



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

BOARD OF DIRECTORS REGULAR MEETING

TUESDAY, April 23, 2024 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 26, 2024.
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 to approve additional engineering fees not to exceed \$14,000 for the new 10th St tank project..
8. Take up, consider and take action on approving revisions to the District's Personnel Policy.
9. Update on lawsuit filed by Mr. Luz Marquez.
10. Update on claim filed by Jose Ramirez.
11. Kemp Smith Update.
12. CDM Smith Update.
13. General Manager Report.
14. 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.
15. 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 551.074Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting.
16. Return to open session for possible discussion and action on executive session items(s).
17. Board member availability or date change for the May 28, 2023 Regular Meeting.
18. 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 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 23, 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	Interim General Manager
Ms. Patty Cruz	Office Manager
Mr. Israel Martinez	Field Operations Manager

Consultants:

Mr. Horacio Juarez	CDM Smith
Mr. Sergio Estrada	Kemp Smith

Visitors:

Ms. Linda Rodriguez	Mr. Raul Lopez
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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 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			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

Motion: Passed.

5. Take up, consider and take action on Regular Meeting Minutes for March 26, 2024.

Discussion: No discussion.

Motion made by Mr. S. Madrid to approve Regular Meeting Minutes for March 26, 2024.

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			
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			



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Motion: Passed.

- 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 comment.

- 7. **Take up, consider and take action to approve additional engineering fees not to exceed \$14,000 for the new 10th St tank project.**

Discussion: Mr. Horacio Juarez presented to the board information regarding the lead abatement needed for the 10th St tank project and requested an additional \$12,424.00 for engineering fees.

Motion made by Mr. S. Madrid to approve additional engineering fees not to exceed \$12,424.00 for the new 10th St tank project.

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.

- 8. **Take up, consider and take action on approving revisions to the District's Personnel Policy.**

Discussion: After further discussion, item #8 was tabled.

- 9. **Update on lawsuit filed by Mr. Luz Marquez.**

Item discussed in executive session.

No action was taken.

- 10. **Update on claim filed by Jose Ramirez.**

Discussion: Item discussed in executive session.

Motion made by Mr. S. Madrid to authorize legal counsel to attend mediation and proceed as instructed in executive session.

Seconded by Ms. Thelma 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.

- 11. **Kemp Smith Update**

N/A

- 12. **CDM Smith Update**

Mr. Horacio Juarez updated the board on the progress of the plans for the proposed projects.

- 13. **General Manager Update**

- Collection rate for month of March 99%, 45 cut off and 20 remain unpaid.
- Neighborhood Association Meeting; weekly meeting open to the public.



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Field Manager Update

- March water loss at 15%; TDS 620, Ph 7.3-7.4, chlorine 1.24
- Annual tank inspection on 4/8/24; no report yet. Tanks inspected were I-10, 10th St. and CC Camp using a remote-controlled submersible.
- Lead report due 10/10/24. District is responsible for main service lines up to meters after that point it becomes the home or business owners' responsibility.
- Digital meters continue to be installed; will have changed out approximately 1/2 to 2/3 of all meters in district by end of year.

14. 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.

No public comment.

15. 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

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 7:09 pm

Time in Executive Session 40 minutes.

From 7:09 pm to 7:49 pm.

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

Seconded by Mr. M. Madrid.

<u>Vote:</u>	<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.

16. Return to open session at 7:49 p.m. 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.

<u>Vote:</u>	<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.

17. Board member availability for the May 28, 2024, Regular Meeting.

All board members present available for May 29, 2024, Regular Meeting.



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18. 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 7:52 p.m.



Signature

5-29-24

Date Approved