



*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, May 15, 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- Nan Winters (Excused Absence)

Executive Director- Jennifer Horton

Office Manager- Margo Lopez (Excused Absence)

### **Approval of Agenda**

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

## **Minutes**

Mr. Clouse moved to approve the Regular Board Meeting Minutes of March 20, 2025 as presented; Mr. Cox seconded. 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**

None

## **Staff Reports**

Ms. Horton provided financials for the month of April. Ms. Horton began to review the Check Listing and stated there were large construction checks written for the month and that everything else was standard. She stated the Budget Report is as of the end of March and stated the financial show she is waiting for a reimbursement; however, it came in on May 6<sup>th</sup> for \$2.7million. Ms. Horton stated that she was pleased with where financials stand. She reported there was \$900,000 in the operating fund as that was ahead of schedule. She further stated that she does not expect any major changes unless there are major infrastructure issues between now and the end of June. Ms. Horton provided the Balance Sheet stating it is a current cash position and shared the Association is down on this report due to the receivable and stated it would look better in the May financials. 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 currently setting up a mediation date to try and

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 it is close to being completed. She further stated they are finishing yard lines and expects all that has been awarded to them will be completed by the end of May. She shared that she is looking to potentially award alternate 4 once she is able to determine what amount of funding is left as she suspects there will be a decent amount of money left to utilize.

Ms. Horton reported she is still waiting for bids for the Picacho Hills Sewer Main Protection Project as it is a smaller project and the location is difficult to get to; it has made it challenging to obtain bids.

Ms. Horton reported on the Development Standards. She stated they are wrapping up 2- 3 drawings on the vaults that were being redone and stated it will be available at the next meeting for review and potential approval.

Ms. Horton reported the Water and Wastewater Masterplan are progressing and stated they are scheduled to be completed by the end of June.

Ms. Horton stated the West Mesa Water System Design Project is in the surveying phase. She reported that they will be designing the tank, water well and a couple of the main trunk lines first to hit the October 1<sup>st</sup> deadline.

Ms. Horton stated she anticipates construction to start the 27th of May for the Phase 2 of the Dona Ana Village Lift Station and Force Main Project.

Ms. Horton stated there has been a number of funding applications submitted and has gotten some fantastic news! She stated that Water Trust Board approved both of the applications for the construction of the new water well, across the interstate at the south tank site in the amount of \$1 million dollars and the other for \$623,000 for the design and construction to rehab the 2 water tanks in Radium Springs. She stated it will be finalized by the 22<sup>nd</sup> as it has to go before the NMFA Board. She reported both of those projects will go into construction next year. She further stated that Colonias Infrastructure awarded all 4 of the projects she applied for funding. She stated there will be \$2 million for 2 new water wells, \$620,000 to complete the Dona Ana Village Lift Station, \$5 million for the construction of Phase 1 of the West Mesa Water System and \$1.7 million to start design of the East Central Collection System.

Ms. Horton reported on subdivisions. She reported on Desert Oaks Subdivision with 189 residential lots and 1 commercial lot for a clubhouse with a small pool in Picacho Hills. She stated they are in the design phase as are all the other subdivisions with the exception of Reyes West Wind Subdivision. She stated they are waiting for water rights to be approved by the State Engineer and further discussion ensued.

Ms. Horton provided the following written reports, The Customer Service Report, for the Board of Directors to review.

### **New Business**

None

### **Unfinished Business**

Mr. Cox moved the Approval of New Members New Meters; the motion was seconded by Mr. Owens. The Chair called for discussion of the motion. There was no further discussion, and the motion passed unanimously 4-0.

### **Board Open Discussion**

None

### **Adjournment**

Mr. Clouse motioned to adjourn at 3:17 p.m., with a second from Mr. Owens. The motion passed unanimously 4-0.



Brian Cox

Secretary/Treasurer



Date