



EL PASO COUNTY TORNILLO WATER IMPROVEMENT DISTRICT
19225 Highland St., Tornillo, TX 79853, El Paso County, Texas
Board Room
February 21, 2019, 6:00 p.m.

AGENDA

1. Roll call, determination of quorum, call meeting to order.
2. Take action on appointment for Board Director Place 1 and administer Statement of Appointed/Elected Officer for District Board appointments, and Oath of Office.
3. Open Forum. Public comment may be made on a posted item on today's agenda; or a specific question requesting factual information, which may briefly be answered. A time limit will be observed.
4. Consider and take action of approval of the following meeting minutes:
 1. January 17, 2019 Regular Meeting
 2. February 13, 2019 Emergency Meeting
5. Briefing and discussion of water and wastewater projects. Brown and Caldwell and District Staff report.
6. Discussion of regular Board meetings to be held on the third Thursday of the month.
7. Discussion and action of the audited financial statements for fiscal year ending September 30, 2018.
8. Discussion and action of Certificate of Substantial Completion for the 10-inch Waterline Relocation Project.
9. Discussion and action of Brown and Caldwell invoice #57336297 for \$3,370.73 for Miscellaneous Tasks-Five R Enterprise, and invoice #57336296 for \$504.45 for Monitoring Plan.
10. Discussion and action of Spartan Construction of TX, Inc. Pay Application No. 3 for \$94,138.87.
11. Discussion and action of Kemp Smith invoices #484592 for \$20.00 for professional services.
12. Discussion and action of Brown and Caldwell Task Order 2 for completion of Water Conservation Plan.
13. Review of the January 2019 financial records.

14. Discussion and action to transfer \$150,000.00 from the BBVA General Money Market account to the BBVA General account.
15. Executive Session. The Board of Directors of the El Paso County Tornillo Water Improvement District (the "District") may retire into EXECUTIVE SESSION pursuant to the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Board may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.
 - a. Section 551.074 Personnel Matters
16. Discussion and action of review of selections of entry level positions recommended by Business Manager.
17. Discussion and action of job descriptions for entry level Water/Wastewater Operator and part-time Assistant Business Manager.
18. Discussion and action of part-time Assistant Business Manager position.
19. Adjourn.

I, Hugo J. Almanza, (915) 764-2966, hereby certify I have instructed that the above notice of meeting be posted at least 72 hours before the scheduled time of the meeting 1) in a place convenient to the public in the District's administrative office and 2) that a notice of the meeting be provided to the El Paso County Clerk for posting, in accordance with the Texas Open Meetings Act.

In this Notice of Open Meeting, the posting of an agenda item as a matter to be discussed in open session is not intended to limit or require discussion of that matter in open session if it is otherwise appropriate to discuss the matter in executive session. If, during the discussion of any Agenda item, a matter is raised that is appropriate for discussion in executive session the Board may, as permitted by law, adjourn into executive session to deliberate on the matter.

The posting of an agenda item as a matter of law to be discussed in executive session is not intended to limit or require discussion of that matter in executive session. The Board may discuss in open session any matter for which notice has been given in this Notice of Open Meeting, including an agenda item posted for executive session. In no event, however, will the Board take action on any agenda item in executive session, whether it is posted for open or executive session.