



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 REGULAR MEETING

TUESDAY, April 22, 2025 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 Regular Meeting Minutes from March 25, 2025.
6. Take up, consider, and take action on Special Meeting Minutes from April 8, 2025.
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 on the El Paso County Water Control and Improvement District No. 4, 2024 Financial Audit as presented by Peña Briones McDaniel & Co. PC.
9. Take up, consider, and take action to approve a Resolution authorizing and directing the establishment of a 2025 Bond Construction Fund with WestStar Bank in connection with Bond Issuance; appointing authorized signatories with respect to such account; and resolving other matters relating to the subject.
10. Take up, consider, and take action to approve the lowest, most qualified bid received for the construction of the Veterans Park Memorial.
11. Take up, consider, and take action on the policy addressing public disruptions at board meetings.
12. Take up, consider, and take action on the employment agreement with Israel Martinez for the General Manager position.
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 May 27, 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 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 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 in executive session.

Romie Martinez

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



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REGULAR MEETING MINUTES Tuesday, April 22, 2025

1. Call Meeting to Order.

Vice President Samuel Madrid called meeting to order at 6:03 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		
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

Visitors:

Ms. Linda Rodriguez	Mr. David Sublasky
Mr. Armando Rubulcaba	Ms. Josie Silva
Ms. Teresa Maly	Mr. Gerry Gutierrez
Mr. Roberto Silva	Mr. Raul Lopez
Ms. Alicia Carrillo	Mr. Jose Solis
Ms. Iliana Holguin	

3. Pledge of Allegiance.

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

Discussion: No discussion.

Motion made by Ms. A. Sanchez to approve the meeting agenda.

Seconded by Mr. J. Carrasco.

Vote:

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

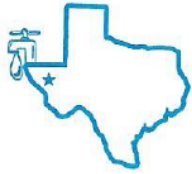
Motion: Passed.

5. Take up, consider and take action on Regular Meeting Minutes for March 25, 2025.

Discussion: No discussion.

Motion made by Mr. J. Carrasco to approve Regular Meeting Minutes for March 25, 2025.

Seconded by Ms. A. Sanchez.



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Regular Meeting
April 22, 2025

Vote:

Ms. J Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

Nay

Abstain

Other

X
X
X
X

Motion: Passed.

6. **Take up, consider, and take action on Special Meeting Minutes for April 8, 2025.**

Discussion: No discussion.

Motion made by Mr. J. Carrasco to approve Special Meeting Minutes for April 8, 2025.

Seconded by Mr. M. Madrid.

Vote:

Ms. J Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

Nay

Abstain

Other

X
X
X
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 comment made.

8. **Take up, consider, and take action on the El Paso County Water Control and Improvement District No. 4, 2024 Financial Audit as presented by Peña Briones McDaniel & Co. PC.**

Discussion: Ms. Teresa Maly, of Peña, Briones, McDaniel & Co. PC, presented the 2024 Financial Audit to the board for approval.

Motion made by Mr. J. Carrasco to approve the 2024 Financial Audit.

Seconded by Ms. A. Sanchez.

Vote:

Ms. J Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

Nay

Abstain

Other

X
X
X
X

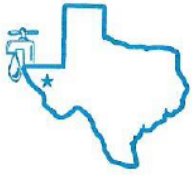
Motion: Passed.

9. **Take up, consider, and take action to approve a Resolution authorizing and directing the establishment of a 2025 Bond Construction Fund with WestStar Bank in connection with Bond Issuance; appointing authorized signatories with respect to such account; and resolving other matters relating to the subject.**

Discussion: Ms. Martinez presented, for the board's approval, a Resolution authorizing and directing the establishment of a 2025 Bond Construction Fund with WestStar Bank in connection with the Bond issuance.

Motion made by Mr. J. Carrasco to approve a Resolution authorizing and directing the establishment of a 2025 Bond Construction Fund with WestStar Bank in connection with the Bond Issuance; appointing authorized signatories with respect to such account; and resolving other matters relating to the subject.

Seconded by Ms. A. Sanchez.



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Regular Meeting
April 22, 2025

Vote:

Ms. J Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

Nay

Abstain

Other

X

X

X

X

Motion: Passed.

10. Take up, consider, and take action to approve the lowest, most qualified bid received for the construction of the Veterans Park Memorial.

County of El Paso Commissioner Holguin informed the board of the voters' approval of the bonds for all County Parks; bond allocation for Veterans Park is approximately \$8,500,000.00. A portion of the bond proceeds will be available for the Veterans Park Memorial. The board issued a directive to Mr. Gerry Gutierrez to request the two contending contractors rebid the project with deductive alternatives. No action was taken.

11. Take up, consider, and take action on the policy addressing public disruptions at board meetings.

Discussion: Mr. Estrada presented the policy addressing public disruption to the board for approval.

Motion made by Mr. J. Carrasco to approve the policy addressing public disruption at board meetings.

Second by Ms. A. Sanchez.

Vote:

Ms. J Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

Nay

Abstain

Other

X

X

X

X

Motion: Passed.

12. Take up, consider, and take action on the employment agreement with Israel Martinez for the General Manager position.

Item discussed in executive session. No action was taken.

13. Kemp Smith Update

Mr. Sergio Estrada informed the board that he is leaving Kemp Smith and joining the District Attorney's Office; this will be his last district board meeting.

14. CDM Smith Update

No update.

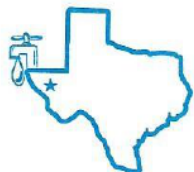
15. General Manager Update

- No update on cut offs as it was extended one day more due to billing program issues.
- The district received a letter from TCEQ regarding the samples taken from the waste treatment plant during the January wastewater investigation resulting in no violations.
- Service policies and minor adjustments to the service applications will be made and brought before the board in the coming months.

16. 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**
- B. Personnel Matters Code 551.074**



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Regular Meeting
April 22, 2025

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Board convened into Executive Session at 6:45 pm

Time in Executive Session 25 minutes.

From 6:45 pm to 7:10 pm.

Motion made by Mr. J. Carrasco to enter executive session.

Seconded by Ms. A. Sanchez.

Vote:

	<u>Aye</u>	<u>Nav</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

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

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

Second by Mr. M. Madrid.

Vote:

	<u>Aye</u>	<u>Nav</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

18. **Board member availability for the May 27, 2025, Regular Meeting.**

All board members present are available for the May 27, 2025, Regular Meeting.

19. **Motion to adjourn.**

Discussion: No discussion.

Motion made by Mr. J. Carrasco to adjourn.

Seconded by Mr. M. Madrid.

Vote:

	<u>Aye</u>	<u>Nav</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

Meeting Adjourned at 7:11 p.m.


Signature


Date Approved