

MEETING MINUTES

ENMWUA Regular Board Meeting

DATE: Thursday, January 17th, 2019

LOCATION: ENMWUA Offices (Sitterly Professional Center)
801 Pile Street, Clovis. NM 88101

1 **1. Call to order**

2 The meeting was called to order by Chairman Lansford at 1:04 pm.

3 **2. Roll Call**

4 Roll was called. The following ENMWUA Board Members were in attendance: Members Bryant,
5 Clayton, Lansford, Thornton, and Lucero were in attendance. Members Jackson and Scioli were
6 absent.

7

8 **3. Approval of Agenda**

9 A motion to approve the agenda was made;

Result: Approved by Vote (Unanimous)

Motion:
Member
Bryant

Second:
Member
Clayton

Ayes:

Nays:

10 **4. Approval of Minutes**

11 A motion to approve the minutes from the regular meeting at the ENMWUA Offices (Sitterly
12 Professional Center) on December 20th, 2018.

Result: Approved by Vote (Unanimous)
Motion:
Member
Lucero
Second:
Member
Thornton
Ayes:
Nays:

13 **5. Public Input**

14 A. N/A

15 **6. New Business Items**

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

- 17 a. Recommendation/Action of request from CH2M/Jacobs Engineering for an Amendment
18 #20 to the 2010 contract with CH2M/Jacobs.
- 19 i. Mr. Ortega stated that Amendment 20 is a request to add funds to Task Order
20 Four. The request from Jacobs is for \$50,000, however Mr. Ortega feels that
21 \$30,000 will be a sufficient amount. The ENMWUA has expended \$29, 844.80 on
22 Task Order Four Since June of 2018. After discussion from the Board, the
23 \$30,000 amount for Amendment 20 was approved, Member Thornton stated
24 that his concern is that we do not let the management for FW2 spill over into
25 other areas. He wants to make sure that funds come from the correct place.
26 Mr. Ortega stated that we have seperated all items to make sure that there is no
27 spill over.

Result: Approved by Vote (Unanimous)
Motion:
Member
Clayton
Second:
Member
Bryant
Ayes:
Nays:

28

29 **7. Unfinished Business**

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

31 a. FW2 Groundbreaking date and itinerary.

32 i. Mr. Ortega stated that he determined that February 26th is the date that has
33 been chosen. Ms. Widner stated that the plan is to have lunch in the
34 training room at the ENMWUA Office, and then have some of the Board
35 Members speak if they would like to. Then we will drive to a location that is
36 To Be Determined to have the actual ground breaking. Mr. Ortega stated
37 that since the weather could be cold, we thought it was a better idea to hold
38 part of the ceremony at the office. This will also serve as an open house for
39 community members to see our offices. We anticipate that there will be
40 pipe at the job site by then. We have been working on generating an
41 invitation list and an invitation.

42 b. Progress on developing a Mission Statement.

43 i. Mr. Ortega stated that this was brought to the Board two meetings back. The
44 ENMWUA has been unable to find a mission statement, so he thinks that this is a
45 good time to do so. Member Clayton was nominated to come up with an idea by
46 the Board. Chair Lansford thinks that it could be a good idea to have a Mission
47 Statement by the Ground Breaking ceremony. Member Clayton will have a
48 Mission Statement ready to present to the Board by February 21, which is the
49 date of the next meeting.

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

51 **A. ISC Report – Mr. Rex Stall**

52 There was no verbal report, but Mr. Stall sent report on the reservoir and its status. The
53 report shows that the reservoir is at its maximum storage capacity and is healthy.

54 **B. CH2M/Jacobs – Mr. Jim Honea**

55 Mr. Honea introduced Jennifer Matranga who is the Project Manager from Oscar Renda
56 Contracting. He talked about the 3 weeks look ahead schedule and the clearing and
57 grubbing activities that are going on. He stated that the trenchless crossings will begin the
58 week of January 28th if the submittals are turned in on time. The long- term schedule is
59 trenchless crossings and hopefully welded steel pipe by mid- February, but this all depends
60 on submittals and the manufacturing of the pipe. Tentatively, the project should be
61 finished by late September. Ms. Matranga spoke briefly regarding all the behind the scenes
62 work that is going on. Submittals, testing of the soil, etc.

63 **C. State Activities – Mr. Joe Thompson with Thompson Consulting, LLC**

64 There was no report from Mr. Thompson. Mr. Ortega briefly discussed communicating with
65 Mr. Thompson frequently and discussing strategy to apply for Capital Outlay funds for Finished
66 Water 3, the next phase of the project. A meeting is scheduled to meet with the Governor or

67 her staff on February 29th. Mr. Lansford stated that since the state's revenues have gone up,
68 we are looking to find additional revenue.

69

70 **D. Federal Activities – Mr. John Ryan with Capitol Consulting, LLC**

71 Mr. Ryan stated that he is reviewing and studying all the changes going on in Washington.
72 Preparing for staff changes. The appropriations committee was appointed, but no NM reps are
73 on it. He stated that we would want to meet with committees and staff early this year. They
74 are talking about allowing earmarks in appropriations since Democrats are in control of the
75 house and that we should watch this closely. Tom Udall is still on the Appropriations
76 committee which is good because his seniority has increased. Mr. Ryan also talked about the
77 letter that the Rural Water Projects sent to the Administration, encouraging them to increase
78 funds. He suggests that the ENMWUA visit Washington soon to meet with new members of the
79 delegation to request funds. Mr. Ryan thinks that the fact that FW2 is under construction is
80 good and might help the ENMWUA to receive more funding. He also stated that the current
81 government shut down will not impact the BOR funding for Rural Water Projects. Diane
82 Ventura from the Senator Heinrich's office was present and stated that there might be a delay
83 with the annual budget process due to the shutdown, which might delay the entire process.

84

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

86 Chairman Lansford briefly about strategy and negotiating with a Democratic controlled
87 government and the fact that this project is non-partisan. We will not take one side or
88 other, we will stay in the middle and move forward. Mr. Ryan said that he and Mr.
89 Thompson have contacts on both sides, and they work with everyone. We are succeeding
90 in a lot of respects because we haven't played politics. Diane Ventura added to this, saying
91 that she has always helped people, regardless of their party affiliation. Chairman Lansford
92 said that this sets a good example for everyone.

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

94 Mr. Ortega spoke regarding focusing on the FY 19 WTB funding. We have submitted our
95 application and are waiting to hear whether we will advance to the next stage. We have
96 been working on refining the ENMWUA Financial Report to make it more understandable
97 and readable and enable us to track our expenditures more easily. Weekly meetings with
98 Jacobs Engineering, using a spreadsheet to track engineering costs since they fluctuate, and
99 focusing on bringing costs down. Weekly construction meetings with Oscar Renda, QA/QC
100 Meeting with ORC, Engineering, and inspectors on the project. Meetings with Curry County
101 Road Dept, staying in touch with property owners, completed OSHA Training, working with
102 CAFB, Rural Water Projects, communication with the OMB, working with BNSF regarding
103 permit extension, and planning the groundbreaking event. Also, communicating with ASI
104 constructors regarding the Intake Structure and the warranty/ repairs that need to be done.
105 Vendor contracts are also due to be renewed. Presentations to various groups, etc.

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

107 Mr. Ortega spoke regarding reviewing, authorizing, paying bills on time. Monthly finances,
108 studying and understanding the budget. Member contributions were the only revenues for the
109 month, this was Portales Annual Member Contribution. Notary receipts, payroll expenses,
110 insurance, phone line, electricity for the intake facility, transportation and education included
111 mileage for the Santa Fe trip and OSHA training receipts, Aon Insurance, rent, printing and
112 office supplies are included in the monthly expenses. Professional services are included as well
113 and include Greig & Richards, Jacobs Engineering, Capital Consultants, Thompson Consulting,
114 Rex Stall, and Hinkle and Landers, these are the previous months charges. We have separated
115 Task Order 5 A.4 "Services During Construction" for FW2 from the rest of the engineering
116 expenses. Many small expenditures are put on our Bank of America card, these charges run
117 anywhere from 1 ½ to 2 months behind. All our dollars are accounted for and we must stick to
118 our budget. Regarding our profit and loss statement, we have eliminated columns to make it
119 easier for our Board Members to read and follow.

120

121 **9. Future Agenda Items**

122 A. Next Regular Meeting, Location, Date, and Time: ENMWUA Offices, February 21st, 2019 at
123 1:00 pm.


124 **10. Public Input**

125 A. Mr. Tom Blaine spoke briefly regarding serving the state of New Mexico as the State
126 Engineer and Chairman of the Water Trust Board. He thanked the ENMWUA for the way it
127 conducted business and has progressed over the years.

128 **11. For the Good of the Order N/A**

129 **12. Adjournment**

130 Meeting adjourned officially at 2:36 PM

131 X 

132 David Lansford
133 Chairman

X 

Robert Thornton
Secretary