

**DRAFT Minutes  
Water Advisory Board  
September 19, 2023**

The Village of Capitan Water Advisory Board met in a Regular Meeting on Tuesday, September 19<sup>th</sup>, 2023 at the Village Hall in Capitan, New Mexico at 5:45 PM.

**Gary Tregembo** called the meeting to order at 5:45 PM.

**Roll Call:** Sherry Hair – Present, Samuel Townley – Present, Gary Tregembo – Present, Wanda Schmidt – Present. The Mayor – Ron Lowrance, Clerk Al Cavazos and Deputy Clerk – Angela Autrey were also present.

**Item #1 on the Agenda: Approval of the Agenda.**

**Sherry Hair** made a motion to Approve the agenda. **Samuel Townley** seconded the motion.

**Discussion:** There was no discussion of this item.

**Roll Call:** Sherry Hair – Yes, Samuel Townley – Yes, Gary Tregembo – Yes, Wanda Schmidt - Yes, motion carried.

**Item #2 on the Agenda Discussion/Action – Approval of the Minutes Regular Meeting August 15<sup>th</sup>, 2023.**

**Sherry Hair** made a motion to Approve the agenda. **Samuel Townley** seconded the motion.

**Discussion:** There was no discussion of this item.

**Roll Call:** Sherry Hair – Yes, Samuel Townley – Yes, Gary Tregembo – Yes, Wanda Schmidt - Yes motion carried.

**Item #3 on the Agenda Discussion/Action – Village of Capitan Land Development Application for Annexation – 8412 US Highway 380 Capitan NM 88316 – Kathleen McDonald.**

**Wanda Schmidt** made a motion to approve the application for annexation. **Sherry Hair** seconded the motion.

**Discussion:**

**Gary Tregembo** - Ms. Kathleen McDonald is present upon our request.  
I looked at the application and saw 15,400 gallons per day.

**Kathleen McDonald** – Actually it's less than that per year.

**Gary Tregembo** - So, it's not per day.

**Kathleen McDonald** - No

**Gary Tregembo** – I need some advice from the Clerk. Since the form says per day, how would you want to do this? I think that with Ms. McDonald's permission she could amend her application, sign it and date it.

**Village Clerk Al Cavazos** – (Addressing Ms. McDonald) Are you sticking with that number, 15,400?

**Kathleen McDonald** – I have it right here. I calculated it based on the number of days it rented and how many people were in the houses. It's 8,640 per month with the house and cabin, and an additional 4,000 because I have a fulltime guest there.

**Village Clerk Al Cavazos** – Okay so, there is a variable based on your rental?

**Kathleen McDonald** – Yes

**Village Clerk Al Cavazos** – But you're not guaranteeing how many day's you are actually renting that property.

**Kathleen McDonald** - No, I had my records from the last twelve months. It's about the same as the previous year.

**Village Clerk Al Cavazos** – We are going to have to come up with an average based on the days of rental that you had the previous year. We're not going to put limitations on you. Okay, We're just kind of curious.

**Kathleen McDonald** - I don't even use water for irrigation. I have a collection tank. The house only rented 53 days last year.

**Mayor Lowrance** – Basically you are using anywhere from 3,000- to 6,000 gallons a month.

**Kathleen McDonald** – It's 8,640 for the house and cabin, a 135 gallons per day, calculation times the number of people that stayed in the house. I have it right here.

**Gary Tregembo** – Right now approximately 12,700 gallons a month.

**Village Clerk Al Cavazos** - Why don't we go in and amend the actual number to reflect.

**Kathleen McDonald** - It's 423 gallons per day.

**Deputy Clerk Angela Autrey** – I'm just going to have you initial it.

**Gary Tregembo** – Okay

**Sherry Hair** - Thank you very much for coming in and providing us the clarification.

**Gary Tregembo** – Do you have any other questions about this?

**Kathleen McDonald** - I just need to be directed to whoever I need to contact about the water.

**Deputy Clerk Angela Autrey** – You will just come to the front desk after the Trustee Meeting Tuesday.

**Village Clerk Al Cavazos** – Second Tuesday of the month.

**Kathleen McDonald** – I'm going to be here until the 26<sup>th</sup> and then I will be gone for a month. Do it when I come back then?

**Deputy Clerk Angela Autrey** – That's fine.

**Roll Call:** Samuel Townley – Yes, Sherry Hair – Yes, Gary Tregembo – Yes, Wanda Schmidt - Yes motion carried.

**ADJOURNMENT:**

**Discussion:** Gary Tregembo requested water board positions to be put on the next Water Board agenda.

**Roll Call:** All were in favor, the Motion carried.

**Gary Tregembo** adjourned the meeting at 6:00 PM.

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**Water Board Chairman, Village of Capitán**

**Attest:**

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**Water Board Secretary, Village of Capitán**