# Agenda

## Sky Country Estates Mutual Domestic Water Consumers Association
## Board of Directors Meeting

Date: Tuesday, October 8, 2025, at 3:00 pm MDT

Location: 63 Clear Sky Road, Cloudcroft, NM and by conference call

Conference Call Dial-In Number 1-434-300-4080. Access Code: 953501#

1. Call to Order.
2. Confirm a Quorum.
3. Directors and Public Comments.
4. Approve Minutes of Board Meetings.
5. Financial Report
6. Water System Report
7. Water System Improvement Project Update.
   a. Updated costs, choose tank type.
   b. Approve Design Engineering Grant Acceptance.
   c. Capital Development Program Fund
8. Old Business.
   a. Well # 3 Chlorination System
9. New Business.
10. Public Comments.
11. Directors Comments.
12. Adjournment.

## koch2nm@gmail.com

**From:** Robert Storey <robert.storey@soudermiller.com>
**Sent:** Friday, September 26, 2025 1:38 AM
**To:** Ed Koch
**Cc:** Marty Howell; Nichole Britt
**Subject:** EOPCC Combined Phase II and III reduced | Sky Country Estates MDWCA Water Improvements
**Attachments:** Sky Country Estates MDWCA Reduced Well Design.pdf

Good morning Ed,
Attached is the updated estimate reflecting the reduced well. I also obtained a quote from D&R for poly tanks for comparison and spoke with NMED DWB regarding their approval process.
At this time, NMED DWB indicated that they would approve a poly tank for drinking water storage; however, they emphasized that poly tanks are **not recommended as a permanent solution** for public water systems. Below are the primary concerns and limitations they identified, along with additional considerations:

1. **Limited Service Life:** Poly tanks typically have a much shorter lifespan compared to steel tanks. They are prone to UV degradation and can begin to crack or fail after only a few years of service, particularly in our climate.
2. **Thermal Performance:** Poly tanks provide poor insulation. This makes stored water prone to freezing in winter and overheating in summer, which may affect water quality and system reliability.
3. **Regulatory Modifications:** To meet NMED DWB requirements, poly tanks would need extensive field modifications during installation (e.g., adding manways, vents, fittings, or access points). These modifications would void the manufacturer's warranty and increase installation complexity.
4. **Capacity Limitations:** Poly tanks are generally limited in size compared to steel or concrete reservoirs, making them less practical for systems that require larger storage volumes. In this case, we would need two.
5. **Maintenance and Replacement Costs:** While the initial cost is lower, poly tanks often require earlier replacement, resulting in higher lifecycle costs for the system.
6. **Fire and Safety Risks:** Poly tanks are more vulnerable to heat and fire damage than metal structures, which could present risks during a fire.

Given these factors, NMED DWB recommends considering poly tanks only as an **interim or temporary measure**, rather than as a permanent component of a public drinking water system.
Please let me know if you would like to discuss these options further or explore alternative storage solutions.

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Stronger Communities by Design®
www.soudermiller.com

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## CAPITAL COST DETAIL

## Sky Country Estates MDWCA Water System Improvements

### *Recommended Project Phase II (Steel Tank)*

**Summary of Construction Costs**

| Item | Description | Unit | Qty | Unit Price | Amount |
|---|---|---|---|---|---|
| 1 | Mobilization (75%) | LS | 1 | $47,000.00 | $47,000.00 |
| 2 | Demobilization (25% with the submittal of as builts) | LS | 1 | $19,000.00 | $19,000.00 |
| 3 | Testing allowance | Allow | 1 | $13,000.00 | $13,000.00 |
| 4 | Preparation and implementation of SWPPP | LS | 1 | $4,000.00 | $4,000.00 |
| 5 | Video Documentation (Preconstruction and Postconstruction) | LS | 1 | $3,000.00 | $3,000.00 |
| **Storage Improvements - New Water Fire Storage Tank** | | | | | |
| 6 | Site Preparation and Grading | LS | 1 | $44,000.00 | $44,000.00 |
| 7 | Furnish and Install 34,000-gallon Welded Steel Tank (Incl. all material, labor, inlet and outlet piping within 10 foot of tank and connections to inlet and outlet piping, 2.5" threaded FDC, cathodic protection, and all related appurtenances), CIP | LS | 1 | $310,000.00 | $310,000.00 |
| 8 | Furnish and Install 2-inch SCH 40 Waterline (Incl. all material, labor, potholing, trenching, bedding, removal of waste excavation, joint restraints, fittings, warning tape, tracer wire, above ground pipe markers, backfilling, compaction, disinfection, site restoration, hydrostatic pressure testing, and all related appurtenances), CIP | LF | 35 | $500.00 | $17,500.00 |
| 9 | Furnish and Install 4-inch DR18 C900 Waterline (Incl. all material, labor, potholing, trenching, bedding, removal of waste excavation, joint restraints, fittings, warning tape, tracer wire, above ground pipe markers, backfilling, compaction, disinfection, site restoration, hydrostatic pressure testing, and all related appurtenances), CIP | LF | 35 | $800.00 | $28,000.00 |
| 10 | Tie Into Existing Waterline (Incl. all material, labor, waterline, hydrostatic testing, disinfection, excavation, exploration and all related appurtenances), CIP | LS | 5 | $6,500.00 | $32,500.00 |
| 11 | Furnish and Install Chlorination Station (Incl. all material, labor, chlorine drum, pump, spill contaminant unit, spare pump, and all related appurtenances), CIP | LS | 1 | $55,000.00 | $55,000.00 |
| 12 | Furnish and Install Chlorination Booster (Incl. all material, labor, pump, pressure transducer, and all related appurtenances), CIP | LS | 1 | $27,500.00 | $27,500.00 |
| 13 | Furnish and Install Tank Level Controls on New Tank (Incl. all material, labor, level sensor, connection to existing well controls, cables, wiring, and all related appurtenances), CIP | LS | 1 | $36,000.00 | $36,000.00 |
| 14 | Demolish and Properly Dispose of Existing 15,000-gallon Water Tank (Incl. all material, labor, and all related appurtenances), CIP | LS | 1 | $27,500.00 | $27,500.00 |
| 15 | Furnish and Install 3 Hp Booster Pump (Incl. all material, labor, booster pump, joint restraints, fittings, disinfection, and all related appurtenances), CIP | EA | 1 | $5,500.00 | $5,500.00 |
| 16 | Rock Excavation | CY | 21 | $170.00 | $3,570.00 |
| **Supplementary Well - Tank site Well** | | | | | |
| 17 | Drill and Equipment Mobilization/Demobilization | LS | 1 | $30,000.00 | $30,000.00 |
| 18 | Install Cement Grout | CU. YD | 19.8 | $700.00 | $13,860.00 |
| 19 | Drill 8.75-inch Production Well Borehole | LF | 755 | $69.00 | $52,095.00 |
| 20 | Allowance for Water Analysis | ALLOW | 1 | $10,000.00 | $10,000.00 |
| 21 | Furnish and install 6.625-inch SDR-17 PVC casing, including end cap and 3-foot stickup | LF | 695 | $25.00 | $17,375.00 |
| 22 | Furnish and Install 6.625-inch SDR-17 PVC Well Screen | LF | 60 | $25.00 | $1,500.00 |
| 23 | Develop Screened Intervals by Pumping | HR | 4 | $370.00 | $1,480.00 |
| 24 | Perform Pump Test on Well (500 min step test, 24-hour constant rate test, recovery period) | HR | 8 | $400.00 | $3,200.00 |
| 25 | Disinfect Well and Perform Bacteriological Testing | LS | 1 | $2,600.00 | $2,600.00 |
| 26 | Furnish and Install 1.25-inch Diameter Schedule 80 PVC Well Sounding Line to 1' Above Top of Pump | LF | 703 | $10.00 | $50,000.00 |
| 27 | Furnish and Install 2-inch Galvanized Steel SCH 40 Drop Pipe | LF | 700 | $22.00 | $4,140.00 |
| 28 | Furnish and Install 2-inch Check Valve | EA | 3 | $400.00 | $4,000.00 |
| 29 | Furnish and Install Pump Wire | LF | 704 | $6.00 | $4,224.00 |
| 30 | Furnish and Install Submersible Pump w/ Controls (incl. all labor, materials, pump, controls, electrical components, and all other appurtenances required for a complete installation), CIP | EA | 1 | $30,400.00 | $30,400.00 |

## CAPITAL COST DETAIL

### Sky Country Estates MDWCA Water System Improvements

### *Recommended Project Phase II (Steel Tank)*

| | | | | | |
|---|---|---|---|---|---|
| 31 | Complete Wellhead, as specified (incl. all labor, materials, pitless adapter, connection of drop pipe to PVC pipe to building, reducer, and all related appurtenances), CIP | LS | 1 | $14,000.00 | $14,000.00 |
| 32 | Well Electrical Installation (incl. all labor, materials, connection of well motor, power shut off box, well starter, conduit, and all related appurtenances), CIP | EA | 1 | $40,000.00 | $40,000.00 |
| 33 | Grading of New Well Site, (incl. all labor, materials, clearing and grubbing, grading of well location, roadway to well, ponding completion, excavation of tank discharge pond and installation of riprap and all related appurtenances), CIP | LS | 1 | $50,000.00 | $50,000.00 |
| ***Construction Subtotal*** | | | | | ***$1,001,944*** |
| *Contingency* | | | | *15%* | *$150,292* |
| ***Construction Total*** | | | | | ***$1,152,236*** |
| *NMGRT (Otero)* | | | | 6.2500% | *$72,015* |
| **Total Construction Costs** | | | | | **$1,224,250** |
| **TOTAL CONSTRUCTION COST (W/O TAX)** | | | | | **$1,152,236** |
| **TOTAL CONSTRUCTION COST (W/ TAX)** | | | | | **$1,224,250** |
| **Summary of Non-Construction Costs** | | | | | |
| *Engineering During Construction:* | | | | | |
| Bid Administration | | | | | $15,936.83 |
| Construction Administration | | | | | $37,953.30 |
| Closeout | | | | | $10,051.83 |
| Construction Observation | | | | | $61,119.18 |
| Subtotal | | | | | **$125,061.14** |
| *NMGRT (Otero)* | | | | 6.2500% | $7,816.32 |
| ***Total Engineering during Construction*** | | | | | ***$132,877.46*** |
| **TOTAL NON-CONSTRUCTION COST** | | | | | **$132,877.46** |
| **TOTAL PROJECT CAPITAL COST** | | | | | **$1,357,127.79** |

## CAPITAL COST DETAIL

## Sky Country Estates MDWCA Water System Improvements

### *Recommended Project Phase II (Poly Tanks)*

**Summary of Construction Costs**

| Item | Description | Unit | Qty | Unit Price | Amount |
|---|---|---|---|---|---|
| 1 | Mobilization (75%) | LS | 1 | $36,000.00 | $36,000.00 |
| 2 | Demobilization (25% with the submittal of as builts) | LS | 1 | $15,000.00 | $15,000.00 |
| 3 | Testing allowance | Allow | 1 | $13,000.00 | $13,000.00 |
| 4 | Preparation and implementation of SWPPP | LS | 1 | $4,000.00 | $4,000.00 |
| 5 | Video Documentation (Preconstruction and Postconstruction) | LS | 1 | $3,000.00 | $3,000.00 |
| **Storage Improvements - New Water Fire Storage Tank** | | | | | |
| 6 | Site Preparation and Grading | LS | 1 | $44,000.00 | $44,000.00 |
| 7 | Furnish and Install Two 15,000-Gallon Poly Tanks (Incl. all material, labor, inlet and outlet piping within 10 foot of tank and connections to inlet and outlet piping, 2.5" threaded FDC, cathodic protection, and all related appurtenances), CIP | LS | 1 | $78,400.00 | $78,400.00 |
| 8 | Furnish and Install 2-inch SCH 40 Waterline (Incl. all material, labor, potholing, trenching, bedding, removal of waste excavation, joint restraints, fittings, warning tape, tracer wire, above ground pipe markers, backfilling, compaction, disinfection, site restoration, hydrostatic pressure testing, and all related appurtenances), CIP | LF | 35 | $500.00 | $17,500.00 |
| 9 | Furnish and Install 4-inch DR18 C900 Waterline (Incl. all material, labor, potholing, trenching, bedding, removal of waste excavation, joint restraints, fittings, warning tape, tracer wire, above ground pipe markers, backfilling, compaction, disinfection, site restoration, hydrostatic pressure testing, and all related appurtenances), CIP | LF | 35 | $800.00 | $28,000.00 |
| 10 | Tie Into Existing Waterline (Incl. all material, labor, waterline, hydrostatic testing, disinfection, excavation, exploration and all related appurtenances), CIP | LS | 5 | $6,500.00 | $32,500.00 |
| 11 | Furnish and Install Chlorination Station (Incl. all material, labor, chlorine drum, pump, spill contaminant unit, spare pump, and all related appurtenances), CIP | LS | 1 | $55,000.00 | $55,000.00 |
| 12 | Furnish and Install Chlorination Booster (Incl. all material, labor, pump, pressure transducer, and all related appurtenances), CIP | LS | 1 | $27,500.00 | $27,500.00 |
| 13 | Furnish and Install Tank Level Controls on New Tank (Incl. all material, labor, level sensor, connection to existing well controls, cables, wiring, and all related appurtenances), CIP | LS | 1 | $36,000.00 | $36,000.00 |
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| **Supplementary Well - Tank site Well** | | | | | |
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### Sky Country Estates MDWCA Water System Improvements

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| 32 | Well Electrical Installation (incl. all labor, materials, connection of well motor, power shut off box, well starter, conduit, and all related appurtenances), CIP | EA | 1 | $40,000.00 | $40,000.00 |
| 33 | Grading of New Well Site, (incl. all labor, materials, clearing and grubbing, grading of well location, roadway to well, ponding completion, excavation of tank discharge pond and installation of riprap and all related appurtenances), CIP | LS | 1 | $50,000.00 | $50,000.00 |
| ***Construction Subtotal*** | | | | | ***$755,344*** |
| *Contingency* | | | | *15%* | *$113,302* |
| ***Construction Total*** | | | | | ***$868,646*** |
| *NMGRT (Otero)* | | | | 6.2500% | *$54,290* |
| **Total Construction Costs** | | | | | **$922,936** |
| **TOTAL CONSTRUCTION COST (W/O TAX)** | | | | | **$868,646** |
| **TOTAL CONSTRUCTION COST (W/ TAX)** | | | | | **$922,936** |
| **Summary of Non-Construction Costs** | | | | | |
| *Engineering During Construction:* | | | | | |
| Bid Administration | | | | | $15,936.83 |
| Construction Administration | | | | | $37,953.30 |
| Closeout | | | | | $10,051.83 |
| Construction Observation | | | | | $61,119.18 |
| Subtotal | | | | | **$125,061.14** |
| *NMGRT (Otero)* | | | | 6.2500% | $7,816.32 |
| ***Total Engineering during Construction*** | | | | | ***$132,877.46*** |
| **TOTAL NON-CONSTRUCTION COST** | | | | | **$132,877.46** |
| **TOTAL PROJECT CAPITAL COST** | | | | | **$1,055,813.41** |

# DEPARTMENT OF FINANCE & ADMINISTRATION
# CAPITAL DEVELOPMENT PROGRAM FUND
# GRANT MANAGEMENT GUIDELINES

## Table of Contents

I. Purpose
II. Eligibility
III. Application and Criteria
IV. Implementation
V. Declined or Rescinded Funds

**Implementation Guidelines for Capital Development Program Fund Disbursements**

**Effective Date:** September 29, 2025.
**Authority:** § 7-27-51, NMSA 1978.

## I. PURPOSE

The Department of Finance and Administration, acting through its Infrastructure Planning and Development Division ("DFA") to ensure equitable and transparent access to and implementation of the Capital Development Program Fund ("Fund"), as appropriated by the New Mexico Legislature, desires to establish guidelines, procedures, and protocols ("Guidelines") for entities seeking access to the Fund. These Guidelines are designed to ensure compliance with legislative requirements and promote the efficient use of bond proceeds for infrastructure and community development projects.

## II. ELIGIBILITY

Appropriations from the Fund are available for two types of projects:

- Project Completion – Subject to legislative appropriation, money in the Fund may be awarded to fully fund capital projects or useable phases of projects with a total cost of less than five million dollars ($5,000,000);
    - An Eligible Entity must request the full amount of the funds required to complete the capital project.
- Planning and Design – Subject to legislative appropriation, money in the Fund may be awarded for the planning and design of capital projects with an estimated total cost exceeding five million dollars ($5,000,000);
    - An eligible entity must submit proof to DFA of a validated total project cost estimate greater than five million dollars ($5,000,000).

As used in these Guidelines, "Eligible Entity" includes the following:

- County;
- Municipality;
- Special District;
- Public Water Cooperative;
- Acequias and Community Ditch Associations;
- Public Schools;
- Public Post-secondary Education Institution;
- State Entities;
- Federally Recognized Indian Nation, Tribe or Pueblo (located partially in New Mexico); and
- Any Political Subdivision of the State.

## III. APPLICATION AND CRITERIA

Eligible Entities must submit a funding request through the online application form available on the DFA website. Applications are due by September 30 of each year, unless otherwise specified. Applications will be reviewed within 15 days after application close. DFA staff will assess whether the submitting entity qualifies as an Eligible Entity and if the proposed project meets one of the funding criteria outlined in § 7-27-51. Eligible Entities will be notified of a project eligibility determination within 45 days of application close.

DFA evaluates the following criteria when assessing submitted Fund applications:

- Eligible Entity – If the applicant is not an Eligible Entity, the application will be automatically disqualified from eligibility for funding through the Fund.

- Project Readiness – Applicants must submit documentation to evidence the following:

    - For Project Completion Requests: Documentation must demonstrate the Eligible Entity's ability to finish the project with the requested funding within two years of the award.

    - For Planning and Design Requests: The document must demonstrate the Eligible Entity's ability to procure, plan, and design the construction or improvement of a capital asset within two years of award.

    - If the applicant has not secured the necessary funding to complete the project or the planning and design phase, the application will be automatically disqualified and will not be considered for funding.

        - Applicants may reapply when they meet the readiness requirement in this paragraph.

- Project Details – Applicants must submit the following:

    - A detailed project description, including a project timeline with milestones, procurement plan, and budget.

        - Applicants may be required to submit cost estimates certified by a general contractor, engineer, or designer of the project.

        - Applicants are encouraged to have the project listed on their ICIP with current and accurate information.

        - Project funding requests cannot exceed the minimum amount needed to complete the project or the planning and design phase, as shown in the budget submitted by the applicant.

- Compliance Requirements – Applicants must meet the eligibility requirements set forth in § 6-3B-1 *et seq*., NMSA 1978, and any corresponding implementation rule.

    - Applicants must comply with these requirements on or before July 31st in the calendar year the application is received.

Review Cycle – If eligible funding requests exceed the available funds in the Fund, projects will be prioritized

based on the final score from DFA's scoring rubric.

Reserved Funds for Rural, Frontier, and Tribal Community Applicants – In accordance with §§ 7-27-51 and 7-27-52 NMSA 1978, DFA will ensure that forty percent (40%) of available funds from the Fund are reserved for projects benefiting and/or located in underserved areas, as defined by the USDA's Economic Research Service Frontier and Remote (FAR) Area Codes.

## IV. IMPLEMENTATION

Grant Agreement Issuance - If a project is appropriated funds from the Fund, the agency to which the project funding is appropriated will send the Eligible Entity a Capital Outlay Grant Agreement.

- The Eligible Entity must execute the Capital Outlay Grant Agreement within fourteen (14) calendar days from receipt of the agreement, or the award will be rescinded and funds made available to another project.
- The Eligible Entity must report progress and expenditures on the project on a quarterly basis or as required by the Capital Outlay Grant Agreement.
- If the Eligible Entity decides not to accept the funding, the entity must notify DFA within five (5) business days of such decision.
- Notwithstanding legislative appropriation for the Fund, DFA reserves the right to restrict grant agreement awards to the amount submitted and certified by the Eligible Entity as required for completion of the project.

## V. DEFINITIONS

"Frontier" means a geographic area that is relatively remote and sparsely settled territory (consistent with USDA Economic Research Service definition). To determine whether a CDPF applicant is "frontier," DFA will use USDA mapped area codes for "frontier and remote" areas, available at https://www.ers.usda.gov/data-products/frontier-and-remote-area-codes/.

"Rural" means open country and settlements with fewer than 2,000 housing units and 5,000 residents, based on the 2020 decennial census, and released in 2022 (consistent with U.S. Department of Agriculture (USDA) Rural Development definition).

"Tribal Community" means any legally recognized group of indigenous people recognized as having rights and obligations independent of the State of New Mexico.

"Useable Phase" means a distinct portion of a capital project that has been sufficiently completed and meets all applicable safety, operational, and regulatory requirements such that it can be safely and effectively occupied, operated, or used for its intended purpose, even if other phases of the overall project are still to be initiated or completed.

## V. DECLINED OR RESCINDED FUNDS

An Eligible Entity may decline or return an appropriation from the Fund.

- Declined or returned funds may be reallocated to another eligible project authorized by the legislature within the same legislation as the declined funds.

- Declined funds remain subject to the original timeline and will only be allocated to projects that can be completed within that timeframe.

- Declined or returned funds, not otherwise available to be reallocated as stated above, will be redeposited into the Fund and reappropriated by the legislature.

Prior to executing a Capital Outlay Grant agreement, DFA may rescind the award for any of the following reasons:

- Any change to the Eligible Entity's proposed project that affects the project's readiness to expend the funds within the applicable reversion date, or change to the Eligible Entity's compliance status under § 6-3B-1, *et seq*., NMSA 1978.

- As otherwise authorized by applicable law.