



# 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

Wednesday, May 29, 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

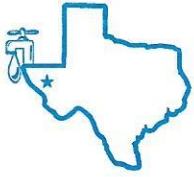
1. Call meeting to order.
2. Roll Call and Determination of Quorum.
3. Pledge of Allegiance.
4. Take up, consider, and take action on meeting agenda.
5. Take up, consider and take action on Regular Meeting Minutes from April 23, 2024.
6. Public Comments on Agenda Items-Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for public comment at board meetings adopted on August 27, 2019.
7. Presentation from Fabens ISD and the County of El Paso on Cotton Valley Connect Broadband project.
8. Take up, consider and take action to approve the purchase of two motors for the Wastewater treatment plant blowers in the amount of \$25,099.22 each.
9. Take up, consider and take action on a new Interlocal Agreement with the County of El Paso for Veterans Park.
10. Take up, consider and take action to have Huber Technology replace parts and do maintenance on the headworks at the Wastewater Treatment Plant.
11. Training on duties and responsibilities of board members.
12. Kemp Smith Update.
13. CDM Smith Update.
14. General Manager Report.
15. 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.
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 551.074Any 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 item(s).
18. Board member availability or date change for the June 25, 2024 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 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, Interim General Manager**  
**El Paso County Water Control & Improvement District #4**



# 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

## REGULAR MEETING MINUTES Wednesday May 29, 2024

**1. Call Meeting to Order.**

President Juana Gutierrez called meeting to order at 6:02 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. Sergio Estrada	Kemp Smith
Mr. Horacio Juarez	CDM Smith

**Visitors:**

Ms. Linda Rodriguez	Ms. Josie Silva
Mr. Roberto Silva	Mr. Miguel Perez
Mr. Cristian Martinez	Mr. Jose Gallo
Ms. Alicia Carrillo	

**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. 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			

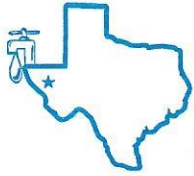
**Motion:** Passed.

**5. Take up, consider and take action on Regular Meeting Minutes for April 23, 2024.**

**Discussion:** No discussion.

**Motion made by** Mr. S. Madrid to approve the Regular Meeting Minutes for April 23, 2024.

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



# 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

Regular Meeting  
May 29, 2024

<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.

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. **Presentation from Fabens ISD and the County of El Paso on Cotton Valley Connect Broadband project.**

Mr. Cristian Martinez, on behalf of the County of El Paso, was seeking a memorandum of understanding with El Paso County WCID #4 in order to receive funds through a grant from USDA to fund a project that will provide the towns of Fabens and Tornillo with access to a broadband network. Insights, the company that designed and will operate the network is suggesting their equipment be installed on top of the water tank on Bryan St. Counsel, taking direction from staff as to what terms are acceptable to the District and in consultation with a third party vendor and the district engineer, will begin work on drafting memorandum of understanding.

8. **Take up, consider and take action to approve the purchase of two motors for the Wastewater treatment plant blowers in the amount of \$25,099.22 each.**

**Discussion:** Ms. Martinez requested approval from the board for the purchase of two motors for the Wastewater treatment plant blowers. The three options presented were Kaiser brand motors at a cost of \$25,099.22 each, EKC brand motors at a cost of \$15,217.32 each and motors from C.L. North at a cost of more than \$31,000.00 each. After further discussion of the costs and warranties on the options, the board opted to approve the purchase of the EKC brand motors from Qannex.

**Motion made by Mr. S. Madrid** to approve the purchase of two motors for the Wastewater treatment plant blowers in the amount of \$30,434.64.

**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.

9. **Take up, consider and take action on a new Interlocal Agreement with the County of El Paso for Veterans Park.**

**Discussion:** Ms. Martinez presented to the board the County of El Paso's request for a new interlocal agreement with the District for Veterans Park. The County is in the process of issuing bonds to beautify county parks and is in need of a long term agreement allowing the County to take over the maintenance of the Fabens Veterans Park.

**Motion made by Mr. S. Madrid** to approve a new interlocal agreement with the County of El Paso for Veterans Park subject to the final negotiated terms as reviewed and approved by staff and counsel.

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



# 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



Regular Meeting  
May 29, 2024

<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.

**10. Take up, consider and take action to have Huber Technology replace parts and do maintenance on the headworks at the Wastewater Treatment Plant.**

**Discussion:** Ms. Martinez requested the board's approval to have Huber Technology replace parts and perform maintenance on the headworks at the wastewater treatment plant at a cost of \$40,994.58 plus a 20% overage for a total of \$49,193.50; the total price includes a week's worth of labor.

**Motion made by** Mr. S. Madrid to have Huber Technology replace parts and do maintenance on the headworks at the wastewater treatment plant for the amount of \$50,000.00.

**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.

**11. Training on duties and responsibilities of board members.**

Mr. Sergio Estrada presented a training on the abuse of official capacity.

**12. Kemp Smith Update**

N/A

**13. CDM Smith Update**

Mr. Horacio Juarez presented an update on the plans for the blend tank and the Ikard lift station to the board.

**14. General Manager Update**

- Collection rate for April: 99%, 36 cut off and 6 remain unpaid.

**Field Manager Update**

- Water loss for April: 10.7%, TDS at 620, PH 7.2  
Pumped 30 million gallons  
Distributed 28 million gallons  
Billed 24 million gallons
- Digital Meters-changed out meters in another route. Have enough meters to complete 2 more routes this year. Customers will no longer see field operators reading meters.
- CC Camp: 2 ton a/c unit repurposed at CC Camp for the 2 VFDS at location. Currently insulating building.  
Pumped just under 2 million gallons from the raw water standpipes in April.
- Ikard lift station had issues over the Memorial Day weekend; B&M was able to repair electrical problems for now.



# 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

Regular Meeting  
May 29, 2024

**15. 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 comments made.

**16. Executive Session.**

No items requiring executive session.

**17. Return to open session at \_\_\_\_\_ : \_\_\_\_\_ p.m. for possible discussion and action on Executive Session item(s).**

N/A

**18. Board member availability for the June 25, 2024 Regular Meeting**

All board members present available for the June 25, 2024 Regular Meeting.

**19. Motion to adjourn.**

**Discussion:** No discussion.

**Motion made by** Mr. J. Carrasco to adjourn.

**Seconded by** Mr. S. 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 8:03 p.m.




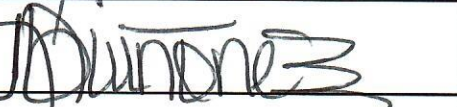
  
\_\_\_\_\_  
Signature

7.23.24  
\_\_\_\_\_  
Date Approved

# REGULAR MEETING

## SIGN IN SHEET

MEETING DATE: Wednesday, May 29, 2024

BOARD MEMBERS		
NAME (PLEASE PRINT)		SIGNATURE
Juana Gutierrez	EPCWCID #4 Board President	
Samuel Madrid	EPCWCID #4 Vice-President	
Jorge Carrasco	EPCWCID #4 Secretary	
Thelma Quiñonez	EPCWCID #4 Board Member	
Martin Madrid	EPCWCID #4 Board Member	