



Doña Ana Soil and Water Conservation District

USDA Service Center, 760 Stern Dr., Ste. 118 - Las Cruces, N.M. 88005 - Phone (575) 522-8775, Ext. 116

www.daswcd.org

Thursday, April 11, 2024

at 9:00am

**USDA Service Center Conference Room
760 Stern Drive, Las Cruces, NM 88005**

The public are welcome to participate by dialing in to:

Join Zoom Meeting

<https://us02web.zoom.us/j/83117489634>

Meeting ID: 831 1748 9634

Passcode: 000182

For additional assistance connecting to the meeting text "Help" to the Dial-In number above. Message and data rates may apply.

Agenda

Pledge of Allegiance

1. Call to Order
2. Roll Call & Determination of Quorum
3. Introductions
4. Approval of Agenda
5. Swearing in of Jeremy Griego
6. Guest Presentation
 - a. Kate Maynard
7. Approval of Minutes
 - a. March 14, 2024 Meeting
 - b. March 26, 2024 Special Meeting
8. Financial Report
 - a. Approval of March 2024 Financials
 - b. 3rd Qtr budget report
9. Public input
10. Subdivision Reviews (SDR) None
11. Correspondence and Upcoming Conferences

- a. NM Watershed & Dam Owners Coalition May 1-3 @ Ruidoso Convention Center

12. Unfinished Business

13. Resolutions – none

14. New Business

- a. HSP FY25 proposals
- b. Proposed changes to DASWCD Policy 01-2022 – LUWSD communications
- c. EMNRD Memorandum of Agreement with DASWCD
- d. Grant draft proposals
 - i. NRCS Technical proposal
 - ii. LOE Legacy proposal
 - iii. HSP Eligible Entity proposal
- e. LUWSD 3rd Qtr budget report
- f. Appointed Supervisors

15. District Manager Report

16. Agency Reports

- a. NMDA – emailed to supervisors
- b. NRCS – emailed to supervisors
- c. LUWSD – Special meeting
- d. BLM

17. Supervisor Reports

18. Round Table Discussion

19. Adjourn

**COOPERATIVE AGREEMENT
BETWEEN THE NEW MEXICO INTERSTATE STREAM COMMISSION
AND THE DOÑA ANA SOIL & WATER CONSERVATION DISTRICT**

1. Parties

This Agreement is made and entered into by and between the New Mexico Interstate Stream Commission, a statutory agency of the State of New Mexico hereinafter referred to as the "NMISC", and the Doña Ana Soil & Water Conservation District, a governmental subdivision of the State, hereinafter referred to as "DASWCD", collectively the NMISC and the DASWCD are referred to as the "Parties." This Agreement shall be effective as of the date it is executed by the last signatory (the "Effective Date").

2. Purpose.

- A. The Parties desire to collaborate for the purpose of advancing efforts to implement short-term, and long-term water conservation programs, further soil health initiatives, and ensure a sustainable ground water supply.
- B. This agreement is entered into for the purpose of increasing the number of participants in the Lower Rio Grande Groundwater Conservation Program who grow cover crops. By coordinating efforts, the Parties hope to achieve full participation by all Lower Rio Grande Groundwater Conservation Program grantees. This will achieve mutually shared goals of conservation and development of water resources in the Lower Rio Grande.
- C. This Agreement is entered into for the purpose of establishing a cooperative effort between DASWCD and NMISC to address a substantial interest and a pressing need for groundwater conservation efforts within the Lower Rio Grande Basin. This will be achieved by providing alternative water conservation solutions, through among others, the New Mexico Department of Agriculture's (NMDA) Healthy Soils Program and coordination of additional soil and groundwater conservation and development solutions.
- D. This Agreement will assist in providing for the public health and safety, provide groundwater protection and contribute to Rio Grande Compact compliance.
- E. This Agreement will enable the Parties to exchange information, enhance coordination of operations, establish standardized procedures, clarify respective responsibilities, and maintain a mutually beneficial partnership.

3. Authorities

The authorities of the Parties to enter into this Agreement are listed below:

A. New Mexico Interstate Stream Commission

The NMISC is authorized to protect, conserve, develop, and investigate the waters of the State, including interstate streams. NMSA 1978 Section 72-14-3. With respect to the Rio Grande, this statutory authority includes conducting projects and monitoring operations related to the Rio Grande to assure compliance with the Rio Grande Compact of 1938. Id. See also NMSA 1978 § 72-15-23.

The NMISC has a duty to protect, conserve and develop waters connected or adjacent to the Rio Grande as it pertains to the State authority to deliver water to New Mexico-Texas state line, pursuant to the Rio Grande Compact. Id.

B. Doña Ana Soil and Water Conservation District

Doña Ana Soil and Water Conservation District (DASWCD) is authorized by the Soil and Water Conservation District Act, NMSA 1978, Section 73-20-25 to -48, to conserve and develop the natural resources of the state, provide for flood control, preserve wildlife, protect the tax base and promote the health, safety, and general welfare of the people of Doña Ana County.

DASWCD is a governmental subdivision of the State of New Mexico

The DASWCD has authority and obligation to implement appropriate corrective and conservation practices and programs in New Mexico to conserve and develop beneficially the soil, water and other natural resources of the state. NMSA 1978 Section 73-20-26 (A)(3).

4. Responsibilities

The NMISC agrees to:

Work in cooperation with the DASWCD to advance efforts to implement short-term, and long-term water conservation programs, further soil health initiatives, and ensure a sustainable ground water supply.

The DASWCD agrees to:

Work in cooperation with the NMISC to advance efforts to implement short-term, and long-term water conservation programs, further soil health initiatives, and ensure a sustainable ground water supply.

5. Mutually Agreed Projects

- A. The NMISC and the DASWCD wish to formalize their cooperation on mutually identified projects that will be beneficial to the Parties in addressing the need for water conservation actions in the Lower Rio Grande.
- B. This Agreement summarizes the general categories of projects anticipated by the Parties through this Agreement. Funding sources will be assigned as projects are initiated. This Agreement provides the foundation for the Parties to develop, implement, monitor, and report on specific projects in the LRG including, but not limited to:
 - i) Achieving greater Cover Crop participation from Lower Rio Grande Water Conservation grantees to ensure the conservation of water, soil coverage, minimize soil disturbances and external inputs, and maintain a living root. With the intent to expand the program to include entities and individuals throughout the Lower Rio Grande Basin.
 - ii) To increase participation in NMISC ground water conservation cover crop program. The parties will work to connect participants with NMDA's Soil Health program. The NMISC agrees to Provide in-kind support to DASWCD by completing applications as a qualifying entity and/or for individual participants and providing technical expertise. DASWCD agrees to provide support to participants so that they may cover participating acreage in cover crops that will keep the soil covered, minimize soil disturbance on cropland, minimize external inputs, and maintain a living root.
 - iii) Develop programs that will achieve the statutory goals of both parties. These programs will include but not be limited to programs that will capture storm water, improve watershed health, mitigate sediment, augment supply and manage depletion. Both parties agree to coordinate future efforts that address these and other statutorily relevant goals.

6. Organization and Implementation

- A. The organization for conducting work under this Agreement will consist of the Parties' respective Points of Contact, and individual projects teams reporting to the Points of Contact. The Points of Contact will be responsible for the oversight of Project Teams and coordination of Agreement activities including work planning, work plan development, budgets, any regulatory approvals for projects, and schedules.
- B. The Project Teams developing and implementing individual projects or coordinating overall work will meet individually and with the Point of Contacts at least twice a year; and at least annually with the Signatories to review the implementation of

agreed upon projects, assess the priority of proposed projects, and agree upon next steps. If conflicts arise that cannot be resolved within the Project Teams, they will be referred to the Points of Contact for resolution.

7. Point of Contact for the Parties

NMISC Project Manager: Ryan J. Serrano
Lower Rio Grande Program Manager
New Mexico Interstate Stream Commission
1680 Hickory Loop, Suite J
Las Cruces, NM 88005
(505) 490-5408 - cell
ryan.serrano@ose.nm.gov

DASWCD Project Manager: Joshua Smith
Chair, Doña Ana Soil and Water Conservation District
USDA Service Center, NRCS Field Office, 760 Stern Dr., Ste.
118, Las Cruces, NM 88005
(575) 522 8775 x 116- office
administrator@daswcd.org - email

8. Costs

This Agreement does not impose any direct financial commitments on either Party. Specific activities or initiatives that involve the transfer of funds, services, or property among the Parties will require execution of separate agreements and will be contingent upon the availability of appropriated funds. Negotiation, execution, and administration of each such agreement must comply with all relevant statutes, regulations, and procedures. The obligations of the NMISC and the DASWCD under this Agreement are expressly contingent upon appropriations by and availability of funds from the New Mexico Legislature and the DASWCD respectively.

9. No Individual Right of Action

This Agreement is not intended, and should not be construed, to create any right or benefit, substantive or procedural, enforceable at law or otherwise by any employee or third party against the Parties to this Agreement, the parent agencies, the State, or the officers, employees, agents, or other personnel thereof.

10. Other Agreements or Arrangements

This Agreement does not impact or supersede any existing or future agreements or arrangements among the Parties and does not affect the ability of the Parties to enter into other agreements or arrangements related to activities on the Lower Rio Grande. This

Agreement in no way restricts the parties from participating with other public and private agencies, sovereign tribes, organizations, and individuals.

11. Liability and Indemnification

On behalf of itself, its officers, directors, members, employees, agents, and representatives, each Party agrees that it will be responsible for its own acts and omissions subject to relevant state and federal laws and the results thereof and that it shall not be responsible for the acts or omissions of any other party, nor the results thereof. Each Party therefore agrees that it will assume the risk and liability to itself, its agents, employees, and volunteers for any injury to or death of persons or loss or destruction of property resulting in any manner from the conduct of the party's own operations and/or the operations of its agents, employees, and/or volunteers under this Agreement. Each Party further releases and waives all claims against every other party for compensation for any loss, cost, damage, expense, personal injury, death, claim, or other liability arising out of the performance of this Agreement, including without limitation any loss, cost, damage, expense, personal injury, death, claim, or other liability arising out of the other party's negligence, provided, however, that any party may agree to voluntarily compensate another.

12. Term of the Agreement and Right of Termination

This Agreement shall take effect on the date of the last signature below and will continue in effect for a period of five (5) years. It may be modified or extended at any time by mutual written agreement of the DASWCD and the NMISC. The Agreement may be terminated in writing at any time by either party by providing a 30-day written notice to the other.

13. Statutes and Regulations

The provisions of any statutes and/or regulations cited in this Agreement contain legally binding requirements. The Agreement itself does not alter, expand, or substitute for those provisions or regulations, nor is it a statute itself. Thus, it does not impose legally binding requirements on the Parties. This Agreement contains procedural guidance to assist the Parties in carrying out existing legal requirements. This Agreement is not a contract, statute, rule or regulation.

14. Authority.

The individual(s) signing this Agreement on behalf of each Party represent and certify that he or she has the power and authority to bind the Party, and that no further action, resolution, or approval is necessary to enter into a binding Agreement.

Names and Signatures of participating Parties

DOÑA ANA SOIL & WATER CONSERVATION DISTRICT

By: _____

Date: _____

Doña Ana Soil & Water Conservation District

INTERSTATE STREAM COMMISSION

By: _____

Date: _____

Hannah Riseley-White, Director
Interstate Stream Commission

Approved as to legal sufficiency:

By: _____

Date: _____



Doña Ana Soil and Water Conservation District

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Regular Meeting Minutes

9:00 AM, Thursday, March 14, 2024

Las Cruces, NM

1. Call to Order - Josh Smith called the meeting to order at 9:03 am
2. Roll Call & Determination of Quorum

Supervisor's Present:

- Joshua Smith
- Gill Sorg
- Daniel Nelson
- Joseph Skaggs

Supervisor's Absent:

Joshua Sanchez

Employees Present:

- Cathi Buchma Admin. Ass't
- Jennifer Kleitz – District Mgr.

3. Introductions: Guests present: NRCS - Kristi Wright; NMDA - Katie Kruthaupt;
4. Approval of the Agenda – Josh Sanchez moved to adjust the agenda to address the New Business 1st, as he had to leave early and wanted to make sure anything that needed to be voted on would be handled while there was a quorum. Dan Nelson moved to approve the agenda. Seconded by Joe Skaggs. Vote to approve – JSm – Y/GS – Y/DN – Y/JSk – Y
5. Guest Presentation: N/A
6. Approval of Minutes
 - February 8, 2024 meeting – Gill Sorg moved to approve seconded by Joe Skaggs . Vote to approve – JSm – Y/GS – Y/DN – Y/JSk – Y

- February 19 Special Meeting Dan Nelson moved to approve, seconded by Joe Skaggs. Vote to approve – JSm – Y/GC – Y/DN – Y/ JSk – Y

7. Financial Report:

- Approval of January 2024 Financials – Gill Sorg moved to approve, Joe Skaggs seconded. Vote to approve – JSm – Y/GS – Y/DN – Y/JSk – Y

8. Public Input – None

9. Subdivision Reviews – None

10. Correspondence and Upcoming Conferences

- NM Watershed & Dam Owners Coalition May 1 -3 – tabled to April

11. Unfinished Business

12. Resolutions - none

13. New Business

- NM Envirothon Sponsorship – the board agreed to donate \$200 for this Moved Josh Smith, second by Gill Sorg. Vote to approve JSm-Y/GS-Y/DN-Y/Jsk-Y
- NMCDE Employee membership – board agreed to have Jennifer Kleitz & Cathi Buchman become members. Moved Josh Smith, second Dan Nelson Vote to approve JSm -y/GS-Y/DN-Y/JSk-Y
- Rio Grande Project Water Conservation & Ecological Restoration Initiative – information will be sent out to interested parties.
- Spring Canyon Project - Gill Sorg brought the Board up to date on the progress of this. Josh Smith asked if the lessee has been contacted about this, and Gill Sorg advised they haven't been able to contact them. Josh Smith advised on grazing water rights and also that unless permission is granted DASW should NOT get involved. Gill Sorg advised the State Land Office may contribute 50% of the costs for this.
- Tree Stewardship Class – Board agreed to allow Cathi Buchman to take the TreeNM Tree Stewardship class at a cost of \$125. Moved Josh Smith, second Joe Skaggs. Vote to approve JSm-Y/GS-Y/DN-Y/Jsk-Y
- Reimbursement for new laptop – Board approved to reimburse Jennifer Kleitz for the cost of the new laptop. Moved Dan Nelson, second Joe Skaggs Vote to approve – JSm-Y/GS-Y/DN-Y/JSk-Y

14. District Manager Report

- See attached – there will be a special meeting 3/26 to approve final contracts/sub-contracts.

15. Agency Reports

- NMDA: Board talked with Katie Kruthaupt about LUWSD, as they want to be their own fiscal agent, and Katie does not think they are able to do that. She will look to see if she can find more info on that. 4/26 is the application deadline for the HSP grant – we could apply for Eligible Entity grant.
- NRCS: Printers in building now require a card to print but we should be able to make copies without one. There may be a water trailer available for purchase – she will keep us posted, however at this time we have nowhere to store it. Virtual fencing was brought up again – she has heard that cattle owners do not all agree on using them, as the data from the collars could be available for anyone to see. Gill Sorg does not agree that is possible, as he said the virtual fencing is not connected to the internet.
- LUWSD: They are renewing their mill levy but since we do not have the resolution, this will be approved at the 3/26 special meeting.
- BLM: N/A

16. Supervisor reports:

- Gill Sorg clarified – they have been trying to get in touch the the lessee on the Spring Canyon Project from the beginning.
- Josh Smith had to leave the meeting at 9:40 as he was traveling. There was nothing approved after he left the meeting.

17. Round Table Discussion – talked about the importance of liking all DASWCD Facebook posts and sharing them, so that more people can see the good things we are doing in the county.

18. Adjourn: Gill Sorg moved to adjourn, second by Dan Nelson. All Approved. Adjourned at 10:56am.

Signed _____

Joshua Smith, Chair



Doña Ana Soil and Water Conservation District

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Special Meeting Minutes

9:00 AM, Tuesday, March 26, 2024

Las Cruces, NM

1. Call to Order - Josh Smith called the meeting to order at 9:05 am
2. Roll Call & Determination of Quorum

Supervisor's Present:

- Joshua Smith
- Joe Skaggs
- Daniel Nelson
- Joseph Skaggs

Supervisor's Absent:

Gill Sorg

Employees Present:

- Jennifer Kleitz – District Mgr.

Item 1 – LUWSD Mill Levy – Josh Smith moved to pass, second Joe Skaggs. Vote to approve – JSm-Y/JSa-Y/JSk – Y/DN-Y

Item 2 – Appointment of new Board member Jeremy Griego – Dan Nelson moved to pass, second Joe Skaggs. Vote to approve – JSm-Y/JSa-Y/JSk-Y/DN-Y

Item 3 – Grant Proposals – Jennifer reviewed grants – Josh Sanchez moved to pass, second Joe Skaggs. Vote to approve – JSm-Y/JSa-Y/JSk-Y/DN-Y

Item 4 – Jennifer reviewed all sub-contracts – Joe SKaggs moved to pass, second Josh Sanchez. Vote to approve – JSm-Y/JSa-Y/JSk-Y/DN-Y

Meeting adjourned at 9:25.

Signed _____

Joshua Smith, Chair

Dona Ana SWCD
Reconciliation Detail
Sun Flower Bank (Was BoRG), Period Ending 03/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,139.59
Cleared Transactions						
Checks and Payments - 16 items						
Check	02/08/2024	1636	Bell Geographic	X	-2,661.41	-2,661.41
Paycheck	03/01/2024	1644	Jennifer K. Kleitz	X	-1,320.38	-3,981.79
Paycheck	03/01/2024	1643	Catherine Buchman	X	-651.07	-4,632.86
Check	03/01/2024	ACH	Google	X	-25.93	-4,658.79
Check	03/01/2024	ACH	Flywheel webhost	X	-15.00	-4,673.79
Check	03/04/2024	ACH	Discount Storage	X	-90.00	-4,763.79
Check	03/04/2024	ACH	Intuit	X	-12.97	-4,776.76
Check	03/05/2024	ACH	Microsoft	X	-13.51	-4,790.27
Check	03/11/2024	ACH	Adobe	X	-21.60	-4,811.87
Check	03/14/2024	ACH	Bryan Sullivan	X	-190.80	-5,002.67
Paycheck	03/18/2024	1646	Jennifer K. Kleitz	X	-1,021.86	-6,024.53
Paycheck	03/18/2024	1645	Catherine Buchman	X	-669.66	-6,694.19
Check	03/19/2024	1648	Jennifer K. Kleitz	X	-918.51	-7,612.70
Check	03/20/2024	ACH	Sunflower Bank	X	-36.00	-7,648.70
Check	03/20/2024	ACH	Sunflower Bank	X	-36.00	-7,684.70
Check	03/31/2024			X	-14.00	-7,698.70
Total Checks and Payments					-7,698.70	-7,698.70
Deposits and Credits - 4 items						
Deposit	03/20/2024	ACH		X	95.40	95.40
Deposit	03/20/2024	ACH		X	1,841.50	1,936.90
Deposit	03/20/2024	ACH		X	2,123.41	4,060.31
Deposit	03/20/2024	ACH		X	2,661.41	6,721.72
Total Deposits and Credits					6,721.72	6,721.72
Total Cleared Transactions					-976.98	-976.98
Cleared Balance					-976.98	5,162.61
Register Balance as of 03/31/2024					-976.98	5,162.61
New Transactions						
Checks and Payments - 2 items						
Paycheck	04/01/2024	1650	Jennifer K. Kleitz		-1,019.83	-1,019.83
Paycheck	04/01/2024	1649	Catherine Buchman		-580.52	-1,600.35
Total Checks and Payments					-1,600.35	-1,600.35
Total New Transactions					-1,600.35	-1,600.35
Ending Balance					-2,577.33	3,562.26

Dona Ana SWCD
Check Detail
March 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
	03/31/2024		Sun Flower Bank (Was BoRG)	
			Bank Service Charges	-14.00
TOTAL				-14.00
ACH	03/01/2024	Flywheel webhost	Sun Flower Bank (Was BoRG)	
			Website Maintenance	-15.00
TOTAL				-15.00
ACH	03/01/2024	Google	Sun Flower Bank (Was BoRG)	
			Software subscriptions	-25.93
TOTAL				-25.93
ACH	03/04/2024	Discount Storage	Sun Flower Bank (Was BoRG)	
			Storage Rental	-90.00
TOTAL				-90.00
ACH	03/04/2024	Intuit	Sun Flower Bank (Was BoRG)	
			Software subscriptions	-12.97
TOTAL				-12.97
ACH	03/05/2024	Microsoft	Sun Flower Bank (Was BoRG)	
			Software subscriptions	-13.51
TOTAL				-13.51
ACH	03/11/2024	Adobe	Sun Flower Bank (Was BoRG)	
			Software subscriptions	-21.60
TOTAL				-21.60
ACH	03/14/2024	Bryan Sullivan	Sun Flower Bank (Was BoRG)	
			Website Maintenance	-95.40
			Web & Mapping	-95.40
TOTAL				-190.80
ACH	03/20/2024	Sunflower Bank	Sun Flower Bank (Was BoRG)	
			Bank Service Charges	-36.00
TOTAL				-36.00
ACH	03/20/2024	Sunflower Bank	Sun Flower Bank (Was BoRG)	
			Bank Service Charges	-36.00
TOTAL				-36.00

Dona Ana SWCD
Check Detail
March 2024

Num	Date	Name	Account	Paid Amount
1643	03/01/2024	Catherine Buchman	Sun Flower Bank (Was BoRG)	
			Salary and Wages OH	-544.00
			Grant Administration	-155.00
			Proj Coordination	-30.00
			Fed WH	12.00
			Payroll Taxes	-45.20
			Fed WH	45.20
			Fed WH	45.30
			Payroll Taxes	-10.58
			Fed WH	10.58
			Fed WH	10.47
			Payroll Taxes	-4.38
			Fed UE	4.38
			NM WH	10.16
			Payroll Taxes	-7.29
			NM UE	7.29
TOTAL				-651.07
1644	03/01/2024	Jennifer K. Kleitz	Sun Flower Bank (Was BoRG)	
			Program Manager	-437.50
			District Manager	-75.00
			Salary and Wages OH	-525.00
			HSP JF Project expenses	-75.00
			Grant Administration	-287.50
			Proj Coordination	-87.50
			Fed WH	27.00
			Payroll Taxes	-92.22
			Fed WH	92.22
			Fed WH	92.22
			Payroll Taxes	-21.57
			Fed WH	21.57
			Fed WH	21.58
			Payroll Taxes	-8.92
			Fed UE	8.92
NM WH	26.32			
Payroll Taxes	-14.87			
NM UE	14.87			
TOTAL				-1,320.38
1645	03/18/2024	Catherine Buchman	Sun Flower Bank (Was BoRG)	
			Salary and Wages OH	-752.00
			Fed WH	14.00
			Payroll Taxes	-46.62
			Fed WH	46.62
			Fed WH	46.54
			Payroll Taxes	-10.91
			Fed WH	10.91
			Fed WH	10.91
			Payroll Taxes	-4.51
			Fed UE	4.51
			NM WH	10.89
			Payroll Taxes	-7.52
			NM UE	7.52
TOTAL				-669.66

Dona Ana SWCD
Check Detail
March 2024

Num	Date	Name	Account	Paid Amount
1646	03/18/2024	Jennifer K. Kleitz	Sun Flower Bank (Was BoRG)	
			Program Manager	-50.00
			District Manager	-168.75
			Salary and Wages OH	-687.50
			Grant Administration	-175.00
			Proj Coordination	-37.50
			Payroll Taxes	-69.36
			Fed WH	69.36
			Fed WH	69.36
			Payroll Taxes	-16.22
			Fed WH	16.22
			Fed WH	16.20
			Payroll Taxes	-6.71
			Fed UE	6.71
			NM WH	11.33
			Payroll Taxes	-11.19
			NM UE	11.19
				-1,021.86
TOTAL				-1,021.86
1648	03/19/2024	Jennifer K. Kleitz	Sun Flower Bank (Was BoRG)	
			Office Supplies	-918.51
				-918.51
TOTAL				-918.51

**Dona Ana SWCD
Deposit Detail
March 2024**

Num	Date	Name	Account	Amount
ACH	03/20/2024		Sun Flower Bank (Was BoRG)	1,841.50
			BLM Noxious Weeds FY22-24	-1,841.50
TOTAL				-1,841.50
ACH	03/20/2024		Sun Flower Bank (Was BoRG)	95.40
			BLM Noxious Weeds FY22-24	-95.40
TOTAL				-95.40
ACH	03/20/2024		Sun Flower Bank (Was BoRG)	2,661.41
			BLM Rangeland 23-28	-2,661.41
TOTAL				-2,661.41
ACH	03/20/2024		Sun Flower Bank (Was BoRG)	2,123.41
			BLM Rangeland 23-28	-2,123.41
TOTAL				-2,123.41

**Dona Ana SWCD
Balance Sheet
As of March 31, 2024**

Cash Basis

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Sun Flower Bank (Was BoRG)	5,162.61
Total Checking/Savings	5,162.61
Total Current Assets	5,162.61
TOTAL ASSETS	5,162.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
Fed UE	129.16
Fed WH	4,177.32
NM UE	223.53
NM WC	31.20
NM WH	360.45
Total Payroll Liabilities	4,921.66
Total Other Current Liabilities	4,921.66
Total Current Liabilities	4,921.66
Total Liabilities	4,921.66
Equity	
Fund Balance - Unreserved	11,883.38
Retained Earnings	-64.43
Net Income	-11,578.00
Total Equity	240.95
TOTAL LIABILITIES & EQUITY	5,162.61

Dona Ana SWCD

Profit & Loss

March 2024

Cash Basis

	Mar 24
Ordinary Income/Expense	
Income	
Grant (COGS) Contracts Funding	
BLM Noxious Weeds FY22-24	1,936.90
BLM Rangeland 23-28	4,784.82
Total Grant (COGS) Contracts Funding	6,721.72
Total Income	6,721.72
Cost of Goods Sold	
BLM Noxious Weeds FY22-24	
Web & Mapping	95.40
Total BLM Noxious Weeds FY22-24	95.40
BLM Rangeland Agreement FY23-28	
Program Manager	487.50
Total BLM Rangeland Agreement FY23-28	487.50
FS NeighborWoods FY23-28	
Contractual	
Storage Rental	90.00
Total Contractual	90.00
Grant Administration	617.50
Total FS NeighborWoods FY23-28	707.50
Healthy Soils Program	
HSP FY24-JFulton	
HSP JF Project expenses	75.00
Total HSP FY24-JFulton	75.00
Total Healthy Soils Program	75.00
Water Quality & Conservation	
WQ&C FY24 Salt Cedar Mgmt	
Proj Coordination	155.00
Total WQ&C FY24 Salt Cedar Mgmt	155.00
Total Water Quality & Conservation	155.00
Total COGS	1,520.40
Gross Profit	5,201.32
Expense	
Overhead Expenses	
Bank Service Charges	86.00
Office Supplies	918.51
Payroll	
Payroll Taxes	378.07
Salary and Wages OH	
District Manager	243.75
Salary and Wages OH - Other	2,508.50
Total Salary and Wages OH	2,752.25
Total Payroll	3,130.32

Dona Ana SWCD
Profit & Loss
March 2024

Cash Basis

	<u>Mar 24</u>
Software subscriptions	74.01
Website Maintenance	110.40
Total Overhead Expenses	<u>4,319.24</u>
Total Expense	<u>4,319.24</u>
Net Ordinary Income	<u>882.08</u>
Net Income	<u><u>882.08</u></u>

DEPARTMENT OF FINANCE AND ADMINISTRATION
 LOCAL GOVERNMENT DIVISION
 BUDGET AND FINANCE BUREAU

SPECIAL DISTRICT FINANCIAL QUARTERLY REPORT FORM

STATE FISCAL YEAR: July 1, 2023 - June 30, 2024

Special District: Dona Ana SWCD
 Quarter Ending: 3/31/2024

QUARTERLY YEAR TO DATE TRANSACTIONS PER BOOKS

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE ON JULY 1	INVESTMENTS, CDs LGIP, BONDS, SAVINGS	REVENUES YEAR TO DATE	NET TRANSFERS (GRAND TOTAL = 0)	EXPENDITURES YEAR TO DATE	BOOK BALANCE END OF PERIOD	ADD OUTSTANDING CHECKS	LESS DEPOSITS IN TRANSIT	ADJUSTMENTS	ADJUSTED BALANCE END OF PERIOD	BALANCE PER BANK STATEMENTS	DIFFERENCE, MUST EQUAL ZERO
GENERAL FUND - Operating (GF) - MAINT	101	\$ 11,818.95	-	39,319	-	49,340	1,798	2,912	-	-	4,709	5,163	(453)
INTERGOVERNMENTAL GRANTS	218	-	-	-	-	-	-	-	-	-	-	-	-
OTHER	299	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE	400	-	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL		\$ 11,819	\$ -	\$ 39,319	\$ -	\$ 49,340	\$ 1,798	\$ 2,912	\$ -	\$ -	\$ 4,709	\$ 5,163	\$ (453)

REVENUES	July-September FIRST QUARTER	August-December SECOND QUARTER	January - March THIRD QUARTER	April - June FOURTH QUARTER	YEAR TO DATE	APPROVED BUDGET	YEAR TO DATE % OF BUDGET
General Fund 101 (enter items below)							
Grant Income			3,500		3,500		-
Legislative Funding	18,372				18,372		-
Subdivision Reviews		1,000			1,000		-
Grant Funding: Healthy Soil Program	3,787	1,194			4,981		-
Grant Funding: Noxious Weed Agreement		3,175	2,279		5,454		-
Grant Funding: BLM Rangeland			5,994		5,994		-
Bank Interest	1				1		-
Grant Funding: FY22 WQ&C refund		17			17		-
	-	-	-	-	-	-	-
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Invoice

Date: 3/14/2024
 Invoice: 1413

To: Dona Ana Soil and Water
 Conservation District
 760 Stern Dr #118
 Las Cruces, NM 88005

Salesperson	Shipping Method	Delivery Date	Payment Terms	Due Date
Earl Bell			Due on receipt	

Qty	Description	Unit Price	Discount	Line Total
1	One year maintance, support, and hosting for 2024			\$ 700.00

Subtotal	\$ 700.00
Sales Tax	0.08438
Total	\$ 759.06

Thank you for your business!

P.O. 352, Ruidoso, NM 88355 575/257/1517 earl@bellgeographic.com

Granite Mountain Accounting, LLC

255 W Hadley Ave
Las Cruces, NM 88005
P 575.521.7700 F 575.521.7702

Invoice

Invoice #:	WU27204
Invoice Date:	3/12/2024
Due Date:	3/12/2024

Bill To:

Dona Ana Soil & Water Conservation Dist.
760 Stern Dr. #118
Las Cruces, NM 88005

Click the PAY NOW button on our website:

www.granitemtnaccounting.com

Description	Hours/Qty	Rate	Amount
Assist with Payroll Tax Set Up in QuickBooks	0.5	75.00	37.50T
Review and Make Changes to Quarterly Report	2	75.00	150.00T
Gross Receipts Tax		8.0625%	15.12

We appreciate the opportunity to work with you. Thank you for your prompt payment - Feel free to pay using our website, calling in to our office, or by check. Have a wonderful day!



Total	\$202.62
Payments/Credits	\$0.00
Balance Due	\$202.62



SAVE THE DATE!

NMWDOC 2024 *Spring* Conference

**Ruidoso Convention Center
May 1-3, 2024**

As promised, we have organized a SPRING 2024 Conference!

NMWDOC will be hosting the 2024 Spring Conference on
May 1-3, 2024 at Ruidoso Convention Center in Ruidoso, NM
The Convention Center is located at
111 SIERRA BLANCA DRIVE, RUIDOSO, NM, 88345

- **Save the Date.** Please block-out your calendars for this exciting upcoming conference.
- **Book you Rooms Now!** The MCM Elegante Lodge and Resort is our host hotel. Conference Room Rates: \$159 for Double Queen rooms and \$179 for Suites. Book directly with the hotel: **575-258-5500**
- **Other Ruidoso lodging options** include, but are not limited to:

Hotel Ruidoso - 575-257-2007
Comfort Inn - 505-315-7012
Inn of the Mountain Gods - 575-464-7059
- **More Details to Come.** We will send out a follow-up email with lots of additional conference & agenda details in the coming weeks.



Doña Ana Soil and Water Conservation District

USDA Service Center, NRCS Field Office, Suite 118

760 Stern Drive ■ Las Cruces, New Mexico 88005 ■ (575) 522-8775, Ext. 116 ■ www.daswcd.org

POLICY 01-2022 – La Union Watershed District Communications

APPROVED: 1-13-2022

PURPOSE: Outline communication requirements to La Union Watershed District (LUWSD) Board of Directors, maintaining open communication and transparency of its activities, projects and goals to the Dona Ana Soil and Water Conservation District (DASWCD) Board of Supervisors. This will ensure DASWCD Board of Supervisors have knowledge and understanding of LUWSD mission and goals.

La Union Watershed District is a subdivision of Dona Ana Soil and Water Conservation District (Per NMSA 73-20-4 – “NM Watershed District Act”). Furthermore the La Union Watershed District Board of Directors are the governing body of the Watershed District, under the supervision of the Dona Ana SWCD Board of Supervisors. (NMSA 73-20-12A).

Communication

Monthly Reports: The LUWSD will provide a monthly report to the DASWCD summarizing its current projects/activities (i.e. hosting Storm Water Coalition meeting, preparing ICIP request, meeting with Senator Lara, etc.); proposed projects/activities: (i.e. planning a budget workshop, hiring personnel, working with townsite to lease property, etc.) and other items that will impact the LUWSD Budget. **The DASWCD District Manager’s presence at the LUWSD monthly Board meeting does not negate the requirement to provide monthly reports/documents as directed, and to have any and all documents available at the monthly Board meeting,**

Attachments: Any attachments sent to DASWCD must be in word/pdf format.

Meeting Minutes: The LUWSD will provide a copy of Board of Director Monthly Meeting minutes to DASWCD.

Requests for Board of Supervisor Action: Any items requiring the DASWCD action shall be provided to the Board of Supervisors in a timely manner to be placed on the DASWCD agenda. The action item will be presented by one of the LUWSD Directors at the DASWCD meeting. If a LUWSD Director cannot be in attendance at the DASWCD meeting, a cover page will

accompany the Action Request, providing the background on the action, the reason for requesting approval, the impact on the budget and who to contact for more information. If this information is not provided to the Action Request, the DASWCD will not take the item up for action.

Annual Report of Activities: The LUWSD shall provide the DASWCD and Soil and Water Conservation Commission with an annual report of activities for the previous FY by the July 31 of each year.

Proposed Action Plan for Upcoming FY: The LUWSD shall provide the DASWCD and Soil and Water Conservation Commission with a Proposed Action Plan for the upcoming fiscal year by May 1 of each year.

FINANCIALS:

Annual Proposed Budget and Mil Levy: Per NMSA 73-20-17 – “Within the first quarter of each calendar year, the board of directors shall prepare an itemized budget of the funds needed for administration, construction, operation and maintenance of works of improvement. After approval of the budget by the board of supervisors, the board of directors shall, by order or resolution, levy an assessment sufficient to meet the budget, not to exceed five dollars (\$5.00)...”

Quarterly Budget Reports: The LUWSD shall present each quarterly budget report to the DASWCD Supervisor for approval before submission to NM Department of Finance Authority.

Grants and Capital Outlay funding: The LUWSD shall provide the following information on any grant and capital outlay fundings requests, before submission: Purpose of grant funding, timeline for grant project, grant program management information, other partner organizations, letters of support, and budget impact.

DASWCD COMMUNICATION CONTACT: The DASWCD District Manager will be the point of contact for correspondence, reports requested, and actions requests.

i. Project Summary/Abstract

1. **Project/workshop title:** DASWCD Master Conservation Education
2. **Primary area that application pertains to as described in section A: Conservation Outreach Workshops**
3. **Project director/contact name and contact information:**
Jennifer Kleitz
760 Stern Dr #118, Las Cruces, NM 88005
j.kleitz@daswcd.org
575-640-5323
4. **Names and affiliations of application collaborators:**
Jennifer Kleitz, Doña Ana Soil and Water Conservation District
Connie Maxwell, NMSU WRRRI
John Gwynn, Dona Ana County Flood Control
BLM
NRCS, Kristi Wright
5. **Project/workshop objectives:** Equip Dona Ana SWCD citizens interested in natural resource conservation with the knowledge and skills necessary to make informed decisions about natural resources and to become local leaders and educators.
6. **Project/workshop geographic area/location:** The project will take place in Doña Ana County, New Mexico.
7. **Project/workshop proposed activities:** We propose to lead a series of six workshops as a “Master Watershed Conservation” series forum providing updated information regarding the critical regional watershed issues. Bringing together subject matter experts in the areas of water availability, floods and erosion control; watershed health and rehabilitation; and conflicts over water and management.
8. **Project/workshop deliverables and benefits:** Through these forums and webinars the project will equip Dona Ana SWCD citizens interested in natural resource conservation with the knowledge and skills necessary to make informed decisions about natural resources and to become local leaders and educators.

ii. Project Description

a. Project background

Dona Ana SWCD conducted a pilot “Master Watershed Conservationist programs” templated from the successful “Master Gardener” program at NMSU Extension. The program was not successful in that there were not “graduates”. It was very evident however that the topic areas presented during the program were well attended and were very much of interest to the local community.

There is a continual critical need for educated decision makers with a sound knowledge of the critical regional watershed issues to be able to make sound conservation policy. Some of our critical watershed issues include:

- Water availability: Greater frequency of prolonged drought;
- Floods and erosional control: Increase in intensity of high-energy monsoonal floods, resulting in: soil erosion, scouring of vegetation and degradation of water quality
- Need to design flood control and water storage infrastructure from a watershed perspective;
- Development encroachment on natural wildlife and its habitation;
- Need for innovative policies, land use protections, and removal of policy barriers.;
- Farming, ranching, and tourism economic losses from impacts of ecological health declines;
- Removing excess sediment and restoring water flow capacity consumes considerable resources and stresses the agricultural and urban economies;
- Conflicts over water and management: Texas vs. New Mexico lawsuit; need also exists for the community to develop a space where it can concurrently come together for discussion and collaborative development of potential solutions.

To continue providing updated information on these critical issues, we will provide a series of eight hybrid (zoom and live) forums on the topics of:

- Watershed & Watershed Planning
- Weather, Climate, Droughts & Flooding
- Hydrology, Steam Processes and Ecology of the Southern NM Rio Grande
- Soils and Geologic Processes
- Watershed Management & Water Quality
- Water Laws and Regulations
- Water Supply Management and
- Working together.

b. Project/workshop objectives and methods

Our project has two central goals:

1. To provide citizens of the Mesilla Valley with updated information about water resources, climate and watershed health, and
2. Continue to raise the awareness of the need for continued watershed restoration work on the ground in Dona Ana County to create healthy watershed, soil and increase underground water levels.

We will evaluate our progress toward these goals primarily by 1) the number of registrations and attendance at the forums; and 2) evaluating the questions asked during the forums and responses to the follow-up questionnaires.

Additional indicators of progress will be the activity on the website – individuals accessing the data (videos and transcripts) on the DASWCD website.

Our methods, in brief, focus on offering presentations by subject matter experts from NRCS, NMSU, Dona Ana County, EBID that inform participants about these critical areas. The forums will consist of a presentation(s) about the topic and then a question and answer period. The presentation will be recorded on Zoom and then saved to the DASWCD website. The audio file will be transcribed in English and Spanish. All transcripts will be available on the website.

A “Frequently Asked Questions” (FAQs) document about the different topic areas, as well as links to other topic area resources, will be available through the website.

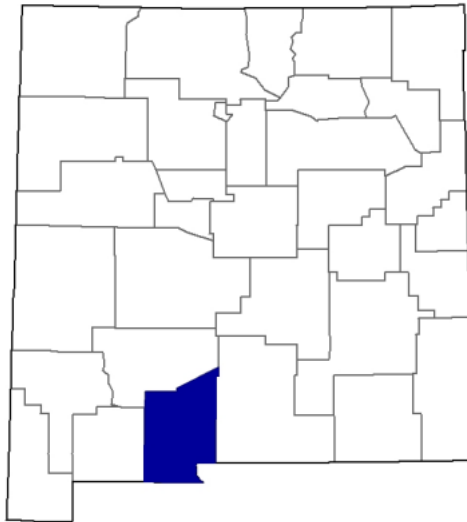
c. Project/workshop action plan and timeline

Task	Month											
	July 2024	Aug. 2024	Sept. 2024	Oct. 2024	Nov. 2021	Dec. 2025	Jan. 2025	Feb. 2025	Mar. 2025	Apr. 2025	May 2025	June 2025
Stakeholder meeting to set up Forum Schedule: Topics, speakers, dates, locations	█	█	█									
Coordinate with venues; publish Forums series schedules			█	█	█							
Develop evaluation materials				█	█							
Develop marketing and outreach materials, publicize workshops and start registration.				█	█	█						
Host Forum 1 Kick Off Forum Watersheds & Watershed Planning; Get video on website and have transcripts created							█					
Host Forums 2,3; Get videos on website and have transcripts created								█				
Host Forum 4; Get video on website and have transcripts created									█			
Host Forums 5,6; Get videos on website and have transcripts created										█		
Host Forum 7; Get video on website and have transcripts created											█	
Document participants' questions about the topics and share questions with stakeholders;											█	
Perform program monitoring and evaluation	█	█	█	█	█	█	█	█	█	█	█	
Submit reports							█					█

d. Geographic location and size of project or project area

The project will benefit producers in Doña Ana County, a heavily agricultural area in far southern New Mexico. As of 2017, Doña Ana County included 1,946 farms working a total of 528,270 acres (National Agriculture Statistics Service, 2017).

A map of New Mexico with Doña Ana County highlighted is provided in Figure 2.



Location of Doña Ana County (shaded) within New Mexico

e. Project management

Doña Ana Soil and Water Conservation District District Manager Jennifer Kleitz will coordinate the efforts of the project partners, arrange for the workshops, and lead program monitoring and evaluation.

Connie Maxwell (NMSU WRRRI and SW Stormwater Coalition) will be the lead for the topic areas, speakers and schedule.

Project partners include the following:

Doña Ana Soil and Water Conservation District

Doña Ana Soil and Water Conservation District (DASWCD) is authorized by the Soil and Water Conservation District Act (73-20-25 through 73-20-48 NMSA 1978) to conserve and develop the natural resources of the state, provide for flood control, preserve wildlife, protect the tax base and promote the health, safety, and general welfare of the people of Doña Ana County.

DASWCD is a governmental subdivision of the State of New Mexico.

DASWCD works in partnership with the New Mexico Department of Agriculture, other state and federal agencies, and various organizations to advance conservation on private and public lands.

DASWCD is the applying organization on this proposal and will coordinate overall project efforts.

Cruces Creatives

Cruces Creatives is a 501(c)(3) makerspace for Dona Ana County, providing tool access and training in a vast range of creative and trade disciplines, often in integration with formal educational goals. Launched as a nonprofit in 2017, Cruces Creatives established and leads the Seeding Regenerative Agriculture Project, a \$210,000 grant-funded program that coordinates technology development and peer-to-peer knowledge sharing for New Mexico farmers and ranchers interested in sustainable/regenerative practices. Key personnel at Cruces Creatives (Patrick DeSimio, Lea Wise-Surguy, and Jon Simmons) have established and successfully managed other initiatives in the agricultural and food production sector, including SeedShare Las Cruces and the MESA Project (a series of community meals that created a network of over 250 stakeholders from across the agricultural sector). In this project, Cruces Creatives will leverage its networks of agricultural producers to increase participation at forums. Cruces Creatives also has the capacity to coordinate the forum registrations and gather attendance information.

f. Project/workshop deliverables/products

Specific project deliverables include

- Seven conservation topic presentations,
- Video recorded presentations and transcripts.
- A list of questions and additional guidance for the public on these conservation issues.

g. Benefits or results expected and transferability:

Educating people about critical watershed issues in Dona Ana county can have several benefits. It can increase awareness about the importance of protecting and preserving watersheds, which are essential for providing clean water, supporting biodiversity, and regulating the local climate. By understanding these issues, people can make more informed decisions about their water usage, land development, and conservation efforts. This education can also foster a sense of community responsibility and encourage collaboration among residents, local authorities, and environmental organizations to work together towards sustainable watershed management. Ultimately, raising awareness about critical watershed issues can help ensure the long-term health and resilience of Dona ana county's water resources for future generations.

The video recorded presentations will be posted online, could be used to launch additional workshop series—entirely virtually—for as long as their information is accurate, which could be several years.

With much optimism, DASWCD is intending to re-market the “Master Watershed Conservationist Program” to the workshop attendees, moving on with the pilot program from 2020.

La Union Watershed District

Profit and Loss January - March, 2024

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Expenses	
Building & property rent	50,869.66
Insurance	200.00
Office expenses	
Software & apps	95.85
Total Office expenses	95.85
Payroll expenses	
Wages	292.50
Total Payroll expenses	292.50
Utilities	
Electricity	259.85
Total Utilities	259.85
Total Expenses	\$51,717.86
NET OPERATING INCOME	\$ -51,717.86
Other Income	
Other income	10,653.68
Total Other Income	\$10,653.68
NET OTHER INCOME	\$10,653.68
NET INCOME	\$ -41,064.18