ENMWUA
EASTERN NEW MEXICO WATER UTILITY AUTHORITY

ENMWUA Regular Board Meeting

DATE: Thursday, November 14, 2024
LOCATION: 704 State Street, Elida NM, 88101

1. Call to Order

The meeting was called to order at 3:00 pm

2. Roll Call

Roll was called. The following ENMWUA Board Members were in attendance in-person: Secretary Bryant, Member Garza, Chairman Morris, Member Merrick, Vice-Chair Lucero, and Member Dixon. Also in attendance were ENMWUA Administrator Orlando Ortega, Chief Procurement Officer Jacquelynn Bowens, ENMWUA Attorney Kameron Barnett, with Jacobs Engineering were Wendy Christofferson, Jim Honea, Kent Bienlien, Jared Lam. Robby Sanders with Smithco Construction, Texico City Councilman Max Carter, NM Senator Pat Boone representing District 27, and Roosevelt County Commissioner Tina Dixon. Joining electronically through Teams were Joe Thompson with Thompson Consulting.

3. Approval of Agenda

A motion to adopt the agenda was unanimously approved.

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

4. Approval of Minutes

a) The Board unanimously approved the minutes from the Regular Board Meeting held on Thursday, October 24, 2024, at 3:00 pm held at the Portales Memorial Building.

Result:	Approved by Vote (6-0)

Ayes: 6	
Nays: 0	

5. Public Input

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

6. Monthly Financials

a) Approval of Monthly Financials for the Month Ending October 31, 2024. – Ortega

Mr. Ortega reported total revenues for the month ending October 31, 2024, were in the amount of $9,688,975.63. Of that amount the Authority received revenue from the USBR Federal Grants as well as State Grants. Interest earned for the month of October 2024 was $41,503.32. Expenditures reported for the month ending October 31, 2024, were a total of $9,663,290.02. Bank account balances reported as of October 31, 2024, were as follows: ENMWUA Business Checking account had a balance of $154,046.01, ENMWUA Capital Construction account had a balance of $16,496.39, ENMWUA Money Market account had a balance of $4,168,565.72, ENMWUA CD #6325 had a balance of $2,734,217.64 and ENMWUA CD #6326 had a balance of $1,577,304.48. The total balance of all Authority accounts as of October 31, 2024, was reported at $9,787,244.25. 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	

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

Mr. Ortega informed the Board Members at this time the Authority is requesting a transfer of funds in the amount of $76,000.00. 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	

7. New Business Items

a) Request for Approval of the Acquisition of Real Estate Property for the Construction of the Eastern New Mexico Rural Water System Intake Pump Station Facility. – Ortega, Barnett

Lot Thirteen (13) of South Shore Village, Unit I, a subdivision which lies within the Northwest Quarter (NE/4) of Section Twenty (20), Township Thirteen (13) North, Range Thirty-Three (33) East, N.M.P.M. Quay County, New Mexico.

Lot Fourteen (14) of South Shore Village, Unit I, a subdivision which lies within the Northeast Quarter (NE/4) of Section Twenty (20) Township Thirteen (13) North, Range Thirty-Three (33) East, N.M.P.M. Quay County, New Mexico.

Mr. Ortega explained that the two lots being presented are directly west of the Intake Facility. He advised that the lots have been appraised, evaluated, and discussed for several months. Mr. Ortega shared that the Authority would now like to move forward in purchasing this property. He explained in further detail as to why it would be beneficial to move forward. 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	

b) Request for Approval of ENMWUA Texico Lateral Pipeline Plans, Specifications, and Construction Bid Package. – Ortega, Jacobs

Jim Honea with Jacobs Engineering shared that Jacobs has completed the bid documents for the Texico Lateral pipeline project and is ready to go out to bid. Mr. Honea further explained the general layout of the pipeline for Texico Lateral and what to look forward to. A motion was made for approval, and a roll call vote took place.

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

Ayes: 6

Nays: 0

c) Request for Approval to Advertise Invitation to Bids for Texico Lateral Pipeline Construction and Permission to Negotiate Contract. – Bowens

Chief Procurement Officer Jacquelynn Bowens informed the Board Members of the ENMRWS Texico Lateral Timeline as follows:

- Thursday, November 14, 2024 – Request Board approval of ENMRWS Texico Lateral documents and blessing of the ENMWUA to advertise Bid on Texico Lateral.
- Sunday, December 22, 2024 – Bid and all required documentation will be electronically published.
- Sunday, December 22, 2024 – Publish in the Eastern New Mexico News.
- Tuesday, January 14, 2024 – Pre-Bid conference and site visit.
- Tuesday, February 25, 2024 – All Bids are due.
- March Board Meeting – ENMWUA Administrative staff will bring ITB# 25-1222-01 contract to the Board for approval and a public Award announement will be made at that time.

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

Result: Approved by Vote (6-0)

Motion:
Bryant

Second:
Dixon

Ayes: 6

Nays: 0

d) Request for Approval of an Encroachment Permit Between AT&T Enterprises, LLC and ENMWUA for the RW1A Pipeline Project. – Ortega, Barnett

Mr. Ortega reported that this is an approval of an Encroachment Agreement between the Authority and AT&T. He advised that the ENMWUA will be crossing an easement that AT&T owns, and this Encroachment Agreement allows the Authority to work hand in hand with AT&T and be able to cross their easement.

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

Result: Approved by Vote (6-0)

Motion:
Garza

Second:
Lucero

Ayes: 6

Nays: 0

8. Unfinished Business – N/A

9. Reports from Board Members and Staff

a) State Activities – Thompson

Mr. Thompson shared that he and Mr. Ortega have been working on a plan as ENMWUA moves into the 2025 election and what that might look like going forward in the way of support for the project. He stated that he continues to have meetings to prepare for the future.

b) Federal Activities – Ryan

Absent

c) Project Development Activities – Jacobs/Oscar Renda

FW1 – Pipe installation was 94% complete (approx. 14.6 miles), Temp Fence 95% complete (approx. 13 miles), vaults in progress 35% complete on CARV/BO/SO/PRV vaults, Fiber optic conduit installation 97% complete (approx. 15.5 miles), and restoration (topsoil replacement 75% complete (approx. 11.6 miles).
RW1/RW2 – Mr. Honea reported for RW1A that Jacobs has submitted the 100% permitting documents back in September 2024. He mentioned completing and stamping the bid documents and Jacob's plan to advertise for bid early February. RW1B is submitting 100% permitting by January 2025 and then be ready to have documents by April as well. RW2 the portion of the Caprock is at 60% design is currently targeted and is ready for review in February 2025.
RW3 – Mr. Honea announced that Jacobs has started construction premobilization with Harper Brothers, and depending on submittals mobilization is assumed for April 2025.
FW3B – Mr. Honea explained that the project is about 46% complete.
Elida Lateral – Mr. Honea informed the Board Members that Jacobs is progressing with 60% design.
Texico Lateral Mr. Honea shared that Jacobs is working on 100% permitting and moving towards a bid to go out in December 2024.
Intake Pump Station – Mr. Honea stated that Jacobs is progressing to a 100% permit for both the pump stations and tanks. He shared that Jacobs is on target to submit to the permitting agencies in December 2024.
Caprock Pump Station – Mr. Honea advised Jacobs is progressing 100% design.
Water Treatment Plant –Mr. Honea informed the Board Members that Jacobs is working on a redesign on the pilot itself to reduce construction costs. In addition, Jacobs is also working on finalizing the subcontract.

d) Ute Reservoir USGS Report – Bowens

Currently the Ute Reservoir Storage on October 15, 2024, was reported at 173,400 ft and as of November 14, 2024, was reported at 189,500 ft for a gain of 16,100 ac/ft. The Ute Reservoir Water Surface Elevation in ac/ft as of October 16, 2024, was reported at 3,783.81 ft and as of November 14, 2024, was reported at 3,786.19 ft for a gain of 2.38 ft/ 28.56 Inches.

e) Report from the Chair – Morris

Chairman Morris informed everyone on the meetings he has attended for the month of November and the progress that has been made.

f) Report from the Administrator – Ortega

Mr. Ortega reported to the Board the activities the Authority has had and the progress that has been made with the WTB application and submission. He gave the Board members a detailed report regarding the Authority and tasks that have been completed and what is coming up in the month of December.

10. Future Agenda Items

a) Next Regular Meeting, Date, Time, and Location: Thursday, December 19, 2024, at 3:00 p.m. at the Clovis Carver Library, Ingram Room, 701 N. Main St, Clovis NM, 88101.

11. For the Good of the Order

12. Adjournment

Meeting adjourned officially at 4:23 pm

X	X
Michael A. Morris Chairman	Chris Bryant Secretary