



# 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

## SPECIAL MEETING MINUTES Tuesday, March 2, 2023

**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	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. Estella Ontiveros	Ms. Linda Rodriguez
Mr. Roberto Silva	Ms. Josie Silva
Ms. Jeanette Ribail	Ms. Alicia Carrillo

**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. 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 Regular Meeting Minutes from January 24, 2023.**

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid to approve the Regular Meeting Minutes from January 24, 2023.**

**Seconded by Mr. 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.



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**6. 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.

**7. Public Information Act training by Kemp Smith.**

Mr. Sergio Estrada presented a training on the Public Information Act.

**8. Take up, consider and take action to approve payment for the 2022 treated effluent water discharge fee of \$54,499.36 to El Paso County Water and Improvement District #1.**

**Discussion:** Ms. Martinez asked the board to approve the payment of \$54,499.36 for the 2022 treated effluent water discharge.

**Motion made by Mr. S. Madrid** to approve payment for the 2022 treated effluent water discharge fee of \$54,499.36 to El Paso County Water and Improvement District #1.

**Seconded by Ms. Quiñonez.**

**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.

**9. Take up, consider and take action on selecting the three projects the district should pursue funding for, using the \$9,025,000.00 remaining bonds balance.**

**Discussion:** Mr. Horacio Juarez and field staff recommended to the board the three projects, equipping of Cypress Well #6 and two new lift stations at Hampton and Ikard that the district should pursue funding for, using the \$9,025,000.00 remaining bonds balance. Mr. Juarez presented the board a cost estimate of the three proposed projects.

**Motion made by Mr. S. Madrid** to approve selecting the three projects the district should pursue funding for, which are the Cypress Well #6 Hampton Lift Station and Ikard Lift Station, using the \$9,025,000.00 remaining bonds balance.

**Seconded by Mr. 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. Kemp Smith Update**

N/A

**11. CDM Smith Update**

Mr. Horacio Juarez and District Staff will have a meeting next week with National Pecan Shelling to discuss their need for a new sewer line. He also updated board on possible new apartment complex behind Laureles del Este and the rehabilitation on CC Camp Well No. 1.

**12. General Manager Update**

- Collection rate for January is 99%, there were 31 cut offs and 3 remain unpaid.
- The district hired two field operators: Mr. Rodrigo Marin and Mr. Felix Recio.



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- The Dollar General’s original driveway entrance is now open. The project was a success and came in below budget.
- Mr. Martinez, Ms. Cruz, Mr. Guerrero, and Ms. Martinez attended the 2023 OSHA Update Conference.
- Due to a leak in the office kitchen last year, the general manager’s office will be remodeled. Anticipating it has mold under the carpet, it will be removed and replaced with tile, the walls repainted, and the ceiling will be made uniform with the other offices at a cost of approximately \$4,000.00.

### Field Manager Update

- Water loss for January thru February is at 9%, 22,000,000 gallons were pumped from well #7
- Dollar General project was a success; final cost for the project was \$22,441.00.

### 13. 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. Ontiveros, speaking on behalf of the community, wants a breakdown of CDM Smith pay. She also thinks board members who are not serving the community should step down.

Ms. Carrillo is upset with the money spent on projects.

### 14. Executive Session.

No items requiring executive session.

### 15. Return to open session at \_\_\_\_\_ : \_\_\_\_\_ p.m. for possible discussion and action on Executive Session item(s). N/A

### 16. Board member availability for the March 28, 2023, Regular Meeting

All board members present available for the March 28, 2023, Regular Meeting.

### 17. 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			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

**Motion:** Passed.



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Meeting Adjourned at 7:29 p.m.

  
\_\_\_\_\_  
Signature

3-30-23  
Date Approved

