



EL PASO COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

P.O. BOX 3880
(915) 764-2212



117 E. MAIN ST.

FAX (915) 764-4840



FABENS, TX 79838-3880

BOARD OF DIRECTORS REGULAR MEETING

Thursday, March 30, 2023 at 6:00 P.M.

117 EAST MAIN ST., IN FABENS, TEXAS

Zoom Meeting Link:

<https://us02web.zoom.us/j/7098341122?pwd=N09xeTFNUD5dINJTDBScDAxSnBxUT09>

The El Paso County W.C.I.D. #4 will convene as posted to consider and/or take action on the following agenda items: (Items do not have to be taken in the same order as shown on this meeting notice.)

AGENDA

1. Call meeting to order.
2. Roll Call and Determination of Quorum.
3. Pledge of Allegiance.
4. Take up, consider and take action on meeting agenda.
5. Take up, consider and take action on Special Meeting minutes from March 2, 2023.
6. Take up, consider and take action on Special Meeting minutes from March 16, 2023.
7. Public Comments on Agenda Items- Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public Comment at Board Meetings, adopted on August 27, 2019.
8. District Rate Study presentation by GDS Associates Inc.
9. Take up, consider and take action to approve the district rate study.
10. Take up, consider and take action to approve funding all or any of the following District projects, depending on the availability of applicable grants, loans, or other funding sources:
 - a. Ikard Lift Station
 - b. Hampton Lift Station
 - c. Cypress Well
 - d. Blend Tank
11. Kemp Smith update.
 - a. General Update – Engineering Contracts
12. CDM Smith update.
13. General Manager Report.
14. Public comments on issues of general concern - Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public Comment at Board Meetings, adopted on August 27, 2019.
15. Executive Session.

Meeting to be closed under the following Texas Government Code of the Open Meetings Act for discussion as follows:

 - A. Attorney Consultation Code 551.071
 - B. Real Property Code 551.072
 - C. Personnel Matters Code 551.074

Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting
16. Return to open session for possible discussion and action on executive session item(s).
17. Board member availability or date change for the April 25, 2023 Regular Meeting.
18. Adjourn.

I, the undersigned authority, hereby certify that the above Notice of Meeting of the Board of Directors of the El Paso County Water Control & Improvement District No. 4 is a correct copy of the Notice and that I posted the Notice at the Fabens Post Office and at the District Office Bulletin Board located at 117 E. Main Street, Fabens, Texas 79838, and provided a notice to the El Paso County Clerk for posting in accordance with the Texas Open Meetings Act as required by law.

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.



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Romie Martinez

El Paso County Water Control & Improvement District #4

Interim General Manager





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REGULAR MEETING MINUTES Thursday, March 30, 2023

1. **Call Meeting to Order.**

President Juana Gutierrez called meeting to order at 6:02 p.m.

2. **Roll Call & Determination of Quorum.**

		<u>Present</u>	<u>Absent</u>	<u>Comments</u>
Ms. Juana Gutierrez	President	X		
Mr. Samuel Madrid	Vice President	X		
Mr. Jorge Carrasco	Secretary	X		
Ms. Thelma Quiñonez	Member	X		
Mr. Martin Madrid	Member	X		

District Staff:

Ms. Romie Martinez	Interim General Manager
Ms. Patty Cruz	Office Manager
Mr. Israel Martinez	Field Manager

Consultants:

Mr. Sergio Estrada	Kemp Smith
Mr. Horacio Juarez	CDM Smith

Visitors:

Ms. Alicia Carrillo	Ms. Alicia Madrid
Ms. Linda Rodriguez	Mr. Roberto Silva
Ms. Estella Ontiveros	Ms. Josie Silva

3. **Pledge of Allegiance.**

4. **Take up, consider and take action on meeting agenda.**

Discussion: No discussion.

Motion made by Mr. S. Madrid to approve meeting agenda.

Seconded by Mr. J. Carrasco.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

Motion: Passed.

5. **Take up, consider and take action on Special Meeting Minutes from March 2, 2023.**

Discussion: No discussion.

Motion made by Mr. J. Carrasco to approve Special Meeting Minutes from March 2, 2023.

Seconded by Mr. M. Madrid.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

Motion: Passed.



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Regular Meeting
March 30, 2023

6. Take up, consider and take action on Special Meeting Minutes from March 16, 2023.

Discussion: No discussion.

Motion made by Mr. J. Carrasco to approve Special Meeting Minutes from March 16, 2023.

Seconded by Mr. M. Madrid.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

Motion: Passed.

7. Public comments on Agenda Items- Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public comment at Board Meetings, adopted on August 27, 2019.

No public comments made.

8. District Rate Study presentation by GDS Associates Inc.

Mr. Nick Weaver of GDS Associates, Inc. presented to the board the 2020 Rate Study Update. There was no analysis of specific class revenue requirements or major changes in operations expenses or capital needs other than those discussed in the presentation. Recommendations are based on a five (5) year estimate of future needs between 2023 and 2027 and should be reassessed in future years. Also included was an evaluation of the cost of providing non-potable water per management's request.

9. Take up, consider and take action to approve the district rate study.

Discussion: The board discussed the presentation done by Mr. Nick Weaver and asked any questions they had regarding the study.

Motion made by Mr. S. Madrid approve the district rate study, including rate increases, as presented by Mr. Nick Weaver of GDS Associates, Inc.

Seconded by Mr. J. Carrasco.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Ms. T. Quiñonez		X		
Mr. M. Madrid		X		

Motion: Passed.

10. Take up, consider and take action to approve funding all or any of the following District projects, depending on the availability of applicable grants, loans, or other funding sources:

- a. Ikard Lift Station
- b. Hampton Lift Station
- c. Cypress Well
- d. Blend Tank



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Discussion: Mr. Israel Martinez, Field Manager, presented on the sewer system; the different functions and the conditions of each component. Mr. Horacio Juarez, of CDM Smith, presented the scenarios the board could select to fund. His recommendation was scenario #2, assuming the district receives both grants, the district would pursue loans for the following projects: 1) Ikard lift station in the amount of \$6,685,650.00 2) Raw water/blending tank in the amount of \$1,601,750.00 for a total of \$8,287,400.00 plus total match amount of \$914,883.00.

Motion made by Mr. S. Madrid to approve funding scenario #2 of the district projects depending on the availability of applicable grants, loan, or other funding sources.

Seconded by Mr. J. Carrasco.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Ms. T. Quiñonez		X		
Mr. M. Madrid		X		

Motion: Passed.

11. Kemp Smith Update

Mr. Sergio Estrada presented a brief general overview of procurement statutes as they relate to the engineering aspect of projects.

12. CDM Smith Update

N/A

13. General Manager Update

- The collection rate for February is 98%, there were 8 cut offs and 2 remain unpaid.
- Veteran's Park Grant update: 1) original budget revised and submitted for EDA approval
2) district in process of looking for an architect to design memorial
- The General Manager's office remodel is complete; the cost came in at \$2,500.00.

14. Public comments on issues of general concern – Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public comment at Board Meetings, adopted on August 27, 2019.

Ms. Alicia Carrillo questioned why the attorney and security were present; she is upset about attorney fees. She is also upset at the outrageous amount of money for projects. She does not like most of the things the attorney says because it makes no sense; claims he knows nothing about the district because he is merely an attorney. She wants the district to stop spending money on the attorney; they need to prioritize.

15. Executive Session.

No items requiring executive session.

16. Return to open session at : p.m. for possible discussion and action on Executive Session item(s).

N/A

17. Board member availability or date change for the April 25, 2023, Regular Meeting.

All board members present available for the April 25, 2023, Regular Meeting.



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18. Motion to adjourn.

Discussion: No discussion.

Motion made by Mr. S. Madrid to adjourn.

Seconded by Ms. T. Quiñonez.

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez	X			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

Motion: Passed.

Meeting Adjourned at 7:24 p.m.



Signature

5-9-23

Date Approved

EL PASO COUNTY W.C.I.D. #4
REGULAR MEETING
SIGN IN SHEET

MEETING DATE: Thursday, March 30 2023

BOARD MEMBERS		
NAME (PLEASE PRINT)		SIGNATURE
Juana Gutierrez	EPCWCID #4 Board President	<i>Juana Gutierrez</i>
Samuel Madrid	EPCWCID #4 Vice-President	<i>Samuel Madrid</i>
Jorge Carrasco	EPCWCID#4 Secretary	<i>Jorge Carrasco</i>
Thelma Quiñonez	EPCWCID #4 Board Member	<i>Thelma Quiñonez</i>
Martin Madrid	EPCWCID #4 Board Member	<i>Martin Madrid</i>

El Paso County WCID #4
REGULAR MEETING

ALL VISITORS PLEASE SIGN IN

MEETING DATE: Thursday, March 30, 2023

Name: Please Print CLEARLY	Company Name (If applicable)
1 <i>Aljicia Carrullo</i>	
2 <i>Linda Rodriguez</i>	
3 <i>[scribble]</i>	
4 <i>Estella Ontiveros</i>	
5 <i>Alicia Madrid</i>	
6 <i>Roberto Gile</i>	
7 <i>[scribble]</i>	
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EL PASO COUNTY W.C.I.D. #4
REGULAR BOARD MEETING
PLEASE SIGN IN BELOW
IF YOU WISH TO ADDRESS THE BOARD
AGENDA ITEMS

YOUR COMMENT WILL BE HEARD BUT NO ACTION WILL BE TAKEN AT THIS TIME

MEETING DATE: Thursday, March 30, 2023

BY SIGNING BELOW ANY ONE WISHING TO PARTICIPATE WILL AGREE TO THE FOLLOWING:

1. BOARD WILL RECOGNIZE EACH SPEAKER AS LISTED ON SIGN-IN SHEET.
2. SPEAKERS WILL LIMIT THEIR REMARKS TO 3 MINUTES PER AGENDA ITEM.
3. NO PERSONAL REMARKS OR ATTACKS ARE TO BE MADE.
4. ONLY ONE PERSON WILL BE ALLOWED TO SPEAK AT A TIME. NO INTERRUPTIONS ALLOWED.

PLEASE PRINT CLEARLY

	NAME (PLEASE PRINT)	PHYSICAL ADDRESS	AGENDA ITEM(S) #
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EL PASO COUNTY W.C.I.D. #4
REGULAR BOARD MEETING

Please sign in
IF YOU WISH TO ADDRESS THE BOARD
GENERAL CONCERNS

YOUR COMMENT WILL BE HEARD BUT NO ACTION WILL BE TAKEN AT THIS TIME

MEETING DATE: Thursday, March 30, 2023

BY SIGNING BELOW ANY ONE WISHING TO PARTICIPATE WILL AGREE TO THE FOLLOWING:

1. BOARD WILL RECOGNIZE EACH SPEAKER AS LISTED ON SIGN-IN SHEET.
2. SPEAKERS WILL LIMIT THEIR REMARKS TO 3 MINUTES PER PERSON.
3. NO PERSONAL REMARKS OR ATTACKS ARE TO BE MADE.
4. ONLY ONE PERSON WILL BE ALLOWED TO SPEAK AT A TIME. NO INTERRUPTIONS ALLOWED.

Please print your name clearly

	NAME (PLEASE PRINT)	PHYSICAL ADDRESS	ISSUE TO BE ADDRESSED
1	Alicia Carullo		
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