

P.O. BOX 3880

(915) 764-2212

FAX (915) 764-4840

BOARD OF DIRECTORS REGULAR MEETING TUESDAY, March 25 at 6:00 P.M. 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. Take up, consider and take action on Regular Meeting Minutes from February 25, 2025.
- 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.
- 7. Take up, consider, and take action on the expenditure report submitted for the Veterans Memorial project, including approving an invoice for \$31,249.53 from the architect and \$9,000.00 to cover the program set-up fee from the Rio Grande Council of Governments.
- 8. Take up, consider, and take action to approve a Resolution Authorizing Application of Consent from the United States Department of Agriculture; and Making Certain Findings in Connection therewith.
- 9. Take up, consider, and take action to approve an Order authorizing the Issuance of up to \$9,025,000 for El Paso Water Control and Improvement District no. 4 Unlimited Tax and Revenue Bonds, Series 2025 to Provide Funds for Water and Wastewater System Improvements; Levying Ad Valorem Taxes and Pledging System Revenues in Payment thereof and Providing for the Security for and Payment of said Bonds; approving Notice of Sale, Official Bid Form, Official Statement, and paying Agent/Registrar Agreement; Establishing procedures for Selling and Delivering the Bonds; and Authorizing other matters related to the Issuance of Bonds.
- 10. Take up, consider, and take action on a new service contract with CDM Smith for ongoing Professional Services in the amount of \$75,000.00.
- 11. Take up, consider, and take action on District's actions to prevent unlawful disruptions at District Board meetings, including taking legal action to permanently remove repeat offenders.
- 12. Take up, consider, and take action on the General Manager position and discuss the recruitment process.
- 13. Kemp Smith Update.
- 14. CDM Smith Update.
- 15. General Manager Report.
- 16. 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.

- 17. Return to open session for possible discussion and action on executive session items(s).
- 18. Board member availability or date change for the April 22, 2025 Regular Meeting.
- 19. 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 a the District Office Bulletin board located a t117 E. Main Street, Fabens, Texas 79838, and provided a notice to the El Paso County Clerk for posing 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 for discussion in executive session the Board may, as permitted by law, adjourn into executive session to deliberate on the matter.



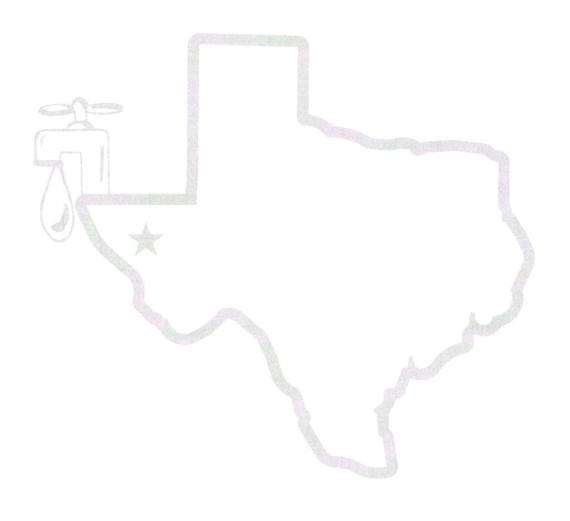
P.O. BOX 3880

♦ 117 E. MAIN ST. **♦** FABENS, TX 79838-3880

(915) 764-2212 FAX (915) 764-4840

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 in executive session.

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





P.O. BOX 3880

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REGULAR MEETING MINUTES Tuesday, March 25, 2025

1	Call	Meeting	to Order.

President Juana Gutierrez called meeting to order at 6:03 p.m.

2. Roll Call & Determination of Quorum.

		Present	Absent	Comments
Ms. Juana Gutierrez	President	X		
Mr. Samuel Madrid	Vice President	X		
Mr. Jorge Carrasco	Secretary	X		
Mr. Martin Madrid	Member	X		
Ms. Ana M. Sanchez	Member	X		

District Staff:

Ms. Romie Martinez

Interim General Manager

Ms. Patty Cruz

Office Manager

Mr. Israel Martinez

Field Operations Manager

Consultants:

Mr. Sergio Estrada

Kemp Smith

Mr. Horacio Juarez

CDM Smith

Mr. Rudy Segura, Bond Counsel

McCall, Parkhurst & Horton, L.L.P., via Zoom

Mr. Thomas Lestrapes

Tijerina Financial Consulting, LLC, via Zoom

Visitors:

Mr. Jose Gallo

Ms. Josie Silva

Mr. Roberto Silva

Mr. Armando Rubulcaba

Ms. Linda Rodriguez

Mr. Angel Ornelas

Mr. Jose Amaya

Ms. Sylvia Amaya

Mr. Alejandro Cardenas

Ms. Rosa Cortez

Ms. Rosemaria Gallo-Avitia

Ms. Annette Gutierrez, via Zoom

Ms. Octavio Cortez

Mr. Luz Marquez

Mr. Moises Olmos Jr.

Mr. Joe Solis

Ms. Alicia Carrillo

Mr. Raul Lopez

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.

Seconded by Ms. A. Sanchez.

occonded by Mis. A. Sanchez.				
Vote:	<u>Aye</u>	<u>Nay</u>	Abstain	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			



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Take up, consider and take a	ction on Regula	ar Meeting	Minutes for Feb	ruary 25, 2025.					
	Discussion: No discussion. Motion made by Mr. S. Madrid to approve the Regular Meeting Minutes for February 25, 2025.								
Seconded by Mr. J. Carrasco.	id to approve the	c Regular IVI	cetting ivilitates in	7 1 coldary 23, 2023.					
Vote:	Aye	Nay	Abstain	Other					
Ms. J Gutierrez	X			<u> </u>					
Mr. S. Madrid	X								
Mr. J. Carrasco	X								
Mr. M. Madrid	X								
Ms. A. Sanchez	X								
Motion: Passed.									
Public comments on Agenda	Items- Each sp	eaker is allo	owed 3 minutes a	and must comply with the					
Policies and Procedures for I	ublic comment	t at Board N	leetings, adopte	d on August 27, 2019.					
Mr. Luz Marquez feels the boa									
1				,					
Take up, consider, and take	action on the ex	penditure r	eport submitted	for the Veterans Memorial					
project, including approving									
program set-up fee from the	Rio Grande Co	ouncil of Go	vernments.						
Discussion: Ms. Annette Gut	errez requested	the board's	approval of the	expenditures submitted for the					
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fee. The reimbursement reque									
				rnments for the program set-up d been approved by EDA up to					
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Regular Meeting March 25, 2025

> 9. Take up, consider, and take action to approve an Order authorizing the Issuance of up to \$9,025,000 for El Paso Water Control and Improvement District No. 4 Unlimited Tax and Revenue Bonds, Series 2025 to Provide Funds for Water and Wastewater System Improvements; Leving Ad Valorem Taxes and Pledging System Revenues in Payment thereof and Providing for the Security for and Payment of said Bonds; approving Notice of Sale, Official Bid From, Official Statement, and paying Agent/Registrar Agreement; Establishing procedures for Selling and Delivering the Bonds; and Authorizing other matters related to the Issuance of Bonds..

Discussion: Mr. Rudy Segura and Mr. Thomas Lestrapes presented to the board the final pricing on the Unlimited Tax and Revenue Bonds, Series 2025. Sale of bonds was awarded to Samco Capital Markets at a rate of 4.619% on a 25-year loan.

Motion made by Mr. J. Carrasco to approve item #9 as presented.

Seconded by Mr. S. Madrid.

Vote:	Aye	Nay	Abstain	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid			X	
Ms. A. Sanchez	X			
Motion: Passed.				

10. Take up, consider, and take action on a new service contract with CDM Smith for ongoing Professional Services in the amount of 75,000.

Discussion: Ms. Martinez requested the board approve a new service contract with CDM Smith for ongoing professional services in the amount of \$75,000.00.

Motion made by Mr. S. Madrid to approve the new service contract with CDM Smith for ongoing professional services in the amount of \$75,000.00.

Seconded by Ms. A. Sanchez.

Vote:		Aye	Nay	Abstain	Other
	Ms. J Gutierrez	X			
	Mr. S. Madrid	X			
	Mr. J. Carrasco	X			A COMPANY OF THE PARTY OF THE P
	Mr. M. Madrid	Man All	X		
	Ms. A. Sanchez	X	A		
Motion:	Passed.				

11. Take up, consider, and take action on District's actions to prevent unlawful disruptions at District Board meetings, including taking legal action to permanently remove repeat offenders.

Discussion: Item discussed in executive session.

Motion made by Mr. S. Madrid to direct staff and legal counsel to proceed with preparing a policy that addresses public disruptions at board meetings.

Seconded by Ms. A. Sanchez.

Vote:	•	<u>Aye</u>	Nay	<u>Abstain</u>	<u>Other</u>
	Ms. J Gutierrez	X			
	Mr. S. Madrid	X			
	Mr. J. Carrasco	X			
	Mr. M. Madrid		x		
	Ms. A. Sanchez	X			



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Regular Meeting March 25, 2025

12. Take up, consider, and take action on the General Manager position and discuss the recruitment process.

Item discussed in executive session. No action taken.

13. Kemp Smith Update

N/A

14. CDM Smith Update

N/A

15. General Manager Update

- The collection rate for February is 99% with 37 cutoffs; 8 remain unpaid.
- The Financial Audit is almost complete, awaiting results from Peña, Briones, McDaniel & Co.

Field Manager Update

- Water Loss---January 1% and February 4%
- o Resiliency Class-All field operators completed the resiliency class. Class is required every 3 years in order to renew or apply for a water license.
- Renewal of the Headworks---will be installing a new panel May 19 May 23, 2025.

16. Executive Session.

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

- A. Personnel Matters Code 551.074
- B. 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 6:39 pm

Time in Executive Session 168 minutes.

From 6:39 pm to 9:27 pm

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

Seconded by Mr. J. Carrasco

Vote:		Aye	Nay	<u>Abstain</u>		<u>Other</u>
	Ms. J. Gutierrez	X			A	
	Mr. S. Madrid	X				
	Mr. J. Carrasco	X			y	
	Mr. M. Madrid	X				
	Ms. A. Sanchez	X				
Mation.	Dossad		200	100		

Motion: Passed.

17. Return to open session at 9:27 for possible discussion and action on Executive Session item(s).

Motion made by Mr. S. Madrid to return to open session.

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			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			
Mation, Dossal				



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

FAX (915) 764-4840

Regular Meeting March 25, 2025

18. Board member availability for the April 22, 2025, Regular Meeting	18.	Board member	availability	for the A	pril 22,	2025,	Regular	Meetin
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All board members present are available for the April 22, 2025, Regular Meeting and the April 8, 2025, Special Meeting.

19. Motion to adjourn.

Discussion: No discussion.

Motion made by Mr. S. Madrid to adjourn.

Seconded by Ms. A. Sanchez.

Vote:	•	Aye	<u>Nay</u>	Abstain	<u>Other</u>
]	Ms. J. Gutierrez	X			
1	Mr. S. Madrid	X			
]	Mr. J. Carrasco	X			
]	Mr. M. Madrid	X			
1	Ms. A. Sanchez	X			
Motion: P	assed.				

Meeting Adjourned at 9:31 p.m.

Signature