



# 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 Monday, February 5, 2024 at 6:00 P.M. BOARD ROOM @ 117 EAST MAIN ST., IN FABENS, TEXAS

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. 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.
6. Take up, consider and take action on appointing an Interim General Manager.
7. Take up, consider and take action to discuss General Manager personnel matters.
8. Discussion on lawsuit filed by Luz Marquez vs El Paso County Water Control and Improvement District #4 and General Manager Jose Ramirez and Board President Juana Gutierrez.
9. 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.
10. Return to open session for possible discussion and action on executive session item(s).
11. 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



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## SPECIAL MEETING MINUTES Tuesday, February 5, 2024

**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		
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	Inventory Control Manager
Ms. Patty Cruz	Office Manager
Mr. Israel Martinez	Field Manager

**Consultants:**

Mr. Sergio Estrada	Kemp Smith
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**Visitors:**

Mr. Rafael Ramirez	Ms. Grace Vargas
Mr. Jose Ramirez	Ms. Estella Ontiveros
Mr. Cruz Alvarez	Mr. Arturo Medina
Ms. Aurora Medina	Mr. Raul Lopez
Ms. Linda Rodriguez	Ms. Alicia Carrillo
Mr. Luz Marquez	Ms. Ana Sanchez
Ms. Rosemary Gallo-Avitia	Mr. Moises Olmos Jr.
Mr. Roberto Silva	Ms. Josie Silva
Ms. Lily C Terrazas	Mr. Jose T Solis

**3. Pledge of Allegiance.**

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

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid to approve the meeting agenda as presented.**

**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.

**5. 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.



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6. **Take up, consider and take action on appointing an Interim General Manager.**

**Discussion:** Item discussed in executive session.

**Motion made by Mr. S. Madrid** to approve appointing Ms. Romie Martinez, effective immediately, with an increase of \$350.00 to current weekly base pay.

**Seconded by Mr. J. Carrasco.**

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

**Motion:** Passed.

7. **Take up, consider and take action to discuss General Manager personnel matters.**

No action taken.

8. **Discussion on lawsuit filed by Luz Marquez vs El Paso County Water Control and Improvement District #4 and General Manager Jose Ramirez and President Juana Gutierrez.**

No action taken.

9. **Executive Session.**

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

**A. Attorney Consultation Code 551.071**

Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting.

Board convened into Executive Session at 6:03 pm

Time in Executive Session 71 minutes.

From 6:03 pm to 7:14 pm.

**Motion made by Mr. S. Madrid** to enter executive session.

**Seconded by Mr. M. Madrid.**

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

**Motion:** Passed.

10. **Return to open session at 7:14 p.m. for possible discussion and action on Executive Session item(s).**

**Discussion:** Refer to agenda items #6, #7 and #8.

**Motion made by Mr. J. Carrasco** to return to open session.

**Seconded by Mr. S. Madrid.**

<b><u>Vote:</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>	<b><u>Other</u></b>
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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**11. Motion to adjourn.**

**Discussion:** No discussion.

**Motion made by** Mr. S. Madrid to adjourn.

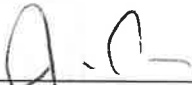
**Seconded by** Mr. M. Madrid.

**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.

Meeting Adjourned at 7:17 p.m.

  
\_\_\_\_\_  
Signature

2-27-24  
\_\_\_\_\_  
Date Approved