

MEETING MINUTES



ENMWUA Regular Board Meeting

DATE: Thursday, May 28th, 2020
LOCATION: ENMWUA Office (Sitterly Professional Center)
801 Pile Street, Clovis, NM 88101

Please Note:

Due to the COVID-19 concern, the Office of the Attorney General's Open Government Division (OGD) advises all public entities subject to the OMA to first and foremost follow guidance of the Department of Health and other health officials to ensure the health and safety of both members of the entity and the public. Accordingly, the most prudent thing to ensure compliance with OMA would be to postpone/cancel a public meeting. If, however, a board or commission had a time-sensitive matter to attend to, it may proceed with virtual meeting, provided its notice of meeting contains detailed information (password, phone number, etc.) about how members of the public may attend and listen via telephone, live streaming or other similar technologies.

-Office of the New Mexico Attorney General

1. Call to order

The meeting was called to order by Chairman Lansford at 3:04 PM

2. Roll Call

Roll was called. The following ENMWUA Board Members were in attendance: Chairman Lansford, Vice-Chair Jackson, Member Bryant, Member Garza, Member Lucero, and Member Dixon.

3. Approval of Agenda

A motion to approve the Agenda was made.

Result: Approved by Vote (6-0)

Motion:
Bryant

Second:
Jackson

Ayes:

Nays:

4. Approval of Minutes

A motion to approve the minutes from the regular meeting held on Thursday, April 23rd, 2020 at 3:00 pm at the ENMWUA Office.

Result: Approved by Vote (6-0)

Motion:
Lucero

Second:
Garza

Ayes:

Nays:

5. Public Input

Following the Office of the Attorney General's Open Government Division to advise all public entities subject to the Open Meetings Act to ensure compliance, Roll Call was established for all listening into the meetings and participating.

Those present via Phone Conference Call- Member Juan Garza, Rex Stall with MJR Maintenance, Mike Morris, Mayor for City of Clovis, Brandon Autrey, citizen from the City of Texico, Joe Thompson with Thompson Consulting. Those present via Jitsi Video Conference- Chairman David Lansford, Vice-Chair Ronald Jackson, Secretary Chris Bryant, Member Jim Lucero, Member Durward Dixon, Kameron Barnett, Attorney for the ENMWUA, Jim Honea with Jacobs Engineering, ENMWUA Administrator Orlando Ortega, ENMWUA Chief Procurement Officer Jacquelynn Bowens and ENMWUA Office Manager Haleigh Marez.

6. Monthly Financials

a) Approval of Monthly Financials for the Month ending April 30th, 2020-Ortega. Revenues for the month ending April 30th, 2020 were \$1,043,377.14. This amount included a USBR reimbursement for FW2 expenses in the amount of \$1,043,340.79. Expenditures for the month total \$154,661.77. Included in that amount are the monthly costs for office space, office supplies, chamber memberships. As well as the Intake Facility monthly cost for operations and maintenance. The ENMWUA bank balance as of April 30th, 2020 was \$5,164,898.08 and as of today the bank balance is \$4,959,256.54. Mr. Ortega also reported that there is a certificate of deposit that was approved by the board, located at Citizen's Bank of Clovis in the amount of \$2,500,000.00.

Result: Approved by Vote (6-0)

Motion:
Jackson

Second:
Bryant

Ayes:

Nays:

34

35 **7. New Business Items**

36 a) Acknowledgement of ENMWUA Statute Amendment HB76 Effective May 20, 2020 involving
37 Adjustment of Board Membership.- Chairman Lansford Chairman Lansford stated to the board with
38 the four remaining communities the Board will now consist of 6 voting members. These six members
39 will actively operate under the 4-member quorum and in the event there is ever a 3-3 vote, we can
40 proceed with arbitration to resolve and come to a decision. Mayor Dixon is the new member to come
41 onto the Authority as a voting member and he is here to represent Elida for the Water Authority.

42 b) Request for Approval of Service Agreement with Hinkle & Landers Certified Public Accountants.-
43 Ortega Mr. Ortega stated that this contract renewal has been discussed between the Authority,
44 Hinkle & Landers, as well as the ENMWUA Finance Committee. The costs for the contract will remain
45 the same except for the Bill.com costs. Instead of the overall accounting costs increasing about
46 \$6,000.00, we have agreed to take on the costs and fees associated with Bill.com These costs will
47 range about \$1,500.00 per year. With everyone in agreement to the contract, we ask for approval
48 from the board to renew the annual contract for Hinkle & Landers, CPA.

Result: Approved by Vote (6-0)

Motion:
Garza

Second:
Bryant

Ayes:

Nays:

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c) Request for Approval of FY2021 Preliminary Operating Budget.- Ortega The Preliminary Budget is here for the Board's consideration, as a Special District Authority we are required by law to submit a preliminary budget to the Department of Finance and Administration for the State of New Mexico for approval. Mr. Ortega went over the preliminary budget line by line with the Board Members. The total budgeted Revenues for FY2021 are at \$20,215,733.24. This amount includes funding from the State and Federal government as well the Local Membership contributions. The total Expenses budgeted for FY2021 not including construction are \$1,138,025.33. This amount includes Water Trust Board debt reduction, FW2 Operations & Maintenance , the Intake Facility Operations and Maintenance, Administration costs and Professional Services costs. Also discussed was the FY2021 Preliminary Budget Construction/Capital outlay expenses in the amount of \$3,522,566.13. This amount includes construction of FW3A, FW3B realignment and easement acquisition, FW1 design and easement acquisition, preliminary best alternative planning work on Texico lateral, and remaining costs for FW2 construction.

Result:	Approved by Vote (6-0)
Motion:	
Garza	
Second:	
Dixon	
Ayes:	
Nays:	

8. Unfinished Business

a) Renewal of Ute Reservoir Water Contract- Lansford Chairman Lansford reminded the Board about an upcoming Ute Water Commission Meeting scheduled for May 29th, 2020. Chairman stated to the board that members from Curry County, Roosevelt County, City of Portales, City of Clovis, City of Texico and Town of Elida would all need to make sure and have a designated member to the Ute Water Commission to be the signatories for the upcoming renewal of the Ute Water Contract. As the Authority Board we are also signatories on the Ute Water Contract. Also discussed was the hope to keep the costs the same of \$1.50 per acre/ft for water reservation.

9. Report from Board Members and Staff

a) Project Development Activities -Jacobs/Oscar Renda-(Jim) Mr. Honea went over the past month's work. There is continued site cleanup work being done, as well as minor concrete work around the vaults and installation of guard posts. About two weeks ago, they started filling the pipeline to prepare for hydrostatic testing. Substantial completion was targeted for mid-June but with the few setbacks we are looking at end of June. There are a few parts the construction crew is waiting on to

79 replace at the Cannon lateral location, those parts should be arriving within the next week. The
80 setbacks that have occurred while filling the pipe are being worked on now. There was a spot
81 detected for possible leak. The construction crew began exposing the pipe and water began to shoot
82 out from where there is a joint located in that section of the pipe. There was a heat-shrink sleeve
83 placed over the joint, which is a cathodic protection measure. It was discovered, the joint had not
84 been welded. This piece of the pipeline has been completely drained. Once the joint is welded then
85 the crew will cement motor line around the joint. Backfill will be done once all of that is complete to
86 ensure that joint is welded. It will take about a week to refill that portion of the pipe. At this time
87 there is still testing that can be done in different areas throughout FW2 pipeline.

88 b) ISC Report-Stall Mr. Ortega gave a quick update to the Intake Facility. There was a suspected
89 lightning strike that damaged both pumps located at the Intake Facility. DZ Pump was called out to
90 check the damage and replace any parts that were damaged. We have also been in contact with an
91 electrician to come out and check our electrical work as well as install security cameras at the Intake
92 Facility. Mr. Stall joined the call, he went over the ISC report stating that the current storage is at
93 160,351 acre/ft, this is at about 77% of the authorized storage capacity. There has been 1.5 inches
94 of rainfall year to date.

95 c) State Activities- Mr. Joe Thompson with Thompson Consulting, LLC Mr. Thompson was called in
96 to the meeting. He informed the Board that there will be a special legislative session that will begin
97 on June 18th, 2020. There has been a discussion on the Capital Outlay presented to the Water
98 Authority by the Governor. However, there is a probability of about \$400 million in Capital Outlay
99 funds to be returned to the state of New Mexico because of the COVID-19 pandemic. Speaking with
100 legislators Mr. Thompson does not believe our \$1 million in Capital Outlay will be retracted because
101 of the jobs it can create for New Mexicans. We need to continue briefing legislators during the next
102 few months because they are going to be doing evaluations on projects like the Authority's and the
103 importance they bring to communities around the state.

104 d) Federal Activities- John Ryan Absent

105 e) Report from the Chair- Lansford Mayor Lansford reported a quick update on the REPI program
106 that CAFB is utilizing in this funding cycle. These funds are matched by the National Conservation
107 Fund and if approved would be managed by them. The purpose of the REPI program is to secure a
108 groundwater supply and reserve that water supply for the Authority as well for Cannon Air Force
109 Base. We as the Authority, along with its members can benefit from the conservation easements and
110 water right purchases that may be made. The Chairman has been in contact with Jeff Davis with
111 CAFB, who is the lead on the REPI application. The goal is to conserve water for municipal and
112 industrial use for the members of the Water Authority. The Chairman also reported to the Board that
113 Clair Burroughs from the City of Clovis and Jacquelynn, CPO with ENMWUA were working together,
114 looking into a Department of Defense Infrastructure Grant. Because the City of Clovis is a member of
115 the ADC, they are partnering with the Authority to apply for this grant. This grant would solely go
116 toward construction and could benefit both the City of Clovis and the ENMWUA. The city's ownership

117 of these water rights along with the opportunity to have the funding to convert the wells into
118 municipal use could give the Water Authority a water source independent of Epcor.

119 f) Report from the Administrator-Ortega Mr. Ortega asked if the Board Members had any questions
120 for him regarding the Administrator's report that he sent out. He reported to the Board that with
121 FW2 coming close with substantial completion he reassured the Board that the construction crew
122 along with Jacobs are maintaining quality control and quality assurance with the repairs that need to
123 be completed to meet substantial completion. He discussed the progress that the staff at the
124 Authority continues to make on daily basis. Ms. Bowens gave a quick update to FW2 Operations and
125 Maintenance. The Authority is in price negotiations and we do not have a public award currently.
126 Our hope is to have a public award to bring to the Board for the next month's meeting, as well as a
127 contract for Board approval.

128 **10. Future Agenda Items**

129 a) Next Regular Meeting, Location, Date, and Time : June 25th, 2020 at 3:00 p.m. at the ENMWUA
130 Office (Sitterly Professional Center). Located at 801 Pile Street in Clovis, NM.

131 **11. Public Input-N/A**

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133 **12. For the Good of the Order N/A**

134 **13. Adjournment**

135 Meeting adjourned officially at 4:40 PM.

136 X David M. Lansford

137 David Lansford

138 Chairman

X Chris Bryant

Chris Bryant

Secretary