



***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, July 17, 2025 convened at 3:00 p.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**

Vice President Morrow called the meeting to order at 3:00 p.m. and called roll:

President – Melton, (Excused Absence)

Secretary/Treasurer – Brian Cox, Present

Board Member – Brian Clouse, Present

Board Member- Ralph Owens, Present

A Quorum was declared.

**Others in Attendance:**

Legal Counsel- Nann Winter (via Zoom)

Executive Director- Jennifer Horton

Office Manager- Margo Lopez

Member & Former Secretary/Treasurer- Dr. Anderson

### **Approval of Agenda**

Mr. Owens moved to approve the agenda as presented; the motion was seconded by Mr. Clouse. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

### **Minutes**

Mr. Owens moved to approve the Regular Board Meeting Minutes of June 19, 2025 as presented; Mr. Clouse seconded. Mr. Owens inquired about the Grant Agreement SAP 25-J4115-STBR on page 6 of the meeting minutes with a request for clarification on the statement that there would be 3 more years of authorization. Ms. Horton clarified the time allowed to spend it was nearing expiration. However, it was reauthorized through the state, allowing an additional 3 years to spend that money. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

### **Customer Issues and Public Input**

None

### **Board President Report**

Vice President Morrow reported that President Melton's absence is excused for today and shared his experience with several spam emails.

### **Staff Reports**

Ms. Horton provided financials for the month of June. Ms. Horton began to review the Check Listing and pointed out several debit payments to New Mexico Finance Authority (NMFA). She pointed out 2 checks that are not a normal payment, one in the amount of \$209,054.77. Ms. Horton stated that since the financials were in a strong

position and with wrapping up the end of the fiscal year, she paid off nine (9) of the smaller loans. She pointed out the second check in the amount of \$332,000 paid to the City of Las Cruces for the impact fees resulting from the Southeast Collection connections and that everything else was standard. Ms. Horton clarified the impact fees paid to the City of Las Cruces will be reimbursed by USDA. She stated the Budget Report is as of the end of June. She stated the year ended with revenue of \$7.2 million and an expenditure of \$6.67 million with a net difference of \$528,000. She stated that was after the \$200,000 was paid to loans. Ms. Horton stated there are some receivables of about \$700,000 that she is waiting on and stated she would expect them sometime in August. Ms. Horton shared that she is pleased with how the year has ended. Ms. Horton provided the Balance Sheet stating it is a current cash position and stated it is a little less than last year due to the \$700,000 in receivable that did not come in before year end. She wrapped up the financials with the Income Statements as it ties back to the Budget Report.

Ms. Horton provided a written report for the Project Updates. She stated the Dona Ana Village Lift Station and Force Main is rescheduled for mediation next Thursday in efforts to resolve the liquated damages with Spartan Construction and their claim of \$380,000.00.

Ms. Horton reported on the Southeast Collection Final Phase Project and stated both Ms. Lopez and the engineer are actively evaluating the project to determine if the amount of funds available will be sufficient to award the last alternative #4.

Ms. Horton reported she is still waiting on bids for the Picacho Hills Sewer Main Protection Project.

Ms. Horton reported on the Water and Wastewater Masterplan. She stated that she is expecting those to be completed in September.

Ms. Horton stated the West Mesa Water System Design Project is progressing and is actively working on design for the first phase of construction. She stated the deadline is October 31<sup>st</sup> and hopes to meet that deadline with the tank, a well and the main trunk lines.

Ms. Horton stated the Dona Ana Village Lift Station and Force Main Phase 2 Project are under construction as they are currently laying pipes.

Ms. Horton stated there are six (6) funding applications that have been approved. She stated that they are all in the readiness to proceed stage. She shared the first two with Water Trust Board have a readiness to proceed date of September and the applications with Colonias have a readiness to proceed date set for October. She stated this is to show we have the match to provide funding; we have all of the necessary documents ready such as permits and complete designs.

Ms. Horton reported on subdivisions. She stated she has not any movement on any of the subdivisions at this time.

Ms. Horton reported that there was 833 new AMI meters installed, and no new operator certifications were obtained this month.

Ms. Horton provided the Customer Service Report for the Board of Directors to review.

### **New Business**

None

### **Unfinished Business**

Mr. Cox moved to Approve Resolution 2025 - 17 4<sup>th</sup> Quarter Budget; the motion was seconded by Mr. Clouse. The Chair called for discussion of the motion. Ms. Horton stated this the 4<sup>th</sup> Quarter report as the State requires the Board of Directors review and approve before it can be submitted with the new budget for next year. She clarified the other 3 reports are not required. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Mr. Cox moved to Approve Resolution 2025 - 18 FY 2026 Final Budget; the motion was seconded by Mr. Clouse. The Chair called for discussion of the motion. Ms. Horton began by explaining the report by breaking down the coding to show what funds it is referring to, what department it is applied to, whether it is a revenue account or expense account, if it is water or wastewater related. Ms. Horton proceeded to review the Final Budget and further discussion ensued. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

### **Board Open Discussion**

Mr. Cox inquired about the status of Columbia School with regard to their backflow prevention. Ms. Horton stated that they have had the backflow in for six months and she was told they would be testing last week but she has not seen any documentation to reflect that test occurred. Ms. Horton further stated that they will not be able to get their CO's until the backflows have been inspected and this would need to be completed by Monday for the building itself, and the exterior would have a deadline for September. Ms. Horton clarified that they may already have their CO, and she just

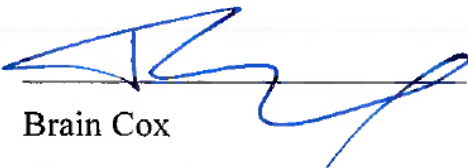
may not have received their backflow form as the Association is not present when it is inspected.

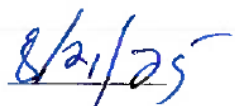
Mr. Ownes inquired about the status of getting a seat at the table with regard to the Texas vs New Mexico Settlement. Ms. Horton shared that the settlement regarding the irrigation side of it has been released. She further stated how they plan to deal with the ground water pumping that portion has not yet been released. Legal Counsel, Nann Winter reported that she has not heard any more information. She further stated that it could be that they are working on finalizing the settlement documents and further discussion ensued.

Dr. Anderson inquired about the water wells. Ms. Horton reported that they are not great, however, the Association received money to drill new wells to replace some of the others and to add another one. She shared the goal is to obtain 4 wells in the next 18 to 24 months and further discussion ensued. He further inquired about water rights, the Thurston Subdivision and the outcome of various lawsuits and Ms. Horton responded.

### **Adjournment**

Mr. Owens motioned to adjourn at 3:57 p.m., with a second from Mr. Cox. The motion passed unanimously 4-0.

  
Brain Cox  
Secretary/Treasurer

  
Date