

**Minutes of Regular Meeting  
Board of Directors  
El Paso County Water Improvement District No. 1  
("EPCWID")  
February 14, 2018**

<b>DIRECTORS PRESENT</b>	<b>OTHERS PRESENT</b>
<b>Johnny Stubbs, President</b>	<b>Jesus Reyes, General Manager</b>
<b>Indar Singh, Secretary</b>	<b>Maria O' Brien, Attorney at Law</b>
<b>Miguel Teran, Director</b>	<b>Phil Bowen, Attorney At Law</b>
	<b>Jay Ornelas, Assistant District Engineer</b>
	<b>Dr. Al Blair, District Engineer</b>
	<b>Sharon Atilano, Administrative Assistant Engineering</b>
<b>NOT PRESENT</b>	<b>Adriana Avila, Receptionist</b>
<b>Art Ivey, Vice-President</b>	<b>Lisa Aguilar, Chief Administrative Officer</b>
<b>Larry Ceballos, Director</b>	<b>Mary Cortez, Chief Financial Officer</b>
	<b>Rose Rodriguez, Tax Assessor/Collector/Office Manager</b>
	<b>Robert Rios, Water Master</b>
	<b>Pete Rodriguez, Maintenance Manager</b>

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 Regular Meeting held on January 17, 2018.

Draft minutes of the Regular Meeting held on January 17, 2018 of the Board of Directors were presented for approval.

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

**RESOLVED: that the draft minutes of the Regular Meeting held on January 17, 2018 are approved.**

4. Reappointment of and terms and benefits of General Manager.

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

**RESOLVED: that the Board of Directors renews the appointment and employment of Jesus Reyes as the General Manager of the El Paso County Water Improvement District No. 1 on an at will basis, commencing February 1, 2018 through January 31, 2019, at a salary equal to an annual rate of \$176,500.00 for the General Manager, payable bi-weekly, and all other benefits currently provided by the District to the General Manager shall continue: and**

**BE IT FURTHER RESOLVED: that EPCWID shall immediately contribute the sum of \$15,000.00 to the Internal Revenue Code 457(b) Deferred Compensation Plan of the General Manager, provided that the District's auditing firm approves the same as being in compliance with the Internal Revenue Code and applicable regulations.**

5. Reappointment of and terms and benefits of Chief Financial Officer.

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

**RESOLVED: that the Board of Directors renews the appointment and employment of Mary Cortez as the Chief Financial Officer of the El Paso County Water Improvement District No. 1 on an at will basis, commencing February 1, 2018 through January 31, 2019, at a salary equal to an annual rate of \$100,000.00 for the Chief Financial Officer, payable bi-**

**weekly, and all other benefits currently provided by the District to the Chief Financial Officer shall continue.**

6. Ordering election of directors in director divisions 2 and 5.

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

**RESOLVED: (as shown in full on the attached exhibit)**

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

- a. **January Report for the month ending January 2018 were presented to the Board of Directors.** No action was taken on this item.
- b. **\$500 Expenditure Report for the month of January 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.

8. 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. **The delinquency reports for January were presented and reviewed by the Tax Assessor/Collector/Office Manager.**

After a motion by Miguel Teran, seconded by Indar Singh, 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 January 2018;**

**NOW, THEREFORE, BE IT RESOLVED:** that the adjustments and corrections to the 2017 tax roll for Alfredo & Lucina Alvarez, Celia Aguirre, Maureen Ponce Singleton Revocable Trust and Town of Clint, have been reviewed during the month of January 2018 and are approved as shown on the exhibit attached to these minutes.

- b. **2013-2018 City of El Paso Public Service Board Assignments.** No action was taken on this item.
  - c. **2013-2018 Lower Valley Water District Assignments.** No action was taken on this item.
  - d. **Comparison of EPCWID tax assessments and collections during 2016 and 2017.** No action was taken on this item.
  - e. **Report on tax suits and interventions filed by EPCWID.** No action was taken on this item.
9. General Manager's report concerning the following:
- a. **Rio Grande Compact Commission Meeting Colorado Texas New Mexico in Austin, TX reception on March 28, 2018 at 5:30 p.m. and meeting on March 29, 2018 at 9:00 a.m.** No action was taken on this item.
  - b. **Briefing on Franklin Canal and meeting with Paso Del Norte Health Foundation.** No action was taken on this item.
10. 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 in this item.
  - c. **Rio Grande Project Water Supply and Water Allocations.** No action was taken on this item.
  - d. **Status of 3<sup>rd</sup> Party Construction in District Canals and Drains.** No action was taken on this item.
11. Maintenance Manager's report and recommendations concerning the following:

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

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

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

13. Water delivery allocations to EPCWID water users and water available by contract. **No action was taken on this item.**

14. Applications for Licenses for Use of District Real Property:

- a. **Application 2002, by Conterra Ultra Broadband, LLC, for a 20 year license to construct a subsurface fiber optic cable system across Irwin Lateral (an irrigation canal) at Mc Elroy Road, approximately Station 17+90.**

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

**RESOLVED: Application 2002, by Conterra Ultra Broadband, LLC, for a 20 year license to construct a subsurface fiber optic cable system across Irwin Lateral (an irrigation canal) at Mc Elroy Road, approximately Station 17+90 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.**

- b. **Application 1971, Texas Department of Transportation, for proposed widening of SH 20(Alameda Avenue) crossing Ascarate Wasteway with four barrel, 4' X 5' concrete box culverts at approximately Station 6+12.**

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

**RESOLVED Application 1971, Texas Department of Transportation, for a proposed widening of SH 20(Alameda Avenue) crossing Ascarate Wasteway with four barrel, 4' X 5' concrete box culverts at approximately Station 6+12 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.**

15. Sale of Surplus District Real Property under 49.226 of the Texas Water Code:

- a. **Declaration of surplus land and authorization to sell portion of Jornada Lateral from Zaragoza Road to tail end, all adjacent to El Paso Catholic Diocese property.** No action was taken on this item.
- b. **Declaration of surplus land and authorization to sell portion of Playa Lateral near Craddock Street.** No action was taken on this item.

16. Any or all of the items shown on the attached Closed Meeting Agenda. **The Board then entered into a closed session at 10:48 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 11:29 a.m. with no action having been taken in the closed session.**

17. **Adjournment.** On motion duly made, seconded and carried, the Board Meeting adjourned at 11:31 a.m.

  
Indar Singh, Secretary

FILED  
IN THE  
CLERK'S OFFICE  
FEB 14 PM 2:33

**Certified Copy of February 14, 2018 Resolution and Order of the Board of Directors of the  
El Paso County Water Improvement District No.1 regarding Ordering Election for  
May 5, 2018**

*Whereas*, EL PASO COUNTY WATER IMPROVEMENT DISTRICT NO. 1 (hereinafter referred to as "District") is a political subdivision of the State of Texas and is organized and existing under and by virtue of Article XVI, Section 59, of the Constitution of the State of Texas, and operates under Chapter 49, in part, and Chapter 55 of the Texas Water Code, and other statutes; and

*Whereas*, the District by resolution and order of December 14, 2005, acting pursuant to Section 41.001 of the Texas Election code (as amended by House bill 57, which was passed in the regular session of the 79<sup>th</sup> Texas Legislature and signed into law by the Governor of Texas on June 17, 2005), established the second Saturday in May of even numbered years as the date for elections for District positions; and

*Whereas*, the second Saturday of May for 2018 is on May 5th, and

*Whereas*, the terms of the Directors for District Divisions 2 and 5 of the District Board of Directors expire in 2018.

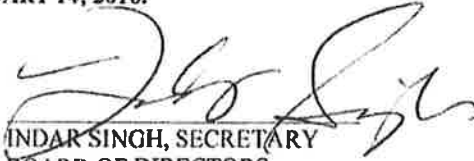
**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Board of Directors of the District that:

1. An election shall be held by the District on May 5, 2018, to elect Directors for District Divisions 2 and 5.
2. The locations of the early voting places shall be at El Paso County Water Improvement District No.1, 13247 Alameda Avenue, Clint, TX 79836 and Fire Station No. 15, 115 Shorty Lane, El Paso, Texas 79932. Early voting shall begin on April 23, 2018.
3. Early voting by personal appearance shall be conducted between the hours of 8:00am and 6:00pm (local time) on April 23, 2018 through May 1, 2018.
4. The early voting clerk's official mailing address is 500 E. San Antonio, L115, El Paso, Texas 79901. The voting on May 5, 2018, shall be conducted from 7:00 a.m. until 7:00 p.m. (local time)
5. The voting on May 5, 2018, shall be conducted at one designated polling place, within three District Divisions, which shall be as follows:

<b>Division</b>	<b>Polling Location</b>
1	Fire Station No. 15, 115 Shorty Lane, El Paso, Texas 79932 (regular and early voting)
2	Ysleta Del Sur Pueblo, Health and Human Services Bldg. Ysleta Del Sur Pueblo, 79907
3	El Paso County Water Improvement District No. 1 13247 Alameda Avenue, Clint, Texas 79836 (regular and early voting)

**CERTIFICATE**

***I, INDAR SINGH, SECRETARY OF THE BOARD OF DIRECTORS FOR THE EL PASO COUNTY WATER IMPROVEMENT DISTRICT NO.1, DO HEARBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED AT THE MEETING OF THE BOARD OF DIRECTORS OF EL PASO COUNTY WATER IMPROVEMENT DISTRICT NO.1 WHICH WAS HELD ON FEBRUARY 14, 2018.***



**INDAR SINGH, SECRETARY  
BOARD OF DIRECTORS  
EL PASO COUNTY WATER IMPROVEMENT DISTRICT NO.1**

**DATE: 02/14/2018**

FILED IN RECORD OFFICE

FEB 14 2018

EL PASO COUNTY