



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, MAY 24, 2022 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 Meeting minutes from April 26, 2022.
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. Introduction and Discussion with Mr. Rodrigo Estrada from Congressman Tony Gonzales's Office.
8. Take up, consider and take action to approve the Process of Obtaining Power from El Paso Electric for Cypress Well.
9. Kemp Smith Update.
10. CDM Smith Update.
11. General Manager Report.
12. 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:
13. 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

14. Return to open session for possible discussion and action on executive session item(s).
15. Board member availability or date change for the June 28, 2022 Regular Meeting.
16. 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 to discuss the matter in executive session. If during the discussion of any agenda item, a matter is raised that is 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 posted for executive session. In no event, however, will the board take action on any agenda item in executive session.


Jose Ramirez

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



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REGULAR MEETING MINUTES Tuesday, May 24, 2022

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 | | |
| Ms. Thelma Quiñonez | Vice President | X | | |
| Ms. Magda C. Flores | Secretary | X | | |
| Mr. Jorge Carrasco | Member | X | | |
| Mr. Samuel Madrid | Member | X | | |

District Staff:

| | |
|---------------------|-----------------|
| Mr. Jose Ramirez. | General Manager |
| Ms. Patty Cruz | Office Manager |
| Mr. Israel Martinez | Field Manager |
| Ms. Laura Olivas | Office Clerk |

Consultants:

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

Visitors:

| | |
|-----------------------|---------------------|
| Mr. Gerald Grijalva | Mr. Moises Olmos |
| Mr. Martin Madrid | Ms. Elaine Grijalva |
| Mr. Ruben Corral | Ms. Alicia Carrillo |
| Mr. Luz Marquez | Mr. Gus Gallo |
| Mr. Jose F. Hernandez | Mr. Joaquin Mendoza |

3. **Pledge of Allegiance.**

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

Discussion: No discussion.

Motion made by Ms. Flores to approve agenda.

Seconded by Mr. Madrid.

Vote:

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Other</u> |
|-----------------|------------|------------|----------------|--------------|
| Ms. J Gutierrez | X | | | |
| Ms. T. Quiñonez | X | | | |
| Ms. M. Flores | X | | | |
| Mr. J. Carrasco | X | | | |
| Mr. S. Madrid | X | | | |

Motion: Passed

5. **Take up, consider and take action on Regular Meeting Minutes for April 26, 2022.**

Discussion: No discussion.

Motion made by Mr. Madrid to approve Regular Meeting Minutes for April 26, 2022.

Seconded by Ms. Flores.

Vote:

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Other</u> |
|-----------------|------------|------------|----------------|--------------|
| Ms. J Gutierrez | X | | | |
| Ms. T. Quiñonez | | X | | |
| Ms. M. Flores | X | | | |



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Mr. J. Carrasco
Mr. S. Madrid

| | | | |
|---|--|--|--|
| X | | | |
| X | | | |

Motion: Passed

6. **Audience comments on Agenda items: 3-minute speaking time limit per person.**

Mr. Olmos was glad to see representation from Congressman Gonzales' office, but referring to agenda item #7, wanted to see more detail regarding what was going to be discussed.

7. **Introduction and Discussion with Mr. Rodrigo Estrada from Congressman Tony Gonzales's office.**

Item tabled. Mr. Rodrigo Estrada not present.

8. **Take up, consider and take action to approve the process of obtaining power from El Paso Electric for Cypress Well.**

Discussion: Mr. Juarez explained the process of obtaining power from El Paso Electric for Cypress Well including timeline and estimated related costs of the transformer and construction phase services.

Motion made by Ms. Flores to approve the process of obtaining power from El Paso Electric for Cypress Well.

Seconded by Mr. Carrasco.

Amended Motion made by Ms. Flores to approve the process of obtaining power from El Paso El Paso Electric for Cypress Well, at an estimated cost of \$45,000.00.

Seconded by Mr. Carrasco.

Vote:

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Other</u> |
|-----------------|------------|------------|----------------|--------------|
| Ms. J Gutierrez | X | | | |
| Ms. T. Quiñonez | | X | | |
| Ms. M. Flores | X | | | |
| Mr. J. Carrasco | X | | | |
| Mr. S. Madrid | X | | | |

Motion: Passed

9. **Kemp Smith Update**

N/A

10. **CDM Smith Update**

N/A

11. **General Manager Update**

Mr. Grijalva, from Lower Valley Water District, spoke to the board regarding an interlocal agreement.

1. Collection rate for March was 98%, 40 cut offs and 11 remain unpaid.
2. Finance Department: Ms. Cruz provided an update on the 2021 Financial Audit.
3. Purchasing and Warehousing Department: No update.
4. Field Services Department: Mr. Martinez updated Board on water loss, digital meter installation progress and community outreach by the district.
5. On April 28, Mr. Juarez and our administrative staff met with Commissioner Holguin. We discussed our list of projects and funding opportunities through the County. Commissioner Holguin is dedicated to helping us with grants, grant writing and financial assistance from the County. We also discussed several vehicles that the County has for auction, they are a dump truck and a water truck. She gave us the name and contact information for the fleet director; we are awaiting an appointment with him to view the vehicles. Before the meeting was over, we extended an invitation to the Commissioner and her assistant Mr. Paz to tour our facilities. On May 12, the Commissioner, Mr. Paz, Mrs. Annette Gutierrez, the director of the Rio Grande Council of Governments and Mr. Rodrigo Estrada with Congressman Tony Gonzales' office toured our facilities. We started with the Hampton Lift station, then the RGWWTP, 10th St. and the I-10 Booster station. They were all extremely impressed with our



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staff and our facilities; even more with the fact that we produce our own water and treat our own wastewater. All three agencies are excited to help us with funding through federal, state and local grants. As a result of the discussions with these agencies, we are looking into grants from the County, Texas Agricultural Department and EDA.

6. This Thursday, May 26, we have a meeting with the Fabens ISD Superintendent, Dr. Vigil. We will be discussing a possible partnership with the School District, the County, TXDOT and the District to build a renewable energy solar farm on the property that the school leases from Texas University Lands. They have approximately 290 acres leased from the University Lands, adjacent to the elementary school. This is a prime location for a solar farm. It would be able to produce enough electric power for 10th Street, the I-10 booster station, TXDOT rest area, as well as the elementary, high school and central office. We are looking into several different state and federal grants, including funding from the TWDB.
 7. We had one of the main manholes, located off the shoulder on Texas 20, collapse. These manholes are made of brick and mortar; the mortar is deteriorating on these manholes, causing them to collapse. We had to remove the manhole and install a temporary bypass to keep the line flowing. This manhole is the second to the last before the Ikard lift station. Due to the amount of spillage from this manhole, we are having to excavate and dispose of the soil that was contaminated; per TCEQ regulations. We are pending some soil samples from the lab so that we can coordinate the disposal of the soil. We are also awaiting a cost estimate for a PVC manhole from the CPM Company. We will be comparing the cost and durability of these manholes to the concrete ones; PVC is not affected by the wastewater gases like concrete is, so they will last much longer. We do have many brick manholes throughout the community that we are going to have to replace. If we do see that the PVC manholes work well, we will then be bringing a replacement schedule to the Board.
 8. Booster pump #4 at 10th Street has been installed and is working great. The total cost was \$43,303.70; it was \$3,975.08 less than what was presented at the March Board meeting which was \$47,278.78. The savings came from not having to replace the motor. As mentioned at the April's Board meeting during the manager's report, the motor was load tested and only the bearings were replaced.
- 12. Audience comments on General concerns.**
- Mr. Marquez spoke about spending more money on Cypress well. He also made some disparaging remarks about Mr. Estrada, the district's legal counsel, as well as the constable present at the meeting.
- Mr. Madrid began to speak about his previous employment at the district but was reminded by Mr. Estrada that he needs to refrain from discussing employment matters at board meetings. Mr. Madrid then spoke about his opinion that the plumbing at the RO was improperly installed.
- Mr. Olmos spoke about water service at his property. He feels progress is being impeded by district management.
- Ms. Carrillo commented on RV policy.
- 13. Executive Session.**
No items requiring executive session.
- 14. Return to open session at _____ : _____ p.m. for possible discussion and action on Executive Session item(s).**
N/A
- 15. Board member availability for the June 28, 2022 Regular Meeting**
All members present, excepting Mr. Carrasco, will be available.
- 16. Motion to adjourn.**
Discussion: No discussion.
Motion made by Ms. Flores to adjourn.



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Seconded by Mr. Madrid.

Vote:

Ms. J. Gutierrez
Ms. T. Quiñonez
Ms. M. Flores
Mr. J. Carrasco
Mr. S. Madrid

Aye

Nay

Abstain

Other

| | | | |
|---|--|--|--|
| X | | | |
| X | | | |
| X | | | |
| X | | | |
| X | | | |

Motion: Passed

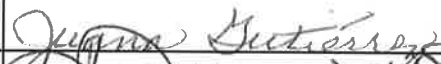
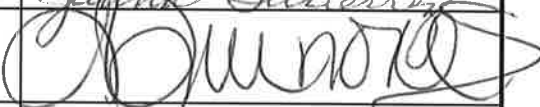

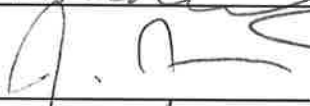
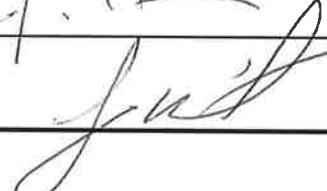
Meeting Adjourned at 6:42 p.m.

Regina C Flores
Signature

7/12/22
Date Approved

EL PASO COUNTY W.C.I.D. #4
REGULAR BOARD MEETING
SIGN IN SHEET

MEETING DATE: Tuesday, 24 2022

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