



# Lomas del Mar ASADA

## Community Presentation

September 4, 2024

9:00 am to 10:30 am (Costa Rica time)

Top of the World & Zoom

English



# Agenda

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Purpose of the Presentation

What is an ASADA?

Meet your new ASADA Board of Directors

Status of Work Performed by the Previous Board

Community Perceptions / Concerns

The Reality

The Way Forward - Working together as a community

Working Groups

Planning

Work Plans, Timelines and Deliverables

Infrastructure Challenges

Status of Work being Performed by the New Board

Fiscal Responsibility

Challenges - Funding





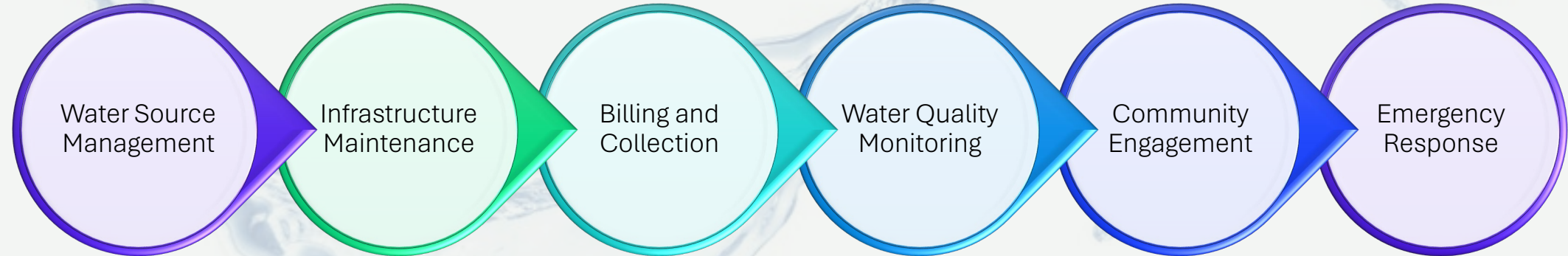
# Purpose of the Presentation

*Share information  
Increase your understanding  
Change your perceptions*

- Bring a better awareness and understanding of what the role of an ASADA is
- Provide clear and transparent communications
  - What are the ASADA's Priorities?
  - What does the board hope to accomplish over the next 2 years
- Engage, listen and respond to the community's concerns and address their questions in a forthright manner to the best of our abilities
- Share how the ASADA is planning on working together with the Associates and the Community which in turn will create a stronger ASADA for LDM

# What is an ASADA?

An ASADA is **NOT an HOA, nor is it associated with an HOA**, but a local entity established as a **government** association that, by delegation from the Costa Rican Institute of Aqueducts and Sewers (AyA), manage, operate, maintain, and develop water supply and sewage systems in those communities where neither AyA nor the respective municipality provides drinking water supply and sanitation services.



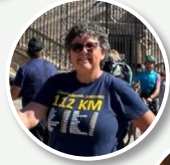
*According to a study carried out by the National Water Laboratory in 2010, the country has **1,890 rural aqueducts**, covering 27.5 percent of the national population (Valenciano, 2011).*



# Meet the New ASADA Board of Directors



**President** – Rosanne Belanger



**Vice-President** – Jacqueline Chavez Corrales



**Treasurer** – Mark Randall



**Secretary** – Chuck Neudorf



**Vocal** – Billy Diehl



**Office of the Fiscal** – Karmen Hell

## Support:

**Administrator** – Paulino Arias

**Plumber** – Roberto

**Legal** – Miguel Rodriguez

**Accountant** – Martinez y Villareal

# Status of Work Performed by the Previous Board

## Administration

- ✓ Separate HOA and ASADA funds – 100%
- ✓ Communicate to all Associates that ASADA payments are to be made to the ASADA – 100%
- ✓ Implement tiered billing – 100%
- ✓ Hire an Accountant – 100%
- ✓ Hire a Lawyer – 100%
- ✓ Hire a Plumber – 100%
- ✓ Hire an Administrator – 100%

## Infrastructure

- ✓ Completed structural testing of Tank 5 – 100%
- ✓ Cleaned inside of Tank 1 – 100%
- ✓ Installed new pump in Tank 1 – 100%
- ✓ Installed new electrical in Tanks 1, 2, and 3 – 100%

## Well 613 (Water Letters)

- ✓ Complete Survey – 100%
- Legally transfer and register the land to the ASADA - 90%
- ✓ Well 613 stress and water quality test – 100%
- ✓ Built housing for the well – 100%
- ✓ Erected perimeter fence around well – 100%

## Easements & Loop (Water Letters)

- ✓ Meet with AyA to determine actual requirements for this work – 100%
- ✓ Create construction drawings for the Loop – 100%
- Costing of the work to be done to install the loop – 95%
- Signing over of easements for ASADA pipes (underground) and other assets – 50%



# Community Perceptions / Concerns

1. There is a perception that the HOA and the ASADA are the same entity

**False**

2. There is a rumour that all ASADAs run by foreigners cannot write water letters and are in really bad shape

**False**

3. There has been talk about the ASADA being scammed by a contractor and a lot of money was lost

**True**

4. Have you heard that the ASADA will be able to write Water Letters imminently / in 2 weeks / in a couple of months?

**False**

5. Water testing and maintenance is being done on a regular basis

**False**

6. The water tanks are being cleaned on a regular basis

**False**

7. All ASADA assets are on ASADA land

**False**

8. The developers want water letters so that they can abandon the development

**False**

9. And more ...



# The Reality – We Are NOT Alone!

## 23 ASADAs in Nicoya remain disqualified from supplying water to new constructions

AyA's regional office penalized 64 ASADAs throughout Guanacaste, the majority of which (31) are located in the canton of Nicoya. Photo with illustrative purposes. Credit: César Arroyo

The Costa Rican Institute of Aqueducts and Sewers (AyA) **still has sanctions imposed against 23 ASADAs (rural water boards) in the Nicoya area for not meeting minimum operating requirements.** Since September of 2020, most of them have been prohibited from issuing water permits for new construction projects in the canton.

The institution **disqualified them when it updated ASADA management regulations and inspected the country's associations** to determine if they met the new requirements.

At that time, AyA determined that 64 ASADAs in the Chorotega Region failed to comply with the new regulations.

Nicoya is the canton in Guanacaste where the majority of the reprimands are concentrated, with 31 of the 64 penalties

**The sanctioned associations have illegally drilled wells, lack studies of water quality and water capacity of the wells, and don't adequately monitor the environmental impact.** Some, such as Acoyapa, Torito, Varillal, Chinampas and Llano de Quiriman, have multiple irregularities in their water management.

After 18 months, only eight of the 31 Nicoyan associations have managed to meet the requirements, according to records from the ASADA management office in the Chorotega Region.



: La asada de La Esperanza en Nosara es una de las asociaciones afectadas por las moratorias impuestas. Actualmente, junto al AyA, están finalizando el plan de trabajo junto que indicará la ruta de avances para salir de la prohibición. Crédito: Ariana Crespo

<https://vozdeguanacaste.com/asadas-inhabilitadas-permisos-constructivos-nicoya/>





# The Way Forward

## Working Together as a Community

How can we manage expectations as we move forwards?

What are the adjectives that we would use to describe our ideal and/or future ASADA

Future State

### Infrastructure

Backbone of the ASADA  
It ensures constant good quality water availability

### Water Letters

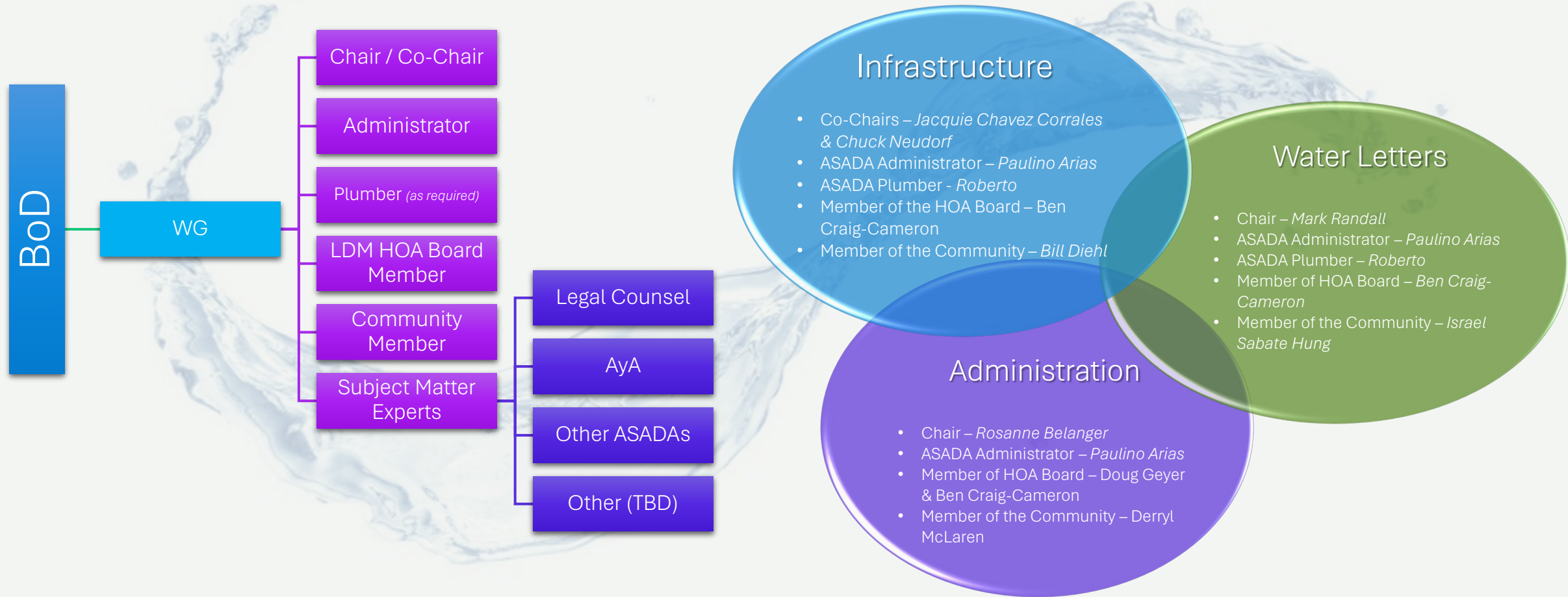
Future of the ASADA  
It ensures financial stability to the ASADA

### Administration

Unsung hero of the ASADA  
It ensures smooth operations, data integrity, facilitation of requests, etc.

# The Way Forward – Working Together as a Community

## Working Groups



# Planning – the foundation for which all work will be based on

The more time you spend contemplating what should have been done ... you lose valuable time planning what **you can and will do.**

- Lil Wayne

For ALL work the ASADA will create **WORK PLANS:**

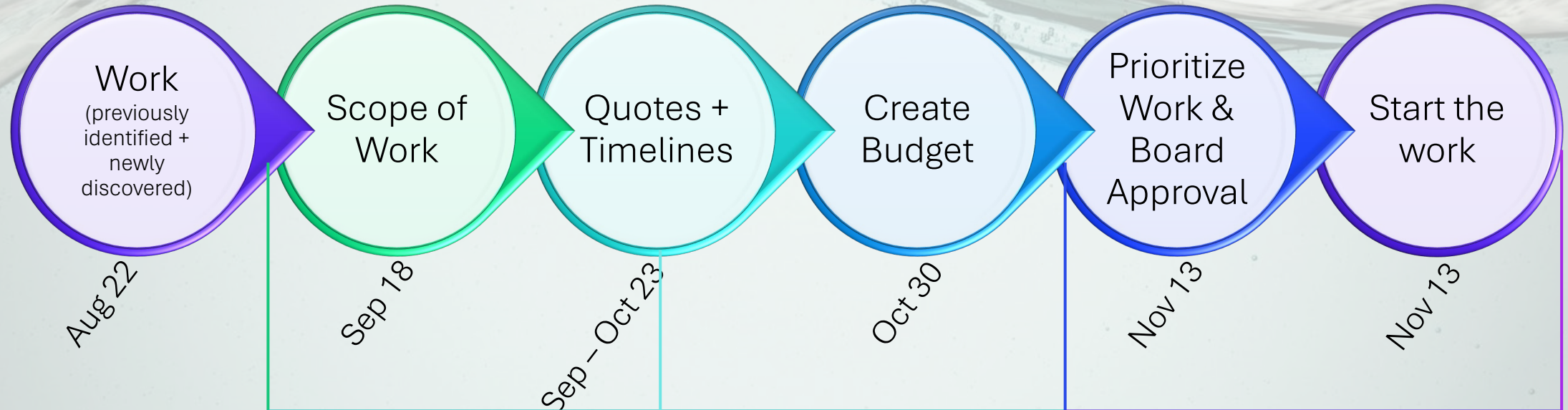
1. Discover (*Eliminating assumptions and finding out the reality; what has been done; what needs to be done*)
  1. Review the list that was identified by the previous board
  2. Identify any additional work
  3. Define the scope of the work
  4. Identify resource requirements (people and/or materials)
2. Create Budget (*includes requesting quotes if required*)
3. Prioritize the work
4. Define the timelines
5. Seek the ASADA Board approval
6. Schedule Resources and the work
7. Communicate (*Create a communications plan (if required) and deliver to the targeted audience*)



# Work Plans, Timelines & Deliverables

*-in Progress*

The ASADA needs to find Funding to pay for the work





# Infrastructure Challenges

*It's been 20+ years & the infrastructure is hurting*

*Pipes – repairs have left the system more vulnerable. How many different sections can you count in this pipe?*

*Need to move the dirt away from the metal tanks – after so many years, is the dirt structural & holding the tank? Will it blow-out if removed? If it does, how will we handle that?*



Tank 2



Lid on Tank 3



Tank 3



*What would it cost for a new metal tank to replace Tank 3 and/or Tank 5?*

*Getting quotes now – it's looking like it'll be around \$46,000 to \$67,000*

*Is it worthwhile purchasing a 22m<sup>3</sup> plastic tank that could be used as an emergency tank? \$5,453.89*

*Do outages effect the quality of the water ... does it introduce bacteria through open pipes?  
How often should the water be tested?*



# Status of Work Being Performed by the New Board - Infrastructure

## Misc.

- Maintenance Plan
  - Water tests – Outputs from the well and each Tank (in progress – 90%) = \$356.06 - donation
  - Surge protectors – identify existing and install new ones (in progress – 90%) = \$275.16 - donation
  - Move electric meter outside of well perimeter (in progress 25%)
  - Add a chlorinator (10%)
  - Address water usage for gardens that are not metered
  - Install 4” pipes between all tanks & the well (PVC Sdr-17 4” – 100mm x 6m = ~120,000 colones) does not include installation costs
    - Well to Tank 1 = ~305m = \$12,000
    - Tank 1 to Tank 2 = ~950m = \$36,000
    - ✓ Tank 2 to Tank 3 = ~275m = \$11,000
    - Tank 2 to Tank 4 = ~665m = \$25,000
    - Well to Tank 5 = ~1,650m = \$63,000
  - Automate filling of tanks
  - Strategic Emergency Plan
- New compressor - \$190.00 - donation

## All Tanks

- Priority Tanks – 3 & 5
- Outside of tanks:
  - Remove trees and limbs that are encroaching on the tanks
  - Clean, repair and paint outside AyA Blue
  - Identify any additional work that may be required
- Drain water, clean and paint inside of tank with epoxy paint (not started – need funding):
  - Tank 1 - \$11,233.96
  - Tank 2 - \$16,862.26
  - Tank 3 - \$7,081.13
  - Tank 4 - \$24,103.77
  - Tank 5 - \$36,481.13



# Status of Work Being Performed by the New Board - Infrastructure

## Future Work

1. Install a macro meter for Costa Linda
2. Install lightning rods at all tanks and the well
3. Install fire hydrants throughout the community
4. Upgrade electrical at all tanks
5. Replace existing water meters with electronic ones that can be read digitally
6. Install a macro meter in the main storage tank
7. Install a Telemetry System to monitor water levels in the storage tanks
8. Place piezometric sensors for level measurement, inside the main storage tank

Status of Work Being Performed by the New Board  
Water Letters

<b>Activities</b> <i>(What is the status on this? Has anything been overlooked? How much effort is still required? Is there any way to do this work in a more cost-effective way? Will it be easier to manage the work if it's broken out by what is required by Legal Counsel and what is required by the BoD and what is required by the WG?)</i>	Provisional	Permanent
1. Complete transfer of property for well 613 (what is the status on this? How much work is still required? What can be done to speed this up?) <ul style="list-style-type: none"> <li>Register the property with the National Registry</li> </ul>	✓	✓
2. Build a loop from the front entrance to the main road and back using 4" pipes (can this work be done during the night to reduce the impact on people coming and going from Lomas?) (A quote has been requested from Derrick for materials; it is my understanding that he will provide the labour free of charge) (quote from Derrick is \$10,000 which also includes 4" pipes from the well to Tank 1) <ul style="list-style-type: none"> <li>Ensure that AyA inspects the loop while it is open</li> </ul>	✓	
3. Provide AyA with a signed copy of the survey	✓	✓
4. Provide AyA	✓	✓
5. Finalize the <ul style="list-style-type: none"> <li>Re</li> <li>W</li> <li>H</li> </ul>		✓
6. Finalize the ASADA or can this be done without doing that? <ol style="list-style-type: none"> <li>Meter #00004000717 (account #25296)</li> <li>Meter #0000155262 (account #54825)</li> <li>Meter #0000107929 (account #68025)</li> </ol>		✓
7. From the <b>Infrastructure</b> Working Group: <ol style="list-style-type: none"> <li>Install 4" pipes</li> <li>Tank 1:               <ol style="list-style-type: none"> <li>has already been cleaned inside and repaired</li> <li>Paint outside of tank</li> <li>Install perimeter fence</li> </ol> </li> </ol>		✓
8. Approval by AyA & MINAE <ol style="list-style-type: none"> <li>Bundle all documents and reports and submit to the local AyA office</li> <li>Local AyA office will prepare and submit to AyA &amp; MINAE in San Jose for approval</li> <li>Timeline 8+ months from receipt of submission in San Jose</li> </ol>	✓	✓

*A meeting is being scheduled with AyA to discuss and ensure that we have a complete and thorough understanding of the requirements and expectations pertaining to the Water Letters*

# Status of Work Being Performed by the New Board – Administration

## Funding (in progress – 60%)

- Create a list of viable options that will allow the ASADA to pay for the work that will need to be completed over the next two years
- Create and implement a Strategic Plan for the fundraising (10%)

## By-laws (in progress – 75%)

- Propose changes to the existing by-laws ensuring that the wording will be accepted by the National Registry
  - Allow the Board to use electronic methods to hold General Assemblies (eg. Zoom)
  - Hold a Board election every year
    - 2025 – President, Treasurer, Vocal (and every 2 years thereafter)
    - 2026 – Vice-President, Secretary, Fiscal (and every 2 years thereafter)
  - Clarify the wording for an Affiliate
- Hold a General Assembly to vote on the changes to the by-laws (not started)

## Communications (in progress – 10%)

- Create a Communications Strategy to include:
  - Types of communications
  - Method of communicating
  - Timelines for communications

## Other

- Research and implement an electronic method for voting that is also anonymous (in progress – 15%)



# Fiscal Responsibility

Moved \$5,000 to a separate envelope for emergencies

Moved monies collected for fire hydrants to a separate envelope

Estimated cost for removing the old pipes and replacing them with 4" pipes

	~Meters	Cost in Colones	USD
Well to Tank 1	305	₡ 6,100,000.00	\$ 11,509.43
Tank 1 to Tank 2	950	₡ 19,000,000.00	\$ 35,849.06
Tank 2 to Tank 3	275	₡ 5,500,000.00	\$ 10,377.36
Tank 2 to Tank 4	665	₡ 13,300,000.00	\$ 25,094.34
Well to Tank 5	1650	₡ 33,000,000.00	\$ 62,264.15
		<i>Sub-Total</i>	\$ 134,716.98
*Labour			\$ 4,480.00
		Contingenc	
		TO	

Completed

\*2 labourers at 8 hrs day for 28 days at

Cost for pipes

•PVC Sdr-17 4" – 100mm x 6m = ~12

TOTAL Estimated Cost of Work to be done

Item	USD	Must Do/Buy	Ongoing Costs
Paint			
Water Testing - Donation \$356			
4" pipes			
Plastic Tank			
*New steel water tank (2 tanks)			
*Deep clean of tanks			
Chlorinator	\$ 301.89	\$ 301.89	
Chlorine	\$ 2,094.34	\$ 2,094.34	\$ 2,094.34

Quotes for testing the water

Type of testing	Laboratory	Colones	USD	Yearly
All Tanks & Well 613	Bioanalitica	₡ 378,550.00	\$ 714.25	\$ 2,856.98
	San martin	₡ 188,710.00	\$ 356.06	\$ 1,424.23
<i>Difference</i>			\$ 358.19	\$ 2,856.98

New Water Tank - Steel

Tank Size	Tank	Roof	*Labour	Foundation	Shipping	Contingency	TOTAL
100m3	\$ 10,000.00	\$ 5,428.57	\$ 4,500.00	\$ 10,000.00	\$ 6,800.00	\$ 9,182.14	\$ 45,910.71
150m3	\$ 11,000.00	\$ 5,428.57	\$ 4,500.00	\$ 10,000.00	\$ 6,800.00	\$ 9,432.14	\$ 47,160.71
200m3	\$ 13,000.00	\$ 5,428.57	\$ 4,500.00	\$ 10,000.00	\$ 6,800.00	\$ 9,932.14	\$ 49,660.71
252m3	\$ 16,142.86	\$ 5,428.57	\$ 4,500.00	\$ 10,000.00	\$ 6,800.00	\$ 10,717.86	\$ 53,589.29
306m3	\$ 17,285.71	\$ 5,428.57	\$ 4,500.00	\$ 10,000.00	\$ 6,800.00	\$ 11,003.57	\$ 55,017.85
						413.93	\$ 67,069.64

Quotes for Paint

Description	Company
**Outside of tank & electrical buildings	SUR - with spray gun
	SUR - no spray gun
	Sherwin Williams - with spray
	SUR - 1st Quote; no spray gun
	Compressor (Donation)

\*\*Paint for Tanks 1 & 2 & materials to clean, repair & prime the outside of the tanks

\*I used the conversion rate of 530

Quotes for 22m3 Plastic Water Tank

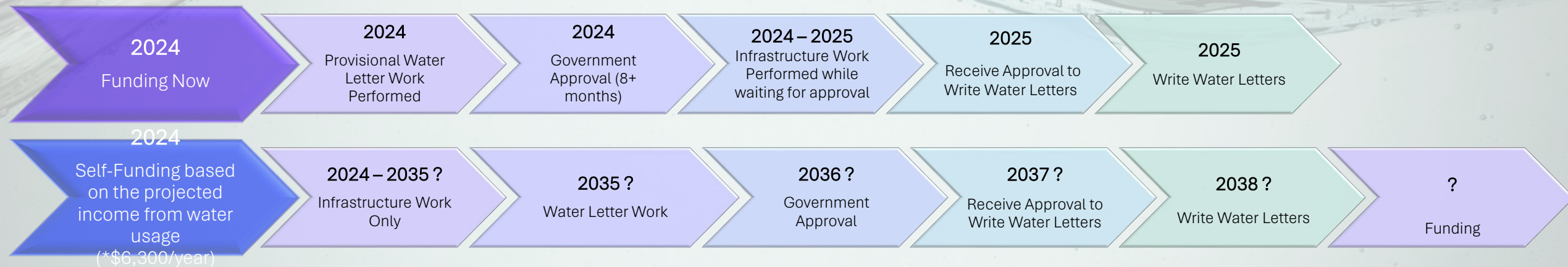
	Company	Colones	USD	*Delivery	Sub Total	Contingency	TOTAL
22m3	ConstruPlaza	₡ 2,400,000.00	\$ 4,528.30	\$ 339.62	\$ 4,867.92	\$ 1,216.98	\$ 6,084.90
22m3	MiTaque	₡ 2,448,568.72	\$ 4,619.94	\$ 339.62	\$ 4,959.56	\$ 1,239.89	\$ 6,199.45
22m3	Chris	₡ 2,132,450.00	\$ 4,023.49	\$ 339.62	\$ 4,363.11	\$ 1,090.78	\$ 5,453.89

\*Delivery - used same amount for all the quotes since only received the cost for delivery from MiTaque

# Challenges - Funding

Timing of Funding impacts the prioritization of the work

*It is estimated that there are up to 30 lot owners who want water letters*



Did you know that the ASADA Board can deny a request for a water letter if the infrastructure isn't sufficiently sound to be able to handle the additional load?

\*Calculation based on the average income by month for 2023 & 2024 (to July) minus the "known" monthly expenses leaving an average of \$525/month

# Thank you

Please feel free to visit the ASADA website

- <https://www.ldm-asada.com>
- <https://www.ldm-asada.com/associate-login.com>
- Facebook (Affiliates only):  
<https://www.facebook.com/groups/923762979515885>
- Email:
  - [info@ldmasada.com](mailto:info@ldmasada.com)
  - [president@ldmasada.com](mailto:president@ldmasada.com)
  - [vicepresident@ldmasada.com](mailto:vicepresident@ldmasada.com)
  - [treasurer@ldmasada.com](mailto:treasurer@ldmasada.com)
  - [secretary@ldmasada.com](mailto:secretary@ldmasada.com)
  - [vocal@ldmasada.com](mailto:vocal@ldmasada.com)
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