

**Minutes of Regular Meeting
Board of Directors
El Paso County Water Improvement District No. 1
("EPCWID")
March 9, 2016**

DIRECTORS PRESENT	OTHERS PRESENT
Johnny Stubbs, President	Jesus Reyes, General Manager
Indar Singh, Secretary	Al Blair, District Engineer/Consultant via telephone
Larry Ceballos, Director	Jim Speer, Attorney At Law
NOT PRESENT	Jay Ornelas, Assistant District Engineer
Miguel Teran, Director	Phil Bowen, Attorney At Law
Art Ivey, Vice-President	Mary Cortez, Chief Financial Officer
	Sharon Atilano, Administrative Assistant
	Pete Rodriguez, Maintenance Manager
	Lisa Aguilar, HR Manager
	Robert Rios, Water Master
	Rose Rodriguez, Tax Assessor/Collector/Office Manager
	Robert Kimpel, Visitor
	Reuben R. Chavez, Visitor
	Gary Ford, ETC
	Jessica Mayeux, Bixler & Co.
	Mike O'Donnell, Bixler & Co.
	Commissioner Patrick Gordon

1. Call to order and establishment of a quorum.

There being a quorum of Directors present, the meeting was called to order by President Johnny Stubbs at 8:30 a.m., and the Directors then proceeded to consider the following:

2. Welcome of guests.

No action was taken on this item.

3. Approval of minutes of Special Meeting held on February 12, 2016.

Draft minutes of the Special Meeting on February 12, 2016, of the Board of Directors were presented for approval.

After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that the draft minutes of the Special Meeting held on February 12, 2016 are approved.

4. Report and recommendations by Mary Cortez, Chief Financial Officer, concerning financial information, expenditures, budget, and investment policy:

- a. **February Report for the month ending February 31, 2016 were presented to the Board of Directors.** No action was taken on this item.
- b. **\$500 Expenditure Report for the month of February was presented to the Board of Directors.** No action was taken on this item.
- c. **Legal & Consulting Fees Budget Report.** No action was taken on this item.
- d. **EPCWID Annual Audit Report for Fiscal Year 2015.**

After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Annual Audit Report for the Fiscal Year 2015 has been approved.

5. Report and recommendations by Rose Rodriguez, Tax Assessor/Collector/Office Manager, concerning adjustments and corrections, if any, to assessments, taxes, and charges by EPCWID.

- a. **Review tax reports and adjustments.**

The delinquency report for February were presented and reviewed by the Tax Assessor/Collector/Office Manager.

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board, the following resolution was adopted:

WHEREAS: Rose Rodriguez, Tax Assessor/Collector/Office Manager for EPCWID recommends adjustments or corrections to the tax rolls reviewed during the month of February 2016;

NOW, THEREFORE, BE IT RESOLVED: that the adjustments and corrections to the 2015 tax roll for property owners Berenice Maldonado & A Jr Velasco Roman; tax roll reviewed during the month of February are approved as shown on the exhibit attached to these minutes.

- b. 2013-2016 El Paso Public Service Board Assignments. No action was taken on this item.**
- c. 2015-2016 Lower Valley Water District Assignments. No action was taken on this item.**
- d. Comparison of EPCWID tax assessments and collections during 2014 and 2015. No action was taken on this item.**
- e. Report on tax suits and interventions filed by EPCWID. No action was taken on this item.**

6. General Manager's report concerning the following:

- a. Grant funding from the Rio Grande Council of Governments for a Regional Solid Waste Grants Program Grant.**

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board, the following resolution was adopted:

WHEREAS, RGCOG is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the RGCOG's adopted regional solid waste management plan; and

WHEREAS, EPCWID in the State of Texas is qualified to apply for grant funds under the Request for Applications;

NOW, THEREFORE, BE IT RESOLVED BY EPCWID:

- 1) that Lisa Aguilar, HR Manager, is authorized to request grant funding in an aggregate amount not to exceed \$100,000.00, and act on behalf of EPCWID in all matters related to the grant application and any subsequent grant contract and grant project that may result;**
 - 2) that if the project is funded, EPCWID will comply with the grant requirements of the RGCOG, Texas Commission on Environmental Quality and the State of Texas;**
 - 3) the grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant; and**
 - 4) that activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.**
 - b. Meeting with Elephant Butte Irrigation District and David Palumbo, Assistant Commissioner for Bureau of Reclamation, in El Paso on March 7, 2016. No action was taken on this item.**
 - c. Rio Grande Compact Meeting on March 30th and 31st in Alamosa, Colorado. No action was taken on this item.**
 - d. IBWC Memorandum of Understanding regarding American Canal Extension. No action was taken on this item.**
 - e. Update on May 7, 2016 EPCWID elections. No action was taken on this item.**
- 7. District Engineer's report and recommendations concerning the following:**
- a. Rio Grande Project Operating Agreement Accounting. No action was taken on this item.**

b. Rio Grande Compact Accounting. No action was taken on this item.

c. Status of 3rd Party Construction in District Canals and Drains. No action was taken on this item.

8. Maintenance Manager's report and recommendations concerning the following:

Drain maintenance program and water delivery system. No action was taken on this item.

9. Water master's report and recommendations concerning the following:

Water use and availability. No action was taken on this item.

10. Water delivery allocations to EPCWID water users and water available by contract.

Possible release date of project water.

After a motion by Indar Singh, seconded by Larry Ceballos, duly and carried by unanimous vote of the Board it was:

RESOLVED: that the Board of Directors give the General Manager, Jesus Reyes, authorization to set the allocation at 2 ½ acre feet per acre of irrigable land for the 2016 irrigation season.

11. Approval of Subdivision Plats as meeting requirement in License Manual:

a. Application 1836, by Ricardo Herrera for Madrilena Subdivision Replat A, being a Lot 4, Block 1, El Paso County, Texas containing 0.4775 acres, Submission of Irrigable Land Exhibit

After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1836 by Ricardo Herrera for Madrilena Subdivision Replat A, being a Lot 4, Block 1, El Paso County, Texas containing 0.4775 acres for submission of an irrigable land exhibit is approved.

Approval of Applications for Licenses for Use of District Real Property:

- b. Application 1732, by El Paso Water Utilities – Public Service Board, for a 25 year license to cross La Union East Lateral at approximately Station 462+58 with a 3/4-inch potable water line inside a 4-inch casing via open cut method**

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1732, by the El Paso Water Utilities-Public Service Board, for a 25 year license to cross La Union East Lateral at approximately Station 462+58 with a 3/4 –inch potable water line inside a 4-inch casing via open cut method is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- c. Application 1733, by El Paso Water Utilities – Public Service Board, for a 25 year license to cross La Union East Lateral at approximately Station 462+63 with a 4-inch sanitary sewer line inside a 8-inch casing via open cut method**

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1733, by the El Paso Water Utilities-Public Service Board, for a 25 year license to cross La Union East Lateral at approximately Station 462+63 with a 4–inch sanitary sewer line inside a 8-inch casing via open cut method is approved upon the condition

that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- d. Application 1831, by El Paso Water Utilities – Public Service Board, for a 25 year license to cross the Montoya Lateral Branch “C” at approximately Station 22+30 with an 8-inch potable water line inside a 16-inch steel casing via boring method**

After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1831, by the El Paso Water Utilities-Public Service Board, for a 25 year license to cross the Montoya Lateral Branch “C” at approximately Station 22+30 with a 8–inch potable water line inside a 16-inch steel casing via boring method approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- e. Application 1832, by El Paso Water Utilities – Public Service Board, for a 25 year license to cross the Montoya Drainage Canal at approximately Station 117+29 with an 8-inch potable water line inside a 16-inch steel casing via boring method**

After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1832, by the El Paso Water Utilities-Public Service Board, for a 25 year license to cross the Montoya Drainage Canal at approximately Station 117+29 with a 8–inch potable water line inside a 16-

inch steel casing via boring method approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- f. Application 1837, by El Paso Electric Company, for a 25 year license to cross the Mesa Spur Drain at approximately station 318+55 to construct a single (1) phase (15 kva) overhead power line (1-1/10 ACSR and 1 / 0 ACSR-N)**

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1837, by the El Paso Electric Company, for a 25 year license to cross the Mesa Spur Drain at approximately station 318+55 to construct a single (1) phase (15 kva) overhead power line (1-1/10 ACSR and 1/0 ACSR-N) is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

Approval of Construction Dewatering Licenses for Conveying Groundwater:

- g. Application 1830, by El Paso Water Utilities – Public Service Board, for dewatering into Montoya Drainage Canal for construction of an 8 inch potable water main line at Boy Scout Lane**

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that Application 1830, by El Paso Water Utilities-Public Service Board, for a dewatering license to dewater into Montoya Drainage Canal for construction of an 8 inch potable water main line at Boy Scout Lane is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- h. Application 1835, by El Paso Water Utilities – Public Service Board, for dewatering into Montoya Drainage Canal for replacement of culverts within White Spur Arroyo at Riverbend Road crossing

After a motion by Indar Singh, seconded by Larry Ceballos, duly considered and carried by unanimous vote of the Board it was:

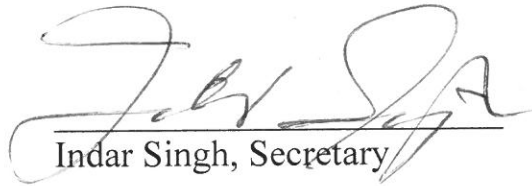
RESOLVED: that Application 1835, by El Paso Water Utilities-Public Service Board, for a dewatering license to dewater into Montoya Drainage Canal for replacement of culverts within White Spur Arroyo at Riverbend Road crossing is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and costs required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID No. 1 are authorized and directed to execute such license, a copy of which is attached hereto.

- 12. Status of and/or action on bids for purchases or sale and/or easements of real property: **None**

- 13. Any or all of the items shown on the attached Closed Meeting Agenda. **The Board then entered into a closed session at 9:40 a.m. regarding the items to be considered in closed session as shown on the Notice of Public**

Meeting. The Board subsequently returned to the open session at 10:55 a.m. with no action having been taken in the closed session.

14. **Adjournment.** On motion duly made, seconded and carried, the Board Meeting adjourned at 11:02 a.m.



Indar Singh, Secretary