

**Minutes of Special Meeting
Board of Directors
El Paso County Water Improvement District No. 1
("EPCWID")
November 18, 2015**

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
DIRECTORS NOT PRESENT	Jay Ornelas, Assistant District Engineer
Art Ivey, Vice-President	Phil Bowen, Attorney At Law
Miguel Teran, Director	Mary Cortez, Chief Financial Officer
	Sharon Atilano, Administrative Assistant
	Robert Rios, Water Master
	Pete Rodriguez, Maintenance Manager
	Lisa Aguilar, HR Manager
	Rose Rodriguez, Tax Assessor/Collector/Office Manager
	Cathy Oyston, Farm Tract Coordinator
	Ruben Chavez, Visitor
	Robert Kimpel, Visitor

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. Request by Robert Kimpel regarding metering and assigned turnout ratings and community ditch policy of EPCWID. **No action was taken on this item.**
4. City of San Elizario proposal for shared use of certain irrigation canal banks within the City of San Elizario for the purpose of developing a pedestrian/bicycle pathway. **No action was taken on this item.**
5. Engagement of David Fuller and Value Incorporated as business valuation experts. **No action was taken on this item.**
6. Approval of minutes of Special Meeting held on September 16, 2015 and Special Meeting held on October 5, 2015 of the Board of Directors.

Draft minutes of the Special Meeting on September 16, 2015, and Special Meeting held on October 5, 2015 of the Board of Directors were presented for approval.

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

RESOLVED: that the draft minutes of the Special Meeting held on September 16, 2015 and Special Meeting held on October 5, 2015, are approved.

7. Report and recommendations by Mary Cortez, Accountant, concerning financial information, expenditures, budget, and investment policy:
 - a. **September and October Reports for the months ending September 30, 2015 and October 31, 2015 were presented to the Board of Directors. No action was taken on this item.**
 - b. **\$500 Expenditure Report for the months of September and October 2015 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. **Quarterly Investment Report.**

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 Quarterly Investment Report for period ending on 9/30/2015 is approved, a copy of which is attached hereto.

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. Review tax reports and approval of adjustments.

The delinquency reports for September and October were presented and reviewed by the Tax Assessor/Collector/Office Manager.

After a motion by Larry Ceballos, 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 months of September and October 2015;

NOW, THEREFORE, BE IT RESOLVED: that the adjustments and corrections for September 2015 for property owners Frontera Gardens for the years of 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013 and 2014 and El Paso County Trustee for the year 2014; tax rolls reviewed during the month of September are approved as shown on the exhibit attached to these minutes. That the adjustments and corrections for October 2015 for property owner The International Pentecostal Holiness Church Extension Loan Fund for the years 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, and 2014; tax rolls reviewed during the month of October are approved as shown on the exhibit attached to these minutes.

- b. **2013-2015 El Paso Public Service Board leases and assignments.** No action was taken on this item.
- c. **2015 Lower Valley Water District Assignments.**
- d. **Comparison of EPCWID tax assessments and collections during 2013 and 2014.** No action was taken on this item.
- e. **Report on tax suits and interventions filed by EPCWID.** No action was taken on this item.
- f. **Setting of assessments against all irrigable land in EPCWID and setting of assessments against persons who use water, in accordance with Texas Water Code.**

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

RESOLVED: that the tax assessment against all irrigable land for the year from January 1 through December 31, 2015 is set at \$25.00 per acre of irrigable land; that the water assessment for both allocated and non-allocated water is set at \$20.00 per acre-foot of water; and that the account service charge for irrigable land accounts shall be \$12.00 per owner. These assessments are due upon receipt of EPCWID notices and become delinquent on February 1, 2016.

- g. **Setting contract rate in 2015 for water supplied to tax exempt entities.**

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 contract rate for the 2015 calendar year for water furnished to irrigable, tax-exempt land except the Public Service Board and the Lower Valley Water District is set at \$45.00 per acre foot.

h. Certify Tax Roll.

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

RESOLVED: that the tax roll for the calendar year of 2015, is approved and certified.

9. General Manager's report concerning the following:

- a. Report on Ritchie Brothers auction Houston, Texas.** No action was taken on this item.
- b. Meeting with John Balliew, President/CEO, El Paso Water Utilities.** No action was taken on this item.
- c. Update on Riverside Canal concrete lining.** 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 on this item.
- c. Status of 3rd 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. **License 1069, Lower Valley Water District's request for reimbursement of payment for easement granted by EPCWID to place 12-inch sewer line within EPCWID's Clint Spur Drain right of way. No action was taken on this item.**
- b. **Application 1778, by Time Warner Cable, Inc., for a one year license to access EPCWID right of way, district wide, for operation and maintenance of existing Time Warner Cable system. No action was taken on this item.**
- c. **Application 1779, by Lower Valley Water District, for a 25 year license to construct a 12-inch sanitary sewer line across Ysla Lateral at North Loop Road and Richardson Road, approximately Station 303+72 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 1779, by Lower Valley Water District, for a 25 year license to construct a 12-inch sanitary sewer line across Ysla Lateral at North Loop Road and Richardson Road, approximately Station 303+72 via boring 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 1798, by Verde 360 Americas, L.P., for proposed roadway crossing Franklin Drainage Canal to Carl Longuemare Road with a single barrel 10' X 7'**

concrete box culvert at approximately Station 387+60. No action was take on this item.

- e. Application 1809, by Time Warner Cable, Inc., for a 25 year license to construct a fiber CATV overhead line across the Franklin Drainage Canal at Carl Longuemare Road approximately station 333+59**

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 1809, by Time Warner Cable, Inc., for a 25 year license to construct a fiber CATV overhead line across the Franklin Drainage Canal at Carl Longuemare Road approximately station 333+59 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 Subdivision Plats as meeting requirement in License Manual:

- f. Application 1801, by Hamilton Peck/North Loop Apartments, L.L.C. for North Loop Apartments Subdivision, being a portion of Tract 5D, Block 3, Ysleta Grant, City of El Paso, El Paso County, Texas containing 8.2341 acres, Submission of Irrigable Land Exhibit**

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 1801 by Hamilton Peck/North Loop Apartments, L.L.C., for North Loop Apartments Subdivision, being a portion of Tract 5D, Block 3, Ysleta Grant, City of El Paso, El Paso County, Texas

containing 8.2341 acres, has been submitted for approval of an irrigable land exhibit, and it is hereby approved.

15. Status of and/or action on bids for purchases or sale and/or easements of real property:

- a. **Consider offer from Monico Perez to purchase portion of Thompson Spur Drain.** No action was taken on this item.
- b. **Consider offers from Martin Renteria to purchase portions of Clint Spur Drain.** No action was taken on this item.
- c. **Request by El Paso Public Service Board to utilize drains for disposal of storm water and maintenance of drains.** No action was taken on this item.
- d. **Consideration of bids to supply EPCWID a quantity between 500 and 2,500 cubic yards of fiber reinforced concrete for use in a shotcrete application and delivered to Riverside Canal in the vicinity of Pan American Road and Southside Road, El Paso County, Texas, for Riverside Canal lining project.**

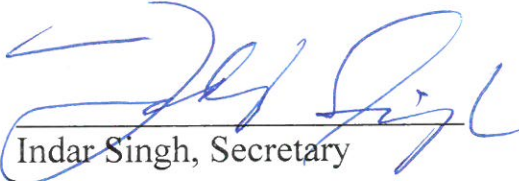
After a motion by Larry Ceballos, seconded by Indar Singh, duly considered and carried by unanimous vote of the Board it was:

RESOLVED: that the Board of Directors accepts the low bid by Cemex for supplying a quantity of 500 and 2,500 cubic yards of fiber reinforced concrete for use in a shotcrete application to be delivered to Riverside Canal in the vicinity of Pan American Road and Southside Road, El Paso County, Texas, for Riverside Canal lining project.

16. Any or all of the items shown on the attached Closed Meeting Agenda. **The Board then entered into a closed session at 10:59 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 12:13 p.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 12:15 p.m.

Minutes-Special Meeting
Wednesday, November 18, 2015



Indar Singh, Secretary