

MEETING MINUTES

ENMWUA Regular Board Meeting

DATE: Thursday, March 28, 2024

LOCATION: Portales Memorial Building, 200 E. 7th Street, Portales NM, 88130

1 **1. Call to Order**

2 The meeting was called to order at 3:00 pm

3

4 **2. Roll Call**

5 Roll was called, the following ENMWUA Board Members were in attendance in-person: Chairman Morris,
6 Secretary Bryant, Member Carter, Vice-Chair Lucero, and Member Merrick. Member Garza was absent.
7 ENMWUA Administrator Orlando Ortega and staff as well as ENMWUA Attorney Kameron Barnett. Jim Honea
8 and Kent Bienlien with Jacobs Engineering. Richard Olmos with Oscar Renda Contracting, Inc. Members of the
9 public that attended: Elida Mayor Durward Dixon, Pat Boone – District 27, and Maddison Willis from the Eastern
10 New Mexico News attended via Teams.

11

12 **3. Approval of Agenda**

13 A motion to adopt the agenda was unanimously approved.

Result: Approved by Vote (4-0)

Ayes: 4

Nays: 0

14

15 **4. Approval of Minutes**

16 a) The Board unanimously approved the minutes from the Regular Board Meeting held on Thursday,
17 February 22, 2024, at 3:00 pm at the Clovis Carver Library (Ingram Room), Clovis NM, 88101.

Result: Approved by Vote (4-0)

Ayes: 4

Nays: 0

18

19 **5. Public Input**

20 Chairman Morris addressed the public for any comments, and no public input was made at this time.

21

22 **6. Monthly Financials**

23 a) Approval of Monthly Financials for the Month Ending February 29, 2024. – Ortega

24 Mr. Ortega reported total revenues for the month ending February 29, 2024, were in the amount of
25 \$5,722,136.72. Of that amount the Authority received revenue from State Funds for a total of \$43,444.90.
26 Those included disbursement requests for SAP funds for Task Orders with Jacobs Engineering. The
27 Authority also received USBR Funding in the amount of \$5,677,455.86. Interest earned for the month of
28 February was \$1,235.96. Expenditures reported for the month ending February 29, 2024, were
29 \$1,131,077.28. Bank account balances reported as of February 29, 2024, were as follows: ENMWUA
30 business checking account had a balance of \$165,701.82, ENMWUA Money Market account had a balance
31 of \$1,975,833.03, Capital Construction account had a balance of \$4,632,668.06, ENMWUA CD #6325 had
32 a balance of \$2,596,239.94, and ENMWUA CD #6326 had a balance of \$1,500,000.00. The total balance of
33 all Authority accounts as of February 29, 2024, was reported at \$12,077,056.86. A motion was made for
34 approval of the monthly financials, and a roll call vote took place.

Result: Approved by Vote (5-0)
Motion:
Lucero
Second:
Bryant
Ayes: 5
Nays: 0

35

36 b) Approval of Monthly Bank Transfer Request from Money Market Account #7111 to Business Checking
37 Account #7101. – Ortega

38 Mr. Ortega informed the Board Members at this time the Authority is requesting a monthly transfer of
39 funds in the amount of \$60,000.00.

40 A motion was made for approval, and a roll call vote took place.

41

Result: Approved by Vote (5-0)
Motion:
Bryant
Second:
Merrick
Ayes: 5
Nays: 0

42 c) Consideration of Approval for Renewal of ENMWUA Certificate of Deposit for a 6-month Term beginning
43 April 4, 2024. – Ortega

44 Mr. Ortega reported this 6-month certificate of deposit matures on April 4, 2024. He explained that the
45 Authority brings this item before the Board for their consideration of renewal for a 6-month term with
46 the Citizens Bank of Clovis.

47 A motion was made for approval, and a roll call vote took place.
48

Result: Approved by Vote (5-0)

Motion:
Bryant

Second:
Merrick

Ayes: 5

Nays: 0

49

50 **7. New Business Items**

51 a) Request for Approval of Budget Adjustment Resolution 2024-01 for ENMWUA FY2024 Budget. – Ortega

52 Mr. Ortega stated the Administration is requesting a budget adjustment to add 3 funds that are already
53 available to the Authority for use. He explained the 3 funds are, DW-5861, DW-5860, and WTB WPF-5952.
54 Mr. Ortega advised DW-5861 was closed on September 29, 2023, in the amount of \$15,000,000.00. DW-
55 5860 was closed on December 8, 2023, in the amount of \$32,000,000.00. WTB WPF-5952 was closed on
56 February 2, 2024, in the amount of \$13,900,000.00. He informed the Board Members that this item did
57 go before the Finance Committee on Wednesday, March 20, 2024, for presentation and recommendation.
58 The total amount of new funds to be added to the FY2024 budget is \$60,9000,000.00.

59 A motion was made for approval, and a roll call vote took place.
60

Result: Approved by Vote (5-0)

Motion:
Lucero

Second:
Carter

Ayes: 5

Nays: 0

61

62

63 b) Recommendation of Award of RFP 24-0225-02 for Eastern New Mexico Rural Water System (ENMRWS)
64 Land Restoration Services. – Ortega, Bowens

65 Mr. Ortega reported at the Authority's February 22nd Board Meeting, the ENMWUA advertised a request
66 for proposals for land restoration and management with proposals due by Friday, March 15, 2024. Mr.
67 Ortega shared the ENMWUA received one proposal which was reviewed by the evaluation committee and

68 interviewed the contractor. The proposals were based on qualifications, with no price involved. Each
69 phase of restoration will be priced by the time and material and can/will be negotiated. Mr. Ortega then
70 asked Chief Procurement Office Jacquelynn Bowens to provide further details. Ms. Bowens stated the
71 ENMRWS land restoration professional services agreement is with Drake Industries LLC. Ms. Bowens
72 advised the procurement type is RFP, the contract type is a four-year contract. Ms. Bowens shared the
73 compensation rate will be determined on a project-by-project basis and the project cost will be brought
74 forth to the Board for review and recommendation of approval for this contract. Ms. Bowens explained
75 this procurement meets State statues 13-1-28, internal policies, and budgetary guidelines for this type of
76 procurement.
77 A motion was made for approval, and a roll call vote took place.
78

Result:	Approved by Vote (5-0)
Motion:	
Bryant	
Second:	
Merrick	
Ayes: 5	
Nays: 0	

79
80 c) Recommendation for Approval of Amendment #13 of the 2020 Engineering Services Contract with
81 Ch2M/Jacobs Engineering Requesting Adjustment to Task Orders that involve the reduction of the
82 remaining Budget for Task Order 6, Reduction in the Budget for Task Order 7, Reduction in the Budget for
83 Task Order 10, Increase the Budget for Task Order 13, and Increase in the Budget for Task Order 19 of the
84 ENMRWS Project Pending Approval from USBR and NMED-CPB. – Ortega
85 Mr. Ortega explained the total reduction in budget for Task Orders 6, 7, and 10 is \$331,185.72. Mr. Ortega
86 reported that the Authority has come under budget of what was estimated previously on Task Orders 6 -
87 \$41,284.22, 7 - \$92,107.23, and 10 - \$197,794.27. Mr. Ortega advised the Board Members that the
88 Authority is also requesting an increase in the budget for Task Orders 13 and 19D in the amount of
89 \$394,457.00. At this time Mr. Ortega asked Mr. Honea with Jacobs Engineering to provide further details
90 on Task Orders 13 and 19D. Mr. Honea stated that Task order 19D is for the brine waste injection well
91 preliminary design which is for Jacobs to have the chance to advance the feasibility of doing a brine
92 injection well but also to start looking at preliminary design of that brine injection well or potentially a
93 test well. Mr. Honea reported estimates are roughly \$2 to \$3 million for a test hole and \$8 million for a
94 test well. He informed the Board Members that Jacobs is estimating that 4 injection wells is what would
95 be needed for the peak flow condition. He expressed that one of the hopes with creating the pilot plant
96 is to reduce the number of injection wells that will be needed.
97 A motion was made for approval, and a roll call vote took place.
98

Result:	Approved by Vote (5-0)
Motion:	
Merrick	
Second:	
Bryant	

Ayes: 5

Nays: 0

99

100 d) Recommendation for Approval of the ENMWUA Water Conservation Plan. – Ortega

101 Mr. Ortega advised the ENMWUA Water Conservation Plan was developed in 2014 and had not likely been
102 updated since 2016. He explained that this plan demonstrates the ENMWUA is committed to supporting,
103 practicing, and advocating water conservation within its organization and member communities. The plan
104 also includes ENMWUA member communities water conservation plans. Mr. Ortega stated this document
105 is important for use with grant applications within all funding agencies and supports the OSE Regional
106 Water Plan. He expressed that the Water Use and Conservation Bureau with the State Engineers office
107 requested that the ENMWUA update the plan. Mr. Ortega reported this item did go before the
108 Development & Policy Committee for review and recommendation.

109 A motion was made for approval, and a roll call vote took place.

110

Result: Approved by Vote (5-0)

Motion:

Bryant

Second:

Carter

Ayes: 5

Nays: 0

111

112

113 **8. Unfinished Business – N/A**

114

115 **9. Reports from Board Members and Staff**

116

117 a) State Activities – Thompson

118 Mr. Thompson stated he would like to suggest arranging a meeting with the Legislative Finance Committee
119 so that they may see the progress of the project. He advised he feels the Authority should get involved
120 this Summer in the Legislature and with the Governor’s help it would get the project moving in the timeline
121 that the Board has talked about previously.

122

123 b) Federal Activities – Ryan

124 Mr. Ryan was not in attendance.

125

126 c) Project Development Activities – Jacobs, Jim Honea

127 FW1 – Mr. Honea advised Pipe installation is 50% complete (approx. 7.8 miles), Clearing and Grubbing is
128 94% complete (approx. 15.5 miles), and Orange Temporary fencing is 69% complete (approx. 9.5 miles).
129 Vaults are currently in progress 15% complete and Fiber optic conduit installation is 22% complete

130 (approx. 3.5 miles). Mr. Honea explained the FW1 schedule update as follows: Substantial completion
131 date is 02/08/2025 and Final Completion date is 04/09/2025.

132 RW3 – Mr. Honea stated that Jacobs along with the Authority held a Selection Committee meeting last
133 week and will be meeting again April 02, 2024, to finalize scoring.

134 FW3B – Mr. Honea reported submittals and request for information process is ongoing. He stated that the
135 target date to start field construction is July 2024.

136 Texico Lateral – Mr. Honea stated is currently still on hold.

137 RW1/RW2 – Mr. Honea reported Jacobs RW1A design team is progressing 60% design. RW1B design team
138 is progressing 60% design as well. RW2 portions are currently on hold until the completion of deep
139 Geotech borings/analysis.

140 Elida Lateral – Mr. Honea shared Jacobs has just completed the quality control review of alignment and
141 preliminary easement.

142 Pump Stations/Tanks – Mr. Honea explained Jacobs design team is progressing with a target date set for
143 April for 60% design completion.

144 Water Treatment Plant – Mr. Honea stated that the Pilot Plant Design is progressing.

145 Pump Stations/Tanks (Intake PS) Spotlight – Mr. Honea presented to the Board members a detailed Power
146 Point with pictures of what the potential Pump Stations and Tanks would look like.

147

148 d) Ute Reservoir USGS Report – Bowens

149 Currently the Ute Reservoir Storage in ac/ft as of February 20, 2024, the Reservoir was at 161,500 ac/ft
150 and as of today March 22, 2024, was reported at 160,200 ac/ft for a loss of 1,300 ac/ft. The Ute Reservoir
151 Water Surface Elevation in ac/ft as of February 20, 2024, was reported at 3,781.95 ft and as of today March
152 22, 2024, was reported at 3,781.75 ft for a loss of 2.4 inches.

153

154 e) Report from the Chair – Morris

155 Chairman Morris expressed that he is excited to join Administrator Ortega next week along with Jim Honea
156 and Wendy Christofferson with Jacobs Engineering at the American Water Works Association Rocky
157 Mountain Section Conference.

158

159 f) Report from the Administrator – Ortega

160 Mr. Ortega reported to the Board Members he will be working on the Fiscal Year 2025 Budget as well as
161 the Finance Plan. He advised that the Authority is currently working on every phase of this project in one
162 way or another. Mr. Ortega stated that the completion date of the project was originally scheduled for
163 2029-2030 but it's been pushed back a little bit to 2030-2031. He explained that he is faithful the Authority
164 can get this goal accomplished.

165

166 **10. Future Agenda Items**

167 a) Next Regular Meeting, Date, Time, and Location: Thursday, May 23, 2024, at 3:00 p.m. at the Clovis Carver Library
168 (Ingram Room), 701 N. Main Street, Clovis NM, 88101.

169 **11. Public Input**

170 Chairman Morris addressed the public for any last public input, Mr. Pat Boone State Senate District 27 addressed
171 the Board members and staff. Mr. Boone stated he has followed this project very closely ever since the start and
172 he commends everyone involved for continuing with it. He explained that he knows how important a good source
173 of water is and if he gets elected, he will speak on behalf of this project. No other public comments were made.

174

175 **12. For the Good of the Order**

176

177 **13. Executive Session**

178 Motion: to move into executive session to discuss limited personnel matters in accordance with 10 15-1H (2),
179 NMSA 1978 of the New Mexico Open Meetings Act.

180 Secretary Bryant made the motion to enter into Executive Session.

181 Seconded by Member Merrick

182

183 e) Return to Open Meeting

184 Motion to move back into regular session was made.

185

186 f) Consideration/Action for Approval Regarding the Renewal of the Administrator of Project
187 Advancement, Planning, and Communication Employment Agreement. – Ortega, Barnett

188 Chairman Morris stated he would like to entertain a motion to enter into a three-year contract with Administrator
189 Ortega along with a 10% pay increase.

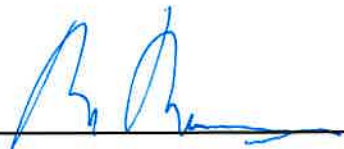
190

Result:	Approved by Vote (5-0)
Motion:	
Lucero	
Second:	
Bryant	
Ayes: 5	
Nays: 0	

191

192

193 Meeting adjourned officially at 5:09 p.m.

194 X 

195 Michael A. Morris
196 Chairman

X 

Chris Bryant
Secretary