ENMWUA Regular Board Meeting

DATE: Wednesday, September 17, 2026

LOCATION: ENMWUA Headquarters, 5140 N. Prince St, Clovis, NM 88101

1. Call to Order

The meeting called to order at 2:00 p.m.

2. Roll Call

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

Board Members

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

Virtual:

Absent: Member Dixon

Staff and ENMWUA Vendors (In-person)

ENMWUA Staff: Acting Executive Director Jacquelynn Bowens, Grant Manager Victoria Gonzales, Office Manager Elizabeth Ramos

ENMWUA Vendors: Jacobs Engineering: Jim Honea, Bryor Price ENMWUA Attorney: Kameron Barnett

ENMWUA Vendors (Virtual)

Thompson Consulting: Joe Thompson, Sam Montoya, Aaron Smith, Patti Watson, John Ryan, Jeremy Quan

Public Attendees (In-person or Virtual)

Portales Major: Mike Davidson, Eric Palla, Meagon Oldham

3. Invocation

Board Member Merrick delivered an invocation prior to the commencement of the Board meeting.

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

Member Garza 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

Chairman Morris made a motion to remove **Item C under New Business** from the agenda due to issues with the wording of the title. The motion carried unanimously, and the Board unanimously approved the agenda as amended.

Result:	Approved by Vote (5-0)
Ayes: 5	
Nays: 0	

6. Approval of Minutes

a) The Board unanimously approved the minutes of the Regular Board Meeting held on Thursday, July 23, 2026, at 2:00 pm at the ENMWUA Headquarters, 5140 N. Prince St., Clovis, NM, 88101.

Result:	Approved by Vote (5-0)
Ayes: 5	
Nays: 0	

7. Public Input

The Board received no public input.

8. Monthly Financials

a) Approval of Monthly Financials for the Month Ending July 2026

Ms. Bowens reported on financial activities for the month ending July 31st, 2026. Total revenues were in the amount of $2,199,683.57. Expenditures as of July 31st, 2026, reported at $2,437,957.04. A motion was made for approval of the monthly financials.

Result:	Approved by Vote (5-0)
Motion: **Member Merrick**	
Second: **Member Garza**	
Ayes: 5	
Nays: 0	

a) Approval of Monthly Financials for the Month Ending August 2026

Ms. Bowens reported on financial activities for the month ending August 31st, 2026. Total revenues were in the amount of $7,445,579.19. Expenditures as of August 31st, 2026, reported at $3,943,484.42. A motion was made for approval of the monthly financials.

Result:	Approved by Vote (5-0)
Motion: **Vice Chair Lucero**	
Second: **Member Merrick**	
Ayes: 5	
Nays: 0	

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

Chairman Morris motioned to approve the monthly transfer request of funds from the LGIP to the business checking account in the amount of $150,000.

Result:	Approved by Vote (5-0)
Motion: **Secretary Byrant**	
Second: **Member Garza**	
Ayes: 5	
Nays: 0	

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

Ms. Bowens informed the Board members that this annual transfer from the business checking account to the local government investment pool account allows the authority to maximize the investment earnings on the funds. She informed the Board members that at this time, the funds are not immediately required for operation and as needed, the funds will be able to transfer back to the business checking account. The transfer amount of $4,028,163 is the annual membership contributions for fiscal year 2027. Chairman Morris added that we have done this for a year or two now. A motion was made for approval.

Result:	Approved by Vote (5-0)
Motion: **Member Merrick**	
Second: **Vice Chair Lucero**	
Ayes: 5	
Nays: 0	

9. New Business Items

a) Request for Approval Authorizing the ENMWUA Chairman and Secretary to Execute the Agreement between the ENMWUA and Oscar Renda Construction for the Construction of the ENMRWS Raw Water One A Pipeline. – Bowens, Honea, Barnett

Ms. Bowens informed the Board that the staff, legal counsel, and project representatives have reviewed the agreement. The execute agreement is based on the bidding process, Oscar has signed and sent back to the water authority to sign which would make it a fully executed agreement. Ms. Bowens informed the Board that we have requested Oscar to provide their performance and payments bonds and insurance information (e.g. general liability, pollution, builder risk). Ms. Bowens informed the Board that everything is ready from our perspective and requests board authorization to execute the agreement. A motion was made for approval, and a roll call took place.

Result:	Approved by Vote (5-0)
Motion: **Vice Chair Lucero**	
Second: **Member Garza**	
Ayes: 5	
Nays: 0	

b) Request for Approval Authorizing ENMWUA Chairman to Sign Notice to Proceed for Raw Water One A Pipeline Construction. - Bowens

Chairman Morris informed that this request is for authorizing the chairman to sign necessary documents to proceed with the groundwater pipeline construction. A motion was made for approval.

Result:	Approved by Vote (5-0)
Motion: **Member Garza**	
Second: **Secretary Bryant**	
Ayes: 5	
Nays: 0	

c) Request for Approval Authorizing ENMWUA Executive Director to Approve Change Orders for Texico Lateral Pipeline Project in the amount of $50,000 and less. – Bowens

The board has approved to remove this item from the agenda.

d) Request for Approval of ENMRWS Admin and Maintenance Facilities Plans, Specifications, Construction Bid Package and Approval of an Evaluation Committee. – Jacobs, Bowens

Jacobs Engineering's Mr. Price provided an update on the Water Treatment Plant Support Facility project, where he explains that the goal is to construct as much of the water treatment plant as possible while

waiting on the pilot. The project includes an administration building with training, conference, kitchen, and system control functions. As well as a maintenance building with garage and equipment-servicing capabilities, a storage building, and one 3-million-gallon water tank with a second 3-million-gallon water tank planned for future phase. The large blank area on the site will be reserved for the process building, which will house the reverse osmosis and ultrafiltration units. Review of the proposed procurement schedule, with the RFP scheduled for issuance September 30, 2026, a mandatory pre-proposal conference and site visit on October 28, 2026, questions due December 16, 2026, proposals due January 20, 2027, evaluation scheduled for February 10, 2027, and a recommendation of award anticipated for the board meeting on February 25, 2027. The proposed three-member evaluation committee consists of Dave Grigsby of Jacobs Engineering, Deputy Project Manager Aaron Smith, and Clovis City Manager Justin Howalt. A motion was made for approval, and a roll call took place.

Result:	Approved by Vote (5-0)
Motion: **Member Garza**	
Second: **Secretary Bryant**	
Ayes: 5	
Nays: 0	

e) Request for Approval of the Annual Adoption of the Purchasing Policies and Procedures Manual. – Bowens

Ms. Bowens informed the board that there are no proposed changes to our purchasing policies and procedures in this fiscal year. The purchasing policies and procedures ensure public funds are used efficiently for public good while preventing corruption and promoting fair competition amongst suppliers. The board confirmed that the only changes in the purchasing policies and procedures was the updated date on the cover page. A motion was made for approval.

Result:	Approved by Vote (5-0)
Motion: **Vice Chair Lucero**	
Second: **Member Merrick**	
Ayes: 5	
Nays: 0	

f) Request for Adoption of the Eastern New Mexico Water Utility Authority Artificial Intelligence (AI) Acceptable Use Policy. – Bowens

Ms. Bowens presented an AI acceptable use policy at the recommendation of the ENMWUA's auditing firm and assistance from our legal, Mr. Barnett and Aldaz. The AI policy will become a requirement to have in the upcoming fiscal year to ensure there are guidelines for the responsible, secure, and appropriate use

of AI by ENMWUA personnel. This policy limits the staff to Microsoft applications for administrative use only to protect confidential and sensitive information. A motion was made for approval.

Result:	Approved by Vote (5-0)
Motion: **Secretary Bryant**	
Second: **Vice Chair Lucero**	
Ayes: 5	
Nays: 0	

g) Request for Approval of an Easement Agreement between to the ENMWUA and Groom and Rock Island Corporation for the Construction of the Eastern New Mexico Rural Water System Raw Water 1B Pipeline. – Bowens

Ms. Bowens informed the board members that the property owners have accepted the offer and signed. A motion was made for approval.

Result:	Approved by Vote (5-0)
Motion: **Member Garza**	
Second: **Member Merrick**	
Ayes: 5	
Nays: 0	

10. Unfinished Business

There was no unfinished business.

11. Reports from Board Members and Staff

a) State Activities – Thompson

Mr. Thompson reported on recent state-level outreach, noting a productive meeting with Mayor Howalt and that a meeting with Secretary Holland remains pending. He discussed increased state revenues and a question raised by Legislative Finance Committee staff regarding the possibility of the State funding its remaining share of the project, noting broader legislative discussions over using available funds for infrastructure versus recurring obligations. He also noted the importance of formally engaging and orienting incoming legislators to ensure they are familiar with the project and its funding needs.

b) Federal Activities – Ryan

Mr. Ryan provided an update on federal funding and legislative activities. He reported that federal funding is expected to operate under a continuing resolution through December 11, 2026, while Congress

considers the FY2027 Energy and Water appropriations bill, which could provide additional funding for the Rural Water Program and the Authority's project. The House proposal includes $48 million for rural water projects, while Senate action remains pending. He is also coordinating a potential October visit by Senator Heinrich for a project update and tour, and an invitation remains outstanding for Assistant Secretary Andrea Reeb. Mr. Ryan noted that weekly federal strategy meetings with Chris Kearney continue to guide advocacy efforts, including coordination with the Bureau of Reclamation. He also reported that Cannon Air Force Base was identified in the National Defense Authorization Act as being at risk due to its water supply, which could provide an opportunity for additional federal funding to support the project and address the Base's water supply needs. Mr. Ryan anticipates traveling to Washington, D.C., in October and will provide the Board with a more detailed update following those discussions.

c) Project Development Activities – Jacobs Engineering

Mr. Kent provided updates on current construction and design projects. Finished Water 1 is nearing closeout, with a final change order of about $479,000 and final payment pending completion of remaining documentation. Raw Water 3 continues to progress, with topsoil removal at approximately 85% completion, pipeline installation nearing the halfway point, and concrete structure work underway. Completion dates remain unchanged pending review of a weather-related extension request. The Texico Lateral is approximately 81% complete, with remaining valve, building, and network work in progress. Honea reported that the Bids for Raw Water 1B and Raw Water 2 are due in mid-October, with strong contractor interest noted during the pre-bid process. Honea submitted the 90% design package for lateral and will remain on hold pending additional funding. ENMWUA staff and Honea are preparing for Industry Day and site visits with interested contractors. The water treatment plant pilot is nearing completion, and the Administration and Maintenance Building project is scheduled to go to bid at the end of September.

Mr. Quan provided an overview of and demonstration of the Geographic Information System (GIS). He explained how GIS integrates location-based information from various sources to support project analysis, visualization, and decision-making. Mr. Quan demonstrated the project's web-based GIS tools, which allow users to view pipeline alignments, facilities, parcels, easements, and right-of-way acquisition status, as well as access supporting parcel and right-of-way documents through SharePoint. The system also allows users to view facility locations and site layouts, providing a centralized resource for managing and accessing project information.

d) Ute Reservoir USGS Report – Bowens

Ms. Bowens reports that as of August 18th, 2026, the Ute Reservoir sits at 3,784.73 ft and at 3,784.09 ft as of September 17th, 2026. This is a reported loss of 0.64 ft. She reports that the reservoir storage as of August 18th, 2026, is at 179,600 ac/ft and at 175,100 ac/ft as of September 17th, 2026. This is a reported loss of 4,500 ac/ft.

e) Report from the Chair – Morris

Mr. Morris noted plans to reconnect with Wayne Poland to better understand how to navigate the continuing resolution and National Defense Authorization Act (NDAA). He also wants to discuss with Mr.

Poland about potential opportunities for additional federal defense funding related to Cannon Air Force Base's water supply needs and mission readiness. Mr. Morris noted progress on the Texico Lateral and its anticipated benefit in addressing water quantity and quality concerns for the community. He reported on a recent project briefing with Greg Howalt and that an invitation was extended to Deb Halland for a project briefing as well.

f) Report from the Executive Director – Howl

Ms. Bowens reported that the Water Trust Board quarterly reports have been prepared and will be submitted by the end of the month. She noted that the Pilot Plant and Finished Water 1 projects are nearing completion and closeout, and that the Raw Water 1B and Raw Water 2 pre-proposal conference had the highest attendance to date. The New Mexico Environment Department also conducted a site visit of Raw Water 3. Ms. Bowens discussed Industry Day efforts to connect local vendors with larger contractors and encourage dollars to be spent within the local area and region. She reported that Authority staff continues to attend member community meetings in support of the closure of Water Trust Board project WPF-6851 and will also support the City of Portales in its meeting with the New Mexico Environment Department and Water Trust Board staff. She concluded with staff updates, including the hiring of Elizabeth Ramos as Office Manager and ongoing training and certification efforts for both Ms. Gonzales and Ms. Bowens.

12. Executive Session †, ‡

Motion: to move into executive session to discuss limited personnel matters and attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant in accordance with Sections 10-15-1(H)(2) and 10-15-1(H)(7) NMSA 1978 of the New Mexico Open Meetings Act.
Motion: Secretary Bryant
Second: Member Garza

Motion: to move back into open session, noting that no matters were discussed other than limited personnel matters and attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant in accordance with Sections 10-15-1(H)(2) and 10-15-1(H)(7) NMSA 1978 of the New Mexico Open Meetings Act and no final action was taken.
Motion: Secretary Bryant
Second: Vice Chair Lucero

13. Action Item

a) Board Action, if any, Regarding Pending Litigation. - Morris

14. Future Agenda Items

a) *Next Regular Meeting, Date, Time, and Location:* October 29th, 2026, at 2:00 p.m. at the Elida Community Center, 704 State St, Elida, New Mexico 88116.

15. For the Good of the Order

16. Adjournment

The meeting officially adjourned at 4:20 p.m.

X 

Mike Morris
Chairman

X 

Chris Bryant
Secretary