

Camino Real Regional Utility Authority
City of Sunland Park/Dona Ana County Joint Utility Authority
Gadsden Independent School District- Board Room
4950 McNutt Rd, Sunland Park, New Mexico 88063
Special Meeting On-Line
July 27, 2020
5:30 pm

MINUTES

A Special Meeting of the Camino Real Regional Utility Authority was held on Monday, July 27, 2020 at 5:38 p.m. On-Line at 4950 McNutt Road in Sunland Park, New Mexico 88063.

PRESENT

Chair Councilor Olga Nunez
Vice-Chair Commissioner Ramon Gonzalez
Commissioner Manuel Sanchez
Mr. Alex Sierra
Mr. Joshua Orozco
State Representative Ray Lara

ABSENT

Councilor Alberto Jaramillo

ALSO PRESENT

Mr. Brent Westmoreland, CRRUA Executive Director
Ms. Liliana Arevalo, CRRUA Office Manager
Ms. Mary De Avila, CRRUA Administrative Assistant
Mr. Robert Fowlie, CDM Smith
Mr. Enrique Palomares, CRRUA Attorney
Dr. Letty Mora, Psychologist Services and Translation/Interpretation Services
Mr. Eric Lopez, Bridel Facility Ops
Mr. Gerald Smola, Camino Real Media Services
Mr. Cesar Escamilla, Empowerment Congress Dona Ana County

1. CALL TO ORDER

Chair Councilor Olga Nunez called the meeting to order at 6:07 pm.

2. PLEDGE OF ALLEGIANCE

None

3. ROLL CALL

Ms. Mary De Avila, Administrative Assistant called roll call. A quorum was present.

4. CHANGES TO THE AGENDA

Mr. Brent Westmoreland, CRRUA Executive Director informed the board members that Mr. Robert Fowlie had to be in another meeting and suggested to move agenda item 10A, Approve resolution

authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority to after agenda item 5A, Approve minutes for June 22, 2020.

Mr. Joshua Orozco moved to approve the agenda with amendment to move agenda item 10A, Approve resolution authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority to after agenda item 5A, Approve minutes for June 22, 2020; the motion was seconded by Vice-Chair Commissioner Ramon Gonzalez. The motion carried a 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

5. APPROVE MINUTES

A. JUNE 22, 2020 SPECIAL MEETING

Vice-Chair Commissioner Ramon Gonzalez moved to approve the minutes for June 22, 2020 special meeting; the motion was seconded by Mr. Joshua Orozco. The motion carried a 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

(10A.) APPROVE RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY

Mr. Joshua Orozco moved to approve; the motion was seconded by Vice-Chair Commissioner Ramon Gonzalez. The motion carried 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

BOARD COMMENTS ON ITEM 10A

Vice-Chair Commissioner Ramon Gonzalez asked how much money is CRRUA applying for.

Mr. Brent Westmoreland, CRRUA Executive Director replied we are applying for \$100,000.00 or Less. We don't have a budget at the moment once we have the budget I will forward it to all board members.

Mr. Joshua Orozco asked if this was a grant from EPA and NADBank.
Mr. Brent Westmoreland replied this will be a loan.
Mr. Joshua Orozco asked if this was a \$100,000.00 loan.
Mr. Brent Westmoreland replied yes or less.
Mr. Joshua Orozco asked what are the terms and interest.
Mr. Brent Westmoreland replied that he does not recall the terms but the interest was very low.
Mr. Joshua Orozco stated that if this was a requirement by EPA and NADBank he was in favor.

6. PUBLIC COMMENTS: Limited to 3 minutes per person.
None

7. STAFF COMMENTS & ANNOUNCEMENTS
None

8. BOARD COMMENTS

Vice-Chair Commissioner Ramon Gonzalez thanked Mr. Brent Westmoreland for helping him and a resident clear the issue brought to him.
Mr. Alex Sierra asked that if the old storage tank that is overlooking the bluffs in Santa Teresa is that well 14.
Mr. Brent Westmoreland replied that the old tank below the railroad overlooking the bluffs is no longer in service.
Mr. Alex Sierra asked if that tank still belong to CRRUA.
Mr. Brent Westmoreland replied yes.
Mr. Alex Sierra stated that he was out walking and notice that the tank had a lot of graffiti, but That it did not bothered him, what bothered him was that people were using the ladder.
Mr. Brent Westmoreland replied that he would remove the ladder ASAP. That tank was to be demolish but our consultant engineers and himself have been debating on rebuild or demolishing it.
Vice-Chair Commissioner Ramon Gonzalez asked if the tank gets remodel how would it help.
Mr. Brent Westmoreland replied it would add a half of million gallons additional storage capacity to the overall system.
Vice-Chair Commissioner Ramon Gonzalez asked how much the cost would be to remodel.
Mr. Brent Westmoreland replied that is one of the factors we are waiting for.
Chair Councilor Olga Nunez asked what is the reason that the CRRUA meetings are been postpone to the end of the month.
Mr. Brent Westmoreland replied that hopefully by August they could go to a normal meeting schedule. Having the meeting at the end of the month was necessary preparing the final budget documents to send to DFA and having them approved by the CRRUA board before the end of the month.

9. PRESENTATIONS & REPORTS

A. MONTHLY REPORTS & ANNOUNCEMENTS

1. BRIDEL FACILITY MONTHLY REPORT FOR THE MONTH OF JUNE 2020.
Eric Lopez, Bridel Facility Operations presented to the board members the June 2020 operations monthly report of the CRRUA water and wastewater system.

2. FORENSIC AUDIT UPDATE

Mr. Brent Westmoreland, CRRUA Executive Director informed the board members that Chair Councilor Olga Nunez, Liliana Arevalo, CRRUA Office Manager and he have an interest meeting with CRRUA's annual audit company on Wednesday at midday. In conjunction with Chair Councilor Olga Nunez we will be bringing the additional documents that we would like to have audited to determine if this company can do it for us and what is the cost. This company is already under contract with CRRUA. This way we can get the items of concern looked at and audited.

10. DISCUSSION/ACTION ITEMS

A. APPROVE RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY

Item moved to after agenda item 5A, Approve minutes for June 22, 2020.

B. PRESENTATION, DISCUSSION AND APPROVAL THE BUDGET FOR FISCAL YEAR 2020-2021.
Vice-Chair Commissioner Ramon Gonzalez moved to approve; the motion was seconded by Mr. Joshua Orozco. The motion carried 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

BOARD COMMENTS ON ITEM 10B

Chair Councilor Olga Nunez stated that she remembered that on the preliminary budget presentation Liliana had a job position pending to be added where one of the existing clerks were going to be promoted to and I cannot find it on the presentation.

Ms. Liliana Arevalo, CRRUA Office Manager stated that she did not add the job position to the budget. All personnel positions stayed the same.

Mr. Brent Westmoreland, CRRUA Executive Director stated that in the budget there was a position that was not filled we are going to tailor the description to add additional duties and then advertise.

Chair Councilor Olga Nunez asked if this was the position where one of the existing clerks was going to be promoted to.

Ms. Liliana Arevalo replied no, but any CRRUA employee with the required qualifications can apply.

Chair Councilor Olga Nunez stated that she would like to postpone the item until they find a way on how is customer service going to be handled.

Mr. Brent Westmoreland replied that he understood her point and informed her that this job description is still being worked on and once its created they can present to the board for consideration.

Chair Councilor Olga Nunez asked who has the final decision on who is getting hired for

the position.

Mr. Brent Westmoreland replied the lead clerk would be the lead on customer service and the final decision will be done by him. The approval of the job description will be done by the HR department and himself.

Mr. Joshua Orozco stated that the board needs to be careful because they don't have a say on CRRUA personnel, exception Mr. Westmoreland. We can get in to some trouble if we get in that area. I think that we can accomplish what you need as Brent said under the job description but we cannot dictate or give direction on who gets hired.

Chair Councilor Olga Nunez stated that she is addressing it as a budget item.

Mr. Joshua Orozco stated that he appreciated the budget presentation slide it was helpful information understanding the expenditures and revenues.

Representative Ray Lara thanked for the budget presentation and stated that the information presented was what he had asked for and now he had a very clear picture on the expenditures and revenues.

Chair Councilor Olga Nunez asked Mr. Westmoreland to add on the next agenda the discussion on the outstanding accounts if possible.

Ms. Liliana Arevalo asked when would the next CRRUA meeting be.

Mr. Brent Westmoreland replied Monday of August 10, 2020.

Ms. Liliana Arevalo asked if this can wait until September's meeting because she would like to go into discussion about it.

Chair Councilor Olga Nunez replied yes.

C. APPROVE FISCAL YEAR 2020 4TH QUARTER REPORT AND BUDGET RESOLUTION

Mr. Joshua Orozco moved to approve; the motion was seconded by Vice-Chair Commissioner Ramon Gonzalez. The motion carried 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

D. APPROVAL OF WAIVER FOR LATE FEES CHARGED DURING THE COVID-19 PANDEMIC FOR THE MONTH OF JULY 2020.

Mr. Joshua Orozco moved to approve; the motion was seconded by Vice-Chair Commissioner Ramon Gonzalez. The motion carried 6-0 vote.

Chair Councilor Olga Nunez	aye
Vice-Chair Commissioner Ramon Gonzalez	aye
Commissioner Manuel Sanchez	aye
Mr. Alex Sierra	aye
Mr. Joshua Orozco	aye
Representative Ray Lara	aye

10. ADJOURNMENT

Chair Councilor Olga Nunez moved to adjourn the Camino Real Regional Utility Authority Meeting with no objections.

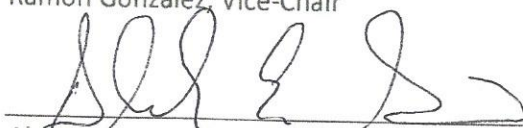
The meeting adjourned at 7:23 p.m.

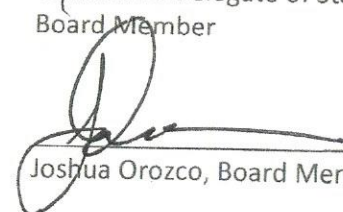
APPROVED AND ADOPTED on this 10th day of August 2020.

CAMINO REAL REGIONAL UTILITY AUTHORITY



Olga Nunez, Chair


Ramon Gonzalez, Vice-Chair


Alex Sierra Delegate of State Senator Joseph Cervantes,
Board Member

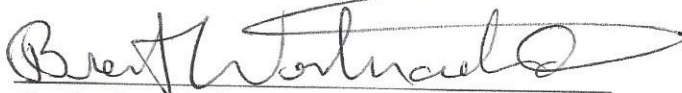

Joshua Orozco, Board Member

Manuel Sanchez, Board Member


Ray Lara, Board Member
State Representative


Alberto Jaramillo, Board Member

ATTEST:


Camino Real Regional Utility Authority