



EL PASO COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

P.O. BOX 3880

117 E. MAIN ST.

FABENS, TX 79838-3880

(915) 764-2212

FAX (915) 764-4840

BOARD OF DIRECTORS SPECIAL MEETING

WEDNESDAY, October 19, 2022 at 6:00 P.M.

117 EAST MAIN ST., IN FABENS, TEXAS

Zoom Meeting Link: <https://us02web.zoom.us/j/7098341122?pwd=N09xeTFNUTDBScDAxSnBxUT09>

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 September 27, 2022.
6. Take up, consider and take action on Regular Meeting minutes from September 27, 2022.
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. Take up, consider and take action to approve the Interlocal agreement for administrative services with Rio Grande Council of Governments to also include a \$30,000 fee to administer the EDA fund for the Veterans Park Memorial grant.
9. Kemp Smith Update.
10. CDM Smith Update.
11. General Manager Report.
12. 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:
13. 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
14. Return to open session for possible discussion and action on executive session item(s).
15. Board member availability or date change for the November 22, 2022 Regular Meeting.
16. 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.

Romie Martinez

El Paso County Water Control & Improvement District #4
Interim General Manager



SPECIAL MEETING MINUTES
Wednesday, October 19, 2022

1. Call Meeting to Order.

President Juana Gutierrez called meeting to order at 6:00 p.m.

2. Roll Call & Determination of Quorum.

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

District Staff:

Ms. Patty Cruz Office Manager
 Ms. Romie Martinez Inventory Control Manager

Consultants:

Annette Gutierrez Rio Grande Council of Governments
 Sergio Estrada Kemp Smith

Visitors:

Annette Gutierrez Alicia Carrillo
 Martin Madrid Luz Marquez

3. Pledge of Allegiance.

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

Discussion: No discussion.

Motion made by Ms. Flores to approve meeting agenda.

Seconded by Mr. Carrasco.

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

Motion: Passed.

5. Take up, consider and take action on Special Meeting Minutes for September 27, 2022.

Discussion: No discussion.

Motion made by Mr. Madrid to approve Special Meeting Minutes for September 27, 2022.

Seconded by Ms. Flores.

<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez			X	Absent previous meeting
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			



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Motion: Passed.

6. **Take up, consider and take action on Regular Meeting Minutes for September 27, 2022.**

Discussion: No discussion.

Motion made by Mr. Madrid to approve Regular Meeting Minutes for September 27, 2022.

Seconded by Ms. Flores.

<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez			X	
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. 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. **Take up, consider and take action to approve the Interlocal agreement for the administrative services with Rio Grande Council of Governments to also include a \$30,000 fee to administer the EDA fund for the Veterans Park Memorial grant.**

Discussion: Ms. Gutierrez explained to the board the function of Rio Grande Council of Governments and their ability to assist the district in administering the grant and the fee to be paid out of the grant.

Motion made by Ms. Flores to approve the Interlocal agreement for the administrative services with Rio Grande Council of Governments to also include a \$30,000 fee to administer the EDA fund for the Veterans Park Memorial grant.

Seconded by Mr. Madrid.

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

Motion: Passed.

9. **Kemp Smith Update**

N/A

10. **CDM Smith Update**

N/A

11. **General Manager Update**

No collection rate update due to cut off date being next week.

TCEQ Wastewater Inspection was on October 17, 2022. There was only one corrective action: the deadline for the annual TCLP analysis was missed, it was due September 30, 2022. It has been



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scheduled with the El Paso lab for Monday and once results come in, they will be emailed to TCEQ in Austin. Mr. Martinez and his staff did a great job gathering all the necessary information for the inspection on such a short notice, only one week; the district is usually given two weeks' notice.

Ms. Cruz, Ms. Martinez and Mr. Juarez will be attending a mandatory in person recipients' workshop at County Commissioners Court for ARPA \$550,000 grant the district was awarded for the design and engineering costs for the solar farm project.

Veteran's Day celebration at the Veterans Park will be held on November 10, 2022.

A special board meeting will need to be scheduled next month to swear in any elected board members; can have special meeting and regular meeting or can combine both together.

12. 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.

Mr. Marquez stated that he had requested hiring and firing document of an employee and was given a joke of a documentation and after ten (10) days he stated that he and Ms. Gutierrez will have to go to court to sue for the documents. Speaking on the grant for the Veterans Park, he was approving of the funds and hopes all veterans will be included and honored.

Mr. Madrid yielded his minutes.

Ms. Carrillo spoke about her concern in rehiring an employee after he was terminated. Her second concern was that an attorney was present at every meeting. And her third concern was the presence of a deputy at every meeting. She thinks the money could be used more wisely.

13. Executive Session.

No items requiring executive session.

14. Board member availability for the November 15, 2022 Special Meeting

All members present will be available for November 15, 2022 Special Meeting.

15. Motion to adjourn.

Discussion: No discussion.

Motion made by Ms. Flores to adjourn.

Seconded by Mr. Madrid.

Vote:

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

Motion: Passed.

Meeting Adjourned at 6:32 p.m.

Signature

Nov. 15, 2022

Date Approved