



PER Kick-Off Meeting Minutes

PROGRESS MEETING NO.: 1

DATE: 03/18/14

SUBJECT: E. Culpepper Flats DWCA – PER

Location: Basin Survey, Aztec (108 Liano St, Aztec, NM 87410)

Time: 8:00am – 9:30am

1. Attendees: Donzil Worthington, John Wayne, James Leshar, Charles Eppard, Derril Gleim
2. Discussion Points:
 - a. Introduction:
 - i. Donzil W. thanked the Culpepper representatives for the selection of Forsgren Associates to prepare their PER documents and requested a formal "Notice to Proceed" be issued so Forsgren could commence the project work.
 - ii. Darrel G. said that was approved at the last meeting and they would provide that to Forsgren by e-mail.
 - b. PER Discussion:
 - i. Donzil W. presented the need and use for a PER in order to receive future funding consideration and a general proposed schedule.
 - ii. Also discussed various future funding scenarios for pursuit once the PER is completed and approved.
 - c. PER Guidelines Discussion:
 - i. Donzil W. went over the PER guidelines for acceptance under USDA Bulletin 1780-2 and distributed hard copies of those guidelines.
 - ii. Donzil quickly went through the guidelines and requirements and briefly discussed what was needed or anticipated for each.
 - d. Final Discussions:
 - i. Finally a discussion regarding Culpepper history, available information and information needed for the PER took place with a copy of the Phase I as-built provided to Forsgren for their use, and to copy and return.
 - ii. Forsgren is to provide a digital version of the PER guidelines for use by the District on their website.
 - iii. Donzil W. was authorized to move forward to acquire information on the District's behalf, concluding discussions with La Plata Water, North Star Water, the County, NMDOT, utilities and rural water associations' staff.