



Doña Ana Mutual Domestic Water Consumers Association
Mailing Address: P.O. Box 866 • Doña Ana, NM • 88032
Physical Address: 5535 Ledesma Dr • Las Cruces, NM 88007
(575) 526-3491 Office • (575) 526-9306 Fax

The following are the minutes of the Regular Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, July 21, 2022 convened at 9:00 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 9:00 a.m. and called roll:

Vice President – Jamie Stull, Present

Secretary/Treasurer – Kurt Anderson, Present

Board Member – Brian Clouse, Present (via Zoom)

Board Member – Clayton Berryman, Present

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton

Office Manager- Margo Lopez

Executive Assistant- Shelby Sandoval

Approval of Agenda

Dr. Anderson moved to approve the agenda as presented; the motion was seconded by Mr. Stull. The chair called for discussion of the motion. There was no further discussion, and the motion passed unanimously by roll call vote 5-0.

Minutes

Dr. Anderson moved to approve the Special Board Meeting Minutes of July 15, 2022 as presented; Mr. Stull seconded. There was a suggested editorial change. Dr. Anderson moved to approve the minutes as amended, Mr. Stull seconded. There was no discussion, and the motion passed unanimously by roll call vote 5-0.

Customer Issues and Public Input

None

Board President Report

President Melton reported things have been moving along smoothly.

Staff Reports

Ms. Horton stated there was no staff report as she provided a written report on financials for June 2022, Project Updates, Funding Applications, Subdivisions, and Other Matters at the last meeting.

Unfinished Business

Dr. Anderson moved the Approval of the 4th Quarter Budget Report as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated this was seen with the June financials at the last board meeting. She further stated the format seen today is what

is used for the Department of Finance. Ms. Horton stated the 4th Quarter Report would be attached to the resolution, new budget and bank statements when sending it to the State for approval for the 4th Quarter Report and Final Budget for the new year. Ms. Horton stated the year has ended very well, with a total revenue of \$7.35 million and \$6.8 million in expenditures. There was no further discussion, and the motion passed unanimously by roll call vote 5-0.

Dr. Anderson moved the Approval of Final FY 2022 – 2023 Budget -Resolution 2022 – 15 Budget Adoption FY 2023; the motion was seconded by Mr. Berryman. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton reviewed the general ledger accounts for both revenue and expenditures in detail. Ms. Horton stated the year ended with \$7 million in operating revenue, with a budget of \$4.2 million and finished with \$4.1 million. Ms. Horton’s projection is to see a growth this year. Further discussion ensue. There was no further discussion, and the motion passed unanimously by roll call vote 5-0.

Dr. Anderson moved the Approval of Contract with Law Office of Joshua L. Smith, LLC -Legal Services Contract Number RFP 2021 -01; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated it is for the legal services agreement with Joshua L. Smith, LLC. She further stated it is the second year of a four year term. President Melton pointed out a typographical error and the document was corrected. There was no further discussion, and the motion passed unanimously by roll call vote 5-0.

Board Open Discussion

Dr. Anderson shared his concerns regarding the PSI and monitoring of pressures as he has had irrigation issues. Ms. Horton led discussion on iHydrants and how it

monitors the spikes and drops in pressure and how they are strategically placed around the system as a whole. Further discussion ensued.

Dr. Anderson inquired about the availability of water rights and Mr. Smith stated the availability was scarce.

President Melton inquired about lead times on hydrants and Ms. Horton provided lead times for the hydrants and various materials pending for projects. President Melton congratulated Ms. Horton for her efforts in finding meters as those had lead times of 24 weeks out.

Adjournment

Mr. Stull motioned to adjourn at 10:15 a.m., with a second from Dr. Anderson. The motion passed unanimously 5-0.



Kurt Anderson
Secretary/ Treasurer

8/18/22
Date