ENMWUA Regular Board Meeting

DATE: Thursday, November 20, 2025

LOCATION: Texico Senior Center, 215 Griffin Street, Texico NM, 88135

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: Deputy Director Jacquelynn Bowens, Celeste Southerland, Victoria Gonzales, and Briana Conway, Attorney: Kameron Barnett, Jacobs Engineering: Jim Honea, and Kent Bienlien, Thompson Consulting: Joe Thompson, Contractors: Zack Zebrowski, Sammy Montoya, and Sowjauya Tomminei.

ENMWUA Vendors (Virtual):

Capitol Consultants: John Ryan

Public Attendees (In-person or Virtual):

Members of the public who attended included Mayor of Texico Deborah Autrey, Texico City Clerk Ozzie McMullen, Kenneth Sena, Albert Young, and Daniel Gartland.

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 Special Regular Board Meeting held on Thursday, November 13, 2025, at 3:00 pm at the ENMWUA Conference Room, Clovis NM, 88101.

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

7. Public Input

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

8. Monthly Financials

a) Approval of Monthly Financials for the Month Ending October 31, 2025. – Southerland

Ms. Southerland reported on financial activities for the month ending October 31, 2025. Total revenues were in the amount of $6,861,228.20. Total expenditures as of October 31st, 2025, reported at $5,508,797.15.

A motion was made for approval of the monthly financials, and a roll call vote took place.

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

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

Ms. Southerland informed the Board Members at this time the Authority is requesting a monthly transfer of funds in the amount of $113,000.00.

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	

9. New Business Items

<u>a) Request for Approval of an Employment Contract for Executive Director. -Morris, Barnett</u>

Chairman Morris presented an employment agreement outlining a two-year term and associated employee benefits for Mr. Mark Howell to serve as Executive Director of ENMWUA. A motion was made for approval, and a roll call vote took place.

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

b) <u>Request for Approval of an Amended and Restated Agreement for Provision of Interim Supplemental Water Service between Eastern New Mexico Water Utility Authority (ENMWUA), City of Texico, New Mexico, and EPCOR Water New Mexico Inc. -Bowens, Barnett</u>

Mrs. Bowens explained that the original agreement dated August 25, 2022, allowed ENMWUA to provide interim water service to Texico. EPCOR will now sell water directly to the City of Texico, and wheeling charges have been eliminated, as Texico has assumed responsibility for operations and maintenance. A motion was made for approval, and a roll call took place.

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

c) <u>Recommendation for Adoption of ENMWUA Easement Acquisition Policy. -Bowens</u>

Mrs. Bowens stated that the purpose of the policy is to ensure transparency and consistency in the easement acquisition process. She outlined two key changes: revising the organizational chart to replace the title “Administrator” with “Executive Director,” and updating the claims formula to include an additional calculation for calf loss production, developed in consultation with Blake Curtis. A motion was made for approval, and a roll call took place.

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

Carter	
Ayes: 6	
Nays: 0	

d) Recommendation for Adoption of ENMWUA Ground Water Tie – In Policy – Bowens, Honea

Mrs. Bowens explained the groundwater tie-in policy, which lets member communities connect local groundwater to the regional system. The policy ensures compliance, communication infrastructure, and flexibility, while leaving room for detailed agreements tailored to future needs.

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

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

e) Request for Approval of the FY2025 Audit Contract with De'Aun Willoughby CPA, PC. Amendment #1 – Bowens

Mrs. Bowens explained that the amendment was required under guidance from the State Auditor's Office due to delays in the federal government's release of the final 2025 Uniform Guidelines.

The amendment adds 10.6 hours of work, totaling $1,725, and includes provisions for an additional exit interview and attendance at a board meeting by Ms. Willoughby.

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

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

f) Review and Approval of ENMWUA Employee Healthcare Benefits – Bowens, Morris

Mrs. Bowens presented healthcare insurance options for ENMWUA staff and recommended adopting the City of Clovis' employee health benefits structure, featuring a 90/10 cost split between the Authority and employees. The coverage will take effect January 1, 2025, with enrollment due December 15, 2025.

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

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

g) Request for Approval of an Easement Agreement between Ollie M. Moore, Trustee of Billy Q. Moore and Ollie M. Moore Revocable Living Trust and the ENMWUA and Accompanying Memorandum of Understanding for the Raw Water 1B Pipeline Phase. – Bowens, Barnett

Parcel No. 1 201 056 264 264 40, Parcel No. 1 201 055 264 264 00, Parcel No. 1 201 054 132 396 00 (RW1B-CP)

Mrs. Bowens explained that the property owner signed both permanent and temporary easement agreements and requested MOU to restate expectations for clarity.

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

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

h) 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. – Barnett

Lots 13 & 14 of South Shore Village Unit 1, a subdivision within the NE/4 of Section 20, Township 13 North, Range 33 East, N.M.P.M.

Mr. Barnett recommended paying the landowners certified appraisal value, settling the lawsuit by covering the difference between the two appraisals and closing the matter.

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

Result:	Approved by Vote (6-0)
Motion: Bryant	
Second: Lucero	
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 – Jacobs Engineering advised that the main project is delayed by coating test issues and contractor priorities, minor adjustments may be needed to the cathodic protection system, though no pipe replacement is necessary. Timeline for completion may likely be slipping into next year, while the pilot project is complete, commissioning, and about to produce water.

RW3 / Texico Lateral – Zack Zebrowski with Harper Brothers Construction stated pipe installation began on July 8, 2025, topsoil removal is 54% complete (approx. 11.82 miles), temporary fencing installation is 75% complete (approx. 26.76 miles), pipe installation is 11% (approx. 2.33 miles). Completion is scheduled for June 15, 2027.

d) Ute Reservoir USGS Report – Bowens

Currently the Ute Reservoir Storage in ac/ft as of October 21, 2025, the Reservoir was at 190,500 ac/ft and as of November 20, 2025, was reported at 197,300 ac/ft for a loss of 2,000 ac/ft. The Ute Reservoir Water Surface Elevation in ac/ft as of October 21, 2025, was reported at 3,787.62 ft and as of today November 20, 2025, was reported at 3,787.30 ft for a loss of 0.32 ft/3.84 in.

e) Report from the Chair – Morris

Chairman Morris acknowledged funding is in strong shape, with IIJA support expected soon and the Water Trust Board ranking the project at the top with $24.3 million. Additional legislative investment is anticipated, and consultant coordination continues. New Executive Director, Mr. Howl, has been hired effective December 8, with staff praised for their support during the interim. The next milestone is the December 9 pre-bid conference for Raw Water 1A.

f) Report from the Deputy Director – Bowens

Ms. Bowens stated that staff have completed training and are prepared to submit for capital outlay funding, while the Water Trust Board's $18.3M closure process has begun with member communities soon receiving updates. The healthcare plan was approved today, Mrs. Bowens and staff expressed gratitude and excitement in welcoming Mr. Howl as the new Executive Director.

12. Future Agenda Items

a) Next Regular Meeting, Date, Time, and Location: Thursday, December 18, 2025, at 3:00 pm at ENMWUA Headquarters 5140 N. Prince Street, Clovis NM, 88101

13. For the Good of the Order

14. Adjournment

Meeting adjourned officially at 5:15pm

X

Michael A. Morris
Chairman

X

Chris Bryant
Secretary