bank Draft	0.00	2,376.00	DFT0954FY16
1051	New Mexico Child Support Enforcement Divisio	12/28/2015	Bank Draft	0.00	184.62	DFT0977FY16
10	Internal Revenue Service	12/30/2015	Bank Draft	0.00	6,584.32	DFT0978FY16
10	New Mexico Department of Workfroce Solutior	12/28/2015	Bank Draft	0.00	2,736.51	DFT0979FY16
10	Wells Fargo Bank	12/28/2015	Bank Draft	0.00	7,061.00	DFT1027FY16
1011	AFLAC	12/23/2015	Bank Draft	0.00	450.81	DFT1031FY16
1095	El Paso Electric	01/07/2016	Bank Draft	0.00	169.98	DFT1036FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	1,517.68	DFT1040FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	153.03	DFT1041FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	259.82	DFT1042FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	9.15	DFT1043FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	428.08	DFT1045FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	1,164.33	DFT1046FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	112.71	DFT1047FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	841.46	DFT1048FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	17.23	DFT1049FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	2,597.69	DFT1050FY16
1095	El Paso Electric	01/08/2016	Bank Draft	0.00	114.45	DFT1051FY16
1069	Southwest Disposal	01/08/2016	Bank Draft	0.00	98.61	DFT1059FY16
1069	Southwest Disposal	01/08/2016	Bank Draft	0.00	174.01	DFT1060FY16
1103	Wright Express Fleet Services	01/08/2016	Bank Draft	0.00	1,274.09	DFT1061FY16
1103	Wright Express Fleet Services	01/08/2016	Bank Draft	0.00	1,365.28	DFT1062FY16
1109	Zia Natural Gas Company	01/08/2016	Bank Draft	0.00	50.73	DFT1065FY16
1109	Zia Natural Gas Company	01/08/2016	Bank Draft	0.00	188.07	DFT1066FY16
1020	Authorize.net	12/05/2015	Bank Draft	0.00	75.45	DFT1067FY16
1085	UNUM	12/02/2015	Bank Draft	0.00	857.12	DFT1068FY16
1092	Verizon Wireless	12/02/2015	Bank Draft	0.00	1,476.43	DFT1069FY16
1069	Southwest Disposal	12/03/2015	Bank Draft	0.00	174.01	DFT1070FY16
1330	8 X 8 INC	12/04/2015	Bank Draft	0.00	723.73	DFT1071FY16
1046	Comcast	12/08/2015	Bank Draft	0.00	186.84	DFT1072FY16
10	Wells Fargo Bank	12/10/2015	Bank Draft	0.00	273.65	DFT1073FY16
10	Wells Fargo Bank	12/10/2015	Bank Draft	0.00	1,255.10	DFT1074FY16
10	Wells Fargo Bank	12/11/2015	Bank Draft	0.00	1,519.63	DFT1075FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	12/15/2015	Bank Draft	0.00	25.69	DFT1076FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	12/15/2015	Bank Draft	0.00	52.65	DFT1077FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	12/15/2015	Bank Draft	0.00	73.90	DFT1078FY16
1242	NM Health Connections	12/15/2015	Bank Draft	0.00	8,499.85	DFT1079FY16
1095	El Paso Electric	12/16/2015	Bank Draft	0.00	15.81	DFT1080FY16
1274	VISION SERVICE PLAN	12/24/2015	Bank Draft	0.00	179.58	DFT1081FY16

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	86	65	0.00	95,843.57
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	79	79	0.00	100,596.76
EFT's	16	10	0.00	58,188.87
	<b>181</b>	<b>154</b>	<b>0.00</b>	<b>254,629.20</b>

BOD Check Report

Date Range: 12/01/2015 - 01/10/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Grant Bank-Grant Bank Account						
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	7,171.37	20246
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	5,110.18	20247
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	4,715.38	20248
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	10,477.07	20249
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	3,306.02	20250
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	7,944.18	20251
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	1,579.85	20252
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	23,932.00	20253
1052	Souder, Miller, & Associates	12/13/2015	Regular	0.00	1,621.44	20254
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	25,088.42	20255
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	25,088.42	20256
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	15,756.56	20257
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	22,059.19	20258
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	9,486.90	20259
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	6,324.60	20260
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	9,453.94	20261
1052	Souder, Miller, & Associates	12/22/2015	Regular	0.00	1,989.35	20262

Bank Code Grant Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	17	0.00	181,104.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>17</b>	<b>17</b>	<b>0.00</b>	<b>181,104.87</b>

BOD Check Report

Date Range: 12/01/2015 - 01/10/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Restricted Funds-Restricted Funds						
1093	Wagner Rental	01/08/2016	Regular	0.00	90,822.00	20562
1	Wagner Rental	01/08/2016	Regular	0.00	75,822.00	20563

Bank Code Restricted Funds Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	2	0.00	166,644.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>166,644.00</b>

### Fund Summary

Fund	Name	Period	Amount
100	General Operating Fund	12/2015	361,087.50
100	General Operating Fund	1/2016	74,646.57
900	Restricted Reserve Fund	1/2016	166,644.00
			<u>602,378.07</u>