



**EL PASO COUNTY TORNILLO WATER IMPROVEMENT DISTRICT  
19225 Highland, Tornillo, Texas 79853, El Paso County Texas**

**NOTICE: TEMPORARY SUSPENSION OF OPEN MEETINGS LAWS DUE TO EMERGENCY**

The Texas Governor temporarily suspended specified provisions of the Texas Open Meetings Act to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations.

Public may view the meeting via the following link:

<https://stream.meet.google.com/stream/59a33ba3-b035-427e-baee-5b9b2cc7e63c>

Members of the public may make public comment on posted items on this agenda by emailing [epctwid@yahoo.com](mailto:epctwid@yahoo.com) no later than 5:00 p.m. Wednesday, August 5, 2020.

**BOARD OF DIRECTORS**

**August 6, 2020**

**6:00 p.m.**

**AGENDA**

1. Roll call, determination of quorum, call meeting to order.
2. 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.

**CONSENT AGENDA**

3. Consider and approve the Minutes of the regular meeting held on March 19, 2020.
4. Consider and approve ratification of Substantial Completion as of April 17, 2020, for the Tornillo Water System Phase 1 – New Well Collector, Transmission Main and Storage Tank.
5. Consider and approve ratification of Smithco Construction, Inc. Change Order No. 001 for the Tornillo Water System Phase 1 – New Well Collector, Transmission Main and Storage Tank for an increased amount of \$47,016.49.
6. Consider and approve ratification of Smithco Construction, Inc. Change Order No. 002-Final for the Tornillo Water System Phase 1 – New Well Collector, Transmission Main and Storage Tank for a decreased amount of \$32,135.00.

7. Consider and approve ratification of Conditional Certificate of Substantial Completion as of June 17, 2020, for the Tornillo Water System Phase 2 – Well #5 Drilling and Contract Equipping.
8. Consider and approve ratification of Smithco Construction, Inc. Change Order No. 001 (Final) for the Tornillo Water System Phase 2 – Well #5 Drilling and Equipping for an decreased amount of \$101,122.75.
9. Consider and approve ratification of payment for Smithco Construction Inc.:
  - Application for Payment No. 6 for \$300,193.35 for the Tornillo Water System Phase 1 New Well Collector, Transmission Main and Storage Tank Bid No. 02-18.
  - Application for Payment No. 6 for \$189,421.80 for the Tornillo Water System Phase 2 Well No. 5 Drilling and Equipping Bid No. 03-18.
  - Application for Payment No. 7 for \$207,875.66 for the Tornillo Water System Phase 1 New Well Collector, Transmission Main and Storage Tank Bid No. 02-18.
  - Application for Payment No. 7 for \$122,214.76 for the Tornillo Water System Phase 2 Well No. 5 Drilling and Equipping Bid No. 03-18.
  - Application for Payment No. 8 for \$44,675.54 for the Tornillo Water System Phase 1 New Well Collector, Transmission Main and Storage Tank Bid No. 02-18.
  - Application for Payment No. 8 for \$55,864.75 for the Tornillo Water System Phase 2 Well No. 5 Drilling and Equipping Bid No. 03-18.
  - Application for Payment No. 9 for \$80,987.50 for the Tornillo Water System Phase 2 Well No. 5 Drilling and Equipping Bid No. 03-18.
10. Consider and approve ratification of payment of Kemp Smith invoices:
  - #499416 for \$20.00
  - #500170 for \$40.00
11. Consider and approve ratification of payment of Brown and Caldwell invoices:
  - #57367138for \$35,962.25 for Tornillo Water System Improvements Design & Construction Management
  - #57369025 for \$54,988.62 for Tornillo Water System Improvements Design & Construction Management
  - #57372716 for \$35,286.88 for Tornillo Water System Improvements Design & Construction Management
  - #57375532 for \$22,516.11 for Tornillo Water System Improvements Design & Construction Management
  - #57366866 for \$5,113.28 for the Water Conservation Plan
  - #57373265 for \$635.02 for the Water Conservation Plan
  - #57369439 for \$4,115.28 for TPDES Permit Renewal
  - #57373163 for \$6,367.65 for TPDES Permit Renewal
  - #57376057 for \$1,716.95 for TPDES Permit Renewal
  - #57378193 for \$10,954.85 for the Tornillo Water System Improvements Design & Construction Management.

12. Consider and approve ratification of purchase of 247 Kamstrup meters from Secure Vision of America, Inc. through Region VIII Education Service Center TIPS Purchasing Cooperative at a cost of \$57,308.54 plus software update for \$1,566.18.
13. Consider and approve ratification of renewal of CD 6779781176 at BBVA for six months at rate of .25%.

### **REGULAR AGENDA**

14. Discussion and action of PayStar Contract for Service Agreement to facilitate customer online payment with service fees to be paid by customer.
15. Discussion and action to grant easement of Lot 13, Block 3, Drake Subdivision Unit 6 to El Paso Electric Company in reference to the electrical service required for Well #5.
16. Discussion and action of El Paso County Tornillo Water Improvement District COVID-19 Workplace Policies.
17. Discussion and action of Order Calling General Director's Election to be held on November 3, 2020.
18. Discussion and action of Order adopting the Fiscal Year 2020-2021 revenue and expenditure budget.
19. Discussion and action of water and wastewater rates and fees for Fiscal Year 2020-2021.
20. Discussion and action of proposed tax rate for tax year 2020 and authorization to have a public hearing on the proposed tax rate.
21. Discussion and action to increase the credit card limit to \$5,000.00 for the Office Assistant.
22. Management Report:
  - Water/wastewater and office projects.
  - Financial reports
23. Adjourn.

I, Hugo J. Almanza, (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.