ENMWUA Regular Board Meeting

DATE: Thursday, December 18, 2025

LOCATION: ENMWUA Office Building, Clovis, NM 88101

1. Call to Order

The meeting was called to order at 3:00 pm

2. Roll Call

The meeting commenced with roll call. The following were in attendance:

Board Members

In-person: Chairman Morris, Vice-Chair Lucero, Secretary Bryant, Member Garza, Member Carter, and Member Merrick

Staff and ENMWUA Vendors (In-person):

ENMWUA Staff: Executive Director Mark Howl, Deputy Director Jacquelynn Bowens, Celeste Southerland, Victoria Gonzales and Briana Conway, Attorney: Kameron Barnett, Jacobs Engineering: Aaron Smith, and Kent Bienlien, Contractors: Zack Zebrowski and Ken Menebroken, Capitol Consultants: John Ryan

ENMWUA Vendors (Virtual):

Thompson Consulting: Joe Thompson, Jacobs Engineering: Jim Honea and Daniel Morse

Public Attendees (In-person or Virtual):

Senator Pat Woods, Albert Young from Cannon AFB, Walter Bradley from Dairy Farmers of America, and twenty-five farmers representing the public were present

3. Invocation

Chairman Morris delivered an invocation.

4. Pledge of Allegiance and Salute to the New Mexico Flag

Chairman Morris led the Board members in reciting the Pledge of Allegiance to the United States Flag and the Salute to the New Mexico Flag.

5. Approval of Agenda

A motion to adopt the agenda was unanimously approved.

Result:	Approved by Vote (6-0)
Ayes: 6	

Nays: 0	

6. Approval of Minutes

a) The Board unanimously approved the minutes of the Regular Board Meeting held on Thursday, November 20, 2025, at 3:00 pm at the Texico Senior Center, Texico NM, 88135.

Result:	Approved by Vote (6-0)
Ayes: 6	
Nays: 0	

7. Public Input

The following individuals provided comments to express concerns regarding the deep well injections: Erica Palla, Greg Nash, Armand Smith, Danny Smith, KC Schooley, Walter Bradley and Senator Pat Woods. Mr. Palla submitted a letter to the Board members, which was acknowledged during the meeting.

8. Monthly Financials

a) Approval of Monthly Financials for the Month Ending November 30, 2025. – Southerland

Ms. Southerland reported on financial activities for the month ending November 30, 2025. Total revenues were in the amount of $4,145,915.95. Expenditures as of November 30th, 2025, reported at $5,017,246.65 A motion was made for approval of the monthly financials, and a roll call vote took place.

Result:	Approved by Vote (6-0)
Motion: Bryant	
Second: Merrick	
Ayes: 6	
Nays: 0	

b) Approval of Monthly Bank Transfer Request from ENMWUA LGIP Account STO# 8043 to Business Checking Account #7101- Southerland

Ms. Southerland informed the Board Members at this time the Authority is requesting a monthly transfer of funds in the amount of $60,000.00.

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

Result:	Approved by Vote (6-0)
Motion: Merrick	

Second: Garza	
Ayes: 6	
Nays: 0	

9. New Business Items

a) Resolution 2025-09 Authorizing the Assignment of Authorized Officer(s) and Agent Regarding the State of New Mexico Environment Department Capitol Appropriation Project Eastern New Mexico Rural Water System SAP 22-G2320-STB. - Bowens, Gonzales

Ms. Bowens presented Resolution 2025-09, outlining updates to authorized officers and agents. The resolution maintains Chairman Morris as the primary signatory and designates Chairman Morris and Secretary Bryant as official representatives. It further adds Executive Director Howl and Deputy Director Bowens as alternates and identifies Grant Manager Gonzales and Deputy Director Bowens as CPMS contacts.

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

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

b) Recommendation/Action for Approval of Annual Contract with Thompson Consulting, LLC. - Bowens

Chairman Morris explained that this item is a recommendation to approve the annual contract renewal with Thompson Consulting LLC, represented by Joe Thompson, the Authority's state-level consultant. The Finance Committee has reviewed the contract and recommends approval of the renewal with no changes.

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

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

c) Recommendation/Action for Approval of Annual Contract with Capitol Consultants, LLC. - Bowens

Chairman Morris explained that this item is a recommendation to approve the annual contract renewal with Capital Consultants LLC, represented by John Ryan. The contract is being submitted for renewal with no changes requested by either party.

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

Result:	Approved by Vote (6-0)
Motion: Bryant	
Second: Merrick	
Ayes: 6	
Nays: 0	

d) Annual Renewal and Recommendation for Adoption of Resolution 2025-10 Per Diem Rates for the Travel of Public Employees and Public Officials for the ENMWUA. – Bowens

Ms. Bowens stated that the per diem policy was last updated on December 19, 2024, and ensures compliance with State Statute 10-8-1, the Per Diem and Mileage Act. The resolution will be brought back to the Board in July to align with the State's fiscal year per diem rate changes.

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

10. Unfinished Business – N/A

11. Reports from Board Members and Staff

a) State Activities – Thompson

Mr. Thompson reported on state activities.

b) Federal Activities – Ryan

Mr. Ryan reported on federal activities.

c) Project Development Activities – Jacobs, Jim Honea

FW1 – Kent Bienlien with Jacobs Engineering advised the project is mostly complete, with a few minor and some major items outstanding. The contractor is behind schedule but plans to resume full work in January, with substantial completion expected by mid-February and final completion April 2026.

FW3B – Kent Bienlien reported vaults are 100% complete except punch list, fiber optic is 100% complete, topsoil restoration is 100% complete, temporary fencing is 100% complete, and pipe installation is 100% complete. Substantial completion November 21, 2025, final completion January 23, 2026.

RW3 – Ken Menebroker with Harper Brothers Construction reported that topsoil removal is 58% complete, temporary fencing 75% complete, and pipe installation 16% complete. The project is progressing on schedule, with completion expected by the contractual date of April 16, 2026.

Texico Lateral – Ken Menebroker with Harper Brothers Construction reported that pipe bedding is ready, tree removal is complete except for one brush pile, and the staging area has been cleared. The security fence is scheduled for January 6th. The project is on track for completion as scheduled in July.

RW1A - Mr. Smith reported that a pre-bid meeting and site visit were held on December 9th, with a good turnout of six contractors in attendance. Bids are anticipated to be due by the end of February 2026.

RW1B/RW2 – Mr. Smith reported that bids for Raw Water 1B and 2 are being sought, with bid documents on track for completion in March 2026. All required permitting has been submitted.

Elida Lateral – Mr. Smith reported that the Elida Lateral design has resumed and is progressing toward 90% completion, which is anticipated by July 2026.

Intake/Caprock Pump Station – Mr. Smith reported that there are no new updates. The bid-ready documents have been stamped and are prepared for release.

Elida Pump Station – Mr. Smith reported pump stations are at 90% design and holding off on any further design.

Water Treatment Plant – Mr. Smith reported that the pilot plant at the Intake Site is fully operational and will shut down for approximately two weeks over the holidays, resuming at the start of the new year. The deep well injection permit is under State review, with the 30-day public notice running from December 15 to January 15. The administration and maintenance buildings are at 60% design, on schedule, with documents planned for submission in January.

d) Ute Reservoir USGS Report – Bowens

Currently the Ute Reservoir Storage in ac/ft as of November 18, 2025, the Reservoir was at 197,300 ac/ft and as of today December 18, 2025, was reported at 196,600 ac/ft for a loss of 700 ac/ft. The Ute Reservoir Water Surface Elevation in ac/ft as of November 18, 2025, was reported at 3,787.3 ft and as of today December 18, 2025, was reported at 3,787.19 ft for a loss of 0.11 ft/1.32 in.

e) Report from the Chair – Morris

Chairman Morris stated that the project is progressing well, with several major segments moving forward in design and funding. He noted that public comments indicate a need for clearer communication regarding the project's value. The Board welcomed Mr. Howl, thanked staff for their efforts, encouraged attendees to sign in to receive email updates, and extended holiday greetings to all.

f) Report from the Executive Director – Howl

Mr. Howl reported that November payments totaled $1.12 million for Raw Water 3 and $375,000 for the Texico Lateral. He noted a smooth onboarding process, meetings with key local and federal representatives, ongoing outreach plans, and commended Deputy Director Bowens and the team for their efforts.

12. Future Agenda Items

a) Next Regular Meeting, Date, Time, and Location: Thursday, January 22, 2025, at 3:00 p.m. at the ENMWUA Office Building, 5140 N Prince St. Clovis, NM 88101.

13. For the Good of the Order

14. Adjournment

Meeting adjourned officially at 4:25pm

X ______________________ X ______________________

Michael A. Morris
Chairman

Chris Bryant
Secretary