



*Doña Ana Mutual Domestic Water Consumers Association*  
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The following are the minutes of the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, June 15, 2017 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

Board Member – Raymond Ponteri, Present

A Quorum was declared

### **Others in Attendance:**

Executive Director – Jennifer Horton

Legal Counsel – Josh Smith

Community Members – Nancy Simmons

### **Approval of Agenda**

Mr. Ponteri moved to approve the agenda for the June 15, 2017 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

## **Minutes**

Mr. Ponteri moved to approve the Board Meeting Minutes of June 01, 2017 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion to which none was brought forward. The Chair called for a vote on the minutes; the motion carried by roll call vote 3-0.

## **New Members & New Meters**

Mr. Ponteri moved to approve the New Members and New Meters list as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised we have twelve (12) names on the list; all of which are new members with two (2) new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

## **Customer Issues and Public Input**

Nancy Simmons inquired as to when the end of quarter sampling will be conducted. Ms. Horton clarified the samples will be taken the last week of June.

Secretary/ Treasurer – Dr. Kurt Anderson, Arrived via telephone conference at 9:07 a.m.

## **Board President Report**

Mr. Melton advised pursuant to our last Regular Board Meeting he met with a member of staff at Arturo Baldonado's home in order to provide Mr. Baldonado with further education for his meter. Through the use of data logging we were able to assist Mr. Baldonado in isolating a leak on his property. Mr. Melton offered kudos to Ms. Horton and her staff for developing the system in which we are able to data log.

We continue to experience issues with our wells, however solutions are in progress.

## **Staff Reports**

See Attachment A

Ms. Horton provided an updated presentation on all of our ongoing projects. The well issues in Radium Springs are ongoing; work continues with Well 9 and Well 10 while we await test results for Well 11. Ms. Horton advised we have a few concerns with regard to various projects that we are attempting to work out with Dona Ana County. We have a conference scheduled with members of DAC Engineering to try to come to an agreement. One of the more difficult challenges we are facing at this time is when we move into the construction phase of our Via Norte project we are required to utilize County Right of Way, which will lead to construction in front yards and golf course property in Picacho Hills. We will repair the areas that are disturbed once the improvements are complete. This project is about ninety (90) days away from construction.

At 9:58 am the phone conference accidentally disconnected Dr. Anderson. He was reconnected immediately.

## **Unfinished Business**

Dr. Anderson moved to approve Resolution 2017-04 CIF 4121 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton advised all Colonias Infrastructure financing requires a 10% match component. This match is for \$78,000 with a grant of \$780,000 to assist in funding for the Southeast Collection System. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Dr. Anderson moved to approve Resolution 2017-05 NMFA Planning Application as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of

the motion. Ms. Horton explained we would like submit a funding application of \$50,000 for a planning grant through New Mexico Finance Authority; which allows for two (2) \$50,000 grants every two years. We are back in our eligibility rotation. The last time we utilized this funding we created a PER and EA for developing wastewater in Picacho Hills shortly after we bought the system; which is what led to the tank project, the upcoming Via Norte project, and the wastewater site project. Now we are requesting the funding in order to hire an engineering firm and create an asset management plan for the Association. We would then implement the plan and move forward with continuously maintaining the document. Dr. Anderson asked what we have in the way of an asset management plan currently. Ms. Horton advised we have a layout that contains our core assets in the main system that can assist as a foundation, however it does need development. The GIS will also assist whomever we hire to complete the new document. The asset management should project potential repairs or replacement of assets; with probable costs associated to the projection. This does not necessarily create a preventative maintenance plan; the document would provide details of the condition of the Association's assets and what the life expectancy is. An asset management plan is a requirement for most funding agencies. It is critical we have one, and the one we have right now needs a lot of improvement. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

### **Open Discussion**

No Open Discussion was brought forward

### **Adjournment**

Dr. Anderson moved to adjourn at 10:52 a.m.; the motion was seconded by Mr. Stull. The Chair called for a vote on the motion: and the motion carried by roll call vote 4-0.



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Kurt Anderson

Secretary/ Treasurer

7/6/2017  
Date