



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Board of Public Utilities

*Jeff Johnson, Chair; Carrie Walker, Vice-chair; Paul  
Frederickson, Stephen McLin and Kathleen Taylor, Members  
Tim Glasco, Ex Officio Member  
Harry Burgess, Ex Officio Member  
Christine Chandler, Council Liaison*

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Wednesday, May 16, 2018

5:30 PM

1000 Central Avenue  
Room 110

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### REGULAR SESSION

Complete Board of Public Utilities agenda packets, past agendas, videos, legislation and minutes can be found online at <http://losalamos.legistar.com/Calenar.aspx>. Learn more about the Board of Public Utilities at <http://www.losalamosnm.us/gov/bcc/utilitiesboard>.

#### PUBLIC COMMENTS:

Please submit written comments to the Board at [bpu@lacnm.us](mailto:bpu@lacnm.us). Oral public comment is accepted during the two periods identified on the agenda and after initial board discussion on a business item, prior to accepting a main motion on an item. Oral comments should be limited to four minutes per person. Requests to make comments exceeding four minutes should be submitted to the Board in writing prior to the meeting. Individuals representing or making a combined statement for a large group may be allowed additional time at the discretion of the Board. Those making comments are encouraged to submit them in writing either during or after the meeting to be included in the minutes as attachments. Otherwise, oral public comments will be summarized in the minutes to give a brief succinct account of the overall substance of the person's comments.

#### 1. CALL TO ORDER

#### 2. PUBLIC COMMENT

*This section of the agenda is reserved for comments from the public on Consent Agenda items or items that are not otherwise included in this agenda.*

#### 3. APPROVAL OF AGENDA

#### 4. BOARD BUSINESS

##### 4.A. Chair's Report

##### 4.B. Board Member Reports

##### 4.C. Utilities Manager's Report

- 4.D. County Manager's Report
- 4.E. Council Liaison's Report
- 4.F. Environmental Sustainability Board Liaison's Report
- 4.G. General Board Business
- 4.H. Approval of Board Expenses
- 4.I. Preview of Upcoming Agenda Items

[10809-18](#) Tickler File for the Next 3 Months

**Presenters:** Board of Public Utilities

PG. 1-3

5. **PUBLIC HEARING(S)**

- 5.A [10726-18](#) Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Modifications to Rule GR-15: Deposits; and Deletion of Rule GR-16: Credit Rating

**Presenters:** Bob Westervelt, Deputy Utilities Manager - Finance/Admin

PG. 4-8

- 5.B [10725-18](#) Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Fee Schedule & Preface

**Presenters:** James Alarid, Deputy Utilities Manager - Engineering

PG. 9-13

6. **CONSENT AGENDA**

*The following items are presented for Board approval under a single motion unless any item is withdrawn by a member for further Board consideration in the "Business" section of the agenda.*

**CONSENT MOTION -**

*I move that the Board of Public Utilities approve the items on the Consent Agenda as presented and that the motions in the staff reports be included in the minutes for the record.*

OR

*I move that the Board of Public Utilities approve the items on the Consent Agenda as amended and that the motions contained in the staff reports, be included in the minutes for the record.*

- 6.A**    [10805-18](#)    Approval of Board of Public Utilities Meeting Minutes

**Presenters:**    Board of Public Utilities

PG. 14-24

- 6.B**    [RE0370-18](#)    Approval of Incorporated County of Los Alamos Resolution No. 18-10: A Resolution Removing Uncollectible Utility Accounts from the Incorporated County of Los Alamos' Accounts Receivable List for Fiscal Year 1999 Through Fiscal Year 2013

**Presenters:**    Bob Westervelt, Deputy Utilities Manager - Finance/Admin

PG. 25-33

- 6.C**    [10720-18](#)    Approval of Contract No. 18-WC-40-694 with the United States Bureau of Reclamation for Lease of the 2018 Allocation of San Juan/Chama Project Water

**Presenters:**    Jack Richardson, Deputy Utilities Manager - GWS Services

PG. 34-42

- 6.D**    [10741-18](#)    Award of IFB 18-21 for the Purpose of A Replacement Uninterruptable Power Supply for SCADA Systems with Nationwide Power Solutions in the Amount of \$62,289.00, plus Applicable Gross Receipts Tax.

**Presenters:**    James Alarid, Deputy Utilities Manager - Engineering

PG. 43

**7.        BUSINESS**

- 7.A**    [10693-18](#)    Recommendations and Possible Action Regarding Los Alamos County's Participation in the San Juan Generating Station Post 2022

**Presenters:**    Steve Cummins, Deputy Utilities Manager - Electric Production

PG. 44-45

**7.B**    [10740-18](#)    Wastewater Loan Discussion

**Presenters:**    James Alarid, Deputy Utilities Manager - Engineering

*PG. 46-50*

**7.C**    [10742-18](#)    Approval of Budget Revision No. 2018-14 for the Purpose of Otowi Well No. 2

**Presenters:**    James Alarid, Deputy Utilities Manager - Engineering

*PG. 51-53*

**8.**        **STATUS REPORTS****8.A**    [10806-18](#)    Status Reports

**Presenters:**    Board of Public Utilities

*PG. 54-65*

**9.**        **PUBLIC COMMENT**

*This section of the agenda is reserved for comments from the public on any items.*

**10.**      **ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 662-8040 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Department of Public Utilities (505) 662-8132 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):** BCC - N/A

**Presenters:** Board of Public Utilities

**Legislative File:** 10809-18

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**Title**

Tickler File for the Next 3 Months

**Attachments**

A - Tickler File for the Next 3 Months



# County of Los Alamos

Los Alamos, NM 87544  
www.losalamosnm.us

## Tickler

**Criteria: Agenda Begin Date: 6/1/2018, Agenda End Date: 8/31/2018, Matter Bodies:  
Board of Public Utiliti**

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File Number	Title
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**Agenda Date: 06/20/2018**

<b>10692-18</b>	<b>Report</b>	<b>04G General Board Business</b>
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Quarterly Conservation Program Update

**Department Name:** DPU

**Drop Dead Date:**

**Length of Presentation:** Apx. 5 Min.

**Sponsors:** James Alarid, Deputy Utilities  
Manager - Engineering

<b>10443-18</b>	<b>Briefing/Report (Dept,BCC) - Action Requested</b>	<b>06 Consent</b>
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Approval of Task Order No. 2 Under Services Agreement No. AGR17-37 with Stantec Consulting Services, Inc. in the amount of \$[amount], plus Applicable Gross Receipts Tax, for the Purpose of Year 2 Services for the Geographic Information System and Asset Management Upgrade

**Department Name:** DPU

**Drop Dead Date:**

**Length of Presentation:** N/A

**Sponsors:** Jack Richardson, Deputy Utilities  
Manager - GWS Services

<b>10758-18</b>	<b>Briefing/Report (Dept, BCC) - No action requested</b>	<b>07 Business</b>
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Discussion About Modification of Department of Public Utilities Rules & Regulations - Rule W-6 Backflow Prevention and Cross-Connections

**Department Name:** DPU

**Drop Dead Date:**

**Length of Presentation:** Apx. 10 Min.

**Sponsors:** Jack Richardson, Deputy Utilities  
Manager - GWS Services

**Agenda Date: 07/18/2018**

<b>10417-18</b>	<b>Briefing/Report (Dept, BCC) - No action requested</b>	<b>04G General Board Business</b>
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Quarterly Update on Utility System - (System TBD)

**Department Name:** DPU

**Drop Dead Date:**

**Length of Presentation:** Apx. 20 Min.

**Sponsors:** Tim Glasco, Utilities Manager

<b>10695-18</b>	<b>Briefing/Report (Dept, BCC) - No action requested</b>	<b>04G General Board Business</b>
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Annual Review and Revision of Board of Public Utilities Policies and Procedures Manual

**Department Name:** DPU

**Drop Dead Date:**

**Length of Presentation:** Apx. 10 Min.

**Sponsors:** Jeff Johnson, Chair of the Board of  
Public Utilities

<b>10696-18</b>	<b>Briefing/Report (Dept,BCC) - Action Requested</b>	<b>04G General Board Business</b>
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<b>File Number</b>	<b>Title</b>	
	Annual Affirmation of the Board of Public Utilities Policies and Procedures Manual	
	<b>Department Name:</b> DPU	<b>Length of Presentation:</b> Apx. 5 Min.
	<b>Drop Dead Date:</b>	<b>Sponsors:</b> Jeff Johnson, Chair of the Board of Public Utilities
<b>10697-18</b>	<b>Briefing/Report (Dept, BCC) - No action requested</b>	<b>04G General Board Business</b>
	Planning for Upcoming Board of Public Utilities Annual Boards & Commissions Presentation to Council on September 25th, 2018	
	<b>Department Name:</b> DPU	<b>Length of Presentation:</b> Apx. 20 Min.
	<b>Drop Dead Date:</b>	<b>Sponsors:</b> Jeff Johnson, Chair of the Board of Public Utilities
<b>10807-18</b>	<b>Briefing/Report (Dept,BCC) - Action Requested</b>	<b>05 Public Hearings</b>
	(TENTATIVE) Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Rule W-6 Backflow Prevention and Cross-Connections	
	<b>Department Name:</b> DPU	<b>Length of Presentation:</b> Apx. 20 Min.
	<b>Drop Dead Date:</b>	<b>Sponsors:</b> Jack Richardson, Deputy Utilities Manager - GWS Services
<b>Agenda Date: 08/15/2018</b>		
<b>10374-18</b>	<b>Calendar</b>	<b>04A Chair's Report</b>
	Reminder for Upcoming Boards & Commissions Luncheon	
	<b>Department Name:</b> DPU	<b>Length of Presentation:</b> Apx. 5 Min.
	<b>Drop Dead Date:</b>	<b>Sponsors:</b> Board of Public Utilities
<b>10808-18</b>	<b>Briefing/Report (Dept, BCC) - No action requested</b>	<b>04G General Board Business</b>
	Planning for Upcoming Board of Public Utilities Annual Boards & Commissions Presentation to Council on September 25th, 2018	
	<b>Department Name:</b> DPU	<b>Length of Presentation:</b> Apx. 20 Min.
	<b>Drop Dead Date:</b>	<b>Sponsors:</b> Jeff Johnson, Chair of the Board of Public Utilities



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 5.A  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Bob Westervelt, Deputy Utilities Manager - Finance/Admin  
**Legislative File:** 10726-18

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### **Title**

Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Modifications to Rule GR-15: Deposits; and Deletion of Rule GR-16: Credit Rating

### **Recommended Action**

**I move the Board of Public Utilities approve revisions to Department of Public Utilities Rules & Regulations, Rule GR-15: Deposits, as presented; and approve deletion in its entirety of Department of Public Utilities Rules and Regulations, Rule GR-16: Credit Rating.**

### **Staff Recommendation**

Staff recommends approval of the rule changes as proposed.

### **Body**

Historically, a credit rating was calculated by the billing system according to defined parameters and was used as one criteria in the determination of whether a deposit would be required on a new or existing utilities account. Tyler Munis, the new Enterprise Resource Planning (ERP) system being implemented by the County, does not support automated calculation of a credit rating. The criteria used can be evaluated and applied by staff without the necessity of establishing a formal credit score. The recommended revision to rule GR-15 deletes reference to the credit rating, but adds some of the criteria previously delineated in Rule GR-16. Some minor language cleanup is included as well. Rule GR-16 defined the credit score criteria and calculation but is no longer applicable in the new ERP, so is recommended for deletion in its entirety.

### **Alternatives**

If this item is not approved staff would need to draft alternative language for Board consideration that would implement the changes necessitated by the new ERP system, or would need to track and apply the criteria and calculate a credit score manually. Again, the same criteria is already used by staff to determine if a deposit is required, so calculation of a formal credit score is unnecessary.

### **Fiscal and Staff Impact/Planned Item**

There is no fiscal impact to this action.

### **Attachments**

- A- Rule GR-15 Deposits (redline version)
- B- Rule GR-16 Credit Rating (redline version)





**RULES AND REGULATIONS  
GENERAL PROVISIONS (GR)  
RULE GR-15  
DEPOSITS**

**GR-15.01 GENERAL**

This rule describes the deposit and guarantee of payment requirements for the utility. No interest is paid on deposits required by the Utility. The deposit shall be calculated in accordance with the Fee Schedule.

**GR-15.02 DEPOSIT REQUIREMENTS**

**A. Residential**

Except as provided in paragraphs 1 – 6 below, no deposits are required from new customers ~~who own or are purchasing their homes or who~~ can provide a letter from their most recent utility demonstrating to the Utility a history of satisfactory timely payments.

Deposits will be required from residential customers under the following conditions:

- 1) New customers who are unable to provide a letter from their most recent utility demonstrating to the Utility a history of timely satisfactory payments.
- ~~2) Any customer who has a credit rating (see Rule GR-16) greater than 25 points.~~
- ~~3) 2) Any customer being reconnected after a disconnection for non-payment.~~
- ~~4) 3) Any customer who has interfered with a Utility service or improperly connected to the utility.~~
- ~~5) 4) Any customer who has filed or been made part of a bankruptcy action.~~
- 5) Any customer who has made payment of a Utility bill that was returned for with a non-sufficient funds (NSF) or for insufficient credit available check more than once during the preceding a twelve-month period.
- 6) Any customer that has incurred three or more "collections events" in the preceding twenty-four month period. Collections events include late fees charged, door tags, reminder letters, broken payment arrangements, or referral of an account to a collection agency.

**B. Commercial**

Customer deposits or irrevocable letters of credit will be required for all new commercial accounts where the location receiving service is not owned by the Customer.

Deposits will also be required from commercial customers under the following conditions:

- ~~1) Any customer who has a credit rating (See Rule GR-16) greater than 25 points.~~
- ~~2) 1) Any customer being reconnected after a disconnection for non-payment.~~
- ~~3) 2) Any customer who has interfered with a Utility service or improperly connected to the utility.~~
- ~~4) 3) Any customer who has filed or been made part of a bankruptcy action.~~
- 4) Any customer who has made payment of a utility bill with a that was returned for non-sufficient funds (NSF) or for insufficient credit available check more than once during the preceeding a twelve-month period.
- 5) Any customer that has incurred three or more "collections events" in the preceding twenty- four month period. Collections events include late fees charged, door tags, reminder letters, broken payment arrangements, or referral of an account to a collection agency.

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**GR-15.03 REFUND OF DEPOSITS**

- A. Upon disconnection of service, the Utility shall refund the customer's deposit or the balance in excess of ~~the any~~ unpaid bills for service.

SECTION REVISIONS: ~~05/17/2006~~04/18/2018

- | B. Upon customer request, Ddeposits ~~are will be~~ credited to customer accounts when there have been no delinquent payments for twelve consecutive billing cycles.

| SECTION REVISIONS: ~~05/17/2006~~04/18/2018

**RULES AND REGULATIONS**  
**GENERAL RULES (GR)**  
**RULE GR-16**  
**CREDIT RATING**

**GR-16.01 GENERAL**

Rule includes credit ratings, events and duration affecting credit ratings.

**GR-16.02 CREDIT RATINGS**

Excellent     0 Points

Good         10 Points

Fair          50 Points

Poor         100 Points

**GR-16.03 CREDIT EVENTS, POINTS AND DURATION**

Customer's credit rating will be calculated based on the following table:

Event	Points	Duration
New Customer	10	6 Months
Late Fee Charged	10	12 Months
Payment Arrangement Made	5	12 Months
Missed payment arrangement	25	12 Months
Reminder letter	10	12 Months
NSF Payment	25	12 Months
Door Tag	15	12 Months
Disconnect for nonpayment	50	12 Months
Meter tampering	50	12 Months
Collection agency	50	12 Months
Write-off	50	12 Months
Bankruptcy	50	24 Months



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 5.B  
**Index (Council Goals):** BCC - N/A  
**Presenters:** James Alarid, Deputy Utilities Manager - Engineering  
**Legislative File:** 10725-18

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### Title

Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Fee Schedule & Preface

### Recommended Action

**I move the Board of Public Utilities approve the modifications to the Department of Public Utilities Rules and Regulations - Fee Schedule. I further move that the Board approve the revised Preface as presented.**

### Staff Recommendation

Staff recommends approval of the revisions as presented.

### Body

The following modifications to the Department of Public Utilities Rules and Regulations - Fee Schedule are proposed.

- Deposits for residential meters is currently \$60 per meter. Staff is proposing to allow the fees to be increased up to \$120 per meter in cases where the customer has a poor payment history. Charging the increased deposit will be at the discretion of the Customer Care Supervisor.
- Clarifying language has been added to the Water Hydrant Meter deposit. The name will be changed to Fire Hydrant Meter and language will be added to reinforce the deposit is refundable. The fee will not change.

Review of the Fee Schedule is performed annually. The new fees will be in effect immediately after approval of the Utility Board.

### Preface Cleanup

- Preface - In 2006, the DPU Rules and Regulations were updated in their entirety. The Preface currently states, "These rules have been updated through May 2006." This statement needs to be modified to indicate how subsequent revisions are noted in the document. There is also a minor typo cleanup in paragraph 4.

### Alternatives

If the modifications to the fee schedule are not approved some outdated fees will remain in effect.

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**Fiscal and Staff Impact/Planned Item**

N/A

**Attachments**

A - Fee Schedule (Redline Version)

B - Preface (Redline Version)

**RULES AND REGULATIONS  
FEE SCHEDULE (FS)**

<b>Administrative Fees</b>		
Account Initiation and Transfer Fee	\$10	
Reconnection following disconnection for non-payment – normal hours	\$60	Per trip to location, 8:00 AM to 4:00 PM M-F
Reconnection following disconnection for non-payment – after normal hours	\$200	Per trip to location, after hours, weekends and holidays
Door Hanger Fee	\$10	Per occurrence
<b>Deposits</b>		
Residential	\$60 per meter	Or up to \$120 per meter with poor payment history
Commercial	Variable	Two times the highest anticipated monthly bill
<del>Fire Water</del> hydrant meter	\$1,500	Refundable upon meter return (All commodity charges shall be at the filed and approved rate schedule)
<b>Service Fees</b>		
Disconnection or reconnection of electric, gas or water – normal hours – No charge for first trip in a 24-hr period, thereafter each trip is \$75	No Charge (first trip) \$75 each additional trip	Per trip to location, 8:00 AM to 4:00 PM M-F
Emergency disconnection or reconnection of electric, gas or water – after normal hours	No Charge	Per trip to location, after hours, weekends and holidays
Non –Emergency_ disconnection or reconnection of electric, gas or water – after normal hours	\$200	Per trip to location, after hours, weekends and holidays
Furnace check fees	\$100	For up to two furnaces
<b>Meter Test Fees (Requested by customer)</b>		
Electric meters, all sizes	\$125	
Water meters 5/8 inch through 1-1/2 inch	\$150	
Water meters greater than 1-1/2 inch (in place test)	\$150	
<b>Construction Fees</b>		
<b>New Service Installations</b>		
100 amp electric residential service installation less than 150 feet	\$850	Prepaid
200 amp electric residential service installation less than 150 feet	\$1008	Prepaid
Residential Net Meter application & inspection (2 trips), incremental cost of Net meter and labor to install Net meter	\$260	Prepaid
Commercial Net Meter application & inspection (2 trips), incremental cost of Net meter and labor to install Net meter	\$450	Prepaid

SECTION REVISIONS: 06/21/2017, 01/18/2017, 08/17/2015, 12/17/2014, 11/20/2014, 07/18/2012, 01/24/2007, 05/17/2006

All other electric service installations	Estimated cost	Prepaid
¾ inch gas residential service installation less than 150 feet	\$1090	Prepaid
¾ inch service line up to 150 feet, tap to main, and meter, out of road	\$1215	Prepaid
¾ inch service line up to 150 feet, tap to main in paved road, and meter	\$2897	Prepaid
Install ¾" – 1" excess flow valve on existing polyethylene service line	\$616	Prepaid
Install ¾" – 1" excess flow valve on existing steel service line	\$2422	Prepaid
Install gas valve on existing polyethylene service line	\$662	Prepaid
Install gas valve on existing steel service line	\$2710	Prepaid
All other gas service installations	Estimated cost	Prepaid
¾ inch water meter	\$416	Prepaid
¾ inch water meter with box, install out of road	\$1700	Prepaid
¾ inch water meter with box, with tap in paved road	\$3508	Prepaid
4 inch sewer tap and saddle with sewer main exposed by customer	\$410	Prepaid
All other work including sewer installations, service relocations and replacement	Estimated cost	Prepaid
<b>North Mesa Connection Charges</b>		
\$250 charge per undeveloped unit where the unit is located in a subdivision where the final plat has been formally accepted by the County, the charge shall be paid for by the individual customer or contractor at the time a water meter is requested	\$250 per unit	
Where the unit is located in a subdivision where the final plat has not been accepted by the County, the charge shall be paid by the subdivision's developer at the time the final plat is filed with the County	\$250 per unit	
<b>Inspection Fees for Subdivisions/Commercial Utility Infrastructure</b>		
Fees for inspection will be based on a percentage of the construction cost estimate for the public Utility infrastructure. Estimate shall be prepared by a Professional Engineer, registered in the state of New Mexico and signed and sealed by the New Mexico Professional Engineer and provided to County Utility Engineering Department for written approval.	5% of construction cost estimate for the public Utility infrastructure	1.If construction scope and or cost increases by 10 percent or more than original approved scope, inspection fee will be revised accordingly 2. Utility Department reserves right to modify fees if needed.



**RULES AND REGULATIONS**  
**REVISION 2006**  
**LOS ALAMOS COUNTY**  
**BOARD OF PUBLIC UTILITIES**

**PREFACE**

The following rules and regulations for electric, gas, water, and sewer service have been adopted by the Los Alamos County Board of Public Utilities pursuant to the Los Alamos Public Code, Section 14-8-1 and 14-1-11. These rules were updated in their entirety in ~~have been updated through~~ May 2006.  
Subsequently, when rules are changed, their revision dates are noted in the footers of those sections.

These rules and regulations are to be used in conjunction with the Los Alamos County Code of Ordinances and Los Alamos County Utility Department Construction Standards.

The rules and regulations are divided into major sections to include the general Rules that apply to the entire utility and a section for each specific utility. The major sections include General Rule, Electric, Gas, Water, Sewer, Subdivision, and Fee Schedule. Appendix I is included for reference and are not a formal inclusion of the rules.

Each rule is numbered using the designation for that section. Each rule number consists of two parts separated by a dash. The figure before the dash refers to the Section, i.e., GR for General Rule Section. The figure after the dash refers to the position of the part within the rule. Thus, the second rule of the GR section is numbered GR-2 and the first part of that rule is numbered GR-2.01. Under this system, each rule is identified with its section and each part is identified within its rule. New rules and parts within rules can be inserted in their proper place by using the decimal system.



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 6.A  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Board of Public Utilities  
**Legislative File:** 10805-18

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### **Title**

Approval of Board of Public Utilities Meeting Minutes

### **Recommended Action**

**I move that the Board of Public Utilities approve the meeting minutes of April 18th, 2018 as presented.**

### **Body**

#### **REQUESTED REVISIONS TO THE DRAFT MINUTES**

Draft minutes are sent to members after each meeting for their review. Members may then send changes to be incorporated prior to final approval of the minutes at the next regular meeting. No changes were requested.

### **Attachments**

A - Draft BPU Regular Session Minutes - April 18th, 2018



LOS ALAMOS

# County of Los Alamos

## Minutes

### Board of Public Utilities

1000 Central Avenue  
Los Alamos, NM 87544

*Jeff Johnson, Chair; Carrie Walker, Vice-chair; Paul Frederickson, Stephen McLin and  
Kathleen Taylor, Members  
Tim Glasco, Ex Officio Member  
Harry Burgess, Ex Officio Member  
Christine Chandler, Council Liaison*

Wednesday, April 18, 2018

5:30 PM

1000 Central Avenue  
Council Chambers

#### REGULAR SESSION

### 1. CALL TO ORDER

The regular meeting of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, April 18, 2018 at 5:30 p.m. at 1000 Central Ave., Council Chambers. Board Chair Jeff Johnson called the meeting to order at 5:30 p.m.

**Present 6 - Board Member Johnson, Vice-chair Walker, Board Member Frederickson, Board Member McLin, Board Member Glasco and Board Member Burgess**

**Absent 1 - Board Member Taylor**

Mr. Johnson reported to staff that as authorized by §10-15-1 (H)(2) of the New Mexico Open Meetings Act, NMSA 1978, the Board of Public Utilities met in closed session on March 30th, 2018 to discuss information pertaining to limited personnel matters - Utilities Manager performance review and planning. He reported that the matters discussed were limited only to those specified in the meeting notice.

### 2. PUBLIC COMMENT

Mr. Johnson opened the floor for public comment on items on the Consent Agenda and for those not otherwise included on the agenda. Members of the public gave the following summarized comments:

1) Four members of the Quadrumaniacs, a First Lego League team of 4th and 6th graders, gave a brief presentation to the Board. The teams are tasked, among other things, with presenting an innovative solution to a real-world problem. They saw that in Los Alamos, wastewater pipes flow from the tops of mesas down to the bottoms of valleys. Their idea was to use this flow to generate energy by installing turbines in some of the wastewater pipes. They presented two possible turbine designs developed by their team, which would harness the energy while separating the solids to prevent clogging.

### 3. APPROVAL OF AGENDA

\*\*\*\*\*

**Ms. Walker moved that the agenda be approved with the modification of removing 5.A. and 5.B. The motion passed by the following vote:**

\*\*\*\*\*

**Yes: 4 - Board Member Johnson, Vice-chair Walker, Board Member Frederickson and Board Member McLin**

**Absent: 1 - Board Member Taylor**

#### **4. BOARD BUSINESS**

##### **4.A. Chair's Report**

Mr. Johnson reported on the following items:

1) With regards to the presentation by the Quadrumaniacs, Mr. Johnson thought the idea of capturing the potential energy of the water we pump is not a bad idea. He doesn't know how feasible it is for the County, but he has been interested in seeing the County investigate this on some level. He believes a model that perhaps utilizes gravity flow to recapture some energy could be used pretty dramatically with a heavy distributed solar model where water is pumped during the day up to the storage containers to help even out the power load. Mr. Johnson asked the other members if they were interested in having staff perform a cursory investigation of the feasibility to determine if something like this could work, if technology is available to make it achievable and whether it would be cost effective. The other three members agreed by general consensus that they would be interested the Department conducting a cursory investigation.

##### **4.A.1 10373-18 Reminder for Upcoming Boards & Commissions Luncheon**

**Presenters:** Board of Public Utilities

The month prior to a Boards and commissions luncheon, the attendee schedule will be included in the agenda packet as a reminder during the Chair's report. Mr. Johnson is scheduled to attend the May 17th luncheon.

##### **4.B. Board Member Reports**

There were no reports.

##### **4.C. Utilities Manager's Report**

Mr. Glasco provided a written report, which is included in the minutes as an attachment.

Several members asked Mr. Glasco to elaborate on the cost associated with the TA-3 Substation concerns he discussed and expressed a desire for Mr. Glasco to continue to fully investigate all possible options for recouping those costs. With regards to the leaking oil seal on the El Vado turbine generator, Mr. Glasco was asked to elaborate on cost recovery from J.R. Merit. With regards to the unforeseen problems associated with the drilling of Otowi Well No. 2, Mr. Glasco was asked to discuss the possibility of moving the drilling location to a different spot.

##### **4.D. County Manager's Report**

Mr. Burgess reported on the following items:

1) In addition to passing the Utilities Department budget the prior evening, Council passed the entire budget for the next year. It was a flat budget in the General Fund, which translated to no raises for employees until the outcome of the contract award for Los Alamos National Laboratory is fully understood. At present, it has been stated that the

decision will be made on or around June 1st, as they are looking to transition prior to the change of the fiscal year. The County is looking forward to hearing what the decision will be. Council will then be revisiting the budget to look at either additions or deductions, depending on the outcome of the award.

**4.E. Council Liaison's Report**

Ms. Christine Chandler had nothing to report.

**4.F. Environmental Sustainability Board Liaison's Report**

Ms. Susan Barns provided a written report, which is included in the minutes as an attachment.

**4.G. General Board Business**

**4.G.2 [10302-18](#) Briefing from County Manager on the County Strategic Objectives**

**Presenters:** Harry Burgess

County Manager Mr. Harry Burgess presented this item. The following is the substance of the item being considered.

During the 2015 Board of Public Utilities Self-evaluation, the Board suggested that the County Manager present the County's goals and objectives to the Board and discuss overlap with the Department of Public Utilities. In December 2015, this was added to the Board's Policies and Procedures manual under the County Manager's responsibilities. Mr. Burgess presented the recently revised Los Alamos County Strategic Leadership Plan 2018 Update.

The Board discussed this item and requested clarification where necessary.

**4.G.3 [10416-18](#) Quarterly Update on Utility System - Wastewater System**

**Presenters:** Jack Richardson

Deputy Utility Manager of Gas, Water & Sewer Mr. Jack Richardson presented this item. The following is the substance of the item being considered.

The Board has requested a quarterly system assessment on a different utility each quarter. This quarter, Mr. Richardson presented an update on the wastewater system.

The Board discussed this item and requested clarification where necessary.

**4.H. Approval of Board Expenses**

There were no expenses.

**4.I. Preview of Upcoming Agenda Items**

**4.I.1 [10690-18](#) Tickler File for the Next 3 Months**

**Presenters:** Board of Public Utilities

No new items were added to those already listed in the tickler provided in the agenda packet.

The tentative item for a public hearing to consider an unbundled rate structure will be removed until further notice.

**5. PUBLIC HEARING(S)**

**ITEM 5.A. AND 5.B. WERE PULLED FROM THE AGENDA**

- 5.A     [10663-18](#)     Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Modifications to Rule GR-15: Deposits; and Deletion of Rule GR-16: Credit Rating

**Presenters:**     Bob Westervelt

- 5.B     [10662-18](#)     Public Hearing for Modification of Department of Public Utilities Rules & Regulations - Fee Schedule, Preface & Table of Contents

**Presenters:**     James Alarid

**6. CONSENT AGENDA**

\*\*\*\*\*

Mr. McLin moved that the Board of Public Utilities approve the items on the Consent Agenda as presented and that the motions contained in the staff reports be included in the minutes for the record. The motion passed by the following vote:

\*\*\*\*\*

Yes:    4 -    Board Member Johnson, Vice-chair Walker, Board Member Frederickson and Board Member McLin

Absent:   1 -    Board Member Taylor

- 6.A     [10685-18](#)     Approval of Board of Public Utilities Meeting Minutes

**Presenters:**     Board of Public Utilities

I move that the Board of Public Utilities approve the meeting minutes of March 21st, 2018 as presented.

- 6.B     [AGR0548-18](#)     Approval of Services Agreement No. AGR 18-28 with Transmission & Distribution Services LLC., in the amount of \$731,393.78, plus Applicable Gross Receipts Tax, for the Purpose of the White Rock Substation 15KV Retrofit & Upgrade Project

**Presenters:**     Rafael De LaTorre

I move that the Board of Public Utilities approve, in a form acceptable to the County Attorney, Services Agreement No. AGR 18-28 with Transmission & Distribution Services, LLC. in the amount of \$731,393.78 and a contingency in the amount of \$50,000, for a total of \$781,393.78, plus applicable gross receipts tax, for the purpose of White Rock Substation 15KV Retrofit & Upgraded Project and forward to Council for approval.

- 6.C     [10342-18](#)     Approval of Revision to Modification 20 to the Electric Energy and Power Coordination Agreement (ECA) Between the Incorporated County of Los Alamos and the United States Department of Energy (DOE).

**Presenters:**     Bob Westervelt

**I move that the Board of Public Utilities approve this Modification 20 to the Electric Coordination Agreement as presented and forward to Council with a recommendation for approval.**

- 6.D     [10581-18](#)     Approval of Re-appointment of Deputy Utility Manager of Finance and Administration, Bob Westervelt, as Los Alamos' Member on the New Mexico Municipal Energy Acquisition Authority (NMMEAA) Board of Directors

**Presenters:**     Bob Westervelt

**I move that the Board of Public Utilities approve re-appointment of Deputy Utility Manager of Finance and Administration, Bob Westervelt, as Los Alamos' member on the New Mexico Municipal Energy Acquisition Authority Board of Directors and forward to Council with a recommendation for appointment.**

- 6.E     [10686-18](#)     Approval of Northern Rio Arriba Electric Cooperative (NORA) Third Revised Exhibit A and Amendment No.3 to the Operation, Maintenance and Wheeling Agreement Dated August 27, 1986

**Presenters:**     Steve Cummins

**I move that the Board of Public Utilities approve the NORA Third Revised Exhibit A and Amendment No.3, and forward to Council for their consideration with a recommendation for approval.**

Mr. Johnson called for a recess at 7:32 p.m. The meeting reconvened at 7:42 p.m.

Mr. Burgess left the meeting at 7:32 p.m.

## **7. BUSINESS**

- 7.A     [10316-18](#)     Discussion of Potential Rate Structure Alternatives

**Presenters:**     Bob Westervelt

Deputy Utility Manager of Finance and Administration Mr. Bob Westervelt presented this item. The following is the substance of the item being considered.

There has been discussion for quite some time on changes to historical rate design to address issues in the modern utilities world. With the rapid expansion of distributed generation, rate design needs to address the issue of offsetting electric costs with distributed generation, while continuing to rely on the distribution system for backup or base load power. Other opportunities for properly apportioning costs to relevant cost drivers present themselves with the implementation of advanced metering and should be considered in rate design as well. There are several possible approaches to rate design that address these issues, each having their own pros and cons, which were presented to the Board. Staff is seeking guidance to attempt to narrow down the options to pursue

based on those the individual members most favored in general.

The Board discussed this item and requested clarification where necessary.

**7.B      10546-18      Financing for Wastewater Treatment Plant Loans**

**Presenters:**      James Alarid

Deputy Utility Manager of Engineering Mr. James Alarid presented this item. The following is the substance of the item being considered.

Two financial milestones were recently reached in the effort to replace the White Rock Wastewater Treatment Plant. On February 8, 2018 a payment of \$2,500,000 was made towards the existing loan for the Los Alamos Wastewater Treatment Plant. On April 7, 2018, the regular scheduled annual payment of \$964,888.54 was made towards the same loan. The resulting balance of the loan has been decreased to \$7,029,504.37. Staff recommends two actions associated with funding the new plant. The first is to refinance the existing loan now that interest rates are lower, and the second is a new loan for design and construction of the new plant. Both loans will be through the Clean Water State Revolving Loan (CWSRL) fund administered by the New Mexico Environment Department Construction Programs Bureau. Staff is seeking guidance to attempt to narrow down the options to pursue based on those the individual members most favored in general.

The Board discussed this item and requested clarification where necessary.

**8.      STATUS REPORTS**

**8.A      10688-18      Status Reports**

**Presenters:**      Department of Public Utilities

The following informational status reports were provided to the Board in the agenda packet:

- 1) Electric Reliability Update
- 2) Accounts Receivables Report
- 3) Safety Report

**9.      PUBLIC COMMENT**

Mr. Johnson opened the floor for public comment on any items. There were no comments.

**10.      ADJOURNMENT**

The meeting adjourned at 9:42 p.m.

\*\*\*\*\*

APPROVAL

\_\_\_\_\_  
Board of Public Utilities Chair Name

\_\_\_\_\_  
Board of Public Utilities Chair Signature



\_\_\_\_\_  
Date Approved by the Board

ATTACHMENT  
OFFICER REPORTS  
SUBMITTED AT THE MEETING

## **MANAGER'S REPORT**

**April 18, 2018**

1. Budget passed last night by County Council 6-0.
2. Drilling of Otowi Well No. 2 has encountered numerous unforeseen problems. The basalt rock at the upper 200 ft. of the hole contains a large fracture that is causing loss of drilling fluid. Conversion to air drilling did not solve the problem. We put a camera down the hole and discovered a large fracture that basically follows the path of drilling. It is hoped that we will leave this basalt formation in another 50 ft. or so and then be in good shape for the remainder of the drilling. We anticipate coming to the Board and Council next month to ask for an increase in project budget.
3. We received a proposal from Voith Hydro to repair the leaking oil seals on the El Vado turbine generator. We are negotiating with JR Merrit who will pay. Estimated cost is approximately \$80K, so delay with the accompanying loss of generation will be much more costly to the County than simply getting the work done.
4. Work on installation of the new water line in Los Alamos Canyon is complete with pressure testing of the line wrapped up today. We anticipate issuing a press release about opening the canyon back up in the near future.
5. Met with representatives of DOE/NNSA and LANL on possible terms of a future Energy Coordination Agreement after the current agreement expires in 2025. We plan on meeting every other month until substantial agreement on the future terms is reached.
6. Jennifer Baca, our Wastewater Treatment Plant Supervisor was selected to fill the vacant Environmental Compliance Specialist position. She will begin her new job on April 23<sup>rd</sup>.
7. Met with DOE Area Manager and with NNSA contracting officer on TA-3 Substation concerns. Both agreed that we faced a problem and stated they would try to help us. The problem appears to be with the way the funding is specified for the project and the way DOE has set up the hierarchy of project management that basically cuts the local officials out of the decision-making chain of command.
8. I will not be attending the May BPU meeting due to a long-scheduled family commitment.

**Environmental Sustainability Board (ESB) liaison report**

*Susan Barns, ESB Liaison*      4/18/2018

Tomorrow night's meeting will include discussion of the ESB FY19 Work Plan, possible liaison appointment to the new Tourism Implementation Task Force, discussion of the evaluation criteria for the Business Recycler of the Year award, and finalizing the schedule for the residential collection of yard trimming and recycle roll carts.

Upcoming events/reminders:

- PEEC's Earth Day Festival is this Saturday, 10-2 at the Nature Center. Food, entertainment, activities for all ages, booths and information on all things sustainable!
- Clean-Up Los Alamos Day is Saturday, April 28, followed by an appreciation lunch for volunteers at Ashley Pond. Sign up online to participate.
- The Recycle Fashion Show is May 5 at noon at Fuller Lodge. Fashion, fun and incredible creativity will all be on display as local designers model their upcycled creations!
- Nominate your favorite business, school or non-profit for LAC's Business Recycler of the Year awards, and have them recognized for their sustainability efforts!
- Remember to sign up for your yard trimmings roll cart at the Environmental Services web page. Carts will be picked up starting in July.



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 6.B  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Bob Westervelt, Deputy Utilities Manager - Finance/Admin  
**Legislative File:** RE0370-18

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### Title

Approval of Incorporated County of Los Alamos Resolution No. 18-10: A Resolution Removing Uncollectible Utility Accounts from the Incorporated County of Los Alamos' Accounts Receivable List for Fiscal Year 1999 Through Fiscal Year 2013

### Recommended Action

**I move that the Board of Public Utilities approve Incorporated County of Los Alamos Resolution No. 18-10: A Resolution Removing Uncollectible Utility Accounts from the Incorporated County of Los Alamos' Accounts Receivable List for Fiscal Year 1999 Through Fiscal Year 2013 and forward to the Council with a recommendation for approval.**

### Staff Recommendation

Staff recommends that the Utilities Board approve Resolution No. 18-10, A Resolution Removing Uncollectible Utility and Miscellaneous Receivable Accounts from Accounts Receivable List of Los Alamos County and forward to the Council with a recommendation for approval.

### Body

Pursuant to NMSA 1978, Section 3-37-7, it is requested that the County Utilities Board approve the write off of these uncollectible accounts. These accounts have been uncollectible for four (4) or more years, and all avenues for collection by the county have been exhausted. Once the Utilities Board has formally approved the write-offs for utility charges, a resolution will be prepared for County Council approval.

The New Mexico Attorney General's Opinion 70-88 indicated that writing off such uncollectible accounts has no effect on the County's future right to collection if circumstances change, and if collection is not barred by the applicable statute of limitations.

The accounts listed are accounts that have been inactive for more than four years and have been inadvertently skipped during the yearly write-off process. This effort prior to end of the current fiscal year is to prevent converting them into the new ERP system. The write off of an account is intended to more accurately reflect the value of the receivables, but in no way affects the collectability of an account should circumstances change to facilitate collection.

The amount of write-off for each utility was determined from the actual amounts billed. Write-offs for fiscal years 1999 through 2013 contain 42 accounts. Accounts for fiscal year 1999

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total \$275.58; fiscal year 2000 total \$379.45; fiscal year 2002 total \$368.52; fiscal year 2004 total \$5,610.55; fiscal year 2005 total \$3,339.53; fiscal year 2009 total \$3,062.50; fiscal year 2010 total \$1,416.90; fiscal year 2011 total \$14,904.79; fiscal year 2012 total \$4,766.98; and fiscal year 2013 total \$9,564.42, totaling \$43,689.22. These accounts were sent to J.C.C. Christensen & Associates, the collection agency contracted by Los Alamos County to assist in collecting on outstanding final accounts in which previous collection efforts have failed.

### Alternatives

The alternative is to maintain these amounts as receivables, an asset, on the County's books, with an offsetting liability, allowance for uncollectible accounts.

### Fiscal and Staff Impact

The amount of write off is delineated below by fund:

<u>Utility</u>	<u>FY1999</u>
Electric	\$ 275.58
<b>Total</b>	<b>\$ 275.58</b> (amount requiring Utility Board Approval for FY99)

<u>Utility</u>	<u>FY2000</u>
Electric	\$ 379.45
<b>Total</b>	<b>\$ 379.45</b> (amount requiring Utility Board Approval for FY00)

<u>Utility</u>	<u>FY2002</u>
Electric	\$ 336.68
Gas	\$ 16.65
Water	\$ 15.19
<b>Total</b>	<b>\$ 368.52</b> (amount requiring Utility Board Approval for FY02)

<u>Utility</u>	<u>FY2004</u>
Electric	\$ 3,750.55
Gas	\$ 818.83
Water	\$ 748.91
Sewer	\$ 188.38
<b>Subtotal</b>	<b>\$ 5,506.67</b> (amount requiring Utility Board Approval for FY04)

Refuse	\$ 103.88
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<b>TOTAL</b>	<b>\$ 5,610.55</b>
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<u>Utility</u>	<u>FY2005</u>
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Electric	\$ 2,134.69
Gas	\$ 600.73
Water	\$ 163.19
Sewer	\$ 153.83
<b>Subtotal</b>	<b>\$ 3,052.44</b> (amount requiring Utility Board Approval for FY05)

Refuse	\$ 287.09
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TOTAL	\$ 3,339.53
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<u>Utility</u>	<u>FY2009</u>
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Electric	\$ 459.66
Gas	\$ 207.95
Water	\$ 127.71
Sewer	\$ 271.79
<b>Subtotal</b>	<b>\$ 1,067.11</b> (amount requiring Utility Board Approval for FY09)

Refuse	\$ 1,995.39
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TOTAL	\$ 3,062.50
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<u>Utility</u>	<u>FY2010</u>
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Electric	\$ 318.74
Gas	\$ 524.90
Water	\$ 84.67
Sewer	\$ 109.62
<b>Subtotal</b>	<b>\$ 1,037.93</b> (amount requiring Utility Board Approval for FY10)

Refuse	\$ 378.97
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TOTAL	\$ 1,416.90
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<u>Utility</u>	<u>FY2011</u>
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Refuse	\$14,904.79
TOTAL	\$14,904.79

<u>Utility</u>	<u>FY2012</u>
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Refuse	\$ 4,766.98
TOTAL	\$ 4,766.98

<u>Utility</u>	<u>FY2013</u>
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Electric	\$ 3,050.06
Gas	\$ 90.53
Water	\$ 4,208.08
Sewer	\$ 105.47
<b>Subtotal</b>	<b>\$ 7,531.28</b> (amount requiring Utility Board Approval for FY13)

OMB	\$ 657.03
Refuse	\$ 1,376.11
Subtotal	\$ 2,033.14

TOTAL	\$ 9,564.42
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#### **Attachments**

A - Resolution No 18-10



**INCORPORATED COUNTY OF LOS ALAMOS RESOLUTION NO. 18-10**

**A RESOLUTION REMOVING UNCOLLECTIBLE UTILITY ACCOUNTS  
FROM THE INCORPORATED COUNTY OF LOS ALAMOS' ACCOUNTS  
RECEIVABLE LIST FOR FISCAL YEAR 1999 THROUGH FISCAL YEAR  
2013**

**WHEREAS**, Robert Westervelt, Deputy Utilities Manager-Finance and Administration, has stated that:

1. The accounts listed are unsecured receivables incurred for the services or fees outlined in Exhibit "A" attached hereto;
  2. Monthly statements were mailed and numerous phone calls were made in an effort to locate the debtors and collect the receivables;
  3. The accounts have been uncollectible for more than four (4) years;
  4. In the opinion of the Deputy Utilities Manager-Finance, the accounts are uncollectible;
- and

**WHEREAS**, collection efforts with respect to the uncollectible accounts have been unsuccessful and the uncollectible accounts remain on the list of accounts receivable of the Incorporated County of Los Alamos (County); and

**WHEREAS**, County wishes to remove the uncollectible accounts from the list of accounts receivable as authorized by NMSA 1978, Section 3-37-7.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the Incorporated County of Los Alamos, that:

**Section 1.** Pursuant to NMSA 1978, Section 3-37-7, the uncollectible accounts, including but not limited to those uncollectible accounts that have been discharged in bankruptcy, are hereby removed from the list of accounts receivable of County.

**Section 2.** Nothing in this Resolution or the removal of the accounts from the list of accounts receivable shall have any effect on County's future rights to collection as to the uncollectible accounts and the discharged accounts if circumstances change.

**Section 3.** Council hereby directs and authorizes the County Manager/Treasurer to take all necessary action to accomplish the purpose of this Resolution.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of June 2018.

**COUNCIL OF THE INCORPORATED  
COUNTY OF LOS ALAMOS, NEW MEXICO**

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**David Izraelevitz  
Council Chair**

**ATTEST: (Seal)**

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**Naomi D. Maestas  
Los Alamos County Clerk**

**WRITE OFF ACCOUNTS FY99**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>
2016647	RAMON PERALTA	\$ 275.58
		<u>\$ 275.58</u>

**WRITE OFF ACCOUNTS FY00**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>
2019817	HELEN WEEKS	\$ 379.45
		<u>\$ 379.45</u>

**WRITE OFF ACCOUNTS FY02**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>
2000921	CHARLES AMIES	\$ 188.08
2000574	ROBERT PURTY	\$ 180.44
		<u>\$ 368.52</u>

**WRITE OFF ACCOUNTS FY04**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>
2002419	MITCHELL PETROLEUM	\$ 29.40
2026501	ODMARK/QUEMAZON FOR IRRIG MTR	\$ 696.40
2000460	GREGORY OR CECELIA JORDAN	\$ 40.96
2011696	WARREN LEIB	\$ 167.44
2005434	R BOOKS CORP	\$ 1,343.99
2005447	R BOOKS CORP	\$ 1,422.96
2022130	RAY LAND	\$ 869.60
2024946	PHILLIP ULIBARRI	\$ 106.41
2025386	JOHN YATES	\$ 61.26
2007119	ROBERT SHROPSHIRE	\$ 297.68
2020048	JOHN BURNHAM	\$ 203.82
2016538	DANA ELLIOTT	\$ 77.34
2006956	RAYMOND CATANACH	\$ 293.29
		<u>\$ 5,610.55</u>

**WRITE OFF ACCOUNTS FY05**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>
2021622	ROCKY MT AUTOMOTIVE AND STORAGE	\$ 1,424.92
2001721	TOM GONZALES	\$ 12.55
2027607	NOEL GONZALES	\$ 203.94

2018228	KERR FAMILY TRUST	\$	176.48
2027357	WILLIAM LUCAS	\$	153.00
2000725	WILLIAM ROGERS	\$	500.82
2005584	DENISE SMITH-LANE	\$	564.04
2030988	BRIAN ARNINK	\$	274.84
2006429	NANCY GERMAIN	\$	28.94
		\$	3,339.53

**WRITE OFF ACCOUNTS FY09**

<b>Account Number</b>	<b>Customer Name</b>		<b>Amount Due</b>
2004178	MICHAEL HARRINGTON		\$ 215.01
2060698	MOUNTAIN WEST DEVELOPMENT CO		\$ 334.79
2013375	PATRICIA THOREN		\$ 603.49
2057208	PAHRUMP PLUMBING AND HEATING	REFUSE	\$ 110.25
2058798	SUNSPACES	REFUSE	\$ 115.09
2059218	THE WORKS	REFUSE	\$ 645.03
2062338	DIG-N-HAUL EXCAVATING	REFUSE	\$ 1,038.84
			\$ 3,062.50

**WRITE OFF ACCOUNTS FY10**

<b>Account Number</b>	<b>Customer Name</b>		<b>Amount Due</b>
2071468	LUIS GALVAN		\$ 328.06
2052368	BRIAN CRANFORD		\$ 537.91
2064218	ANTHONY CHAVEZ		\$ 128.94
2069198	DARCY BRUCE AND VICTOR MARTINEZ		\$ 204.79
2058318	APPLIED ROOFING TECHNOLOGIES	REFUSE	\$ 217.20
			\$ 1,416.90

**WRITE OFF ACCOUNTS FY11**

<b>Account Number</b>	<b>Customer Name</b>		<b>Amount Due</b>
2059558	CENTENNIAL CONTRACTORS ENT.	REFUSE	\$ 419.41
2079498	COMPLETE DECON INC.	REFUSE	\$ 14,485.38
			\$ 14,904.79

**WRITE OFF ACCOUNTS FY12**

<b>Account Number</b>	<b>Customer Name</b>		<b>Amount Due</b>
2047448	NETUSCHIL DEVELOPMENT CORP	REFUSE ONLY	\$ 1,319.81
2071948	TRITIUM ROOFING	REFUSE	\$ 3,447.17
			\$ 4,766.98

**WRITE OFF ACCOUNTS FY13**

<b><i>Account Number</i></b>	<b><i>Customer Name</i></b>	<b><i>Amount Due</i></b>	
2034078	LISA A AND JIMMY ROMERO	\$	359.45
2001705	NANCY BELL	\$	153.00
2096268	KENNY'S NORTH CAROLINE BBQ, LLC	\$	657.03
2058168	NEWCASTLE BUILDERS	\$	1,376.11
2094728	KELLY UTILITY FIELD SERVICES	\$	2,958.35
2097478	AMEC ENVIROMENT AND INFRASTRUCTURE	\$	4,060.48
		\$	9,564.42
<b>TOTAL WRITE OFFS</b>		\$	43,689.22



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 6.C  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Jack Richardson, Deputy Utilities Manager - GWS Services  
**Legislative File:** 10720-18

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### Title

Approval of Contract No. 18-WC-40-694 with the United States Bureau of Reclamation for Lease of the 2018 Allocation of San Juan/Chama Project Water

### Recommended Action

**I move that the Board of Public Utilities approve Contract No. 18-WC-40-694 between the Incorporated County of Los Alamos and the United States Bureau of Reclamation for lease of the County's 2018 allocation of San Juan/Chama Project water.**

### Staff Recommendation

Staff recommends approval of the lease agreement per the motion as presented.

### Body

Since taking over the Contract for the San Juan-Chama Project from the Department of Energy in 1998, the County has leased its annual allocation back to the Bureau of Reclamation. The Bureau has used this water to augment the total water supply to the Middle Rio Grande Valley (endangered minnow habitat low flows and/or irrigation needs) at its discretion.

The Department of Public Utilities has developed a cost effective plan to develop facilities and use the County's allotment, but until facilities are put in place to actually divert the water, we cannot claim it for use. We have leased storage space in Abiquiu Reservoir to store slightly less than one year's allocation of water but that space is currently subleased to the City of Santa Fe. Contractually, the water can only be released to a downstream user, so merely letting it go down the river is not a legal option for the County. If the water is not used by December 31st each year we must forgo the delivery but still pay for it. The Bureau has offered \$48.00 per acre-foot for the water which totals \$57,600.00 for the entire 1,200 acre-foot allocation for 2018. Furthermore, to give the Bureau maximum flexibility in the use of the water, there is a waiver included in the contract deferring the release date from 31 December 2018 until 30 September 2019. The per acre-foot payment offered by the Bureau is based on previous years costs for operation and maintenance of the system with previous annual payments varying between \$47.00 and \$50.00 per acre-foot.

Upon approval of the contract, the Bureau will make a non-refundable payment of \$5,760.00 for 10% of the full County allotment of 1,200 acre-feet. The remaining 90% will be paid at the end of the water delivery year and after a full accounting of all deliveries. If at the end of the year the full allotment has not been released then the final payment for this leased water will be reduced to that percentage actually released. The contract allows for this flexibility.

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### **Alternatives**

The County's contract with the Bureau of Reclamation gives the Bureau first right of refusal for any third party lease of San Juan-Chama Project water, plus the Bureau must approve any such leases. The County is also not allowed to make a profit from leasing its allotment of San Juan-Chama Project water to a third party. The practical alternatives are that the County must either put our 2018 allocation into storage at Abiquiu lake, which would require a contract renegotiation with the City of Santa Fe and the elimination of the annual storage fee the City of Santa Fe pays to the County for that storage (10-year average = \$2,198.00), or forgo delivery if we elect to not lease to the Bureau. Foregoing delivery but not leasing back to the Bureau would result in the loss of the lease back payments pursuant to this contract while still being contractually required to pay the Bureau for the allotment water released in 2018. The County was approached this year by the Rio Chama Acequia Association asking the County to lease the County's allotment to them, however, they were not able to cover the cost equivalent to the Bureau's costs and eventually rescinded their request.

### **Fiscal and Staff Impact**

Unbudgeted income of between \$5,760 guaranteed minimum to \$57,600 contractual maximum.

### **Attachments**

A - Contract No. 18-WC-40-694

SAN JUAN-CHAMA PROJECT  
NEW MEXICO

SUBCONTRACT

Between the  
UNITED STATES OF AMERICA  
DEPARTMENT OF THE INTERIOR  
BUREAU OF RECLAMATION  
and the  
INCORPORATED COUNTY OF LOS ALAMOS

TO LEASE THE USE OF  
SAN JUAN-CHAMA PROJECT WATER

THIS SUBCONTRACT (Subcontract), made this \_\_\_\_\_ day of \_\_\_\_\_, 2018, between the UNITED STATES OF AMERICA, hereafter styled the United States, acting through the Secretary of the Interior (Secretary), Bureau of Reclamation (Reclamation), acting pursuant to the Act of June 17, 1902 (ch. 1093, 32 Stat. 388) and Acts amendatory thereof or supplementary thereto, particularly the authority granted the Secretary under Section 14 of the Reclamation Project Act of August 4, 1939 (ch. 418, 53 Stat. 1197; 43 U.S.C. § 389), and the Act of June 13, 1962 (76 Stat. 96), and the Act of December 28, 1973 (87 Stat. 884), particularly Section 1536 (a) (1) (16 U.S.C. §§ 1531-1543), more commonly known as the Endangered Species Act, and the INCORPORATED COUNTY OF LOS ALAMOS, a municipal corporation in the State of New Mexico, herein styled "County."

WITNESSETH THAT:

EXPLANATORY RECITALS

WHEREAS, the Colorado River Storage Project was authorized by the Act of April 11, 1956 (70 Stat. 105), as amended and supplemented by, among other statutes, the Act of June 13, 1962 (76 Stat. 96), which authorized the San Juan-Chama Project (SJCP) as a participating project in the Colorado River Storage Project as set out in 43 U.S.C. §615pp, and the Act of December 29, 1981 (PL. 97-140, 95 Stat. 1717); and

WHEREAS, on January 10, 1977, the Department of Energy entered into Contract No. 7-07-51-X0883 (also known as Department of Energy Contract No. EY-77-A-32-3856) with the United States Department of the Interior, as amended, for a permanent water supply from the SJCP, to be measured at the outlet of Heron Reservoir in the delivery of up to 1,200 acre-feet per year; and

WHEREAS, the Department of Energy has assigned that contract to the County and said assignment was approved by Reclamation on August 28, 1998; and



WHEREAS, the County, on September 27, 2006, entered into Repayment Contract No. 05-WC-40-560 with the United States which supersedes Contract No. 7-07-51-X0883 in its entirety; and

WHEREAS, the County has SJCP water available in Heron Reservoir in excess of its current needs which can be made available to Reclamation for beneficial use under terms and conditions further described herein, all consistent with applicable State and Federal law; and

WHEREAS, the Rio Grande silvery minnow (minnow) has the status of a federally-listed endangered species and can be found in a reach of the Rio Grande between Cochiti Dam and San Marcial, New Mexico, which is prone to critically low flows during the irrigation season lasting from March 1 through October 31 each year; and

WHEREAS, until permanent strategies for managing the existing limited water supply to meet the needs of the Middle Rio Grande water users can be effectuated, minnow recovery efforts need to be made by meeting flow targets contained in the December 2, 2016 Biological Opinion; and

WHEREAS, it is Reclamation's and the County's understanding that the Middle Rio Grande Conservancy District (District) intends to operate its irrigation and drainage system to meet required flow targets with native Rio Grande water; and

WHEREAS, the District's intended operation would likely result in a need for an additional water supply to meet the irrigation needs of its water users; and

WHEREAS, Reclamation desires to augment the District's water supply by leasing up to 1,200 acre-feet of the County's 2018 SJCP water allocation remaining in Heron Reservoir for the purpose of irrigation within the District.

NOW, THEREFORE, it is agreed as follows:

#### COUNTY DELIVERABLES

1. a) The County agrees to lease to Reclamation the use of up to 1,200 acre-feet of its 2018 SJCP water released from Heron Reservoir.
- b) The County concurs with the terms of the Waiver described below in Article 5. c), that this water is to be used to augment the total water supply to the Middle Rio Grande Valley and is expected to be released from Heron Reservoir by September 30, 2019.
- c) The County agrees that no liability shall accrue to the United States should it become necessary for Reclamation to terminate the Waiver so that Reclamation can take prudent action to ensure that the Project's ability to store water is not impacted, as provided for under the terms and conditions of the Waiver.

d) The County agrees that Reclamation will call for the release of water from Heron Reservoir as necessary, and that it will cooperate with Reclamation as may be needed to facilitate such releases. The points of measurement for deliveries to the United States pursuant to this Subcontract will be at the outlet works of Heron Reservoir. The parties agree that the water leased pursuant to this Subcontract is not subject to evaporation losses until it is released from Heron Reservoir.

e) All previous contracts between the County and the United States shall remain in full force and effect during the term of this Subcontract.

### RECLAMATION DELIVERABLES

2. a) Reclamation will pay the County \$48.00 per acre-foot up to a maximum of 1,200 acre-feet of water released from Heron Reservoir pursuant to this Subcontract. Reclamation will pay the County only for water it calls for and releases for beneficial use, under terms and conditions pursuant to this Subcontract.

b) As consideration for the water provided under the terms of this Subcontract, Reclamation will pay \$5,760.00, ten percent (10%) in advance of the total payment described under Article 3. a), upon execution of this Subcontract. The advancement of funds is made in good faith to assist the County with any administrative and legal costs it may incur. Should Reclamation not call for the release of any water, under this Subcontract, advanced funds will not be recovered by Reclamation.

c) Within 30 days of the final release of water under the terms of this Subcontract, Reclamation will provide the County an accounting of the amount of leased water released under this Subcontract. Reclamation's accounting and Summary Of Release provide both parties with the total quantity used in final calculation of payment as described below in Article 3. b).

d) Reclamation will not make any further payment for any leased water spilled from Heron Reservoir, or any water that may revert to the firm yield pool, should Reclamation find it necessary to take prudent action to ensure that the Project's ability to store water does not become impacted; as such, the Waiver and this Subcontract granted to the County will be terminated. The County agrees that no liability shall accrue to the United States as a result of such termination and that every effort will be made on Reclamation's behalf to notify the County prior to any action being taken.

e) National Environmental Policy Act (NEPA) compliance for this Subcontract action is by the 2016-2021 Supplement to the Rio Grande Supplemental Water Programmatic Final Environmental Assessment and Finding of No Significant Impact.

PAYMENT

3. a) Payment under this Subcontract shall not exceed \$57,600.00 for the term of this Subcontract. If Reclamation does not call for the release of any of the 1,200 acre-feet during the term of this Subcontract, the County shall not be entitled to any further payment from Reclamation beyond the \$5,760.00 non-refundable advance payment described under Article 2. b).

b) Upon execution of the Subcontract and based upon Reclamation's accounting of all the water actually released from Heron Reservoir, Reclamation will make payment to the County via electronic funds transfer under the terms of this Subcontract at a cost of \$48.00 per acre-foot. Reclamation will not require an invoice from the County.

c) Correspondence related to this Subcontract should be submitted to Reclamation by e-mail to [bmendoza@usbr.gov](mailto:bmendoza@usbr.gov) or delivered to:

Bureau of Reclamation  
Albuquerque Area Office  
Attention: ALB-623  
555 Broadway NE, Suite 100  
Albuquerque NM 87102

d) The County is responsible to register and maintain registration on [sam.gov](http://sam.gov) as required to receive electronic payments. Any correspondence from Reclamation to the County should be directed to the following address:

Incorporated County of Los Alamos  
Department of Public Utilities  
1000 Central Ave., Suite 130  
Los Alamos NM 87544

TERM OF SUBCONTRACT

4. This Subcontract shall be effective from the date of execution and expire upon final payment by Reclamation, under terms and conditions described herein, pursuant to this Subcontract.

WAIVER OF CARRYOVER PROVISIONS

5. a) It is agreed by both parties that all water released under this Subcontract will be in accordance with all applicable State and Federal laws.

b) All provisions of Repayment Contract No. 05-WC-40-560, except as provided below, between the County and Reclamation, dated September 27, 2006, shall remain in full force and effect, and the agreements entered herein shall not be interpreted in any manner to amend, modify, or affect that contract, or relieve either the County or Reclamation from any obligations or requirements agreed to therein.

c) Reclamation has determined it would benefit the minnow to waive subarticle 6(c), entitled “Annual Water Carryover Prohibited,” of the Repayment Contract No. 05-WC-40-560 (the “Waiver”, does not apply to “Waiver of this Subcontract” in Article 8 below). Waiver of this provision allows the County to keep any of its remaining 2018 allocation of SJCP water in Heron Reservoir until September 30, 2019, contingent upon the Project’s ability to store such water.

d) Should natural events occur that could potentially impact the Project’s ability to store spring runoff, the release of waived water from Heron Reservoir may need to occur prior to September 30, 2019, and would be released in a manner consistent with State and Federal law. As such, Reclamation will make every effort to notify the County in advance prior to the release of any waived water. The County agrees to assume all risk of any lost water under said Waiver if Reclamation is not able to make beneficial use of the leased water under the terms of the forthcoming proposed lease agreement. Any losses incurred will be charged to the County after releases are made from Heron Reservoir.

e) This extension of storage time is applicable to the 2018 water year allocation only and should not be construed in any way to affect any future allotments, nor shall it be considered to be a permanent change to the above Repayment Contract, except as specified herein.

#### WATER QUALITY

6. The County makes no warranty or representation regarding, and Reclamation assumes all responsibility for, the quality of water released by the County to Reclamation hereunder.

#### WATER RIGHTS PROTECTION

7. No party hereto shall assert that any activity under this Subcontract shall affect the validity of any existing water rights or rights to water held by any other party.

#### WAIVER OF THIS SUBCONTRACT

8. Waiver of any breach of this Subcontract by any party hereto shall not constitute a continuing waiver or a waiver of any breach of the same or another provision of this Subcontract.

#### ASSIGNMENT LIMITED-- SUCCESSORS AND ASSIGNS OBLIGATED

9. The provisions of this Subcontract shall apply to and bind the successors and assigns of the parties hereto, but no assignment or transfer of this Subcontract or any right of interest therein by either party shall be valid until approved in writing by the other party.

#### CONTINGENT UPON APPROPRIATION OR ALLOTMENT OF FUNDS

10. The expenditure or advance of any money or the performance of any obligation of the United States under this Subcontract shall be contingent upon appropriation or allotment of funds. Absence of

appropriation or allotment of funds shall not relieve the County from any obligations under this Subcontract. No liability shall accrue to the United States in case funds are not appropriated or allotted.

OFFICIALS NOT TO BENEFIT

11. No Member or Delegate to Congress, Resident Commissioner, or Federal or State Official, shall be admitted to any share or part of this Subcontract, or to any benefit that may arise therefrom.

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their names, the date and year first above written.

APPROVED:

UNITED STATES OF AMERICA

\_\_\_\_\_  
Office of the Regional Solicitor

\_\_\_\_\_  
Regional Director  
Upper Colorado Region  
Bureau of Reclamation

ATTEST:

INCORPORATED COUNTY OF LOS ALAMOS

LOS ALAMOS COUNTY CLERK

\_\_\_\_\_  
Naomi D. Maestas

\_\_\_\_\_  
Timothy A. Glasco, P.E.  
Utilities Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Office of the County Attorney  
J. Alvin Leaphart IV, County Attorney



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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Agenda No.:	6.D
Index (Council Goals):	BCC - N/A
Presenters:	James Alarid, Deputy Utilities Manager - Engineering
Legislative File:	10741-18

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### Title

Award of IFB 18-21 for the Purpose of A Replacement Uninterruptable Power Supply for SCADA Systems with Nationwide Power Solutions in the Amount of \$62,289.00, plus Applicable Gross Receipts Tax.

### Recommended Action

**I move that the Board of Public Utilities approve the Award of IFB 18-21 for the Purpose of a replacement Uninterruptable Power Supply for SCADA Systems with Nationwide Power Solutions in the Amount of \$62,289.00 and a contingency in the amount of \$10,000.00, for a total of \$72,289.00 plus Applicable Gross Receipts Tax.**

### Staff Recommendation

Staff recommends that the Board approve as presented.

### Body

An uninterruptable power supply (UPS) is a fundamental component of the DPU water and electric SCADA systems. The UPS contains an integral battery back-up that keeps the systems powered in the event of a power failure. The existing UPS has been in service almost 20 years and is at the end of it's useful life. Four bids were received and Nationwide Power Solutions submitted the lowest responsive bid.

### Fiscal and Staff Impact/Planned Item

The cost will be split equally between the electric production and the water production funds. This is a budgeted capital improvement project.

### Attachments

None



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 7.A  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Steve Cummins, Deputy Utilities Manager - Electric Production  
**Legislative File:** 10693-18

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### Title

Recommendations and Possible Action Regarding Los Alamos County's Participation in the San Juan Generating Station Post 2022

### Recommended Action

**I move that the Board of Public Utilities authorize the Utilities Manager to notify the San Juan Project Participants in writing of the County's intentions to exit the station at the end of the current Project Participation Agreement, June 30, 2022 and forward to County Council for approval.**

### Staff Recommendation

Staff recommends that the Board approve as presented.

### Body

Per the New Exit Date Amendment Amending and Restating the Amended and Restated San Juan Project Participation Agreement (PPA) Among Public Service Company of New Mexico (PNM), Tucson Electric Power Company, The City of Farmington, New Mexico, The Incorporated County of Los Alamos, New Mexico and the Utah Associated Municipal Power Systems, section 40B.1 requires all of the project participants to notify PNM (Plant Operator) in writing whether they wish to extend the Coal Sales Agreement and term of the PPA beyond July 1, 2022.

On January 20, 2016, the Board of Public Utilities adopted several strategic Initiatives for Electrical Energy Resources. One of the recommendations was to "plan to exit San Juan Generating Station ownership share in the mid-2020's, under the most opportune circumstances."

In October of 2016, BPU approved a contract with Pace Global a Siemens Business to develop an Integrated Resource Plan (IRP), which was completed in August of 2017. The IRP identifies a preferred strategy for satisfying the County's electric power requirements over the 2017 - 2036 timeframe while also meeting DPU's goal of being a carbon neutral electrical energy provider by 2040. The IRP concluded the County need not rush to commit to new resources until several uncertainties regarding SMNR's, solar and storage are resolved. A staged approach to add smaller and incremental capacity resources on a need basis provides overall cost benefits for the Los Alamos Power Pool (LAPP) and maintains the flexibility in the face of future uncertainties. Based on the projected market prices over the planning horizon, the IRP recommends exiting the San Juan Generating Station at the expiration of the current PPA on June 30, 2022.

The Operating Committee for the Electric Coordination Agreement (ECA) has agreed to exit the



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San Juan Generating Station on June 30, 2022 and purchase the replacement power from the market for the remaining three years of the current ECA.

In addition to our IRP findings, the most significant finding of PNM's IRP is that retiring PNM's 497-MW share of SJGS in 2022 would provide long-term cost savings for PNM's customers. As part of Tucson Electric Power Company's (TEP), longer-term portfolio diversification strategy, TEP also plans to exit San Juan at the end of June 2022.

#### **Alternatives**

The alternative to participate in the Project post 2022 is unlikely because of PNM's and TEP's plans to retire their ownership share of the station in June of 2022. As a result, the existing coal generating station will retire at the end of the current PPA in 2022.

#### **Fiscal and Staff Impact**

The fiscal impact associated with replacement power is expected to be minimal based on the current market prices. There will be some outside attorneys fees with the retirement of the station. Upon approval by Board and Council to exit the station, staff will issue a request for bids to supply block power for the remaining period of the ECA between June 2022 to June 2025. Working with the project participants to successfully retire the station and begin the decommission and reclamation activities will be included in the regular duties of the staff.

#### **Attachments**

None



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 7.B  
**Index (Council Goals):** BCC - N/A  
**Presenters:** James Alarid, Deputy Utilities Manager - Engineering  
**Legislative File:** 10740-18

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### Title

Wastewater Loan Discussion

### Recommended Action

None

### Staff Recommendation

None

### Body

In April staff presented options to refinance the existing debt on the Los Alamos wastewater treatment plant and for a new construction loan for the design and construction of a new White Rock wastewater treatment plant. Supplemental information considering the time value of money is now provided to assist in the determination of which loan terms provide DPU the most value. In April staff recommended refinancing the existing debt for the same length of time (total of 20 years) as the original loan. Staff recommended a 25 year term for the new construction loan for the White Rock wastewater treatment plant. The consensus of the Board was to finance both loans for longer terms to lower the annual debt service payments.

The evaluation provided with this agenda document focusses on longer term loans than recommended by staff in April for two reasons. First of all, shorter term loans and the higher payments are not sustainable in our wastewater fund. Second, the board requested staff provide additional information about longer term loans to see if the lower payments would free up funds for capital improvements or to supplement cash reserves.

We have provided for comparative purposes a present value cash flow evaluation of the following three scenarios:

- 20 year refinance / 30 year construction loan
- 25 year refinance / 30 year construction loan
- 30 year refinance / 30 year construction loan

Pertinent data:

- Interest rate 2.375%
- Maximum term allowed by the Clean Water State Revolving Loan program is 30 years.
- Balance of existing loan as of April, 2018 is \$7,029,504.37

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- 2% refinance fee
  - Construction loan amount \$14,500,00.00
  - Inflation used in evaluation is 1.5%

Attachment #1 has a present worth evaluation of the three loan scenarios listed above with a comparison to what we identify as the "baseline" loan combination. The baseline loans are the 20 year refinance and 25 year construction loan. The evaluation has quantified 1) the additional funds that become available annually, as compared to the baseline and 2) the total cost of the loans with inflation considered. We have provided the payment terms of the various loans and back-up information to the present value evaluation in Attachment #2.

#### **Alternatives**

N/A

#### **Fiscal and Staff Impact**

N/A

#### **Attachments**

A - Present Value Evaluation

B - Loan Payment Worksheets

**Present Value Evaluation of Difference Between Extended Loan  
Terms and Baseline Loan of 20 yr Refi / 25 yr Loan @ 1.5% Inflation**

Inflation rate 1.500%			
	Refi - 20 yr / Loan - 30 yr	Refi - 25 yr / Loan - 30 yr	Refi - 30 yr / Loan - 30 yr
Yr	B2 - B1	C2 - B1	D2 - B1
1	\$0.00	(\$170,154.12)	(\$262,245.94)
2	\$0.00	(\$167,639.53)	(\$258,370.39)
3	\$0.00	(\$165,162.10)	(\$254,552.10)
4	(\$89,047.01)	(\$251,768.29)	(\$339,837.26)
5	(\$87,731.04)	(\$248,047.58)	(\$334,815.04)
6	(\$86,434.53)	(\$244,381.85)	(\$329,867.03)
7	(\$85,157.17)	(\$240,770.30)	(\$324,992.15)
8	(\$83,898.69)	(\$237,212.11)	(\$320,189.31)
9	(\$82,658.81)	(\$233,706.52)	(\$315,457.45)
10	(\$81,437.25)	(\$230,252.73)	(\$310,795.51)
11	(\$80,233.74)	(\$226,849.98)	(\$306,202.48)
12	(\$79,048.02)	(\$223,497.51)	(\$301,677.32)
13	(\$77,879.82)	\$340,234.43	\$263,210.00
14	(\$76,728.89)	\$335,206.34	\$259,320.19
15	(\$75,594.97)	\$330,252.55	\$255,487.88
16	(\$74,477.80)	\$325,371.97	\$251,712.19
17	(\$73,377.14)	\$320,563.52	\$247,992.31
18	(\$72,292.75)	(\$72,292.75)	\$244,327.40
19	(\$71,224.39)	(\$71,224.39)	\$240,716.65
20	(\$70,171.81)	(\$70,171.81)	\$237,159.26
21	(\$69,134.79)	(\$69,134.79)	\$233,654.44
22	(\$68,113.09)	(\$68,113.09)	\$230,201.42
23	(\$67,106.49)	(\$67,106.49)	(\$67,106.49)
24	(\$66,114.77)	(\$66,114.77)	(\$66,114.77)
25	(\$65,137.71)	(\$65,137.71)	(\$65,137.71)
26	(\$64,175.08)	(\$64,175.08)	(\$64,175.08)
27	(\$63,226.68)	(\$63,226.68)	(\$63,226.68)
28	(\$62,292.29)	(\$62,292.29)	(\$62,292.29)
29	\$442,395.95	\$442,395.95	\$442,395.95
30	\$435,858.08	\$435,858.08	\$435,858.08
31	\$429,416.82	\$429,416.82	\$429,416.82
32	\$423,070.76	\$423,070.76	\$423,070.76
33	\$416,818.48	\$416,818.48	\$416,818.48
<b>**</b>	<b>\$274,865.36</b>	<b>\$420,756.44</b>	<b>\$564,286.82</b>

**\*\* Total Present Value Cost to Extend Loan Terms.**

(\$xx.xxx) - amount the longer term saves compared to baseline

\$xx,xxx - amount the longer term cost more than baseline

# Cash Outflows - 2019 Dollars

Refinance Existing Debt		\$7,029,504.37		Finance New Plant		\$14,500,000.00		Combined Refinance and New Loan Annual Payment			
Year	Existing Loan Payoff in 2027	Option 1 Payoff in 20 Years 2030		Option 2 Payoff in 25 Years 2035		Option 3 Payoff in 30 Years 2040		Option 1 Payoff in 25 Years 2046		Option 2 Payoff in 30 Years 2051	
		A	B	C	D			1	2		
Refi. Fee: FY2019	\$140,590.09	\$140,590.09	\$140,590.09	\$140,590.09	\$140,590.09						
Payment	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
7-Apr	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2019	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2020	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2021	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2022	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2023	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2024	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2025	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2026	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2027	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2028	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2029	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2030	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2031	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2032	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2033	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2034	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2035	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2036	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2037	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2038	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2039	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2040	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2041	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2042	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2043	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2044	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2045	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2046	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2047	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2048	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2049	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2050	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
2051	\$876,707.02	\$680,110.02	\$507,403.58	\$413,930.39	\$413,930.39						
Total Cost		\$8,030,953.30	\$8,301,910.30	\$8,766,450.96	\$9,247,058.58			\$19,394,809.69	\$20,438,434.08		
								\$28,740,344.38	\$27,696,719.98	\$29,204,885.05	\$29,685,492.67

**Cash Flow Difference From Baseline of 20 Yr Refi/25 yr Loan  
To Longer Term Scenarios - 2019 dollars**

Refi - 20 yr / Loan - 30 yr	Refi - 25 yr / Loan - 30 yr	Refi - 30 yr / Loan - 30 yr
B2 - B1	C2 - B1	D2 - B1
\$0.00	(\$172,706.44)	(\$266,179.63)
\$0.00	(\$172,706.44)	(\$266,179.63)
\$0.00	(\$172,706.44)	(\$266,179.63)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	(\$267,217.69)	(\$360,690.88)
(\$94,511.25)	\$412,892.33	\$319,419.13
(\$94,511.25)	\$412,892.33	\$319,419.13
(\$94,511.25)	\$412,892.33	\$319,419.13
(\$94,511.25)	\$412,892.33	\$319,419.13
(\$94,511.25)	\$412,892.33	\$319,419.13
(\$94,511.25)	(\$94,511.25)	\$319,419.13
(\$94,511.25)	(\$94,511.25)	\$319,419.13
(\$94,511.25)	(\$94,511.25)	\$319,419.13
(\$94,511.25)	(\$94,511.25)	\$319,419.13
(\$94,511.25)	(\$94,511.25)	\$319,419.13
(\$94,511.25)	(\$94,511.25)	(\$94,511.25)
(\$94,511.25)	(\$94,511.25)	(\$94,511.25)
(\$94,511.25)	(\$94,511.25)	(\$94,511.25)
(\$94,511.25)	(\$94,511.25)	(\$94,511.25)
(\$94,511.25)	(\$94,511.25)	(\$94,511.25)
\$681,281.14	\$681,281.14	\$681,281.14
\$681,281.14	\$681,281.14	\$681,281.14
\$681,281.14	\$681,281.14	\$681,281.14
\$681,281.14	\$681,281.14	\$681,281.14
\$681,281.14	\$681,281.14	\$681,281.14
<b>\$1,043,624.40</b>	<b>\$1,508,165.06</b>	<b>\$1,988,772.68</b>

(\$xx.xxx) - amount the longer term saves compared to baseline

\$xx,xxx - amount the longer term cost more compared to baseline



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 7.C  
**Index (Council Goals):** BCC - N/A  
**Presenters:** James Alarid, Deputy Utilities Manager - Engineering  
**Legislative File:** 10742-18

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### Title

Approval of Budget Revision No. 2018-14 for the Purpose of Otowi Well No. 2

### Recommended Action

**I move that the Board of Public Utilities approve Budget Revision 2018-14 as summarized on attachment A and that the attachment be made a part of the minutes of the meeting. I further move the Budget Revision be forward to Council for approval.**

### Staff Recommendation

Staff recommends that the Board approve as presented.

### Body

The purpose of this item is to consider a budget revision relating to the drilling of the Otowi Well No 2. The budget revision increases the expenditure budget by \$350,000 for possible change orders to the construction contract for Otowi Well No 2 (Contract: AGR17-30). No amendment is necessary because the agreement allows for change orders (for unforeseen conditions in drilling the well) to increase funding up to the total amount budgeted. A summary of the budget revision and specific details relating to this item are in Attachment A.

The drilling subcontractor mobilized and began drilling in January 2018. A layer of basalt was encountered about 50' below ground which has caused multiple complications in the drilling operation due to the presence of fractures in the basalt. Soon after beginning to drill in the basalt, the rig began experiencing a loss of recirculating mud due to fractures in the basalt that were allowing the drilling mud to escape. Mitigation measures were attempted including placing additives to the mud and cementing the bore hole to plug the fractures. After several attempts to restore consistent recirculation the driller stopped due to the risk of getting the drill bit stuck down hole from all of the cuttings that were depositing due to the loss of recirculating fluids which extract the cuttings.

The solution recommended by the driller was to change the drilling method to an air rotary drilling method. This method uses high pressure air to remove the cuttings from the bore hole. The change in drilling method involved significant modification to the drilling rig and additional support equipment to operate. The fractured basalt creating the problem was an unforeseen condition and a change order was negotiated to make the change in drilling methods. The cost of the change order was \$345,660.70.

### Alternatives

If this Budget Revision is not approved additional change orders that may occur due to

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unforeseen conditions will have to be brought to the Utility Board and Council. The approval process takes three-five weeks, and this time will be lost in drilling production and will be the subject of a time delay claim.

**Fiscal and Staff Impact**

The contract was awarded in the amount of \$2,583,694.07 and a contingency of \$416,306.07 for a total of \$3,000,000.14. The change order to change the drilling method has obligated the majority of the existing contingency. Additional contingency to date has been obligated to cementing the bore hole to stop the loss of drilling fluids and return air. Remaining contingency is approximately \$20,000.

The additional \$350,000 of contingency will only be used if a justified change in conditions is encountered. If a future change order is necessary, it will be negotiated and executed as stipulated in the contract. Given the nature of well drilling and the unknown geological conditions, additional cementing of the borehole is expected to require future change orders.

**Attachments**

A - Budget Revision No. 2018-14



## Budget Revision 2018-14 Otowi Well

Board of Public Utilities Meeting Date: May 16, 2018

Council Meeting Date: May 22, 2018

	Fund/Dept	Brass Org	Revenue (decrease)	Expenditures (decrease)	Transfers In(Out)	Fund Balance (decrease)
1	Water Production Fund	WP7xxx - 8369		\$ 350,000		\$ (350,000)
<p><b>Description:</b> The purpose of this budget revision is to increase the expenditure budget by \$350,000 for possible change orders to the construction contract for Otowi Well No 2 (Contract: AGR17-30). No amendment necessary because the agreement allows for change orders (for unforeseen conditions in drilling the well) to increase funding up to the total amount budgeted.</p> <p><b>Fiscal Impact:</b> The net fiscal impact to the Water Production Fund is an increase to expenditures and a decrease to fund balance in the amount of \$350,000.</p>						



# County of Los Alamos

## Staff Report

May 16, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** 8.A  
**Index (Council Goals):** BCC - N/A  
**Presenters:** Board of Public Utilities  
**Legislative File:** 10806-18

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### Title

Status Reports

### Body

Each month the Board receives in the agenda packet informational reports on various items. No presentation is given, but the Board may discuss any of the reports provided.

### Attachments

A - Electric Reliability Report

B - Accounts Receivables Report

C - Safety Report

*There were no Workers' Compensation Claims and no County property damage claims related to Utilities in April. There were two tort claims: one involved a failed neutral conductor, and one involved a damaged comcast line. Both were related to 1405 Big Rock Loop.*

# **STATUS REPORTS**

## **ELECTRIC RELIABILITY**

# Los Alamos County Utilities



## Electric Distribution Reliability

May 16, 2018

Stephen Marez  
Senior Engineer

Electric Distribution Reliability Study  
Twelve Month Outage History

Prepared by Stephen Marez  
Senior Engineer L.A.C.U.

Date	Call Rcd.	Circuit	Cause	Start Time	End Time	Duration	Customers Affected (Meters)	Combined Customer Outage Durations	Total Outage H:M:S	Running SAIDI
5/6/2017	Utilities	WR1	Animal	9:35	10:30	0:55	30	27:30:00	27:30:00	0:00:11
5/15/2017	Utilities	16	URD Failure	12:15	13:15	1:00	40	40:00:00	67:30:00	0:00:27
5/6/2017	Utilities	WR1	Planned	9:00	12:00	3:00	10	30:00:00	97:30:00	0:00:39
6/18/2017	Utilities	14	URD Failure	15:15	15:30	0:15	539	134:45:00	232:15:00	0:01:32
6/27/2017	Utilities	17	URD Failure	11:30	12:30	1:00	4	4:00:00	236:15:00	0:01:34
7/26/2017	Utilities	WR1	URD Failure	6:50	10:30	3:40	10	36:40:00	272:55:00	0:01:49
8/12/2017	Utilities	EA4	OH Failure	14:30	15:00	0:30	5	2:30:00	275:25:00	0:01:50
9/10/2017	Utilities	16	URD Failure	17:00	18:50	1:50	40	73:20:00	348:45:00	0:02:19
9/19/2017	Utilities	14	URD Failure	2:45	3:35	0:50	18	15:00:00	363:45:00	0:02:25
9/19/2017	Utilities	14	URD Failure	7:45	9:00	1:15	80	100:00:00	463:45:00	0:03:05
9/19/2017	Utilities	14	URD Failure	7:45	14:15	6:30	45	292:30:00	756:15:00	0:05:01
10/5/2017	Utilities	15	Tree	16:00	16:15	0:15	10	2:30:00	758:45:00	0:05:02
10/27/2017	Utilities	18	Planned	8:30	9:30	1:00	1	1:00:00	759:45:00	0:05:02
11/24/2017	Dispatch	TC2	Supply line Failure	2:54	6:03	3:09	2264	7131:36:00	7891:21:00	0:52:21
11/24/2017	Dispatch	TC1	System Failure	3:53	5:59	2:06	4069	8544:54:00	16436:15:00	1:49:02
11/30/2017	Utilities	WR1	Planned	19:00	23:00	4:00	1	4:00:00	16440:15:00	1:49:03
11/30/2017	Utilities	WR1	Planned	19:00	0:30	5:30	5	27:30:00	16467:45:00	1:49:14
12/22/2017	Utilities	13	URD Failure	12:30	15:50	3:20	15	50:00:00	16517:45:00	1:49:34
12/27/2017	Utilities	13	URD Failure	18:30	21:07	2:37	1	2:37:00	16520:22:00	1:49:35
1/16/2018	Utilities	18	HUMAN	8:30	8:34	0:04	213	14:12:00	16534:34:00	1:49:41
2/3/2018	Utilities	13	Animal	1:30	2:30	1:00	8	8:00:00	16542:34:00	1:49:44
2/14/2018	Utilities	14	Planned	9:00	10:30	1:30	7	10:30:00	16553:04:00	1:49:48
3/8/2018	Utilities	WR2	Planned	9:30	11:00	1:30	7	10:30:00	16563:34:00	1:49:52
3/9/2018	Utilities	15	Unknown	13:00	14:00	1:00	6	6:00:00	16220:49:00	1:47:36
3/9/2018	Utilities	15	Animal	9:30	10:30	1:00	1	1:00:00	16570:34:00	1:49:55
3/10/2018	Utilities	WR2	Unknown	14:11	15:11	1:00	1	1:00:00	16571:34:00	1:49:56
3/16/2017	Utilities	WR1	Weather	16:30	17:30	1:00	5	5:00:00	16576:34:00	1:49:58
3/18/2017	Utilities	WR1	Weather	14:00	16:00	2:00	1	2:00:00	16578:34:00	1:49:58
3/12/2018	Utilities	13	OH Failure	12:30	15:07	2:37	22	57:34:00	16636:08:00	1:50:21
4/17/2018	Utilities	16	URD Failure	17:00	20:00	3:00	2	6:00:00	16642:08:00	1:50:24
4/26/2018	Utilities	WR1	Planned	9:50	12:20	2:30	7	17:30:00	16659:38:00	1:50:31

CIRCUIT SAIDI IS CALCULATED ACCORDING TO THE NUMBER OF CUSTOMERS IN EACH CIRCUIT RESPECTIVELY											
Running SAIDI Circuit 13	Running SAIDI Circuit 14	Running SAIDI Circuit 15	Running SAIDI Circuit 16	Running SAIDI Circuit 17	Running SAIDI Circuit 18	SAIDI Circuit EA4 & Royal Crest	Running SAIDI Circuit WR1	Running SAIDI Circuit WR2	Monthly SAIDI	Monthly Customer Minutes out of service	WEATHER SAIDI
			0:01:18				0:01:02				
							0:02:11		MAY	0:00:39	
	0:15:00			0:01:09					JUNE	0:00:55	
							0:03:34		JULY	0:00:15	
						0:00:05			AUGUST	0:00:01	
			0:03:41								
	0:16:40										
	0:27:48										
	1:00:22								SEPTEMBER	0:03:11	
		0:00:05							OCTOBER	0:00:01	
4:18:33	14:14:14	3:48:47	4:38:20	40:54:14	40:07:18						
							0:03:43				
4:20:22							0:04:45		NOVEMBER	1:44:12	
4:20:27									DECEMBER	0:00:21	
					0:04:00				JANUARY	0:00:06	
4:20:45									FEBRUARY	0:00:07	
	14:15:24							0:00:39			
		3:48:58									
		3:49:00						0:00:43			
							0:04:57				
0:02:05							0:05:01		MARCH	0:00:10	0:00:03
			0:00:12								
							0:00:40		APRIL	0:00:32	0:00:09
Circ 13 1655	Circ 14 539	Circ 15 1875	Circ 16 1842	Circ 17 209	Circ 18 213	Circ EA4 165	Circ WR1 1586	Circ WR2 961	Total 9045		0:00:12

Twelve Month History	April 2018	
Total # Accounts	9045	
Total # Interruptions	31	
Sum Customer Interruption Durations	16642:08:00	hours:min:sec
# Customers Interrupted	7460	
SAIFI( APPA AVG. = 1.0)	.82	int./cust.
SAIDI ( APPA AVG. = 1:00)	1:50	hours:min
CAIDI	2:13	hours:min/INT
ASAI	99.9991%	% available

- **SAIFI - System Average Interruption Frequency Index**

A measure of interruptions per customer (Per Year)

$$\text{SAIFI} = \frac{(\text{Total number of customer interruptions})}{(\text{Total number of customers served})}$$

- **SAIDI – System Average Interruption Duration Index**

A measure of outage time per customer if all customers were out at the same time (hours per year)

$$\text{SAIDI} = \frac{(\text{Sum of all customer outage durations})}{(\text{Total number of customers served})}$$

- **CAIDI – Customer Average Interruption Duration Index**

A measure of the average outage duration per customer (hours per interruption)

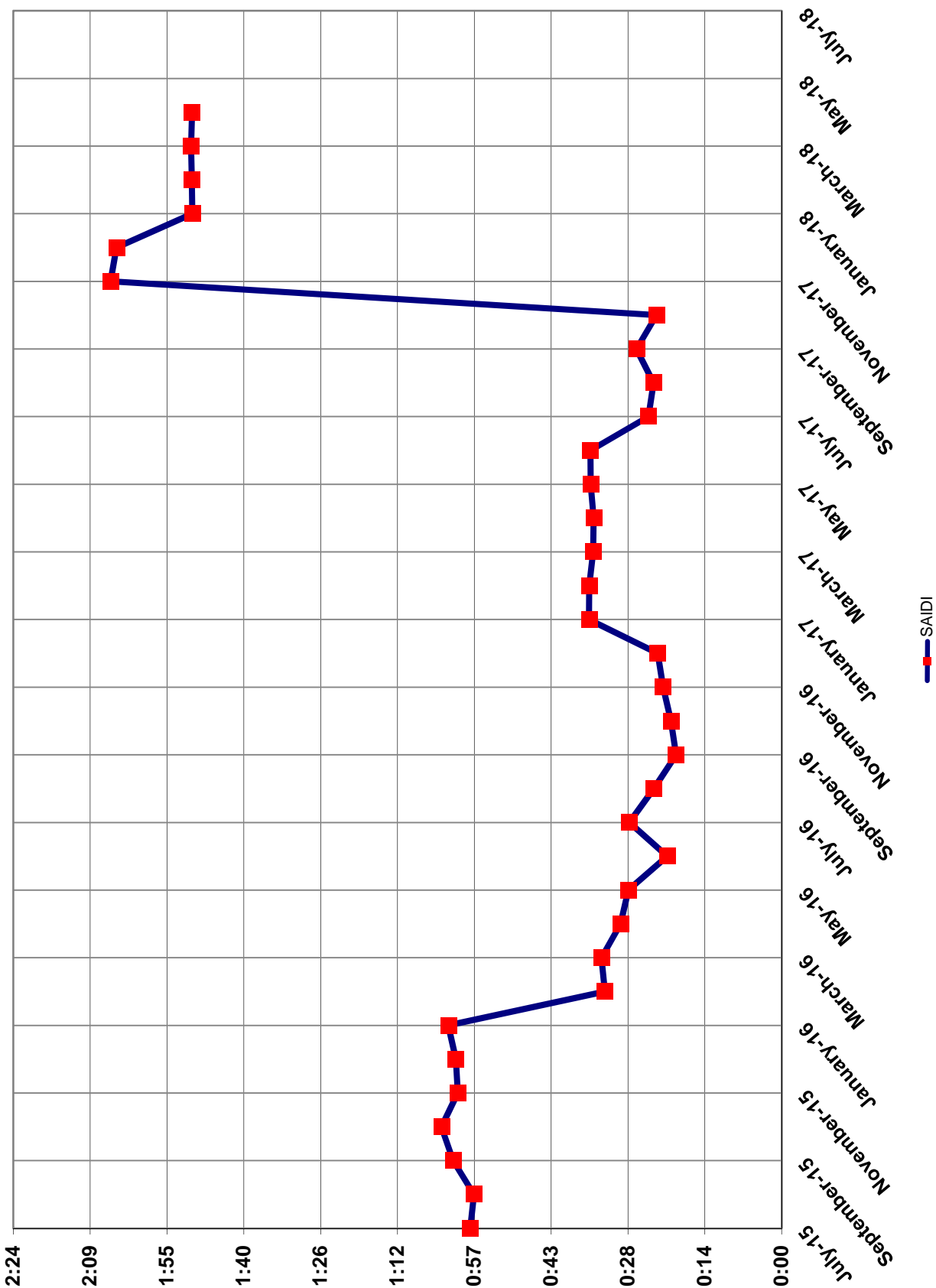
$$\text{CAIDI} = \frac{(\text{Sum of all customer outage durations})}{(\text{Total number of customer interruptions})} = \frac{\text{SAIDI}}{\text{SAIFI}}$$

- **ASAI – Average System Availability Index**

A measure of the average service availability (Per unit)

$$\text{ASAI} = \frac{(\text{Service hours available})}{(\text{Customer demand hours})} = \frac{8760 - \text{SAIDI}}{8760}$$

EACH POINT IS A 12 MONTH SAIDI HISTORY  
1:00:00 = APPA BENCHMARK SAIDI





# **STATUS REPORTS**

## **ACCOUNTS RECEIVABLES**

Los Alamos County Utilities Department  
Active Receivables Over 90 Days Past Due  
May 1, 2018

<i>Account</i>	<i>Acct Type</i>	<i>Comments</i>	<i>90 - 119</i>	<i>120 +</i>
2128548	RES	All utilities have been shut off	214.89	
2013117	RES	Electric to be shut off 5/8, med alert and lien has been placed	289.06	28.92
2002637	RES	Balance paid on 5/1	-	191.48
2026665	RES	Paid \$375 on 5/7	26.40	209.53
2063208	COMM	Customer out of the country, will pay when he returns	-	269.76
			530.35	699.69
			<b>TOTAL \$</b>	<b>1,230.04</b>

Los Alamos County Utilities Department  
Receivables More than 60 Days Inactive  
May 1, 2018

<i>YEAR</i>	<i>OUTSTANDING 5/1</i>	<i># OF ACCOUNTS</i>	<i>OUTSTANDING 4/2</i>	<i># OF ACCOUNTS</i>
FY14	27,282.32	96	27,282.32	96
FY15	24,479.58	94	24,824.57	94
FY16	20,370.63	97	19,264.52	113
FY17	27,763.06	81	27,785.34	96
FY18	8,199.64	76	7,258.77	75
<b>TOTAL</b>	<b>\$ 108,095.23</b>	<b>444</b>	<b>\$ 106,415.52</b>	<b>474</b>

# STATUS REPORTS

## SAFETY

		Hours Worked		Hours Worked		Hours Worked		Hours Worked		Hours Worked		Hours Worked	
		ADMIN	EL DIST	EL PROD	GWS	WA PROD	WWTP						
MONTH													
Jan - 2018		2773.0	1161.0	1572.0	2972.0	1014.0	976.0						
Feb - 2018		3339.0	1437.0	3114.0	3482.0	1235.0	1239.0						
Mar - 2018		4766.0	1531.0	2612.0	4201.0	1687.0	1788.0						
Apr - 2018		3229.0	1323.0	1682.0	3225.0	1165.0	1344.0						
May - 2017		3446.0	1201.0	2906.0	4010.0	4227.0	1277.0						
June - 2017		3444.0	2976.0	1760.0	2987.0	1663.0	1334.0						
July - 2017		4071.0	1462.0	1558.0	3732.0	1453.0	1345.0						
Aug - 2017		5757.0	1641.0	2680.0	4286.0	2895.0	3097.0						
Sept - 2017		3385.0	1329.0	1659.0	3439.0	1355.0	1122.0						
Oct - 2017		3029.0	1424.0	1468.0	3522.0	1188.0	1238.0						
Nov - 2017		3476.0	1416.0	1506.0	3398.0	1182.0	1201.0						
Dec - 2017		3204.0	1251.0	1372.0	3047.0	2427.0	946.0						
Total Hrs Worked ->		43919.0	18152.0	23889.0	42301.0	21491.0	16907.0						
Number of Recordable Injury and Illness Cases		0	1	0	4	0	1						
OSHA Recordable Injury & Illness Incidence Rate		0.00	11.02	0.00	18.91	0.00	11.83						
Number of OSHA Days Away Days Restricted (DART) cases		0	0	0	3	0	0						
OSHA Days Away Days Restricted (DART) Rate		0.00	0.00	0.00	14.18	0.00	0.00						