

ENMWUA Regular Board Meeting

DATE: Thursday, June 21, 2018, 1:00 PM
LOCATION: Memorial Building
200 E 7th Street
Portales, NM 88130

1 **1. Call to order**

2 The meeting was called to order by Chair Lansford @ 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 Clayton, Member
6 Thornton, Member Lucero

7 Chair Lansford took a moment to introduce Ms. Ruthann Kelly who executed the roll call.
8 Ms. Kelly is the new part-time Office Manager for Eastern New Mexico Water Utility
9 Authority office.

10 **3. Approval of Agenda**

11 A motion to approve the agenda was made;

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

12 **4. Approval of Minutes**

13 A motion to approve the minutes from the regular meeting at the Curry County Commission
14 Chambers on May 24, 2018 with a correction to the word “personal” to “personnel” on line
15 21;

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

16 **5. Public Input**

17 A. No Public Input

18 B. Chair Lansford took this time to introduce Ms. Sara Rhoton from the New Mexico
19 Environmental Department Construction Programs Bureau. Ms. Rhoton is the project
20 manager representing the New Mexico Environmental Department Construction
21 Program assigned to the ENMWUA project.

22 **6. New Business Items**

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

- 24 a. Approval of ENMWUA Open Meetings Act Resolution 2018-01 – Mr. Dave Richards
 - 25 i. Mr. Richards talked briefly about the resolution and its purpose. This is
 - 26 something that is required every year.
 - 27 ii. A motion was made by Member Bryant to approve the resolution and
 - 28 seconded by Member Clayton.

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

- 29 b. Approval of Board Meeting Schedule for 2018-2019 – Mr. Orlando Ortega
 - 30 i. Mr. Ortega presented the board with a meeting schedule for 2018-2019. The
 - 31 schedule included location of each meeting, except for the January 2019
 - 32 which is to be announced as it may be held in Santa Fe due to the NM State
 - 33 Legislature being in session.
 - 34 ii. A motion was made by Vice Chair Jackson to approve the schedule and was
 - 35 seconded by Member Lucero.

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

- 36 c. Approval of ENMWUA Office Lease Agreement 2018-2019 – Mr. Orlando Ortega
 - 37 i. Mr. Ortega stated that lease agreement on the ENMWUA current office
 - 38 space was coming to an end June 30,2018. The current location has an
 - 39 excess of space and Mr. Ortega proposed a move to the Sitterly Professional
 - 40 Center, 801 Pile Street, Clovis, to increase efficiency in space and cost. The
 - 41 proposed lease had already been reviewed by Mr. Richards.

- 42 ii. Member Clayton commended Mr. Ortega for taking steps towards efficiency
43 for the authority and that it has not gone unnoticed.
44 iii. A motion was made by Member Clayton to approve the office lease
45 agreement and was seconded by Member Bryant.

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

- 46 d. Discussion and/or Action regarding Engineering Services for Project Management for
47 Finish Water Two (FW2) – Member Thornton
- 48 i. Member Thornton feels it would be in our best interest if we explored
49 options for project management, thus enabling us to use our funds wisely.
- 50 ii. Member Thornton stated that in conjunction with the workshop, that we
51 consider looking into getting an independent third party consultant to review
52 our documents and needs.
- 53 iii. Chair Lansford stated that the total cost of Task Order 5, which includes a
54 repackaging and FW2 bidding process that have already been done and
55 include “services during construction”. The Services during Construction are
56 approximately \$950,000. Chair Lansford stated that it could be the right
57 amount of money for the project. There has been some conversation with
58 CH2M to better understand the reasoning behind the cost. It would benefit
59 the board to look into the cost and see if we can reduce some of the
60 expenses.
- 61 iv. Chair Lansford stated Task Order 5 was approved in August 2016 with CH2M.
62 The time and materials were put together at that time and costs have
63 increased with changes in economy. Chair Lansford asked Mr. Richards if we
64 are bound by that approval to work with CH2M. Mr. Richards stated that he
65 believed that the board had the ability to review and make changes or
66 deletions to the tasks that are assigned.
- 67 v. This item was assigned to Mr. Ortega to research and review.

68 **7. Unfinished Business**

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

- 70 a. Request for ENMWUA Workshop Date – Mr. Orlando Ortega
- 71 i. Mr. Ortega encouraged the board to come together and evaluate where the
72 Authority is currently at and where it is going. This exercise will be beneficial
73 in having all board members discuss and evaluate our next steps and steps
74 towards the Authority’s future activities.

- 75 ii. Mr. Ortega suggested a half day workshop with different presentations from
76 those involved in our projects.
- 77 iii. Dates were discussed by the board and it was decided to hold a workshop on
78 July 24 from 8 am to 12/noon. The workshop would take place in one of the
79 meeting rooms in the ENMWUA's new office space, the Sitterly Professional
80 Center.

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

82 **A. ISC Report – Mr. Rex Stall**

83 Mr. Stall stated that the reservoir level is holding out at 3.61 feet from the spillway
84 crest. Current storage is 192,500 acre feet. There has been 2.1 inches of rainfall since
85 October 2017. Mr. Stall was asked to put together a chart/graph with the rate of
86 evaporation from the reservoir and he stated that he would look in to producing a chart.

87 **B. CH2M/Jacobs – Mr. Jim Honea**

88 Mr. Honea stated that they will be working on setting up an updated budget for FW2
89 construction based on the most recent cost estimate and all the current funding
90 available. They are also working on setting up a monthly drawdown schedule to look at
91 how spending is going to happen during construction. The FW2 project has been in the
92 bid process and they are working with Mr. Ortega on this. The deadline for bids has
93 been extended to July 12, 2018 and the board approval date has been moved to August.
94 They are anticipating an additional addendum to the contact documents to address
95 questions from interested contractors.

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

97 Mr. Thompson has been attending the State of NM interim committee meetings. The
98 Water Natural Resources Committee is talking about having us come and present. Mr.
99 Thompson should have a date on that soon. Mr. Thompson has also talked with staff
100 members from both Ms. Lujan Grisham and Mr. Pearce's campaign offices. It has been
101 recommended that we ask for a meeting with them if they are in the area. Mr.
102 Thompson sought direction on sending a formal letter for the request. Mr. Thompson
103 stated that if anyone will be in Santa Fe to let him know. There are some people that he
104 can set up meetings with. For the future, there will be a change over in several
105 government officials after the elections. Mr. Thompson also recommended that we
106 include local legislative officials in our workshop in July. Member Clayton stated this is a
107 good invitation. It is important to be heard and heard often. Member Clayton asked if
108 this takes more trips to Santa Fe by different individuals and Mr. Ortega, would Mr.
109 Thompson be the one to arrange those meetings. Mr. Thompson said that he could.

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

111 Mr. Ryan sent a letter to the National Rural Water Association and also to our
112 representatives in Washington DC. A bill to increase federal funding for rural water
113 projects has passed through the House and the Senate Appropriations Committee and is
114 waiting on floor time in the Senate. There is a coalition (the five rural water projects)
115 forming for rural water to go to Washington DC and present a united front in hopes of
116 getting more funding approved. This could potentially take place in September. Mr.
117 Ryan tasked Mr. Ortega with getting a date locked in for this meeting. They are currently
118 looking at the week after Labor Day. Mr. Ortega has already been working with the
119 group to get a date set. Chair Lansford is in favor of us joining the other rural water
120 organizations.

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

122 Chair Lansford stated that he is working on getting meetings set up for July in Santa Fe.
123 The state engineer and the Department of Energy, Mineral, and Natural Resources
124 would like to meet. Chair Lansford knows that Mr. Ortega would like to meet with the
125 NM Finance Authority and that could happen at the same time.

126 Chair Lansford stated that he will be meeting with the Interstate Stream Commission
127 soon. They will be talking about updating the salt cedar eradication program. A similar
128 project was put into place in Texas and has been successful. There are hopes that the
129 Texas group will come and do a presentation. Chair Lansford stated that the reservoir
130 water reservation contract with the commission is set to expire in two years. It states
131 that the municipalities will receive water in two years. They stated in the past, that as
132 long as the project is being working on, they will extend the reservation contract and
133 hold off on the purchase of water contract.

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

135 Mr. Ortega submitted a report to the Members a few days prior. Mr. Ortega went over
136 some highlights. There has been a lot of re-organizing in the office with the help of new
137 staff member, Ruthann Kelly. Work will continue towards becoming more efficient. We
138 are now using a new bill pay system through Hinkle and Landers. This system still uses a
139 review/approval process like in the past but is done electronically. Quick Books is now
140 being coordinated with the accountant, Hinkle and Landers. Mr. Ortega has re-
141 registered for the SAM ID for the Federal Government. The bank account has been
142 updated to reflect board members who have left and those who have come on board.

143 The bid process for Finish Water 2 has been extended and we are currently on
144 addendum number 4. The new deadline to submit proposals from contractors is July 12.

145 Mr. Ortega mentioned the newly approved office lease. The office staff is excited to be
146 moving.

147 The Water Trust Board has given approval for a new GROAN for \$2,493,379. Mr. Ortega
148 is currently working on the readiness to proceed items.

149 Mr. Ortega stated that finalization is currently happening with the budget for FY 2018.
150 Mr. Ortega stated that clarity and transparency of funds is the goal for the next year.

151 Mr. Ortega stated that we are continuing the joint efforts with the Rural Water group.

152 Chair Lansford commended Mr. Ortega on the detailed report that he gave the board. It
153 has helped understand what is happening in the office.

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

155 Mr. Ortega went over the financial report that was sent to us from Hinkle and Landers.
156 As new systems and procedures are put in place reports will look different. Hopefully by
157 August reports and monthly expenses will look normal. As of May 31, 2018, there was
158 \$5,090,872.66 in the general fund.

159 **9. Future Agenda Items**

160 A. Next Regular Meeting, Location, Date, and Time Texico Fire Station, 120 North Turner
161 Ave., Texico, NM, July 19, 2018 at 1:00pm

162 **10. Public Input**

163 A. Ms. Diane Ventura from Senator Heinrich's office spoke to the Authority members. Ms.
164 Ventura stated that she has talked with Mr. Ortega to let him know that their doors are
165 always open for questions. Ms. Ventura stated that Ms. Mya Herrman in their DC office
166 was in contact with her and stated that Federal Energy and Water bills should be
167 passed this week. They can't determine where the money goes but can advocate for
168 the money. She also advised that when we visit with representatives at the State or
169 Federal level, to let the local office know. They are not always notified of the visits or
170 what was discussed.

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

172 **12. Adjournment**

173 Meeting adjourned officially at 2:14 PM

174 X 

175 David Lansford
176 Chairman

X 

Robert Thornton
Secretary