



*Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Regular Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, August 20, 2020 convened at 9:06 a.m. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Dr., Las Cruces, NM 88007:

Call to Order & Roll Call

President Melton called the meeting to order at 9:06 a.m. and called roll:

Vice President – Jamie Stull, Present

Secretary/Treasurer – Kurt Anderson, Present (Telephonically)

Board Member – Paul Maxwell, Present (Telephonically)

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton (Telephonically)

Office Manager- Margo Lopez

Approval of Agenda

Dr. Anderson moved to approve the agenda as presented; the motion was seconded by Mr. Stull. Dr. Maxwell inquired about the Meeting Minutes. Ms. Horton stated they would be placed on the next agenda. There was no further discussion, and the motion passed unanimously by roll call vote.

Customer Issues and Public Input

Mr. Alvidrez, PM ASA Architects discussed the need for a new fire line for the remodeled addition to Dona Ana County Fire Station #1. He discussed the line location and size required per the DiMAR System and the new fire protection reduced pressure detector requirements per NM State Fire Marshall's office. He states they are requesting a 4-inch meter. President Melton stated this matter was previously addressed and a decision was made and passed unanimously. President Melton asked Mr. Alvidrez to provide their demand and the Association will install a meter to meet the demand. Ms. Horton was listed as point of contact.

Ms. Heidi Dietrich, member has several questions with regards to meters, billing and water testing. Ms. Dietrich discussed her water bill and the usage. President Melton reviewed the Data Log and Meter Testing offered to members. He shared where on the website she could find the necessary information and their associated costs. Ms. Dietrich requested a copy of the CCR Report. Ms. Dietrich was advised she would have a CCR Report mailed to her.

Board President Report

President Melton reported things are moving along well. He stated the staff is doing a very good job in providing support and ask we let the staff know the Board of Directors appreciate the work they are doing.

Staff Reports

Ms. Horton discussed financials. She reported on the Bank Transaction report. She reviewed all checks issued for the month of July.

Ms. Horton reviewed the Budget report. She stated in the operating fund there is \$783,000 in revenue and \$417,000 in expenditures. She stated the revenue does include the Paycheck Protection Plan (PPP loan). She reported on the Grant revenue and Grant expenditures with excess revenue of \$596,000.

Ms. Horton reported on the Balance Sheet report stating this is the cash position. She stated it was up from this last year due to grant receivables, revenue coming in and the PPP loan.

Ms. Horton explained how the Income Statement report ties back to the Budget Report, she stated in the operating fund there is \$783,000 in revenue and \$417,000 in expenditures with excess revenue of \$596,000.

Ms. Horton discussed the Customer Service report. She stated penalties for July totaled \$82,000. She reported a total membership of 4,659 and 6,045 in total connections.

Ms. Horton reviewed the Billing Summary with the number of bills sent, the amounts billed for water, sewer and number of active accounts.

Ms. Horton discussed the Monthly Penalties report. She stated the penalties are trending up. Ms. Horton stated the penalties went from \$4,700 (prior to the pandemic) to \$8,200 as of July and expects to see this trend for a little longer as bills are not being paid.

Ms. Horton stated the Monthly Disconnection report will reflect zero as result of no disconnects during the pandemic.

Ms. Horton discussed the Gallons Pumped vs Gallons Sold report. She stated the system average is 8% loss and is down. Picacho Hills and West Mesa is at 9% and Dona Ana, Radium Springs and Fairview are at 7%.

Ms. Horton reviewed the Pumping Data report. She reported Dona Ana pumped 63.6 million gallons, Ft. Selden pumped 7.2 million gallons and Picacho Hills pumped 17.3 million gallons for the month of July.

Ms. Horton held discussion on projects. She reported Well 9 in Radium is currently waiting on El Paso Electric and stated Well 10 and 11 are operational. She reported all tie-ins are complete.

Ms. Horton stated Southeast Collections is progressing and has change ordered in the final 2 streets. She stated there should be money left over and will look at Pic Quick and St. John's Mobile Home Park for possible connections to utilize the remaining money.

Ms. Horton reported the Wastewater Treatment Plant is progressing and have cut over the plant from the old operations to the new basins and clarifiers. Ms. Horton reported the project is on schedule for November to finalize it.

Ms. Horton stated Well 7 is drilled and waiting on test results. She stated it is doing well and close to being placed online.

Dr. Maxwell mentioned the New Members and New Meters was not discussed. Ms. Horton stated it was not placed on the agenda and assured it would be carried over to the next agenda.

Dr. Maxwell inquired about the status with the golf course. Ms. Horton stated she has met with them and the Association is working with them through their concerns.

President Melton asked on the status of Well 15. Ms. Horton stated Well 15 is progressing and waiting to get programmed.

New Business

None

Unfinished Business

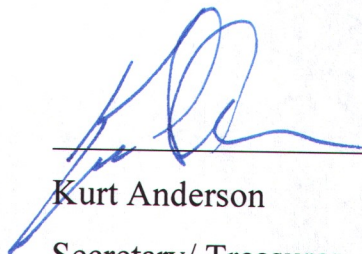
Dr. Maxwell moved the Approval of Resolution 2020-12 CIF 5168 10% Match as presented; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Discussion was made by Ms. Horton. Ms. Horton stated the Colonias Grant was received for the PER expansion and rehab of the West Mesa System. The 10% match is for \$93,645. There was no further discussion and the motion passed unanimously by roll call vote.

Open Discussion

None

Adjournment

Mr. Stull motioned to adjourn at 10:22 a.m., with a second from Dr. Maxwell. The motion passed unanimously.



Kurt Anderson
Secretary/ Treasurer

9/3/20
Date