

**GENERAL MANAGER'S REPORT**  
**(Presented December 19, 2009)**

Submitted by Dr. Martin D. Moore, General Manager  
Timberon Water and Sanitation District (TWSD)

**A. Introduction**

The purpose of this report is to update the Board of Directors and the public on work performed by TWSD staff and volunteers.

**B. Progress Summary: Accomplishments**

Accomplishments in this reporting period include:

- New Mexico Homeland Security reimbursed TWSD an additional \$30,000 +/- for FEMA 2006 flood work.
- Approximately \$133,000 in additional grant reimbursement requests has been reviewed by the New Mexico Environment Department's Las Cruces office, and we are awaiting word from the Santa Fe office, which is conducting its final review.
- It has now been 360 days since the last community wide water outage.
- The lower trout lake has been test filled and has not successfully held water.

**C. Professional Activities:**

Water

- Water leaks continue to be monitored and fixed, with priorities based on severity.
- The new spring water membrane filtration system plumbing parts and supplies list has been priced out and will be ordered shortly.

Recreation

The golf course is closed for the winter.

The fishing lakes are icy, and the trout in the lakes still look healthy.

The swimming pool re-surfacing project is waiting for re-authorization of the swimming pool grant by the State Department of Finance and Administration. In addition, we still await New Mexico Environmental Department clearance for final work.

Roads

- TWSD performed snow removal work.
- TWSD heavy equipment is being serviced and repaired as needed in preparation for FEMA road work. Specifically, the transmission has been replaced on the main dump truck, the muffler has been replaced on the

### Solid Waste

Nothing new to report.

### Maintenance

A “courtesy” health and safety inspection has been conducted by New Mexico Occupational Health and Safety (OSHA) on TWSD equipment, land, and structures. A number of improvements are required. Major issues we have already started addressing include, but are not limited to:  
Constructing a proper containment area around gas and diesel tanks  
Installing a roll cage on the front end loader that meets industrial safety requirements  
Re-wiring the maintenance barn  
Installing eye wash stations in the maintenance barn and the water treatment plant

### Administration

DTI still owes TWSD \$1,

TWSD is interviewing for two heavy equipment operators to assist with FEMA work. These will be paid for with FEMA grant reimbursement funds.

The office will continue to be closed to the public on Fridays. If you need to make a payment on Fridays, please drop them in the payment slot.

TWSD Worker’s Compensation insurance coverage has been changed to reflect three (3) office staff (including the general manager) and four (4) field staff.

TWSD financial transactions have been entered and reconciled for fiscal years 2007/2008 and 2008/2009. Fiscal Year 2006/2007 is well underway. The records for the 2007/2008 and 2008/2009 audit have been prepared, with the exception of the finalized trial balance and general ledgers which await reconciled ending balance numbers for 2006/2007.

The 2006/2007 audit has a projected timeline for end of January, 2010 completion. The audit will include financial reporting, contracting, and fund use issues raised in that fiscal year.