



**EL PASO COUNTY TORNILLO WATER IMPROVEMENT DISTRICT**

**19225 Highland Street,  
Tornillo, TX, El Paso County, Texas**

**BOARD OF DIRECTORS**

**April 29, 2025**

**7:00 p.m.**

**AGENDA**

1. Roll call, determination of quorum, call meeting to order.
2. Open Forum: Public comments 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.

**CONSENT AGENDA**

3. Consider and approve the minutes of November 21, 2024, Board meeting.
4. Consider and approve ratification of Brown and Caldwell Invoices #57543716 & #57547312.

Invoice #57543716 \$1,342.78 for final design for wastewater expansion project.  
Invoice #57547312 \$21,1238.32 for final design for wastewater expansion project.  
Invoice #57551450 \$11,292.77 for final design for wastewater expansion project.  
Invoice #57554098 \$3,968.95 for final design for wastewater expansion project.

5. Consider and approve ratification of Kemp Smith Law Invoices #640346.

Invoice #640346 \$2,162.50 for work on updating investment policy.

6. Consider and approve ratification of WSB CD renewals.

WSB CD 7493 in the amount of \$103,502.27 automatically renewed 01/07/2025 with a term of 180 days (six months). New maturity date 07/06/2025. Rate 1.05%.

WSB CD 7501 in the amount of \$207,004.54 automatically renewed 01/07/2025 with a term of 180 days (six months). New maturity date 07/06/205. Rate 1.05%.

7. Consider and approve ratification of Cima Technologies Invoice #241977.

Invoice #241977 \$4,472.36 for new resetters at ATP.

8. Consider and approve Alpha Southwest Invoice #P0013775.

Invoice#P0013775 \$35,979.37 for repair of Well #4 (new pump, motor w/wire, and piping).

9. Consider and approve Ironwood Mountain LLC Invoice #24-017 & #24-020.

Invoice #24-017 \$15,463.00 for asphalt repair on main waterline break on Telegraph Rd.

Invoice #24-020 \$14,400.00 for asphalt repair on main waterline break on Telegraph Rd.

10. Consider and approve Pena Briones McDaniel & CO., P.C. Invoice #20096 & #20193.

Invoice #20096 \$2,380.00 for 2024 Audit.

Invoice #20193 \$10,665.50 for 2024 Audit.

11. Consider and approve ratification of Caldwell Electrical Contractors, Inc proposal.

Proposal \$3,000.00 for replacement of 1 surge protective module and reconnect communication cables on screen reader at ATP.

12. Consider and approve ratification of Modification 1 & 2 to NADB Technical Assistance Agreement for rate study.

13. Consider and approve ratification the financial statements audited for the fiscal year ending September 30, 2024.

14. Consider and approve ratification on appointments for Board Director Places 3, 4, & 5. Administer Statement of Appointed/Elected Office for District Board appointments, and Oath of Office.

15. Consider and approve ratification of retaining current Lawyer, Ernesto L. Cisneros.

16. Consider and approve ratification authorizing the Board President to be added as a signatory on all EPCTWID accounts at West Star Bank, allowing them to sign checks and conduct financial transactions on behalf of the district.

17. Consider and approve ratification of El Paso Phoenix Pumps, Inc. Invoice #2025-03-12ID1R.

Invoice #2025-03-12ID1R \$4,423.00 for maintenance on Belt Press Sludge Pump gear box. Approximately 20 years old. Sole Source.

## **REGULAR AGENDA**

18. Discussion and Action of updating EPCTWID Investment Policy.

19. Discussion and Action of approving using EPCTWID office site for Tornillo clean up to be paid by El Paso County.
20. Discussion and Action of approving Engineering Company for Wastewater Permit Renewal.  
  
Freese and Nichols \$15,000.00.  
Brown And Caldwell \$40,544.00.  
Wilson and Co. estimate was not provided.
21. Discussion and Action of approving El Paso Phoenix Pumps, Inc. Quote #2025-04-031D4.  
  
Quote #2025-04-031D4 \$7,606.00 for stand-by sand booster gusher stainless steel pump end at ATP. Sole Source.
22. Discussion and Action of replacing Toyota 4x4 and/or Ford F-150.  
  
Toyota Milage:223,890 miles  
Ford F-150: 151,077 miles
23. 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.  
  
Section 551.074. Personnel Matters
24. Discussion and Action of Revised Policy for Salaried Employee Pay Raises.
25. Management Report:
  - Water/wastewater and office projects.
  - Financial reports
26. Adjourn.

I, Marlena Hernandez, (915) 764-2966, hereby certify this notice of meeting was 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 was placed on the District’s website at [epctwid.com](http://epctwid.com) 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.