

**Minutes of Special Meeting
Board of Directors
El Paso County Water Improvement District No. 1
("EPCWID")
February 12, 2016**

DIRECTORS PRESENT	OTHERS PRESENT
Johnny Stubbs, President	Jesus Reyes, General Manager
Art Ivey, Vice-President	Al Blair, District Engineer/Consultant via telephone
Indar Singh, Secretary	Jim Speer, Attorney At Law
Larry Ceballos, Director	Jay Ornelas, Assistant District Engineer
Miguel Teran, Director	Phil Bowen, Attorney At Law
	Mary Cortez, Chief Financial Officer
	Sharon Atilano, Administrative Assistant
	Pete Rodriguez, Maintenance Manager
	Lisa Aguilar, HR Manager
	Rose Rodriguez, Tax Assessor/Collector/Office Manager

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. Reappointment of General Manager.

After a motion by Art Ivey, 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, 2016 through January 31, 2017, 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 to Jesus Reyes by the District shall continue.

4. Reappointment of Chief Financial Officer.

After a motion by Art Ivey, seconded by Miguel Teran, 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, 2016 through January 31, 2017, at a salary equal to an annual rate of \$90,000.00 for the Chief Financial Officer, payable bi-weekly, and all other benefits currently provided to Mary Cortez by the District shall continue.

5. Ordering election of directors in director divisions 1, 3, and 4.

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

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

6. Approval of locations for early and regular voting.

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

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

7. Approval of minutes of Special Meeting held on January 15, 2016.

Draft minutes of the Special Meeting on January 15, 2016, of the Board of Directors were presented for approval.

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

RESOLVED: that the draft minutes of the Special Meeting held on January 15, 2016 are approved.

8. 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 31, 2016 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.
- d. **EPCWID Annual Audit Report for Fiscal Year 2015.** No action was taken on this item.

9. 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 January were presented and reviewed by the Tax Assessor/Collector/Office Manager.

After a motion by Art Ivey, seconded by Miguel Teran, 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 2016;

NOW, THEREFORE, BE IT RESOLVED: that the adjustments and corrections to the 2015 tax roll for property owners Ramon A. Perez, Joe R. Ledesma & Ofelia C., Samuel & Abril Gonzalez and Enrique Z. Estrada; tax roll reviewed during the month of January are approved as shown on the exhibit attached to these minutes.

- b. 2013-2016 El Paso Public Service Board leases and 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.**

10. General Manager's report concerning the following:

- a. Consideration of bids to supply EPCWID a Trailer-Mounted Concrete Pump. The Trailer-Mounted Concrete Pump is to be delivered to 13247 Alameda Avenue in Clint, Texas in El Paso County. No action was taken on this item.**
- b. Contract with the County of El Paso for election services.**

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

RESOLVED: that the Contract with the County of El Paso for election services is approved and Johnny Stubbs, the President of the Board of Directors, is authorized to sign such contract.

- c. Farmers Meeting scheduled on February 11, 2016. No action was taken on this item.**

- d. **Comanche Trail Pipeline, LLC vs. El Paso County Water Improvement District No. 1 In Cause No. 2016DCV0255.** No action was taken on this item.
 - e. **Meeting on February 29, 2016 with David Palumbo, Assistant Commissioner for USBR, EBID and EPCWID in El Paso.** No action was taken on this item.
- 11. 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.
- 12. Maintenance Manager's report and recommendations concerning the following:

Drain maintenance program and water delivery system. No action was taken on this item.
- 13. Water master's report and recommendations concerning the following:

Water use and availability. No action was taken on this item.
- 14. Water delivery allocations to EPCWID water users and water available by contract.

No action was taken on this item.
- 15. Agreement to classify Non-irrigable Land as Irrigable Land:
 - a. **Application 1829, by Jacob W. Paulsen, for classification of Lot 6 West 40' & 7 East 40', Block 1, Cloverdale #1 Subdivision, approximately (0.26 ac), in the City of El Paso, El Paso County, Texas, as irrigable lands.**

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

RESOLVED: that Application 1829 by Jacob W. Paulsen, for classification of Lot 6 West 40' & 7 East 40', Block 1, Cloverdale #1 Subdivision, approximately (0.26 ac), in the City of El Paso, El Paso County, Texas as irrigable land is approved and the officers of EPCWID No. 1 are authorized and directed to execute such contract, a copy of which is attached hereto.

Approval of Construction Dewatering Licenses for Conveying Groundwater:

b. Application 1827, by Lower Valley Water District, for dewatering into various EPCWID facilities for construction of Sunshine Acres Wastewater Project adjacent to Morning Glory Subdivision

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

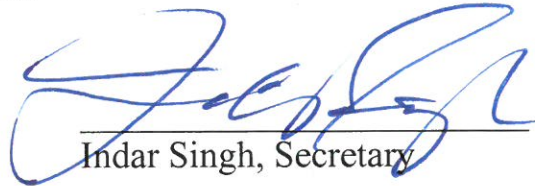
RESOLVED: that Application 1827, by Lower Valley Water District, for a dewatering license to dewater into various EPCWID facilities for construction of Sunshine Acres Wastewater Project adjacent to Morning Glory Subdivision is approved upon the condition that the applicant meets all requirements of the 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.

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

15. Any or all of the items shown on the attached Closed Meeting Agenda. **The Board then entered into a closed session at 9:46 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 11:19 a.m. with no action having been taken in the closed session.

16. **Adjournment.** On motion duly made, seconded and carried, the Board Meeting adjourned at 11:20 a.m.



Indar Singh, Secretary

**Certified Copy of February 13, 2016 Resolution and Order of the Board of Directors of the El Paso County
Water Improvement District No.1 regarding Ordering Election for
May 7, 2016**

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 79th 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 2016 is on May 7th, and

Whereas, the terms of the Directors for District Divisions 1, 3 and 4 of the District's Board of Directors expire in 2016.

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 7, 2016, to elect Directors for District Divisions 1, 3 and 4.
2. Early voting by personal appearance shall be conducted between the hours of 8:00am and 5:00pm (local time) on April 25 through April 30, and May 2 and May 3, 2016 at the following locations:

Fire Station No. 15: 115 Shorty Ln. (Upper Valley, El Paso, Texas)

El Paso County Water Improvement District No. 1, Main Office, 13247 Alameda Ave. (Clint, Tx)

Rogelio Sanchez Center, 1331 N. Fabens St. (Fabens, Texas)

3. The early voting clerk's official mailing address is 500 E. San Antonio, L115, El Paso, Texas 79901.
4. The voting on May 7, 2016, shall be conducted from 7:00 a.m. until 7:00 p.m. (local time) at following designated polling locations, one each within each District Division, which shall be as follows:

Fire Station No. 15: 115 Shorty Ln. (Upper Valley, El Paso, Texas)

Ysleta Del Sur Pueblo, Health and Human Services Bldg. (Ysleta Area, El Paso, Texas)

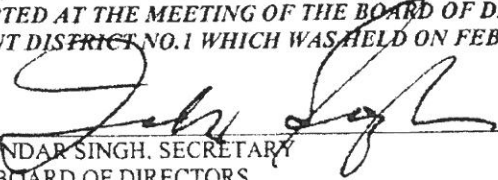
El Paso County Water Improvement District No.1, 13247 Alameda Ave. (Clint, Texas)

Rogelio Sanchez Center, 1331 N. Fabens St. (Fabens, Texas)

Tornillo ISD Admin. Bldg., 19200 Cobb St. (Tornillo, Texas)

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 13, 2016.



INDAR SINGH, SECRETARY
BOARD OF DIRECTORS
EL PASO COUNTY WATER IMPROVEMENT DISTRICT NO.1
DATE: 02/13/2016

2016 FEB 16 AM 10:55