



# Regional Water Commons Meeting

**Wednesday, April 24, 2024**

**9:00AM — 10:00AM**

[Microsoft Teams](#)

*Presented by COG's Regional Water Planning Organization (RWPO)*



Sample of Lead Pipe

**Next Meeting: June 19, 2024, at 9:00 AM**

# AGENDA

---

**WELCOME**

*Angelina Grey, RWPO*

---

**PRESENTATIONS**

*Infrastructure Capital Improvement Plans  
Projecteering*

*Angelina Grey, RWPO*

---

**WATER SYSTEMS LIGHTNING ROUND**

*Water Systems*

---

**COG REVIEW/UPDATES**

*Angelina Grey*

---

**STANDING PARTNERS UPDATES**

*NMED, RCAC, SWEFC*

---

**CLOSING**

*Angelina Grey*

# PRESENTATION

## INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

The ICIP is simply a planning tool. It is not a funding program, nor are you guaranteed funding when you complete and submit your ICIP.

It is a 5-year plan (FY2026-2030). What is your entity able to fund each year?

- ICIPs are integrated with state agencies, including **Capital Outlay**.
- Important to keep project cost estimates updated.
- Determine what your system can afford

[ICIP Forms](#) – complete (3) forms to submit.

- **ICIP Resolution** --- *must be approved at a regular board meeting*
- 7 more weeks to the deadline: **Friday, June 14, 2024**

[ICIP Training](#) – recorded webinars posted online.

# PRESENTATION

## INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

### Updating Your ICIP?

- Update the “Entity Profile” tab:
  - Ensure all authorized office staff have access to your ICIP portal  
<https://www.state.nm.us/capitalprojects/>
    - Entity Code (5-digit #)
    - Password
    - Contact **Geovanna Losito**, ICIP Program Manager [geovanna.losito@dfa.nm.gov](mailto:geovanna.losito@dfa.nm.gov)
- Recommendations:
  - Need to be in compliance with **Executive Order 2013-006** - the financial ability to receive and manage grants and funding.
  - Highly recommend each entity to have an **Asset Management Plan (AMP)**?

### Financial Capacity

- Annual audits
- Budgets
- Financial Statements
- Capital Outlay
- Grant management



NEW MEXICO DEPARTMENT OF  
**FINANCE & ADMINISTRATION**

**ICIP Client Login**  
Agency or Entity Code:   
Password:   
 ICIP

Login

ICIP

CPMS

Welcome to the DFA site for the Infrastructure Capital Improvement (ICIP) projects and Capital Appropriations Search (CPMS).

After login, click on ICIP to enter ICIP project information.

For the Capital Appropriations Search and Capital Project Monitoring System, click on CPMS.

**PLEASE NOTE:** For security reasons, this ICIP site is no longer supported by Internet Explorer. Please use Google Chrome, Firefox or Microsoft Edge.

**Other relevant links:**

[Department of Finance and Administration website](#)

[Local Government Division website](#)

[State Budget Division/Capital Outlay Bureau website](#)

Local Government ICIP Contact: [Annette.Apodaca@dfa.nm.gov](mailto:Annette.Apodaca@dfa.nm.gov) or [Lynda.Martinez@dfa.nm.gov](mailto:Lynda.Martinez@dfa.nm.gov)

State Agency ICIP Contact: [Tonantzin.Roybal@dfa.nm.gov](mailto:Tonantzin.Roybal@dfa.nm.gov)

How can an entity code/password be obtained? Entry into the web site requires a code and a password. For new local government entities and special districts, send an email to Annette Apodaca at [Annette.Apodaca@dfa.nm.gov](mailto:Annette.Apodaca@dfa.nm.gov) or phone (505) 396-0341 or to Lynda Martinez at [Lynda.Martinez@dfa.nm.gov](mailto:Lynda.Martinez@dfa.nm.gov) or phone (505) 699-3971 to request an entity code and password.



NEW MEXICO DEPARTMENT OF  
**FINANCE & ADMINISTRATION**

**Infrastructure Capital Improvement Planning**

[Home](#)

[Entity Profile](#)

[Projects](#)

[Help](#)

State of New Mexico

Department of Finance and Administration/Local Government Division

FY 2025-2029 Local Government Infrastructure Capital Improvement Plan (ICIP)

**When is the State Government ICIP Submission Deadline? July 1**

**When is the Local Government ICIP Submission Deadline?**

**Special Districts - Friday, July 14, 2023**

**Tribal Governments - Friday, August 18, 2023**

**Counties and Municipalities - Friday, August 18, 2023**

**Senior Citizen Facilities - Friday, September 8, 2023**

**Where can the ICIP guidelines be found?** Guidelines and instructions for entering data on the web site are available on the DFA/LGD web site at: <https://www.nmdfa.state.nm.us/local-government/icip/>

**When are the ICIP Local Government ICIP training workshops?** Information regarding Local Government training workshops is available on the DFA/LGD web site at: <https://www.nmdfa.state.nm.us/local-government/icip/>.

**How can an entity code/password be obtained?** Entry into the web site requires a code and a password. For new local government entities and special districts, send an email to Annette Apodaca at [Annette.Apodaca@dfa.nm.gov](mailto:Annette.Apodaca@dfa.nm.gov) or to Lynda Martinez at [Lynda.Martinez@dfa.nm.gov](mailto:Lynda.Martinez@dfa.nm.gov) to request an entity code and password.

**What documents do I submit?** Please refer to Appendix V in the ICIP Guidelines and Database User Manual located on the ICIP web site at: <https://www.nmdfa.state.nm.us/local-government/icip/>.

**What are the delivery specifications for submitting the ICIP?** Please refer to Appendix V in the ICIP Guidelines and Database User Manual located on the ICIP web site at: <https://www.nmdfa.state.nm.us/local-government/icip/>.

**Where can Local Government ICIP assistance be obtained?** Contact Annette Apodaca at [Annette.Apodaca@dfa.nm.gov](mailto:Annette.Apodaca@dfa.nm.gov) or (505) 396-0341 for Local Government assistance or Lynda Martinez at [Lynda.Martinez@dfa.nm.gov](mailto:Lynda.Martinez@dfa.nm.gov) or (505) 699-3971.

Home

Entity Profile

- Contact information
- Executive Order 2013-006
- Asset Management Plan
- Water Conservation Ordinance

Projects

- Priority by year





NEW MEXICO DEPARTMENT OF  
**FINANCE & ADMINISTRATION**

### ICIP - Entity Profile

**Home**

**Entity Profile**

**Projects**

**Help**

Print Report

Edit Current Entity

*Entity Profile: All fields are MANDATORY. (Provide the following basic information about your entity. It is not necessary to re-enter this information each year, but please update and make changes as necessary. Some fields will automatically populate when you log in to database.) DO NOT SUBMIT FORMS WITH ICIP SUBMISSION.*

<b>Government Agency</b>	<b>Entity Code</b>	<b>COG District</b>	<b>Entity Type</b>
White Cliffs MDWUA	13046	1	SD
<b>ICIP Contact</b>	<b>Address</b>	PO Box 1518	
Michael Daly	<b>City, State Zip</b>	Gallup, NM 87305	<b>County</b>
<b>E-Mail Address</b>	arrowengineering1@gmail.com		McKinley
<b>Phone Number</b>	505-870-3430		

Is your entity compliant with Executive Order 2013-006? <http://www.nmdfa.state.nm.us/Budget-Division/Capital-Outlay-Bureau/>

Does your entity have an asset management plan and/or inventory listing of capital assets?

Yes

Yes

**Executive Order 2013-006 Compliance.**

**Is your entity compliant with Executive Order 2013-006?**

Yes ▾

**State Audit Act (Audit/Tier Certification)**

**Single Audit Act (as applicable)**

**NMSA 6-6-3 Budget Approved by LGD/Budget & Finance Bureau**

<http://www.nmdfa.state.nm.us/budget-division/Capital-Outlay-Bureau/>

**Does your entity have a comprehensive plan/master plan?**

Yes ▾

**Provide the last date comprehensive plan/master plan was updated: (Month/Year)**

**Do all projects in your ICIP include or follow your comprehensive plan/master plan?**

Yes ▾

**Other Planning: Has your entity adopted any of the following planning tools? (check all that apply below)**

**Asset Management Plan**

Yes ▾

**LEDA (Local Economic Development Act)**

Yes ▾

**Drought Contingency Plan**

Yes ▾

**Water Conservation Ordinance**

No ▾

**Financial Plan**

No ▾

**Annual Action Plan**

No ▾

**NM Affordable Housing Act Compliance**

No ▾

**Other**

No ▾

**N/A State Agency Only**

Yes ▾





NEW MEXICO DEPARTMENT OF  
**FINANCE & ADMINISTRATION**

**ICIP - Projects List**

Home

Entity Profile

Projects

Help



Print Summary

Insert New Project

Page 1 of 1

Entity Code	Agency/Local Government	Project Title	Project Year	Rank	Project ID	Deactivation Reason
<a href="#">13046</a>	White Cliffs MDWUA	Wastewater Improvements	2024	001	39715	
<a href="#">13046</a>	White Cliffs MDWUA	Water Supply Improvements-Whitecliffs	2024	002	16442	
<a href="#">13046</a>	White Cliffs MDWUA	New Sewer Line	2025	001	39714	
<a href="#">13046</a>	White Cliffs MDWUA	New Metering Station	2025	002	40782	
<a href="#">13046</a>	White Cliffs MDWUA	White Cliffs Drainage Study	2026	001	39849	
<a href="#">13046</a>	White Cliffs MDWUA	Wastewater Line Improvements	2022	001	37532	Change of Priority
<a href="#">13046</a>	White Cliffs MDWUA	New 3-phase Powerline-Whitecliffs	2024	006	27690	Change of Priority
<a href="#">13046</a>	White Cliffs MDWUA	Construct Sewerline to White Cliffs Road	2025	002	27142	Change of Priority
<a href="#">13046</a>	White Cliffs MDWUA	Water & Wastewater System Improvements	2024	005	37552	Delete
<a href="#">13046</a>	White Cliffs MDWUA	Water Line Extension	2028	001	35954	Delete
<a href="#">13046</a>	White Cliffs MDWUA	Connection to Navajo-Gallup Regional Supply	2028	002	37562	Delete
<a href="#">13046</a>	White Cliffs MDWUA	Concentrate Pond Construction	2028	004	22416	Delete
<a href="#">13046</a>	White Cliffs MDWUA	Automatic Water Meter Readers	2021	008	27143	Fully funded
<a href="#">13046</a>	White Cliffs MDWUA	Water Connections for New Customers	2021	009	24231	Other
<a href="#">13046</a>	White Cliffs MDWUA	White Cliffs Metering Station	2025	001	39717	Other

## Infrastructure Capital Improvement Plan FY 2025-2029

### White Cliffs MDWUA Project Summary

ID	Year	Rank	Project Title	Category	Funded to date						Total Project Cost	Amount Not Yet Funded	Phases?
						2025	2026	2027	2028	2029			
39715	2024	001	Wastewater Improvements	Water - Wastewater	0	150,000	0	0	0	0	150,000	150,000	No
16442	2024	002	Water Supply Improvements-Whitecliffs	Water - Water Supply	0	1,685,419.5	0	0	0	0	1,685,419.5	1,685,419.5	No
39714	2025	001	New Sewer Line	Water - Wastewater	0	0	50,000	450,000	0	0	500,000	500,000	No
40782	2025	002	New Metering Station	Water - Water Supply	0	0	80,000	250,000	0	0	330,000	330,000	Yes
39849	2026	001	White Cliffs Drainage Study	Water - Storm/Surface Water Control	0	0	0	100,000	0	0	100,000	100,000	No
<b>Number of projects:</b>			5										
<b>Grand Totals</b>			<b>Funded to date:</b>	<b>Year 1:</b>	<b>Year 2:</b>	<b>Year 3:</b>	<b>Year 4:</b>	<b>Year 5:</b>	<b>Total Project Cost:</b>		<b>Total Not Yet Funded:</b>		
			0	1,835,419.5	130,000	800,000	0	0	2,765,419.5		2,765,419.5		

- 5-year plan
- What is doable each year, based on available local resources?
- Do you need a PER?

#### Planning Grants available

- a) NMFA Local Government Planning Fund (\$50K)
- b) CDBG Planning Grant (\$50K)

ACTIVITY	ESTIMATED COST	TIMELINE	POTENTIAL FUNDING SOURCE
Phase I - Planning			
Acquire Land/Permits/Leases	~ \$5K – \$100K	1 – 3 months	
Environmental/Archeological	\$5K – \$15K	3 – 6 months	
Preliminary Engineering Report/ Technical Memo	\$30K - \$80K	3 – 9 months	Planning Grants - \$50K (max) *Match Funding: 5% - 50%
Phase II - Design			
Project Design	\$60K - \$200K	9 – 12 months	Water Trust Board – 100% grant + local match% ( <i>can apply cost of PER</i> )
Phase III – Construction/Furnishing/Equipment			
Equipment/Materials	\$200K - \$10M ( <i>depending on project scope</i> )  <b>Can project be phased down further?</b>	9 – 18 months ( <i>depending on project scope</i> )	<ul style="list-style-type: none"> <li>• Community Development Block Grant (\$500K or \$750K</li> <li>• WTB (full construction cost + loan% + match%)</li> </ul>
RFP/Bidding			
Construction Management			
Labor			
Contingency			
Local/State Taxes			

# PROJECTEERING

## INFRASTRUCTURE PROJECT EXAMPLES

### **Funding Strategy:**

Look at what your project requires. Some projects only requires a few steps.

#### EX: Waterline Extension

- Phase I** — \*Assuming all other planning activities are secured.
  - A PER are not required for waterline extensions under 2,000 feet.
- Phase II** — Design
- Phase III** — Construction

Note: Other projects could accept a Technical Memo.

#### Contact:

[NMED Constructions Program Bureau \(CPB\)](#)  
(Northwest Region) Project Manager, Eric Gartner  
505-670-3643  
[eric.gartner@env.nm.gov](mailto:eric.gartner@env.nm.gov)

# PROJECTEERING

## INFRASTRUCTURE PROJECT EXAMPLES

**Example:** Waterline / Wastewater Line Replacement or Gate Valve / Meter Reader Replacement

**Phase I** — all planning activities should be secured.

- a. May need permits and/or easements
- b. PER or Technical Memo

**Phase II** — Design may be required.

**Phase III** — Construction

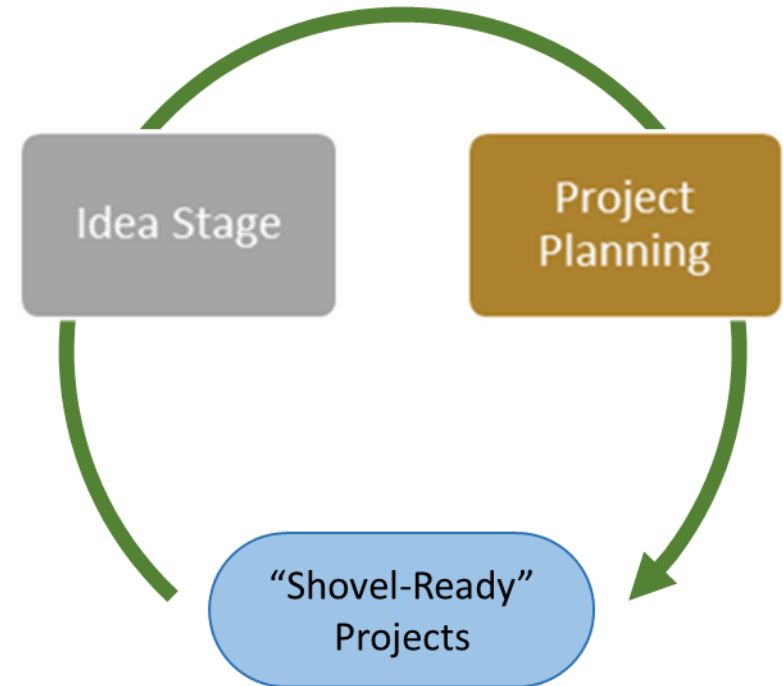
- a. Final installation
- b. Final equipment and/or installation

- Renovations/Improvements
- Backhoe equipment and other extraction services
- Repaving of streets/roads
- Prepare for disruption of services (i.e., shutoffs)

# PROJECTEERING

## Projecteering:

- ❑ Strategically plan for funding.
- ❑ **Timing is critical!**
- ❑ Taking a “shelved” project to “shovel-ready”...
- ❑ Steps to follow:
  1. Complete/submit ICIP.
  2. Planning – know what is needed.
    - PER/Technical Memo –
    - Match Funding
  3. Creating Partnerships/Regional Collaboration
  4. Review suitable funding programs





# PROJECTEERING

What funding programs and when? What are the deadlines?

**Planning Grants:** capped at \$50K

1. [NMFA Planning Grants](#) – open year-round, may require match funding (5% - 10%).
2. [CDBG Planning Grants](#) – open year-round , may require match funding (5% - 10%).

**Design/Construction Grants:**

1. [CDBG](#) - March through September
  - a. \$500K or \$750K
  - b. 10% match requirement
2. [WTB](#) – August through January
  1. Full Design or Construction project cost
  2. Grant + Loan + Match components
3. [Capital Outlay](#) – November through January
4. [NMED funding programs](#) – depends on program

# WATER SYSTEMS LIGHTNING ROUND

Updates from Small Water Systems...

*Allison Community*

Catalpa Water Association

Bluewater Water & Sanitation District

Bluewater Acres Domestic Water Users Association

Gamerco Water & Sanitation District

Ramah Water & Sanitation District

San Rafael Water & Sanitation District

Thoreau Water & Sanitation District

Whispering Cedars Mutual Domestic Water Users Association

Williams Acres Water & Sanitation District

White Cliffs Mutual Domestic Water Users Association

Yahtahey Water & Sanitation District

# STANDING PARTNERS

## News and Updates...

New Mexico Department of Finance & Administration  
New Mexico Environment Department  
New Mexico Finance Authority  
New Mexico Office of the State Engineer  
Rural Community Assistance Corporation  
Southwest Environmental Finance Center  
New Mexico Secretary of the State  
New Mexico State Auditor's Office  
New Mexico Water & Wastewater Association  
New Mexico Rural Water Association  
Environment Protection Agency

# COG REVIEW & UPDATES

## 1. Capital Outlay - Bond Questionnaires

- Due today, by 5:00PM

## 2. Submit ICIPs – Deadlines

- Special Districts: Friday, June 14, 2024
- Local Governments/Tribal Entities: Friday, July 12, 2024

## 3. Lead Service Line Inventory Training

Training is focused on reviewing systems assets to complete the required inventory of lead pipes (if any), as specified through the most recent changes to the *Lead & Copper Rule Revisions (LCRR)*.

- Previous trainings:
  - November 15, 2023 (Gallup, NM)
  - January 31, 2024 (Bluewater, NM)
  - February 21 (Farmington, NM)
- Follow up Training: TBD

## 4. Water Leadership Institute (TBD)

- Reconnect with RCAC to determine suitability

# COG REVIEW & UPDATES

## **5. OSE – Regional Water Plan Updates: Scheduled Public Meetings**

- (Region 6 – Northwest NM) August 5, 2024: Gallup, NM
- (Region 2 – San Juan Basin) August 6, 2024: Farmington, NM

## **6. Community Development Block Grant (CDBG)**

- Funding option for capital improvement and community development projects
- Starts in March of each year
- Application deadline typically in September

## **7. 4<sup>th</sup> Annual Rural Water Summit**

- Tentatively aiming for Wednesday, August 21, 2024
- Location in Grants, NM
- Inviting all entities, state agencies, organizations to participate
- Free to attend but registration required

## **8. Water Trust Board (WTB)**

- Funding option for capital improvement and community development projects
- Application cycle is from August through January each year
- Pre-planning required, including securing match funding (15% - 40%)

# CLOSING

1. Closing Remarks
2. Questions or Comments
3. Issues or Concerns

*Do You Have  
Any Questions??*



**Next Meeting: Wednesday, June 19, 2024**



# CONTACT INFORMATION



**NWNM Council of Governments**  
<https://www.nwnmcog.org>

**Evan Williams**, Executive Director  
(505) 722-4327 (office)  
[ewilliams@nwnmcog.org](mailto:ewilliams@nwnmcog.org)

**Angelina Grey**, RWPO Program Manager  
(505) 722-4327 (office)  
(505) 728-6198 (cell)  
[agrey@nwnmcog.org](mailto:agrey@nwnmcog.org)



**NM Environment Department**  
[https://www.env.nm.gov/drinking\\_water/](https://www.env.nm.gov/drinking_water/)

**Anders Lundahl**, Sustainable Systems  
Sustainable Water Infrastructure  
(505) 490-0165  
[Anders.lundahl@env.nm.gov](mailto:Anders.lundahl@env.nm.gov)

**Andrew Romero**, Water Resources  
Ground Water Quality Bureau  
(505) 660-8624  
[andrewc.romero@env.nm.gov](mailto:andrewc.romero@env.nm.gov)

**Avery Young**, Domestic Waste  
Ground Water Quality Bureau  
(505) 699-8564  
[avery.young@env.nm.gov](mailto:avery.young@env.nm.gov)

**Gordon Miller**, Compliance Officer  
Drinking Water Bureau  
(505) 258-3203  
[gordon.miller@env.nm.gov](mailto:gordon.miller@env.nm.gov)



**Rural Community Assistance Corporation**  
<https://www.rcac.org>

**Blanca Surgeon**, Rural Development Specialist  
(505) 577-6917  
[bsurgeon@rcac.org](mailto:bsurgeon@rcac.org)

**Karen Tapias**, Rural Development Specialist  
(505) 414-5356  
[ktapias@rcac.org](mailto:ktapias@rcac.org)



**Southwest Environmental Finance Center**  
<https://www.rcac.org>

**James Markham**, Research Engineer  
(510) 520-8058  
[jmarkham@unm.edu](mailto:jmarkham@unm.edu)

**Tucker Colvin**, Research Scientist  
(505) 277-0644  
[tcolvin@unm.edu](mailto:tcolvin@unm.edu)