

**Minutes of Special Meeting
Board of Directors
El Paso County Water Improvement District No. 1
(EPCWID)
November 18, 2020**

DIRECTORS PRESENT	OTHERS PRESENT
Johnny Stubbs, President	Jesus Reyes, General Manager
Art Ivey, Vice-President	Dr. Al Blair, District Engineer (via zoom)
Larry Ceballos, Secretary (via telephone)	Jim Speer, Attorney At Law (via telephone)
George Brooks, Assistant Secretary	Phil Bowen, Attorney At Law (via telephone)
Miguel Teran, Director	Maria O'Brien Attorney At Law (via zoom)
	Jay Ornelas, Assistant District Engineer (via zoom)
	Rene Hicks, Attorney At Law (via zoom)
	Mary Cortez, Chief Financial Officer
	Lisa Aguilar, Chief Administrative Officer
	Rose Rodriguez, Tax Assessor/Collector/Office Manager
	Pete Rodriguez, Maintenance Manager
	Robert Rios, Water Master
	Sharon Atilano, Engineering Assistant
	Jerry Hernandez, U.S. Border Patrol

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 9:00 a.m., and the Directors then proceeded to consider the following.

2. Welcome of guests. No action was taken on this item.
3. Minutes of October 14, 2020 and October 20, 2020 meetings of the Board of Directors.

After a motion by Art Ivey, seconded by George Brooks, duly considered and carried by unanimous vote of the Board the following resolution was adopted:

RESOLVED: that the draft minutes of the Regular Meeting held on October 14, 2020 and Special Meeting held on October 20, 2020 are approved.

4. Report and recommendations by Lisa Aguilar, Chief Administrative Officer/Election Officer, concerning office operations, and elections:
None
5. Report and recommendations by Mary Cortez, Chief Financial Officer, concerning financial information, expenditures, budget, and investment policy:
 - a. **Financial Report.** No action was taken on this item.
 - b. **\$500.00 Expenditure Report.** No action was taken on this item.
 - c. **Legal & Consulting Fees Budget Report.** No action was taken on this item.
 - d. **Engagement Letter for Bixler & Company**

After a motion by Art Ivey, seconded by George Brooks, duly considered and carried by unanimous vote of the Board the following resolution was adopted:

RESOLVED: that the Engagement Letter for Bixler & Company is approved.

6. 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 report and adjustments-The tax report was reviewed, and there were no tax adjustments for the month of October.**
- b. **2013-2019 El Paso Public Service Board Assignments, 2013-2019 Lower Valley Water District Assignments and Report on tax suits for the month of October.** No action was taken on this item.
- c. **Comparison of EPCWID Tax assessments and collection during 2018 and 2019 for the month of October.** No action was taken on this item.
- d. **Certify Tax Roll**

After a motion by George Brooks, seconded by Art Ivey, duly considered and carried by unanimous vote of the Board the following resolution was adopted:

RESOLVED: that the tax roll for the calendar year of 2020 is approved and certified.

7. General Manager's report concerning the following:

- a. **Rio Grande Council and Government Regional Solid Waste Gants Program Funding Report Fiscal Year 2081/2019.** No action was taken on this item.
- b. **Application 2263, by EPWCV, LLC, consider offer for portion of Borderland Spur Drain, from Artercraft Rd. to Combination Lateral, Block 10, Upper Valley, El Paso, Texas, approximately 2.3 acres of surplus land.** No action was taken on this item.
- c. **Discuss River drain overflow and damage to cotton on Ivey farm.** No action was taken on this item.
- d. **Update on EPCWID operations during COVID 19.** No action was taken on this item.

8. 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. **Rio Grande Project Water Supply and Water Allocations.** No action was taken on this item.
 - d. **Status of 3rd Party Construction in District Canals and Drains.** No action was taken on this item.

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

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

10. Water Master's report and recommendations concerning the following:

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

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

12. Subdivision Plats within District Boundary requirement in License Manual: **None**

13. Applications for License for Use of District Real Property:
 - a. **Application 2272, by Lower Valley Water District, for a 25-year license to cross the Ysla Lateral at Anderson Road, approximately Station 332+49 with an 8-inch water main inside a 16-inch steel casing via conventional bore method**

After a motion by Miguel Teran, seconded by George Brooks, duly considered and carried by unanimous vote of the Board the following resolution was adopted:

RESOLVED: that Application 2272, by Lower Valley Water District, for a 25-year license to cross the Ysla

Lateral at Anderson Road, approximately Station 332+49 with an 8-inch water main inside a 16-inch steel casing via conventional bore method is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and cost required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID1 are authorized and directed to execute such license, a copy of which is attached hereto.

- b. Application 2273, by Lower Valley Water District, for a 25-year license to cross the Ysla Lateral upstream from Anderson Road, approximately Station 325+97 with an 8-inch sanitary sewer main inside a 16-inch steel casing via conventional bore method**

After a motion by Miguel Teran, seconded by George Brooks, duly considered and carried by unanimous vote of the Board the following resolution was adopted:

RESOLVED: that Application 2273, by Lower Valley Water District, for a 25-year license to cross the Ysla Lateral upstream from Anderson Road, approximately Station 325+97 with an 8-inch sanitary sewer main inside a 16-inch steel casing via conventional bore method is approved upon the condition that the applicant meets all requirements of the license, including paying all fees and cost required by the license and providing the District with three signed originals of the license, both within 60 days hereafter, and the officers of EPCWID1 are authorized and directed to execute such license, a copy of which is attached hereto.

14. Sale of Surplus District Real Property under 49.226 of the Texas Water Code: None
15. Any or all of the items shown on the attached Closed Meeting Agenda.
The Board then entered into a closed session at 10:17 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 10:56 a.m. with no action having been taken in the closed session.

16. Consideration of agenda items for next regular board meeting.
Cancellation of December regular board meeting.

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

RESOLVED: that the regular board meeting which was scheduled for December 9, 2020 has been cancelled.

17. **Adjournment.** On motion duly made, seconded and carried, the Board Meeting adjourned at 10:57 a.m.



Larry Ceballos, Secretary