

## ENMWUA Regular Board Meeting

DATE: Thursday, October 18, 2018, 1:00 PM

LOCATION: Portales Memorial Building  
200 E. 7<sup>th</sup> Street  
Portales, NM 88101

1 **1. Call to order**

2 The meeting was called to order by Chair Lansford at 1:15 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 Thornton, and Member  
6 Lucero.

7 (Absent were Member Clayton and Member Scioli.)

8 **3. Approval of Agenda**

9 Administrator Ortega requested that item d. under New Business Items be removed as it  
10 was not needed. A motion to approve the agenda with item d. removed was made;

**Result:** Approved by Vote (Unanimous)

**Motion:** Member Jackson

**Second:** Member Thornton

11 **4. Approval of Minutes**

12 A motion to approve the minutes from the regular meeting at the Sitterly Professional  
13 Center on September 20, 2018;

**Result:** Approved by Roll Call Vote

**Motion:** Member Lucero

**Second:** Member Bryant

**Ayes:** Lansford, Jackson, Bryant, Thornton, Lucero.

**Absent:** Clayton, Scioli.

14 **5. Public Input**

15 A. No Public Input

16 **6. New Business Items**

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

18 a. Finance Committee Recommendation/Action of Resolution 2018-10 Member  
19 Contribution Pledge of Additional Funds toward FW2 Construction Project. -Ortega

20 Mr. Ortega provided an overview of a finance plan for funding FW2, Alternates #7 and  
21 #8, and also to reduce ENMWUA debt on past WTB loans. This plan has been discussed and  
22 input provided by the ENMWUA finance committee before presenting to the board. To  
23 accomplish the finance plan goals, two sources of funding were considered and are before  
24 the board for their consideration and recommendation for approval. One is to use  
25 ENMWUA general funds and the other is to use City of Clovis’s reserved funds dedicated  
26 toward future annual member contribution for the ENMWUA. The finance plan will take  
27 \$1,159,517.76 from the ENMWUA general fund to pay for FW2 Alternate #7. Funds to pay  
28 for Alternate #8 would come in the form of a “Pre-Pay” from the City of Clovis’ future  
29 annual member contributions fund. The amount would come in a lump sum. That amount  
30 would then be deducted from the City of Clovis’ future annual contributions over a three (3)  
31 year period beginning FY2020. The finance plan will still allow for adequate reserves to  
32 maintain a healthy general fund for the ENMWUA. Chairman Lansford expressed that the  
33 City of Clovis has looked at supporting funding Alternate #8 through an intergovernmental  
34 agreement. If this is approved today, the City of Clovis intergovernmental agreement will  
35 go before the Clovis City Commission at tonight’s meeting.

36 A motion was made to approve the resolution;

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

38 b. Intergovernmental Agreement between the ENMWUA and the City of Clovis, NM –  
39 Ortega, Lansford

40 Mr. Ortega expressed that the Intergovernmental Agreement is an agreement between  
41 the ENMWUA and the City of Clovis for “pre-funding” of the FW2 Alternate #8. As  
42 mentioned, the City of Clovis will pre-pay the ENMWUA in the amount of \$1,372,596.72.  
43 That amount will come to the ENMWUA in one lump sum to be used for FW2 Alternate

44 #8. That amount would then be deducted from the City of Clovis' future annual  
45 contributions over a three-year period beginning FY2020.

46 A motion was made to approve the Intergovernmental Agreement;

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

47 c. Budget Adjustment Resolution 2018-11 for FY2018/2019. -Ortega

48 Mr. Ortega stated that the Budget Adjustment Resolution is to allow the ENMWUA to  
49 make a budget adjustment to the FY2019 budget approved by the ENMWUA and NMDFA in  
50 July of 2018. The NMDFA requires that any budget adjustments be reviewed and approved  
51 by the governing body, ENMWUA and submitted to the NMDFA for their review and  
52 records. The budget adjustment Resolution 2018-11 covers three adjustments with the  
53 ENMWUA budget. Adjustment one is a reduction in member contribution revenues totaling  
54 \$293,191.00 due to the adoption of the 2018 Finance Plan. The ENMWUA had been using  
55 the 2013 Finance Plan to determine member contributions. The 2018 Finance Plan lowered  
56 the member contributions by \$293,191.00.

57 A motion was made to approve the resolution;

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

59 d. Finance Committee Recommendation/Award of Annual Audit. -Ortega

60 Mr. Ortega reported that the ENMWUA has reached out to three NM accountants that  
61 are approved by the NM State Auditors office and has requested quotes for the annual  
62 audit. Mr. Ortega received two of three audits. One accounting firm decided they would  
63 not submit a quote. Integrity Accounting was the lowest quote. Another quote was  
64 submitted by Woodard and Cowen, a Portales Accounting firm. Their quote was about two  
65 hundred dollars more than Integrity.

66 A motion was made to approve the resolution;

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

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68 **7. Unfinished Business**

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

70 **A. ISC Report – Mr. Rex Stall**

71 Mr. Stall reported to the board his maintenance activities during the past month at the  
72 intake facility, and the current reservoir condition.

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

74 Mr. Thompson reported that he is working to set up meetings with our board and  
75 legislative officials. He said he would like to arrange a reception/meeting with key  
76 legislative officials to bring them up to date on our project. Mr. Thompson is looking at  
77 late November for doing this. He expressed he would like to have as many board  
78 members participate as possible. Mr. Thompson indicated that we have a great  
79 opportunity to gain some ground on capital outlay this year as there as revenues are up  
80 significantly.

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

82 Mr. Ryan provided an update on the group’s trip to Washington DC. He indicated that  
83 the group met with and became acquainted with the other four BOR Rural Water Project  
84 group. The group met with Dr. Timothy Petty, Assistant Secretary for Water & Science. We  
85 also met with staff of our US Representatives regarding their continued support and also to  
86 write a joint letter supporting FY2019 “plus-up” funding for ENMWUA.

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91 **D. Jacobs – Wendy Christofferson (via telephone)**

92 Wendy Christofferson joins the conference call to discuss activities for the last month. These  
93 include preparing for the Notice of Award to Oscar Renda as well as the contract, insurance, and  
94 bonds needed. Preparing change orders for Alternates #5, #6, #7, and #8 need to be approved by  
95 November 9<sup>th</sup>. Jacobs is communicating with Sara Rhoton of the NMED, Constructions Bureau to  
96 make sure everything is in place and setting up document controls for submittals in R5.  
97 Coordination and answering questions from the contractor, scheduling. Pre-Construction meeting  
98 will take place the second week in November. Proceed as Scheduled from contractor is due one  
99 week after they receive Notice to Proceed. We will receive the schedule approximately 7 days after  
100 the contractor gets Notice to Proceed.

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102 **Report from the Chair – Chair David Lansford**

103 Chair Lansford spoke briefly regarding certain stipulations that Cannon had regarding  
104 construction on the driving range and it only occurring at certain times. These  
105 stipulations might not be possible to meet. The commander also wants to have a copy  
106 of the construction schedule ASAP, which we will have approximately 7 days after the  
107 contractor receives Notice to Proceed.

108 **D. Report from the Administrator – Mr. Orlando Ortega**

109 Mr. Ortega stated that he is comfortable in the direction that Finished Water 2 is  
110 headed and stated that the Administrative report was sent to all board members. He also  
111 spoke briefly about the process of filling the Office Manager position.

112

113 **E. Financial Activities/Report – Mr. Orlando Ortega**

114 Mr. Ortega spoke regarding the collection of contributions, which have been received from  
115 Grady, Texico, Curry County, and Clovis. Portales had the item on their agenda, and their contribution  
116 will be collected soon. Elida and Melrose contributions are still out. The monthly statement of  
117 Revenues and Expenditures was also touched on briefly.

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120 **Future Agenda Items**

121 A. Next Regular Meeting, Location, Date, and Time Texico Fire Station, 120 N Turner Ave,  
122 Texico, NM, November 15, 2018 at 1:00pm.

123 **9. Public Input**

124 **10. For the Good of the Order**

125 **11. Adjournment**

126 Meeting adjourned officially at 2:15 PM

127 X David M. Lansford

128 David Lansford

129 Chairman

X Robert P. Thornton

Robert Thornton

Secretary