

**Minutes of Regular Meeting
 Board of Directors
 El Paso County Water Improvement District No. 1
 (“EPCWID”)
 February 11, 2015**

DIRECTORS PRESENT	OTHERS PRESENT
Johnny Stubbs, President	Jesus Reyes, General Manager
Art Ivey, Vice-President	Al Blair, District Engineer/Consultant
Indar Singh, Secretary	Jim Speer, Attorney At Law
Miguel Teran, Director	Jay Ornelas, Assistant District Engineer
DIRECTORS NOT PRESENT	Mary Cortez, Chief Financial Officer
Larry Ceballos, Director	Sharon Atilano, Administrative Assistant
	Robert Rios, Water Master
	Lisa Aguilar, HR Manager
	Rose Rodriguez, Tax Collector/Assessor/Office Manager
	Phil Bowen, Attorney At Law
	Rueben Chavez, Visitor
	Robert Kimpel, Visitor
	David Garcia, USBR
	Tim Davis, 4D Oneok Westex
	Dan Tirres, USBR
	Larry Vasquez, USBR
	Javier Grajeda, USBR
	Gerardo Melendez, USBR

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 14, 2015, Telephonic Emergency Meeting held on January 20, 2015 and the Special Meeting held on January 28, 2015 of the Board of Directors.

Draft minutes of the Regular Meeting on January 14, 2015, Telephonic Emergency Meeting held on January 20, 2015 and the Special Meeting held on January 28, 2015 of the Board of Directors were presented for approval.

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 draft minutes of the Regular Meeting held on January 14, 2015, Telephonic Emergency Meeting held on January 20, 2015 and the Special Meeting held on January 28, 2015 are approved.

4. Reappointment 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, 2015 through January 31, 2016, at a salary equal to an annual rate of \$152,500.00 for the General Manager, payable bi-weekly, and all other benefits currently provided by the District General Manager shall continue; and

BE IT FURTHER RESOLVED: that EPCWID shall immediately contribute the sum of \$12,000.00 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. Appointment of Chief Financial Officer.

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 establishment of the office of the Chief Financial Officer is approved, and such office shall be included in the organizational chart of EPCWID, and such officer shall report directly to the Board of Directors, and Mary Cortez is hereby appointed as the Chief Financial Officer, to be paid a salary equal to an annual rate of \$85,000.00, payable bi-weekly, and all other benefits currently provided to Mary Cortez by the District shall continue.

6. Report and recommendations by Mary Cortez, Accountant, concerning financial information, expenditures, budget, and investment policy:

- a. **January Financial Reports for the month ending January 31, 2015 were presented to the Board of Directors.** No action was taken on this item.
- b. **\$500 Expenditure Report for the month of January 2015 was presented to the Board of Directors.** No action was taken on this item.

7. 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 approval of adjustments.**

The delinquency report was presented and reviewed by the Tax Assessor/Collector/Office Manager.

After a motion by Art Ivey, 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 2015;

NOW, THEREFORE, BE IT RESOLVED: that the adjustments and corrections to the 2014 for property owners Miguel & Lorena Lopez and Cristina Lopez; tax roll reviewed during the month of January are approved as shown on the exhibit attached to these minutes.

- b. 2013-2014 El Paso Public Service Board leases and assignments.** No action was taken on this item.
- c. Comparison of EPCWID tax assessments and collection and during 2013 and 2014.** No action was taken on this item.
- d. Report on tax suits and interventions filed by EPCWID.** No action was taken on this item.

8. General Manager's report concerning the following:

- a. Introduction of Mr. Daniel Tirres, General Engineer for USBR in Water Operations Division.** No action was taken on this item.
- b. Fiscal Year USBR budget (2015) first quarter estimated and actual costs.** No action was taken on this item.
- c. Law of Rio Grande seminar March 4th, 5th and 6th in Santa Fe, NM, Jesus Reyes, General Manager has been invited to speak at conference.** No action was taken on this item.
- d. Rio Grande Compact Meeting in Austin, TX on March 23rd and 24th.** No action was taken on this item.

9. 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.
- d. **Computer System Security Policy.** No action was taken on this item.
- e. **Status of Technical Analysis of Rio Grande Compact Issues.** No action was taken on this item.

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

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

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

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

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

13. Consideration of Applications to Use District Property or Approval of Subdivision Plats meeting requirements of License Manual:
None

Letters of Approval or Termination under existing License Agreements or Transfers of License: **None**

Letters of Approval under existing License Agreements or Transfers of License: **None**

Applications to Use District Property or

- a. **Application 1721, by Mary Jane DeCutler, for a 50 year license for ingress and egress across the Montoya Lateral Branch "A" Canal and Montoya Drive at approximately station 54+80 at Lot 8 Woodland Vista Estates in El Paso, Texas.**

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

RESOLVED: that Application 1721, by Mary Jane DeCutler, for a 50 year private use license for ingress and egress across the Montoya Lateral Branch "A" Canal and Montoya Drive at approximately station 54+80 at Lot 8 Woodland Vista Estates in El Paso, Texas 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 to the District, 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.

Construction Dewatering Licenses for conveying groundwater:

- b. **Application 1717, by El Paso Water Utilities-Public Service Board, for dewatering into EPCWID facilities for construction of Collector Sewer System along Borderland Road and Morrill Road.**

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

RESOLVED: that Application 1717, by El Paso Water Utilities-Public Service Board, for dewatering into EPCWID facilities for construction of Collector Sewer System along Borderland Road and Morrill Road 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 to the District, 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.

Letters of No Objection for Natural Gas Service installed with the Rights-of-Ways of Public Roads:

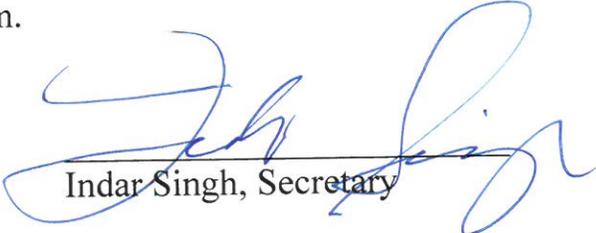
- c. **Application 1708-Texas Gas Service for 2-inch PPE encased in 4" steel casing by boring methods crossing under La Union East Lateral at approximately Station 461+82 and Pecos River Drive.** No action was taken on this item.
- d. **Application 1709-Texas Gas Service for 2-inch PPE encased in 4" steel casing by boring methods crossing under La Union East Lateral at approximately Station 471+81 and Willow River Drive.** No action was taken on this item.

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

- a. **Application 1696 and 1697, by Union Pacific Railroad, to purchase portions of Middle Drainage Canal.** No action was taken on this item.
- b. **Consider offer from Canutillo Independent School District to purchase portion of Borderland Spur Drain.** No action was taken on this item.

15. Any or all of the items shown on the attached Closed Meeting Agenda. **The Board then entered into a closed session at 9:35 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 11:10 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 11:15 a.m.


Indar Singh, Secretary