



**AGENDA**

**Eastern New Mexico Water Utility Authority Regular Meeting**

**ENMWUA Office (Sitterly Professional Center)**

**801 Pile Street, Clovis, NM**

**Thursday, May 26, 2022 - 3:00 pm**

**1) Call to Order**

**2) Oath of Office for ENMWUA Members**

- a) One Member for the City of Portales
  - o Ronald L. Jackson
- b) One Member from the City of Clovis
  - o Chris Bryant
- c) One Member for the Town of Elida
  - o Durward A. Dixon

<b>2021-2022 Members</b>	
<b>Clovis</b>	
Bryant	_____
Garza	_____
Morris	_____
<b>Portales</b>	
Jackson	_____
Lucero	_____
<b>Elida</b>	
Dixon	_____

**3) Roll Call**

**4) Approval of Agenda**

**5) Approval of Minutes**

- a) Minutes of ENMWUA regular meeting On Thursday, April 28, 2022 at 3:00 pm at the Roosevelt County Chamber of Commerce.

**6) Public Input**

**7) Monthly Financials**

- a) Approval of Monthly Financials for the Month ending April 30<sup>th</sup>, 2022 -Marez, Ortega
- b) Approval of Monthly Bank Transfer Request from Money Market Account #7111 to Business Checking Account #7101-Marez, Ortega

**8) New Business Items**

- a) Presentation and Request for Approval of the ENMWUA FY2023 Interim Budget. – Ortega
- b) Request for Approval to Post Notice of Intent for Sole Source Services with Harmon, Barnett, and Morris, P.C. for Legal Services. – Ortega, Bowens
- c) Request for Approval of Annual Service Agreement with Hinkle & Landers Certified Public Accountants for the Period of July 1, 2022 to June 30, 2023. – Ortega, Bowens

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing contact ENMWUA Administrator at (575) 935-4262 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact ENMWUA if a summary or other type of accessible format is needed.

- d) Request for Approval of the FY2022 Audit Contract with De'Aun Willoughby CPA, PC. – Ortega, Bowens
- e) Request for Approval of Services Agreement with RBC Capital Markets LLC for a Term of Four Years on an As Needed Basis. -Ortega, Bowens
- f) Request for Approval to Establish a Capital Construction Account with The Citizens Bank of Clovis for the Purpose and Use with Upcoming ENMRWS Project Activity. – Ortega
- g) Request to Approve FW3A Construction Change Order #1 in the amount of \$53,251.98– Ortega
- h) Request to Approve FW3A Construction Change Order #2 in the amount of \$131,614.89 – Ortega
- i) Request for Approval of Easement Agreements and Memorandum of Agreement with Bonnie Lee McCready and William John McCready and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 204 016 132 396 00 (AA)
- j) Request for Approval of Easement Agreements and Memorandum of Agreement with Bonnie Lee Jones, K.C. Jones, and Roberta Jones and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 204 017 132 264 00 (Y)
- k) Request for Approval of Easement Agreements and Memorandum of Agreement with Robert Lee Jones and Edith Irene Jones, Roberta Rene McKenzie, Kaye Cherie Schooley, and Bonnie Lee McCready and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 017 396 396 00 (X)
- l) Request for Approval of Easement Agreements and Memorandum of Agreement with Robert Lee Jones and Edith Irene Jones, Roberta Rene McKenzie, Kaye Cherie Schooley, and Bonnie Lee McCready and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 018 263 264 00 (V)
- m) Request for Approval of Easement Agreements with de Maio Farms and Ranches Inc., a New Mexico Corporation and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 204 012 132 396 00 (KK)
- n) Request for Approval of Easement Agreements with de Maio Farms and Ranches Inc., a New Mexico Corporation and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel 1 204 013 198 244 00 (II)
- o) Request for Approval of Easement Agreements with Shoenail Ranch Co., a New Mexico Corporation and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 022 264 132 00 (M)  
Parcel No. 1 203 021 396 264 00 (N)  
Parcel No. 1 204 020 264 264 00 (O)  
Parcel No. 1 204 020 264 264 00 (P)
- p) Request for Approval of Easement Agreements with Shoenail Ranch Co., a New Mexico Corporation and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 023 350 264 00 (J)

- q) Request for Approval of Easement Agreements with Linda Palla & Chris Westphal, Co- Trustees of the E.A. Westphal Trust # A/K/A Everett A. Westphal and Marjorie V. Westphal Irrevocable Living Trust Agreement Number One and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 025 264 396 00 (D)
- r) Request for Approval of Easement Agreements with Chris R. Westphal & Linda J. Palla, as Co- Trustees of the Everett A. Westphal and Marjorie V. Westphal Irrevocable Living Trust Agreement One and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel No. 1 203 026 264 264 00 (B)
- s) Request for Approval of Easement Agreement with Chris R. Westphal & Linda J. Palla, as Co- Trustees of the Everett A. Westphal and Marjorie V. Westphal Irrevocable Living Trust Agreement Number One and the ENMWUA for FW1 Pipeline Phase. -Ortega Parcel 1 203 027 264 264 00 (AC) PE only
- t) Request for Approval of FW1 Pipeline Plans, Specifications, and Construction Bid Package and to Advertise for Request for Proposals (RFP) for FW1 Pipeline Construction, Appoint an Evaluation Committee, and Permission to Negotiate Contract. – Ortega, Bowens

1) **Unfinished Business**

2) **Reports from Board Members and Staff**

- a) Project Development Activities -Jacobs/Smithco
- b) Ute Reservoir USGS Report – Bowens
- c) State Activities – Thompson
- d) Federal Activities – Ryan
- e) Report from the Chair – Morris
- f) Report from the Administrator - Ortega

3) **Future Agenda Items**

- a) Next Regular Meeting, Date, Time, and Location: Thursday, June 23, 2022 at 3:00 p.m. at the ENMWUA Office (Sitterly Professional Center) 801 Pile Street, Clovis, NM 88101.

4) **Public Input**

5) **For the Good of the Order**

6) **Adjournment**