

MEETING MINUTES

ENMWUA Regular Board Meeting

DATE: Thursday, March 30, 2023

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

1 **1. Call to Order**

2 The meeting was called to order at 3:01 pm

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4 **2. Roll Call**

5 Roll was called, the following ENMWUA Board Members were in attendance in-person: Chairman Morris,
6 Secretary Bryant, Member Garza, Vice-Chair Jackson, and Member Dixon. Member Lucero was absent.
7 ENMWUA Administrator Orlando Ortega and staff, ENMWUA Attorney Kameron Barnett, Jim Honea, Wendy
8 Christofferson, and Bryor Price with Jacobs Engineering were also present. Dave Grigsby, Lindsay Atkinson, and
9 Steve Alt with Jacobs Engineering were present via video conference. John Irizarry with the Bureau of
10 Reclamation, Jeff Tharp with I.T.S. Refrigeration & Heating, Inc. and Joe Thompson with Thompson Consulting
11 were also present via video conference. Members of the public that attended: Mark Huerta with EPCOR, Chris
12 Cordova with the City of Portales, John Desha with the City of Portales Public Works Department, Sara Austin
13 City Manager for the City of Portales, Max Carter with the City of Texico, and Nicholas Rossi Attorney for the
14 New Mexico Interstate Stream Commission.

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16 **3. Approval of Agenda**

17 A motion to adopt the agenda was unanimously approved.

Result: Approved by Vote (5-0)

Ayes: 5

Nays: 0

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19 **4. Approval of Minutes**

20 a) The Board unanimously approved the minutes from the Regular Board Meeting held on Thursday
21 February 23, 2023, at 3:00 pm at the Clovis Carver Library (Ingram Room), Clovis NM, 88101.

Result: Approved by Vote (5-0)

Ayes: 5

Nays: 0

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23 **5. Public Input**

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

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26 **6. Monthly Financials**

27 a) Approval of Monthly Financials for the Month Ending February 28, 2023. – Marez, Ortega

28 Ms. Marez reported total revenues for the month ending February 28, 2023, were in the amount of
29 \$1,135,059.92 Of that amount the Authority received revenue from Federal Funds for a total of
30 \$422,998.45, a total of State funds in the amount of \$711,126.65. Interest earned for the month of
31 February was \$934.82. Expenditures reported for the month of February 2023 were \$1,723,767.46.
32 Reported expenditures included payment to FW3B property owners which included 8 parcels for a total
33 of \$32,200.00. Dirt delivery at the Intake Site Facility for erosion control in the amount of \$350.00.
34 ENMWUA vehicle maintenance, new tires in the amount of \$1,322.69. Bank account balances reported as
35 of February 28, 2023, were as follows: ENMWUA business checking account had a balance of \$331,999.36,
36 ENMWUA Money Market account had a balance of \$2,438,131.84, Capital Construction account had a
37 balance of \$278,635.91, and the ENMWUA CD had a balance of \$2,541,595.63. Reported as of March 30,
38 2023, ENMWUA business checking account had a current balance of \$274,585.33, Money Market account
39 balance sits at \$2,438,131.84, ENMWUA CD balance is reported the same at \$2,541,595.63, and Capital
40 Construction account has a current balance of \$277,550.41. The total balance of all Authority accounts as
41 of March 30, 2023, was reported at \$5,531,863.21. A motion was made for approval of the monthly
42 financials, and a roll call vote took place.

Result: Approved by Vote (5-0)

Motion:
Bryant

Second:
Jackson

Ayes: 5

Nays: 0

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44 b) Approval of Monthly Bank Transfer Request from Money Market Account #7111 to Business Checking
45 Account #7101. – Marez, Ortega

46 Ms. Marez informed the Board Members at this time the Authority is not requesting a monthly transfer
47 of funds.

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49 **7. New Business Items**

50 a) Request for Approval of ENMWUA FW3B Pipeline Plans, Specifications, and Construction Bid Package.
51 – Ortega, Jacobs Mr. Ortega explained to the Board Members that the Authority and Jacobs have reached
52 100% design on the Finished Water 3B Pipeline Project and are ready to go out to bid. Ms. Christofferson
53 with Jacobs Engineering presented an overview of the FW3B plans and specifications pipeline layout.
54 A motion was made for approval, and a roll call vote took place.
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Result:	Approved by Vote (5-0)
Motion:	
Jackson	
Second:	
Garza	
Ayes: 5	
Nays: 0	

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58 b) Request for Approval to Advertise Invitation for Bids for FW3B Pipeline Construction and Permission to
59 Negotiate Contract. – Ortega, Bowens Ms. Bowens described the Finished Water 3B Bidding process is as
60 follows:

- 61 1. Approval from the ENMWUA stakeholders which include, the New Mexico Environment Department -
62 Drinking Water Bureau, the New Mexico Environment Department – Construction Programs Bureau, the
63 Water Trust Board, and USBR.
- 64 2. Requesting approval from the Board of FW3B Bid documents and for the ENMWUA to publicly advertise
65 invitation to bid in the Eastern New Mexico News on Sunday, April 16, 2023.
- 66 3. Bid and all required documentation will be electronically published on BidNet Direct on Sunday, April 16,
67 2023.
- 68 4. Pre-Bid Conference and Site Visit will be held on Thursday May 11, 2023. This conference will be at the
69 Portales Memorial Building Auditorium that morning 8:00 am and will continue with an onsite visit where
70 interested contractors will drive the alignment.
- 71 5. On Wednesday, June 7, 2023, proposals and bids will be due and publicly opened at the Roosevelt Chamber
72 of Commerce Board Meeting Room in Portales.
- 73 6. On June 22, 2023, the Authority and Administration along with Jacobs Engineering will present to the Board
74 the lowest responsible bidder and recommend to the Board of a possible award at that time.

75 A motion was made for approval, and a roll call vote took place.
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Result:	Approved by Vote (5-0)
Motion:	
Dixon	
Second:	
Jackson	
Ayes: 5	
Nays: 0	

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c) Request for Approval of Road/Street Closing Agreement between the ENMWUA and City of Portales involving FW3B Pipeline Project. – Ortega Mr. Ortega informed the Board Members that this agreement is part of the process in preparing to go out to Bid and to engage in construction on the FW3B pipeline project. He further explained this agreement was developed between the City of Portales and the Eastern New Mexico Water Utility Authority, involving the FW3B construction activity. The agreement has been approved by the Portales City Council and now comes before the Board for their consideration of approval. The agreement describes the processes and responsibilities that ENMWUA and the contractor will have during construction and the warranty period of this project. A motion was made for approval, and a roll call vote took place.

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

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d) Request for Approval of Transportation, Road Use, and Road Maintenance Agreement between the ENMWUA and Board of Commissioners, Roosevelt County, New Mexico involving FW3B Pipeline Project. – Ortega Mr. Ortega shared this agreement is part of the process in preparing to go out to Bid and to engage in construction. This agreement was developed between Roosevelt County and the Eastern New Mexico Water Utility Authority and has already been approved and signed by the Roosevelt County Commissioners. A motion was made for approval, and a roll call vote took place.

Result: Approved by Vote (5-0)
Motion:
Garza
Second:
Dixon
Ayes: 5
Nays: 0

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e) Presentation of ENMRWS Water Treatment Plant Alternatives Analysis, Criteria Scoring Results, and Recommendation from the WTP Alternatives Study Working Group. – Ortega Mr. Ortega stated the working group consisted of your Administrator, Jacobs Engineering, and representatives of our member communities. He explained that the working group went out and explored and investigated all potential viable alternatives for the ENMRWS Water Treatment Plant. Mr. Ortega shared that the Authority along with Jacobs Engineering has since held eight working sessions. The goal was to determine a

104 recommendation alternative to present to the Board as a result of the working group discussions,
105 investigations, exercises, non-cost, and cost criteria. At this time Mr. Ortega asked Bryor Price with Jacobs
106 Engineering to present to the Board Members the results from the working group. Mr. Price discussed the
107 reason for the alternative analysis are:

- 108 • To provide ENMWUA Board with a decision process that considers non-monetary benefits and cost impacts.
- 109 • Ensure that ENMWUA provides communities with safe, quality water that customers want to consume.
- 110 • Ensure that ENMWUA provides cost-effective water to communities.
- 111 • Ensure that ENMWUA is provided with a robust WTP process capable of meeting drinking water regulations
112 and desired water quality goals.
- 113 • Ensure that the WTP process provides ENMWUA and the members with a system that is not complicated
114 and cost effective to operate.
- 115 • To ensure that ENMWUA and its customers are satisfied with the drinking water.

116 Mr. Price presented four alternatives which included:

- 117 1. Enhanced Conventional
- 118 2. Membrane / RO / Injection Well
- 119 3. Conventional / GAC Adsorption
- 120 4. Membrane / RO / Solar Evap Ponds

121 Mr. Price explained that Jacobs and the Authority have scheduled one more Water Treatment Plant work
122 session for April 11, 2023, with the goal of determining the recommended path forward.

123 No action was taken.

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125 **8. Unfinished Business – N/A**

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

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129 a) Federal Activities – Ryan – N/A

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131 b) State Activities – Thompson. Mr. Thompson reported Governor Michelle Lujan Grisham has signed
132 Senate Bill 200. He explained that Governor Grisham had until April 7, 2023, to take action on the Budget
133 Bill which contains the \$15 million.

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135 c) ENMRWS O&M Quarterly Report – Tharp. Mr. Tharp informed the Board Members that there are a few
136 markers on Finished Water 2 that were broken and need to be replaced. Mr. Tharp stated that in early
137 February he met with a technician to repair the gate valve at the Intake Facility and make sure it was
138 operable. He advised everything else was in good condition and operating properly.

139

140 d) Project Development Activities – Jacobs.

141 FW3A – Jacobs is finalizing record drawings & operation and maintenance manual. Ms. Christofferson
142 advised some fences need fixing and some of the bolts need caps.

143 FW1 – Ms. Christofferson reported submittals/RFI's are in progress, anticipated pipe delivery is Summer
144 2023.

145 RW3 – Ms. Christofferson stated the 90% design drawings have been submitted to the Authority and are
146 currently in the appraisal process.

147 FW3B – Ms. Christofferson announced the Bid advertisement is set for mid-April.

148 Texico Lateral – Jacobs is progressing the 60% design and starting legal descriptions on that segment.

149 RW1/RW2 – Ms. Christofferson shared Jacobs is continuing to work on surveying property corners to get
150 the boundary survey started. She explained Geotech investigation for RW1 is ongoing and Alternatives
151 Analysis of the Caprock for RW2 is also ongoing.

152 Elida Lateral – Ms. Christofferson stated survey and utility mapping work is ongoing.

153 Intake Pump Station – Jacobs is updating the basis of the design report and doing preliminary pump
154 selection.

155 Caprock Pump Station – Ms. Christofferson stated Jacobs is reviewing and updating the basis of the design
156 report as well as preliminary pump selection.

157 Water Treatment Plant/Member Treatment Facilities – Jacobs is progressing alternatives analysis for WTP
158 details were presented earlier in item E of the agenda.

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160 e) Ute Reservoir USGS Report – Marez Currently the Ute Reservoir Storage in ac/ft as of February 28, 2023,
161 the Reservoir was at 125,700 ac/ft and as of today March 30, 2023, was reported at 125,600 ac/ft for a
162 loss of 100 ac/ft. The Ute Reservoir Water Surface Elevation in ac/ft as of March 02, 2023, was reported
163 at 3,774.22 ft and as of today March 30, 2023, was reported at 3,774.07 ft for a loss of 1.8 inches.

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165 f) Reported from the Chair – Morris Chairman Morris advised that Mr. Ryan was able to schedule meetings
166 with the Federal Delegation offices as he would be in Washington DC the beginning of March. Chairman
167 Morris explained that he was able to attend those meetings and speak about the project and express
168 gratitude for the funding that was received last year and this year.

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170 g) Report from the Administrator – Ortega Mr. Ortega thanked the Board Members for their participation
171 to the site visit with high levels officials from Washington and the Albuquerque Bureau as well as the Salt
172 Lake and Denver Bureaus.

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174 **10. Future Agenda Items**

175 a) Next Regular Meeting, Date, Time, and Location: Wednesday, April 26, 2023, at 3:00 p.m. at the Elida Community
176 Center, 704 State Street, Elida NM, 88120.

177 **11. Public Input**

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179 John Irizarry with the Bureau of Reclamation thanked the Board Members for their flexibility in moving
180 the Board Meeting back one week for the tour visit site. He expressed that all who attended were very
181 impressed with the progress of the project as well as the partnerships that have been made. Mr. Irizarry
182 reported that he spoke with the grant's office, and it looks like a modification to add the FY2023 \$94
183 million is in the works and should available around mid-April.

184 Mark Huerta with EPCOR Water thanked the Board members, ENMWUA, and Jacobs Engineering for the
185 invitation to participate in the Water Treatment Plant Workshops.

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

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188 **13. Executive Session**

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190 Motion: to move into executive session to discuss limited personnel matters in accordance with 10 15-1
191 H (2), NMSA 1978 of the New Mexico Open Meetings Act.
192 Member Dixon made the motion to enter into Executive Session.
193 Seconded by Secretary Bryant.

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195 Motion: to move back into open session noting no action was taken during the discussion of limited
196 personnel matters in accordance with 10 15-1 H (2), NMSA 1978 of the New Mexico Open Meetings Act.
197 Motion was made by Secretary Bryant. Seconded by Vice-Chair Jackson.

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199 **14. Adjournment**

200 The meeting adjourned officially at 5:16 p.m.

201 X  _____

202 Michael A. Morris
203 Chairman

X  _____

Chris Bryant
Secretary