



*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*

The following are the minutes of the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, March 3, 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, Excused

Secretary/ Treasurer- Kurt Anderson, Present

Board Member- Raymond Ponteri, Present

### **Others in Attendance:**

Executive Director- Jennifer Horton, Present

Legal Counsel- Lee E. Peters, Present

### **Approval of Agenda**

Mr. Anderson moved to approve the agenda for the March 3, 2016 Regular Board Meeting as presented; the motion was seconded by Mr. Ponteri. 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 Board Meeting Minutes of February 23, 2015 as presented; the motion was seconded by Mr. Ponteri. 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 Mr. Ponteri. The Chair called for discussion of the motion: Mrs. Horton stated that there were four (4) new members and ten (10) 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**

None

## **Board President Report**

Mr. Melton reports:

Mr. Melton reported that he noted with some concern that the Extra Territorial Zoning (ETZ) Authority has an item on their agenda for the March 16, 2016 meeting to consider a zoning change for parcel of property being developed by Mr. Thurston between Dona Ana and the city limits of Las Cruces. The fact that Mr. Thurston has not received a letter of commitment from Dona Ana MDWCA for service has been brought to the attention of the ETZ Commission and the motion failed for the rezoning. Mr. Thurston has appealed the motion to the ETZ Authority; the motion will be reconsidered on March 16, 2016 at 5:30P.M. in the Commission chambers of the Dona Ana county complex. The position of Dona Ana MDWCA is that we have no objection to whether the zoning change is permitted, However, by a Federal Court Decree the area that is in question has been

allotted to Dona Ana MDWCA as its service area, as a result we will insist that we be allowed to serve it. Mr. Melton stated that the Association does not oppose the zoning change, but we do oppose the fact that there seems to be some discussion as whether the City of Las Cruces or Dona Ana MDWCA would provide service and we will enforce our territorial authority as assigned to us by the federal courts. Finally, Mr. Melton suggested to the Board of Directors that they consider looking into First Aid/CPR training for staff members. Mr. Melton stated that with the amount of staff that we currently have it may be a safety issue for employees.

### **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 presented all of the Department reports; Mr. Ponteri had numerous questions about the financial statements that Mrs. Horton provides at the Regular Board of Directors Meetings. Mr. Ponteri requested that Mrs. Horton provide an income statement at the next Board Meeting. Mrs. Horton reported that the Dona Ana MDWCA audit was released on February 29, 2016 and she discussed the audit with the Board of Directors.

### **Unfinished Business**

The Board of Directors decided to table the action on the connection charge for Kristin Schreurs until after closed session. Mr. Melton explained to Mrs. Schreurs that the issue



needed to be further discussed with legal counsel; a decision on further action would be made by the end of the day.

### **Closed Session**

Mr. Anderson moved to go into closed session at 10:12 A.M.; the motion was seconded by Mr. Melton. The Chair called for a vote on the motion; the motion carried by roll call vote 2-1.

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. Melton called for recess at 10:45A.M.; closed session continued at 10:53A.M.

Mr. Anderson moved to go into Open Session at 11:26 P.M.; the motion was seconded by Mr. Ponteri. 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.

### **Legal Update**

**Westmoreland Case-** Still pending.

**Moongate Case-** We will be filing post-trial briefs on April 1, 2016.

**General Legal Update-** Jennifer and Mr. Peters are negotiating a new comprehensive wastewater agreement with the City of Las Cruces, which will be brought to the Board for review when there is tentative agreement.

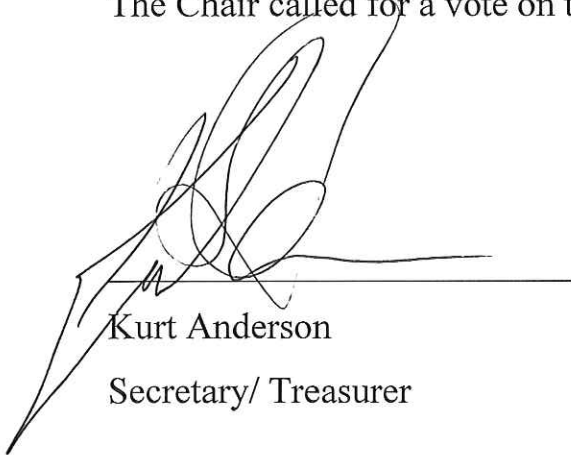
The Public Regulation Commission has decided that it needs to take final action on its review of the transfer of the Fairview Estates water system to Dona Ana Mutual back in December 2013. We should be seeing some paperwork soon on this.

**Open Discussion**

The Board of Directors discussed adding an action item to revise the effective date of the Wastewater Connection Fee Policy 1027.0 at the March 17, 2016 Regular Board Meeting.

**Adjournment**

Mr. Anderson moved to adjourn at 11:35 A.M.; the motion was seconded by Mr. Ponteri. The Chair called for a vote on the motion: and the motion carried by roll call vote 3-0.



Kurt Anderson  
Secretary/ Treasurer

3/17/2016  
Date



# DAMDWCA Customer Service Department

## Report

3 March 2016

### I. Billing:

1. Billings was submitted to Go Direct on Thursday, February 25, 2016. Bills will be mailed on March 1, 2016.

### II. Penalties:

1. Penalties for February totaled: \$9481.53.
2. Penalties will be processed on Tuesday, March 15, 2016.

### III. Disconnects:

1. On Tuesday, February 23, 2016 we disconnected accounts for non-payment. A total of 64 accounts were up for disconnection. A total of 41 were disconnected.

Dona Ana: 33

Ft. Selden: 5

Picacho Hills: 3

Fairview: 0

Previously Locked: 10

Paid prior to disconnection: 8

Removed due to billing issues: 5

2. Total Reconnections for February 2016: 36

3. Disconnects are scheduled for March 22, 2016.

### IV. Membership Certificates: Membership certificates are ready for signatures.

### V. Document Scanning: Everyone has been set up with Docsvault and we will begin scanning information into the electronic filing system.

- I. Total Membership as of February 26, 2016 was: 4,276

- II. Total number of Connections as of February 25, 2015: 5,539



# Operations Manager's Report

March 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 February 2016**

#### **Doña Ana MDWCA System:**

- 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 2/11 thru 2/12/16
- There were 9 new water services installed within the Doña Ana MDWCA System.
- Repaired 4 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.
- Shut down water main (Burke Rd) to allow Morrow Construction complete the tie-in to Burke Rd.
- Wide area Locates were completed for the progress of the widening of Elks Rd Project.
- Two Operators attended a short Tutorial of the Siemens Meters that will be installed in the SCADA Upgrade Project which begin soon.
- The Rehab of the South Tank has been completed and are expecting to receive the Neoprene material and bolts to commence with the filling of the tank.
- Olympian generator, at Well #2 yard, has been serviced.(including Oil and Oil Filter Change, Air filter Change, Thermostat change and new water hoses installed)
- Generator at Well #8 has been inspected, and we are awaiting the parts list and quote for service of said generator.
- The leak that was caused by Morrow Construction on Elks Rd on 2/25/16 has been repaired. Replaced 10 inch saddle and corporation stop.
- Cleaned out the Cement Collar around the base of South tanks per recommendation of contractor to prevent oxidation.
- Dug out the Flushing Pond at the South Tank.
- Repaired the air relief valve on the Well #2 Pump inlet line.
- Repaired 2 inch on Riverwalk Road.

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

- 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 2/11/16.
- There were no new water services installed within the Ft. Selden Water System.
- Repaired 1 service leak/angle.
- Wells #9 and #10 have continued working correctly and are alternating on line.
- The New Drilling of Well #11 has commenced at the Ft. Selden well site.

# Operations Manager's Report

March 1, 2016

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

- 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 2/11/16.
- There was 2 new service installed in Picacho Hills.
- Repaired 3 service leaks/angle valves.
- Received Manifest from Johnny's Septic Company for the 48,000 gallons of sludge that were disposed of at the Dona Ana County Facility.
- Replacement pump for Coronado Booster has installed and wired by Mark Parameter.
- Grudfos Pump has been repaired and is on stand-by for future use.
- Manhole at Picacho Hills has been repaired by installing a new cement collar and filling in the eroded soil.
- Cut asphalt and repaired service line at Vista Hermosa in the Picacho Hills area.
- The Collection of GPS Waypoints has been completed.

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

- 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 2/11/16.
- There were no new water services installed within the Fairview Estates Water System.
- 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. Continued
- New 6" Water lines and Hydrants have been installed and will continue.

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



# PROJECT MANAGERS REPORT 3/03/2016

## PICACHO HILLS PROJECTS

### TANK @ PICACHO HILLS

- The revised plans were submitted to New Mexico Environmental Department (NMED) Construction Programs Bureau (CPB) and Doña Ana County (DAC) for review on February 10, 2016. NMED CPB approved the plans for bid on February 12, 2016. At this time, Doña Ana County has not provided any comments. Mr. Molina stated he would try to finish his review by the end of this week (February 26, 2016). The building permit application for the tank site was submitted to DAC January 22, 2016. It is also still in the review process. DAC Building Services and DAC Planning and Zoning have approved the permit.

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

- NMED-CPB has approved the PER.

### DISTRICT 5 WASTEWATER DISCHARGE PLAN

- A discharge permit has been submitted to New Mexico Environmental Department (NMED) Ground Water Quality Bureau (GWQB) for approval based on their comments. NMED indicated that review of the permit could extend up to 12 months.

### DISTRICT 5 HEADWORKS

- Morrow (the contractor) has delivered the required grates to the District 5 building. According to the Contractor the Screen will be delivered to the site the first part of May 2016 and he should begin construction of the concrete channel in April 2016.

### PICACHO HILLS ARROYO

- Research with Dona Ana MDWCA staff and Souder Miller & Associates (SMA) 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. Morrow Enterprises has installed approximately 160 LF of 12-inch waterline, 890 LF of 8-inch waterline, 5,025 LF of 6-inch waterline, 14 gate valves, 8 fire hydrant assemblies, milled 886 SY of asphalt on Bamert Road, replaced gravel driveways and completed the Picacho Drain crossing where they installed 120 LF of 24-inch steel casing. The Contractor received payment for the first pay request and is working on the second pay request. The second pay request meeting is scheduled for March 2, 2016.

### Fairview Water II

- The Association is pursuing easements along the north side of the NMDOT alignment to ease construction. At this time, SMA is on hold.

## **DONA ANA PROJECTS**

### South East Collection

- SMA completed the surveying for the new site and is near completion of the new site design. The building permit application was submitted to DAC on February 23, 2016.

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

- Still pending legal matters

### Railroad Crossings

- NMED CPB approved award to Burn Construction on February 11, 2016. The Notice of Award was signed by Doña Ana MDWCA on February 19, 2016. The contractor is currently working on getting bonds. A preconstruction meeting will be scheduled during the week of March 7, 2016 and construction will likely begin the week of March 14, 2016.

### Wastewater Force main

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

## **RADIUM SPRINGS**

### Radium Springs PER

- Mr. Robert Garcia with USDA and the national USDA office have approved the PER. Project complete.

### Radium Springs Water

- SMA submitted the contract documents and construction plans to NMED Drinking Water Bureau (DWB) for their records on January 7, 2016. The additional \$4M in funding from United State Department of Agriculture (USDA) Rural Development (RD) will be used to complete design and construction the PER Alternatives B, C, D, E, F & G. SMA will provide an Engineering Joint Contract Documents Committee (EJCDC) contract for the next board meeting. The schedule is to have the design completed by November 2016.

### Well #11

- D&J Pump and Well Service LLC. started drilling the well on February 19, 2016. The ground formations have a lot of rock that is making it hard for the driller to drill to the required depth of 250'. The driller broke a bit earlier in the week but made the trip to Albuquerque to get another one the same day and was back on site the next day drilling. As of February 25, 2016 the driller is 20' away from hitting the required 250' depth.

### MISCELLANIOUS PROJECTS

#### SCADA Implementation Project

- No work has been completed since the last update. However, meters and transducers were delivered. Now that the contractor has received some of materials, he will be working on a pay request for materials on hand. A pay request meeting is scheduled for March 1, 2016.

#### GIS Mapping

- All the GIS points for the sewer manholes, water valves, meters, fire hydrants, and pressure reducing valves have been completed on February 25, 2016. Project manager will download the remaining data and format the data.



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

Funding Agency	Loan Purpose	Original Amount	Term	Balance	Interest Rae	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/WW Reclamation, Collection & Surface Water	\$ 38,000	20	\$ 27,265	0.25%	\$ 1,911
NMFA/WTB 83	W/WW 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/Enlger	\$ 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/WTB 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>			





Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1480	M & M TANK COATING COMPANY	02/11/2016	EFT	0.00	26,619.36	337
1019	At Your Service, Inc.	02/11/2016	EFT	0.00	56.86	338
1155	Peters Law Firm, LLC.	02/11/2016	EFT	0.00	16,391.26	339
1186	Pure Operations LLC	02/11/2016	EFT	0.00	7,454.45	340
1511	Bean & Associates	02/01/2016	Regular	0.00	685.44	21399
1048	Craigentagert Supply Company	02/01/2016	Regular	0.00	33.70	21400
1227	Cross Town Construction	02/01/2016	Regular	0.00	292.44	21401
1086	DPC Industries, Inc.	02/01/2016	Regular	0.00	2,802.80	21402
1184	Public Employees Retirement Association	02/08/2016	Regular	0.00	5,079.37	21409
1057	Secretary of State of New Mexico	02/11/2016	Regular	0.00	20.00	21410
1467	4WARN PROPERTY PROTECTION SYSTEMS	02/11/2016	Regular	0.00	76.90	21411
1004	Able Signs	02/11/2016	Regular	0.00	260.00	21412
1009	Advanced Communications & Electronics, Inc.	02/11/2016	Regular	0.00	1,086.46	21413
1359	AFTER HOURS CLEANING SERVICE	02/11/2016	Regular	0.00	541.56	21414
1008	American Document Services	02/11/2016	Regular	0.00	107.88	21415
1023	Baker Utility Supply Corp.	02/11/2016	Regular	0.00	1,514.09	21416
1499	Boarder Marketing, Inc.	02/11/2016	Regular	0.00	214.72	21417
1030	Boot Barn	02/11/2016	Regular	0.00	110.48	21418
1086	DPC Industries, Inc.	02/11/2016	Regular	0.00	4,037.47	21419
1104	FedEx	02/11/2016	Regular	0.00	25.31	21420
1123	Go Direct	02/11/2016	Regular	0.00	7,199.55	21421
1129	Harbor Freight Tools	02/11/2016	Regular	0.00	12.96	21422
1126	HD Supply Waterworks LTD	02/11/2016	Regular	0.00	2,146.28	21423
1143	Johnny's Septic	02/11/2016	Regular	0.00	9,120.00	21424
11	Las Cruces Sun News	02/11/2016	Regular	0.00	179.02	21425
11	MEGAHURTZ COMPUTER CONSULTING, INC.	02/11/2016	Regular	0.00	53.78	21426
1221	PARMETER POWER AND CONTROLL, INC.	02/11/2016	Regular	0.00	105.60	21427
1185	Pitney Bowes Global Financial Services LLC	02/11/2016	Regular	0.00	155.53	21428
1196	Red Wing Shoes of Las Cruces	02/11/2016	Regular	0.00	150.00	21429
1469	RICOH	02/11/2016	Regular	0.00	1,205.52	21430
1198	Rio Grande Pump & Supply Company	02/11/2016	Regular	0.00	779.29	21431
1202	Sam's Club	02/11/2016	Regular	0.00	100.00	21432
1073	Southwest Analytical Services	02/11/2016	Regular	0.00	70.40	21433
1073	Southwest Analytical Services	02/11/2016	Regular	0.00	379.09	21434
1079	Tyler Technologies	02/11/2016	Regular	0.00	33,409.00	21435
1106	Water Technology Associates	02/11/2016	Regular	0.00	210.12	21436
1101	WorkMed Inc, Benito Gallardo JR M.D	02/11/2016	Regular	0.00	259.95	21437
1109	Zia Natural Gas Company	02/11/2016	Regular	0.00	408.15	21438
1184	Public Employees Retirement Association	02/22/2016	Regular	0.00	5,008.86	21439
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	962.63	21440
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	4,122.11	21441
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	5,370.40	21442
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	1,766.67	21443
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	2,621.11	21444
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	568.64	21445
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	1,163.28	21446
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	235.58	21447
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	365.55	21448
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	6,597.04	21449
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	289.19	21450
1018	Argyle Welding Supply	02/26/2016	Regular	0.00	0.80	21462
1044	City of Las Cruces	02/26/2016	Regular	0.00	22.91	21463
1086	DPC Industries, Inc.	02/26/2016	Regular	0.00	306.00	21464
11	Go Direct	02/26/2016	Regular	0.00	2,925.77	21465



## BOD Check Report

Date Range: 02/01/2016 - 02/28/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1173	New Mexico Finance Authority	02/26/2016	Regular	0.00	2,379.32	21466
1185	Pitney Bowes Global Financial Services LLC	02/26/2016	Regular	0.00	255.45	21467
1469	RICOH	02/26/2016	Regular	0.00	1,104.81	21468
1	Wright Express Fleet Services	02/26/2016	Regular	0.00	1,383.48	21469
10	New Mexico Child Support Enforcement Divisio	02/08/2016	Bank Draft	0.00	184.62	DFT1109FY16
1135	Internal Revenue Service	02/10/2016	Bank Draft	0.00	6,664.19	DFT1110FY16
1046	Comcast	02/26/2016	Bank Draft	0.00	216.76	DFT1112FY16
1103	Wright Express Fleet Services	02/11/2016	Bank Draft	0.00	1,383.48	DFT1113FY16
1203	SAMBA Holdings, Inc.	02/10/2016	Bank Draft	0.00	46.40	DFT1114FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	45.29	DFT1115FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	236.46	DFT1116FY16
1095	El Paso Electric	02/16/2016	Bank Draft	0.00	15.81	DFT1117FY16
1095	El Paso Electric	02/16/2016	Bank Draft	0.00	175.18	DFT1118FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	141.89	DFT1119FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	100.59	DFT1120FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	269.37	DFT1121FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	1,327.65	DFT1122FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	23.13	DFT1123FY16
1095	El Paso Electric	02/12/2016	Bank Draft	0.00	15.81	DFT1124FY16
1095	El Paso Electric	02/08/2016	Bank Draft	0.00	166.96	DFT1125FY16
1095	El Paso Electric	02/10/2016	Bank Draft	0.00	1,645.40	DFT1126FY16
1095	El Paso Electric	02/10/2016	Bank Draft	0.00	1,657.14	DFT1127FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	1,162.43	DFT1128FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	114.57	DFT1129FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	9.20	DFT1130FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	2,441.88	DFT1131FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	155.37	DFT1132FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	17.33	DFT1133FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	835.85	DFT1134FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	1,813.38	DFT1135FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	259.82	DFT1136FY16
10	El Paso Electric	02/12/2016	Bank Draft	0.00	1,744.27	DFT1137FY16
10	El Paso Electric	02/12/2016	Bank Draft	0.00	147.11	DFT1138FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	118.40	DFT1139FY16
1095	El Paso Electric	02/09/2016	Bank Draft	0.00	436.76	DFT1140FY16
1051	New Mexico Child Support Enforcement Divisio	02/22/2016	Bank Draft	0.00	184.62	DFT1158FY16
1135	Internal Revenue Service	02/22/2016	Bank Draft	0.00	6,457.66	DFT1159FY16
1168	New Mexico State Tax & Revenue	02/23/2016	Bank Draft	0.00	14,376.00	DFT1161FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	236.46	DFT1163FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	-236.46	DFT1163FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	-45.29	DFT1164FY16
1109	Zia Natural Gas Company	02/22/2016	Bank Draft	0.00	45.29	DFT1164FY16
1046	Comcast	02/26/2016	Bank Draft	0.00	216.76	DFT1165FY16
1046	Comcast	02/26/2016	Bank Draft	0.00	-216.76	DFT1165FY16
1168	New Mexico State Tax & Revenue	02/25/2016	Bank Draft	0.00	174.09	DFT1166FY16
1168	New Mexico State Tax & Revenue	02/25/2016	Bank Draft	0.00	657.52	DFT1167FY16
1168	New Mexico State Tax & Revenue	02/25/2016	Bank Draft	0.00	9.48	DFT1168FY16
1168	New Mexico State Tax & Revenue	02/25/2016	Bank Draft	0.00	69.94	DFT1169FY16
1242	NM Health Connections	02/16/2016	Bank Draft	0.00	3,437.01	DFT1170FY16
1011	AFLAC	02/24/2016	Bank Draft	0.00	300.54	DFT1177FY16
1274	VISION SERVICE PLAN	02/26/2016	Bank Draft	0.00	173.79	DFT1178FY16
1331	USDA-RUS	02/27/2016	Bank Draft	0.00	7,291.00	DFT1179FY16
1331	USDA-RUS	02/26/2016	Bank Draft	0.00	2,376.00	DFT1180FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	02/26/2016	Bank Draft	0.00	25.69	DFT1181FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	02/26/2016	Bank Draft	0.00	77.29	DFT1182FY16
1082	Dona Ana Mutual Domestic Water Consumers ,	02/26/2016	Bank Draft	0.00	90.16	DFT1183FY16
1069	Southwest Disposal	02/26/2016	Bank Draft	0.00	98.61	DFT1184FY16
1099	Wells Fargo Bank	02/26/2016	Bank Draft	0.00	1,655.63	DFT1185FY16
1099	Wells Fargo Bank	02/26/2016	Bank Draft	0.00	1,204.17	DFT1186FY16
1099	Wells Fargo Bank	02/26/2016	Bank Draft	0.00	248.23	DFT1187FY16
14	Kosh Solutions	02/26/2016	Bank Draft	0.00	1,705.89	DFT1188FY16

BOD Check Report

Date Range: 02/01/2016 - 02/28/2016

<b>Vendor Number</b> 1243	<b>Vendor Name</b> Delta Dental of New Mexico	<b>Payment Date</b> 02/26/2016	<b>Payment Type</b> Bank Draft	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 585.44	<b>Number</b> DFT1189FY16
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Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	68	54	0.00	110,282.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	55	58	0.00	64,771.26
EFT's	6	4	0.00	50,521.93
	<b>129</b>	<b>116</b>	<b>0.00</b>	<b>225,575.65</b>

BOD Check Report

Date Range: 02/01/2016 - 02/28/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: Grant Bank-Grant Bank Account</b>						
1513	Morrow Enterprises Inc.	02/23/2016	Regular	0.00	11,147.90	20263
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	1,099.37	20264
1	Souder, Miller, & Associates	02/23/2016	Regular	0.00	1,964.25	20265
1	Souder, Miller, & Associates	02/23/2016	Regular	0.00	4,532.88	20266
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	7,993.46	20267
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	1,434.27	20268
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	6,304.87	20269
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	6,256.13	20270
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	4,078.51	20271
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	6,697.61	20272
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	5,737.10	20273
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	12,960.67	20274
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	2,633.08	20275
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	3,853.76	20276
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	4,715.38	20277
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	3,103.15	20278
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	7,554.80	20279
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	405.36	20280
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	7,486.02	20281
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	3,686.31	20282
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	865.20	20283
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	3,103.15	20284
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	2,349.03	20285

Bank Code Grant Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	23	23	0.00	109,962.26
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>23</b>	<b>23</b>	<b>0.00</b>	<b>109,962.26</b>



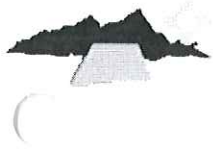
BOD Check Report

Date Range: 02/01/2016 - 02/28/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: Restricted Funds-Restricted Funds</b>						
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	10,477.18	20564
1052	Souder, Miller, & Associates	02/23/2016	Regular	0.00	4,078.51	20565

**Bank Code Restricted Funds Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	2	0.00	14,555.69
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>14,555.69</b>



# 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	16,058.97	-11,941.03	42.65 %
410 - Rental Income	5,700.00	5,700.00	0.00	2,375.00	-3,325.00	58.33 %
420 - Water and Wastewater Sales	3,378,000.00	3,379,000.00	220,711.29	2,322,160.70	-1,056,839.30	31.28 %
430 - Miscellaneous	78,625.00	80,500.00	3,131.04	24,671.38	-55,828.62	69.35 %
700 - Water Rights Revenue	153,300.00	153,300.00	13,783.79	53,461.41	-99,838.59	65.13 %
<b>Revenue Total:</b>	<b>3,643,625.00</b>	<b>3,646,500.00</b>	<b>237,626.12</b>	<b>2,418,727.46</b>	<b>-1,227,772.54</b>	<b>33.67 %</b>
<b>Expense</b>						
500 - Personnel Expenses	1,168,700.00	1,169,200.00	76,914.05	632,439.01	536,760.99	45.91 %
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	3,875.63	29,994.64	16,505.36	35.50 %
520 - Building Expense	2,700.00	2,700.00	105.60	796.69	1,903.31	70.49 %
525 - Utilities	285,620.00	285,620.00	16,241.45	147,461.46	138,158.54	48.37 %
530 - Telephone	18,500.00	18,500.00	0.00	9,668.91	8,831.09	47.74 %
535 - Postage Expense	69,620.00	69,620.00	10,306.16	37,957.45	31,662.55	45.48 %
540 - Office Supplies and Other Expenses	230,650.00	250,650.00	9,006.95	104,883.20	145,766.80	58.16 %
545 - Advertising and Public Relations	3,000.00	5,000.00	179.02	7,476.61	-2,476.61	-49.53 %
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	38,294.22	114,543.45	109,456.55	48.86 %
575 - Professional Services	460,000.00	460,000.00	42,978.55	230,108.98	229,891.02	49.98 %
0 - Contractual Fees and Other Services	133,000.00	133,000.00	36,690.78	62,438.87	70,561.13	53.05 %
585 - Debt Payments	610,000.00	610,000.00	12,046.32	214,224.00	395,776.00	64.88 %
590 - Miscellaneous	160,200.00	161,200.00	10,031.03	99,192.56	62,007.44	38.47 %
<b>Expense Total:</b>	<b>3,391,590.00</b>	<b>3,498,890.00</b>	<b>256,669.76</b>	<b>1,732,897.75</b>	<b>1,765,992.25</b>	<b>50.47 %</b>
<b>Fund: 100 - General Operating Fund Surplus (Deficit):</b>	<b>252,035.00</b>	<b>147,610.00</b>	<b>-19,043.64</b>	<b>685,829.71</b>	<b>538,219.71</b>	<b>-364.62 %</b>
<b>Fund: 200 - Grant/Loan Fund</b>						
<b>Revenue</b>						
600 - Grant Revenue	5,414,421.00	6,500,000.00	300,954.34	551,329.87	-5,948,670.13	91.52 %
<b>Revenue Total:</b>	<b>5,414,421.00</b>	<b>6,500,000.00</b>	<b>300,954.34</b>	<b>551,329.87</b>	<b>-5,948,670.13</b>	<b>91.52 %</b>
<b>Expense</b>						
650 - Grant Expense	5,414,421.00	6,500,000.00	282,612.00	642,764.39	5,857,235.61	90.11 %
<b>Expense Total:</b>	<b>5,414,421.00</b>	<b>6,500,000.00</b>	<b>282,612.00</b>	<b>642,764.39</b>	<b>5,857,235.61</b>	<b>90.11 %</b>
<b>Fund: 200 - Grant/Loan Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>18,342.34</b>	<b>-91,434.52</b>	<b>-91,434.52</b>	<b>0.00 %</b>
<b>Fund: 900 - Restricted Reserve Fund</b>						
<b>Expense</b>						
650 - Grant Expense	260,000.00	445,000.00	4,078.51	10,200.02	434,799.98	97.71 %
740 - Capital Purchases	510,000.00	548,745.00	10,477.18	257,940.59	290,804.41	52.99 %
<b>Expense Total:</b>	<b>770,000.00</b>	<b>993,745.00</b>	<b>14,555.69</b>	<b>268,140.61</b>	<b>725,604.39</b>	<b>73.02 %</b>
<b>Fund: 900 - Restricted Reserve Fund Total:</b>	<b>770,000.00</b>	<b>993,745.00</b>	<b>14,555.69</b>	<b>268,140.61</b>	<b>725,604.39</b>	<b>73.02 %</b>
<b>Report Surplus (Deficit):</b>	<b>-517,965.00</b>	<b>-846,135.00</b>	<b>-15,256.99</b>	<b>326,254.58</b>	<b>1,172,389.58</b>	<b>138.56 %</b>