

ENMWUA Regular Board Meeting

DATE: Thursday, August 16, 2018, 1:00 PM

LOCATION: Sitterly Professional Center
801 Pile Street
Clovis, NM 88101

1 **1. Call to order**

2 The meeting was called to order by Chair Lansford at 1:01 PM

3 **2. Roll Call**

4 Roll was called. The following ENMWUA Board Members were in attendance:

5 Chair Lansford, Vice Chair Jackson, Member Bryant, Member Lucero and Member
6 Thornton.

7 The following were absent:

8 Member Clayton and Member Scioli.

9 **3. Approval of Agenda**

10 A motion to approve the agenda was made;

Result:	Approved by Vote (Unanimous)
Motion:	Member Bryant
Second:	Member Lucero
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

11 **4. Approval of Minutes**

12 A motion to approve the minutes from the regular meeting at the Texico Fire Station on July
13 19, 2018;

Result:	Approved by Roll Call Vote (Unanimous)
Motion:	Vice Chair Jackson
Second:	Member Bryant
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

14 **5. Public Input**

15 A. No Public Input

16 **6. New Business Items**

17 **A. ENMWUA Items for Consideration/Action**

18 a. Resolution 2018-04 – Mr. Orlando Ortega

19 i. Mr. Ortega explained that this resolution was to approve the submission of a
20 notice of intent to the Water Trust Broad to seek funding in FY2019. This has
21 been done for several years and is the primary way we obtain state funds for
22 the water project.

23 ii. Mr. Ortega stated he has completed the form and indicated Finish Water 3 as
24 the project to be funded. The cap for funding is approximately \$3.3 million.

25 iii. Chair Lansford asked if there is an overlap of funds from one year to the next,
26 can the funds be used for another project? Mr. Ortega stated he thought we
27 would be able to do that. Mr. Honea with Jacobs Engineering stated that we
28 could also change the write up on what money and project we are going to
29 apply for since this is just a notice of intent. Discussion on adding FW2 and
30 FW3 to the intent application was important to do in case funds would be
31 needed to complete FW2. It was agreed and Mr. Ortega said he would add
32 FW 2 to the Notice of Intent application.

33 iv. A motion was made to approve Resolution 2018-04;

Result:	Approved by Roll Call Vote (Unanimous)
Motion:	Member Lucero
Second:	Member Thornton
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

34 b. Resolution 2018-05 – Mr. Orlando Ortega

35 i. Mr. Ortega stated that this is resolution approved the fourth quarter
36 financial report. The approval will allow us to file out budget with the state.

37 ii. Mr. Ortega stated that there was also a fund balance transfer on the budget
38 that needed to occur. The money totalling \$41,584 is money that was
39 earmarked for matching funds but all of our match was made last year out of
40 the general fund. This change moved the money to the general fund.

41 iii. A motion was made to approve Resolution 2018-05 and the change in
42 budget;

Result:	Approved by Roll Call Vote (Unanimous)
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Motion:	Member Bryant
Second:	Vice Chair Jackson
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

- 43 c. Resoluition 2018-06 – Mr. Orlando Ortega
- 44 i. Mr. Ortega stated that this resolution creates a Finance Committee for
- 45 ENMWUA.
- 46 ii. The Finance Committee would review financial decisions for the board
- 47 before they get placed on the agenda for the full board.
- 48 iii. Examples included ammendments to contracts with Jacobs, budget and grant
- 49 processes, and emergency decisions when a financial decision is needed but
- 50 the full board can not meet.
- 51 iv. A motion was made to approve Resolution 2018-06 with the addition of
- 52 being able to substitute any board member if one of the designated
- 53 members is unavailable;

Result:	Approved by Roll Call Vote (Unanimous)
Motion:	Member Bryant
Second:	Member Lucero
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

- 54 d. Resolution 2018-07 – Mr. Orlando Ortega & Mr. Erik Harrigan
- 55 i. Mr. Ortega stated that this resolution was to adopt the updated 2018
- 56 Finance Plan that RBC has fomulated for us.
- 57 ii. Mr. Harrigan showed a presentation with the main points of the plan. The
- 58 plan covered funding (local, state and federal), expenses, debt, anticipation
- 59 of inflation, and revenues from the state and federal governments.
- 60 iii. The plan looks at financial numbers from 2018 to 2044. With that in mind,
- 61 this finance plan should be updated every 2 years since the farther out the
- 62 assumptions on funding are, the less accurate they are. Updating the plan
- 63 will also make member contributions more accurate.
- 64 iv. Mr. Ortega stated that the objective of the plan was to be realistic of what
- 65 funding we will be receiving and needing.
- 66 v. Member contributions according to the last adopted finance plan is
- 67 \$1,948,717 and according to this new plan they will be \$1,655,526. Mr.
- 68 Ortega plans to hand deliver the member invoices this year and based the
- 69 amounts due off of the new plan. Chair Lansford said that it would be Mr.
- 70 Ortega’s discretion if he would like Mr. Harrigan to accompany him on his
- 71 presentations to the member communities.
- 72 vi. A motion was made to approve Resolution 2018-07;

Result:	Approved by Roll Call Vote (Unanimous)
Motion:	Vice Chair Jackson
Second:	Member Bryant
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

- 73 e. Intake Structure Warranty Work Update – Mr. Orlando Ortega & Mr. Jim Honea
74 i. Mr. Ortega stated that a report has come in from Jacobs in regards to the
75 repair work. It came in late the night before the meeting and has not be
76 reviewed thoroughly yet.
77 ii. Mr. Honea discussed what the issues were with the intake structure. The
78 cable used to lift the screens continues to fail. There are a couple of
79 recommendations on what could be done going forward:
80 1) Testing of the cable to make sure it is as strong as it is suppose to be;
81 2) And pulling the screens out and dry storing them until things can be
82 analyzed further.
83 iii. There were a few minor repairs that were completed: a thermostat in the
84 maintenance building and a protection feature that protects the metal from
85 corosion.
86 iv. Mr. Ortega showed a few pictures from the intake structure.
87 v. Mr. Ortega stated that there was some value engineering done on the
88 structure that happened when Mr. Howalt was working on the project. Parts
89 of the work are covered under the 1 year warranty since they broke before
90 the 1 year warranty expired. There will be some cost associated with some
91 of the repairs, which will be taken to the finance committee.
92 f. Engineer Contract Recommendation for Finish Water Two – Mr. Jim Honea
93 i. Mr. Ortega stated that the evaluation process has been completed on the
94 two proposal bids that were submitted.
95 ii. Mr. Honea discussed the proposals and showed the average scores from the
96 committee. He also showed the difference in cost between what was
97 estimated and what was bid. Mr. Honea also present 3 options of what parts
98 of the bid the board could award. The option that was prefered was option 1
99 which included the base bid and alternatives 2-4.
100 iii. Funding was discussed briefly, along with current and future funding from
101 member, state, and federal funds. Mr. Ortega stated that budget would be
102 something for the finance committee to discuss before taking it to the full
103 board.
104 iv. There was a discussion on having a special meeting next week to approve
105 member funding designation to finish water 2, with the finance committee
106 meeting beforehand.
107 v. A motion was made to chose option 1;

Result:	Approved by Roll Call Vote (Unanimous)
Motion:	Vice Chair Jackson
Second:	Member Bryant
Ayes:	Lansford, Jackson, Bryant, Lucero, Thornton

- 108 g. BOR Rural Water Projects Group Update – Mr. Orlando Ortega
109 i. Mr. Ortega updated the board on the upcoming trip to Washington DC. The
110 dates are September 25 and 26. The focus of the trip is to increase funding
111 for the remaining rural water projects.
112 ii. Mr. Ortega stated that most of the projects are taking about 4 members each
113 but that is not a firm limit. If someone else is interested in going, that could
114 be fit into the budget. Those currently set to go are Mr. Ortega, Chair
115 Lansford, Member Lucero and Mr. Ryan.

116 **7. Unfinished Business**

117 **8. Reports from Board Members and Staff**

118 **A. ISC Report – Mr. Rex Stall**

119 Mr. Stall was unable to attend the meeting. Mr. Ortega handed out his report to the
120 board members. No further discussion occurred.

121 **B. State Activities – Mr. Joe Thompson with Thompson Consulting, LLC**

122 Mr. Thompson was unable to attend the meeting due to a family emergency.

123 **C. Federal Activities – Mr. John Ryan with Capitol Consulting, LLC**

124 Mr. Ryan was unable to attend the meeting. Mr. Ryan sent his report to Mr. Ortega
125 which was handed out to the board.

126 **D. CH2M/Jacobs – Mr. Jim Honea**

127 Mr. Honea gave an update on the Finish Water 3 easements. With the exceptions of
128 Cannon AFB and the city park parcel, all the initial letters have been sent out. If no
129 response is heard from those that have had second offer letters sent out, they will be
130 turned over to Mr. Richards for further action.

131 **E. Report from the Chair – Chair David Lansford**

132 Chair Lansford commented on the Ute Water Commission meeting that occurred a
133 couple of weeks ago. The contract with the Interstate Stream Commission will expire in
134 a couple of years. The process to renew has begun and the member communities will be
135 receiving a copy of the contract soon for review. Some dam safety review happened
136 during the meeting. The EPCOG has been the administrative arm of the commission and
137 are asking for another assessment. There will be some costs associated with the

138 maintenance of the dam, but it is owned by the State of New Mexico through the
139 Interstate Stream Commission. The hope is that the owner of the dam will take
140 responsibility for maintenance and upkeep.

141 **F. Report from the Administrator – Mr. Orlando Ortega**

142 Mr. Ortega mentioned that he emailed his monthly report to the board. Mr. Ortega
143 stated that Authority work is moving forward and hopes that the board sees that
144 through his report. Chair Lansford thanked Mr. Ortega for his report and thinks that the
145 report will allow the board and members to be better informed on the Water Utility
146 Authority actions. Mr. Ortega stated that everyone is invited to come and tour the new
147 office space today since the office is upstairs from the meeting room. Mr. Ortega also
148 mentioned that we have new signs up for the office, inside and outside the building. Mr.
149 Ortega stated that if anyone wants him to do a presentation for their community, to let
150 him know and he will be there.

151 **G. Financial Activities/Report – Mr. Orlando Ortega**

152 Mr. Ortega commented on the financial report for the month. This report is ending July
153 31st. There were no revenues coming in but we should see a change in that area once
154 the member invoices go out. Mr. Ortega went over the different categories and let the
155 board know what they cover. The ending balance as of July 31, 2018 is \$4,927,367.63.

156 **9. Future Agenda Items**

157 A. Next Regular Meeting, Location, Date, and Time Curry County Commission Chambers,
158 417 Gidding, Clovis, NM, September 20, 2018 at 1:00pm.

159 **10. Public Input**

160 **11. For the Good of the Order**

161 **12. Adjournment**

162 Meeting adjourned officially at 3:09 PM

163

164

165 X David M. Lansford

166 David Lansford

167 Chairman

X Robert E. Thornton

Robert Thornton

Secretary