



CPLC New Mexico

Invoice

Date **5/31/2020**
 Invoice # **RCLC-Yr2-May**

TO The Honorable David Izraelivitz, RCLC Treasurer
 C/O Los Alamos County
 1000 Central Avenue, Suite 350
 Los Alamos, New Mexico 87544
 Phone (505) 662-8294

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Due Date
					30 Days Per Contract	

Qty	Item #	Description	Unit Price	Discount	Line total
1	RCLC-May	Please see attached billable activity per the RCLC Service Agreement 2019-1.			14,107.33
		Santa Fe County GRT (8.4378%)			

Total Discount	
Subtotal	14,107.33
Sales Tax	1,190.35
Total	15,297.68

Make all checks payable to CPLC New Mexico, Inc.

Thank you for your business!

RCLC Activity Tracking

April 2020 Billable Activity for RCLC Service Agreement 2019-01

Billable Activities				
Service Agreement Categories	Description	DOE Grant Percentage (Restricted)	Unrestricted Account Percentage	Total
A-Build Advocacy Efforts	Participated in NNM CAB committee meeting and regular CAB meeting. Participated in N3B run Technical Working Group (TWG) meeting. Communicated with ECA and board members regarding possible EM funding inclusion in possible stimulus package. Worked on possible RCLC letter for the same purpose	8.00	4.00	12.00
B-Organization Management	Normal organization management issues and operations activities. Talked with prospective audit firm and OSA regarding FY 20 audit.	12.00	2.00	14.00
C-Advise Board On Strategic Direction	Prepared and submitted proposal for RCLC activities for FY 21	4.00	4.00	8.00
D-Technical Assistance & Draft Materials	Prepared materials requested by DOE EM and CBC, finalized draft of financial procedures manual Worked on possible letters to Congress regarding EM funding in stimulus legislation	7.00	2.00	9.00
E-Facilitate Board Meetings	Organized May 15 board meeting, via Zoom and conference call line. Organized Policy and Budget committee meetings and prepped materials for the Policy committee meetings	10.00	4.00	14.00
F-Develop & Circulate Board Agenda & Briefing Memos	Published agenda and materials for May 15 RCLC board meeting, and distributed materials.	2.00	1.00	3.00
G-Prepare & Distribute Minutes	Prepared and distributed minutes from the April 24 2020 board meeting	3.00		3.00
H-Annual Presentations To Each Member Governing Body	Presentation to the Espanola City Council for the vote to approve the new JPA			
I-Maintain Website	Worked with website developer to troubleshoot and fix a bug in the imported database that was causing files to be lost. All files have now been recovered or backed up. Database program has also been repaired by website developer.	10.00		10.00
J-Negotiate & Collaborate w Outside Entities	Communications with N3B regarding cleanup proposals for FY 21 and TWG meetings	3.00		3.00
K-Implement PIO strategies For RCLC	Communicated with media regarding multiple media inquiries, including the SF New Mexican, LA Daily Post and LA Reporter	2.00	1.00	3.00
L-Serve As Spokesperson w DOE, State, Fed Agencies, Media, & NMED	Organized meetings with Senate delegation staff, DOE EM and CBC, and talked with Congressman Lujan staff regarding the RCLC grant. Organized telephone meeting with DOE EM and CBC principals. Communications with NMED regarding information sharing and collaboration opportunities.	1.00	4.00	5.00
M-Monitor Regional & National Issues & Coordinate With Outsiders	Participated in ECA webinar with presentation with DOE EM's like White. Monitoring congressional action regarding possible stimulus legislation.	1.00		1.00
N-Monthly Presentation To The Board	Directors report presented at the May 15 meeting	1.00		1.00
O-Represent RCLC At National Meetings As Directed	Attended energy community alliance webinar on federal budget for FY21. Followup communications with ECA and other communities.		1.00	1.00
P-Prepare Monthly Updates On Congressional & DOE Actions	Extensive phone conversations and email correspondence with congressional staff regarding RCLC grant status. Phone meeting with Senator Heinrich and RCLC leadership		6.00	6.00
Q-Provide Updated Strategic Plan & Report Progress	Prepared and presented proposal for RCLC activities and strategic vision through ED operations in FY 21	1.00		1.00
R-Prepare Draft Annual Budget	RCLC budget committee met May 5. Draft annual budget options presented at May 15 meeting by RCLC treasurer.	2.00	1.00	3.00
S-Generate Additional Supporting Funds	NA			
T-Monthly Progress Updates To The Board	Presented at May 15 board meeting	1.00		1.00
U-Develop & Present Annual Report	NA			
V-Other Tasks As Identified/Assigned	Received and responded to two additional requests for information from DOE CBC. Monitor Census complete count activities.	2.00		2.00
Total Billable Percentage Per Account		70.00	30.00	100.00



CPLC New Mexico

Invoice

Date 1/31/2020
 Invoice # RCLC-Yr2-Jan

TO The Honorable Peter Ives, RCLC Treasurer
 C/O Los Alamos County
 1000 Central Avenue, Suite 350
 Los Alamos, New Mexico 87544
 Phone (505) 662-8294

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Due Date
					30 Days Per Contract	

Qty	Item #	Description	Unit Price	Discount	Line total
1	RCLC-Jan..	Please see attached billable activity per the RCLC Service Agreement 2019-1.			14,107.33
		Santa Fe County GRT (8.4378%)			

Total Discount	
Subtotal	14,107.33
Sales Tax	1,190.35
Total	15,297.68

Make all checks payable to CPLC New Mexico, Inc.

Thank you for your business!

RCLC Activity Tracking

January 2020 Billable Activity for RCLC Service Agreement 2019-01

Billable Activities				
Service Agreement Categories	Description	DOE Grant Percentage (Restricted)	Unrestricted Account Percentage	Total
A-Build Advocacy Efforts	In follow up from earlier agreement, met with and communicated with community activists regarding RCLC retreat presentations, outreach meetings, and LANL economic impact and RCLC economic development goals. Board approved Complete Count census awards.	8.00	1.00	9.00
B-Organization Management	Prepared for FY 19 audits, met with auditor and conducted audit intake conference. Responded to auditor inquiries and requests for follow up informatio. Scheduled exit conference.	8.00		8.00
C-Advise Board On Strategic Direction	Met with board members to review dialog with DOE. Discussions on retreat.	1.00	2.00	3.00
D-Technical Assistance & Draft Materials	Preparations of materials for 2020 retreat. Compiled information and materials for auditor	8.00	1.00	9.00
E-Facilitate Board Meetings	Organized audit intake conference for FY 19 audit. Organized January 24 board meeting in Espanola.	7.00	2.00	9.00
F- Develop & Circulate Board Agenda & Briefing Memos	Published agenda and materials for January 24 board meeting, and distributed materials.	2.00	2.00	4.00
G-Prepare & Distribute Minutes	Developed minutes from the December 17 board meeting and distributed to board	2.00		2.00
H-Annual Presentations To Each Member Governing Body	None in January.			
I-Maintain Website	Website maintenance and regular update to website (regionalcoalitionnm.org).	2.00	2.00	4.00
J-Negotiate & Collaborate w Outside Entities	Met with EM LA, and NSB staff regarding future presentations to RCLC board at January board meeting and further discussions regarding retreat. Met with DOE staff in side conversations in DC	3.00	3.00	6.00
K-Implement PIO strategies For RCLC	Spoke with members of media after RCLC board meeting		1.00	1.00
L-Serve As Spokesperson w DOE, State, Fed Agencies, Media, &	Attend January 9 NMED public meeting regarding 2016 consent order. Worked with Executive Committee to develop statement on historic RCLC position on consent order which was provided to NMED. Spoke to NMED about collaborative discussions and future NMED presentation at RCLC board meetings.	7.00	1.00	8.00
M-Monitor Regional & National Issues & Coordinate With Outside	Attendeed ECA annual meeting for overview of national issues to expect in 2020. Also met with member of media in DC during ECA meeting.	8.00	2.00	10.00
N- Monthly Presentation To The Board	Directors report presented to the board at January 24 meeting	1.00		1.00
O-Represent RCLC At National Meetings As Directed	Attendeed ECA annual meeting for overview of national issues to expect in 2020.	3.00	2.00	5.00
P-Prepare Monthly Updates On Congressional & DOE Actions	Met with congressional staff in Santa Fe. Also met with Senate and Congressional staff in DC during trip for ECA meeting.	4.00		4.00
Q-Provide Updated Strategic Plan & Report Progress	Development plan for 2020 RCLC retreat	6.00	2.00	8.00
R-Prepare Draft Annual Budget	Reviewed FY 2020 budget for possible future BAR. Discussed FY 2021 budget	1.00	1.00	2.00
S-Generate Additional Supporting Funds	NA			
T-Monthly Progress Updates To The Board	Presented as part of regular board meeting on January 24	1.00	1.00	2.00
U-Develop & Present Annual Report	NA			
V-Other Tasks As Identified/Assigned	Continued development of 2020 annual RCLC retreat. Presented Complete Count Census award recommendations to board at January 24 meeting	4.00	1.00	5.00
Total Billable Percentage Per Account		76.00	24.00	100.00
Total Billable Amount Per Account		10721.32	3385.68	14107.00



Long, Komer & Associates

Attorneys and
Counselors at Law

2200 Brothers Road | PO Box 5098
Santa Fe, NM, 87502
Phone: 505-982-8405 | Fax: 505-982-8513
Federal Tax ID: 85-0353074

ACCOUNT STATEMENT

Prepared for Regional Coalition of LANL Communities (RCLC)

Re: General

Previous Balance	\$575.26
Payments	(\$1,395.07)
Current Charges	\$1,903.09
Now Due	\$2,478.35

PLEASE RETURN BOTTOM PORTION WITH PAYMENT – THANK YOU

REMITTANCE ADVICE

Client: Regional Coalition of LANL Communities (RCLC)

Please mail payments to:
Long, Komer & Associates, P.A.
PO Box 5098
Santa Fe, NM 87502

Invoice Date:	June 08, 2020
Past Due Balance:	\$575.26
Current Invoice Amount:	\$1,903.09
*Total Amount Due:	\$2,478.35

(*Please note this amount does not reflect any payments received after invoiced date.)

Payment Due: Due Upon Receipt
Amount Enclosed: _____



INVOICE

Regional Coalition of LANL Communities (RCLC)
112 W. San Francisco St.
Ste. 312
Santa Fe, NM 87501

Invoice Date: June 08, 2020
Invoice Number: 14810
Due on Upon Receipt

Regarding: General

ATTORNEY'S FEES:

4/15/2020	N.R.L.	Telephone call with Mr. Vasquez; review of email	.50	\$97.50
4/22/2020	N.R.L.	Review of Audit materials in preparation for report to Board	3.00	\$585.00
4/23/2020	N.R.L.	Telephone call with Eric Vasquez; final preparation for Board meeting	1.80	\$351.00
4/24/2020	N.R.L.	Make final preparations for meeting; telephone call with Chair Roybal; telephone call with Eric Vasquez; attend meeting	3.50	\$682.50
4/29/2020	N.R.L.	Telephone call with Eric Vasquez	.20	\$39.00
		Fee Subtotal:	9.00	\$1,755.00

COSTS:

Cost Subtotal: \$0.00

Gross receipts tax 8.44%: \$148.09

INVOICE TOTAL:	\$1,903.09
PREVIOUS BALANCE DUE:	\$575.26
CURRENT BALANCE DUE AND OWING:	\$2,478.35



Long, Komer & Associates

Attorneys and
Counselors at Law

2200 Brothers Road | PO Box 5098
Santa Fe, NM, 87502
Phone: 505-982-8405 | Fax: 505-982-8513
Federal Tax ID: 85-0353074

ACCOUNT STATEMENT

Prepared for Regional Coalition of LANL Communities (RCLC)

Re: General

Previous Balance	\$1,395.07
Payments	\$0.00
Current Charges	\$575.26
Now Due	\$1,970.33

PLEASE RETURN BOTTOM PORTION WITH PAYMENT – THANK YOU

REMITTANCE ADVICE

Client: Regional Coalition of LANL Communities (RCLC)

Please mail payments to:

Long, Komer & Associates, P.A.
PO Box 5098
Santa Fe, NM 87502

Invoice Date:	May 08, 2020
Past Due Balance:	\$1,395.07
Current Invoice Amount:	\$575.26
*Total Amount Due:	\$1,970.33

(*Please note this amount does not reflect any payments received after invoiced date.)

Payment Due: Due Upon Receipt

Amount Enclosed: _____



Long, Komer & Associates

Attorneys and
Counselors at Law

INVOICE

Regional Coalition of LANL Communities (RCLC)
112 W. San Francisco St.
Ste. 312
Santa Fe, NM 87501

Invoice Date: May 08, 2020
Invoice Number: 14767
Due on Upon Receipt

Regarding: General

ATTORNEY'S FEES:

3/2/2020	V.R.M.	Review status and latest client development ; pull latest audit findings and reports; email communication with client to schedule attorney meeting	.90	\$99.00
3/4/2020	N.R.L.	Review of selected Audit report; conference with Mr. Vasquez re: outstanding projects	1.20	\$234.00
3/12/2020	N.R.L.	Review of meeting issues in light of public health emergency and respond to Executive Director re: same	.40	\$78.00
3/18/2020	N.R.L.	Telephone call with Eric Vasquez	.20	\$39.00
3/19/2020	N.R.L.	Provide guidance for meetings in light of public health restrictions	.30	\$58.50
3/25/2020	V.R.M.	Research of labor guidance re: Coronavirus Response Act	.20	\$22.00
Fee Subtotal:			3.20	\$530.50

COSTS:

Cost Subtotal: \$0.00

Gross receipts tax 8.44%: \$44.76

INVOICE TOTAL:	\$575.26
PREVIOUS BALANCE DUE:	\$1,395.07
CURRENT BALANCE DUE AND OWING:	\$1,970.33



Regional Coalition of LANL Communities
112 W. San Francisco St.
Suite 312
Santa Fe, NM 87501

Invoice #: 47866
May 31, 2020

▪ Accounting services rendered during May 2020	309.16
▪ Draft accounting policies and procedures	643.75

Current Invoice	\$ 952.91
Gross Receipts Tax	<u>\$ 80.41</u>
	\$ 1,033.32

Prior Balance	\$ 388.12
Less Payment Received	\$ -83.59
Finance Charge	\$ 0.00

Total	\$ 1,337.85
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Accounts not paid in 30 days will be assessed a 1.5% per month service charge



1625 Eye Street, N.W.
Suite 800
Washington, D.C. 20006-4374
P (202) 828-2317
F (202) 828-2488
www.energyca.org

May 11, 2020

Eric Vasquez
Executive Director
Regional Coalition of LANL Communities C/O CPLC
112 W. San Francisco St. Suite 312
Santa Fe, NM 87501

RE: Please Pay ECA Membership Dues by June 21, 2020

Dear Mr. Vasquez:

Your current ECA Membership expires on June 29, 2019. Enclosed please find the invoice for your ECA Annual Membership Dues for July 2020-June 2021. Please send payment by June 21, 2020.

Your membership includes:

- A voice in Washington, D.C. for your community's unique concerns;
- Opportunities to participate in meetings with high-level DOE officials and members of Congress to discuss issues impacting your community;
- Opportunities to learn from and share information with local governments and other organizations contending with the same issues across the country;
- Registration discounts and, when available, financial assistance for costs associated with ECA-sponsored conferences and meetings;
- Regular and, as requested, analysis on issues impacting local governments; and
- Subscriptions to regular and breaking news email updates.

Please contact me at (202) 828-2410 or mackenziek@energyca.org with any questions about your membership. I look forward to your continued participation in ECA.

Sincerely,

MacKenzie Kerr
Program Manager

Enclosure



INVOICE

ECA MEMBERSHIP RENEWAL Regional Coalition of LANL Communities

Energy Communities Alliance, Inc. (ECA) is a 501 (c) (3) organization, EIN 52-2051797

Your ECA membership will expire on June 29, 2020. Please take this opportunity to renew your membership.

DATE: **May 11, 2020**

Eric Vasquez
Executive Director
Regional Coalition of LANL Communities C/O CPLC
112 W. San Francisco St. Suite 312
Santa Fe, NM 87501

ITEM	AMOUNT DUE
ECA Membership (One Year) July 2020-June 2021	\$950.00

Your membership includes:

- A voice in Washington, D.C. for your community's unique concerns;
- Opportunities to participate in meetings with high-level DOE officials and members of Congress to discuss issues impacting your community;
- Opportunities to learn from and share information with local governments and other organizations contending with the same issues across the country;
- Registration discounts and, when available, financial assistance for costs associated with ECA-sponsored conferences and meetings;
- Regular and, as requested, analysis on issues impacting local governments; and
- Subscriptions to regular and breaking news email updates.

Please make your check payable to *Energy Communities Alliance* and mail to:

Attn: Sharon Worley
Energy Communities Alliance
1625 Eye Street, NW, Suite 800
Washington, DC 20006

(On check please reference: *ECA dues 2020-2021 for [City/County/Organization Name].*)

Please contact MacKenzie Kerr with any questions at (202) 828-2410 or by e-mail at mackenziek@energyca.org.