



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 Tuesday, June 22, 2021

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. Israel Martinez	Member	X		
Mr. Jorge Carrasco	Member		X	

District Staff:

Mr. Jose Ramirez.	General Manager
Ms. Romie Martinez	Inventory Control Manager
Mr. Martin Madrid	Field Manager

Consultants:

Horacio Juarez	CDM Smith
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Visitors:

Rafael Ramirez

3. **Pledge of Allegiance.**

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

Discussion: No discussion.

Motion made by Ms. Flores to approve the meeting agenda.

Seconded by Mr. Martinez.

<u>Vote:</u>	<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. I Martinez	X			
Mr. J. Carrasco				

Motion: Passed

5. **Take up, consider and take action on Regular Meeting Minutes for May 27, 2021.**

Discussion: No discussion.

Motion made by Mr. Martinez to approve the Regular Meeting Minutes for May 27, 2021.

Seconded by Ms. Flores.

<u>Vote:</u>	<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. I. Martinez	X			
Mr. J. Carrasco				

Motion: Passed



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Regular Meeting
June 22, 2021

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

- 7. Audience comments on General Matters: 3-minute speaking time limit per person.
N/A

- 8. 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.

Discussion: Mr. Ramirez explained to the Board that by September or October of this year the previous contract with CDM Smith will be running out. The majority of the last contract amount was spent on the Risk and Resilience Assessment for the EPA, the new I-10 truck stop project and the Non-profit grant for the Security Cameras. Mr. Horacio Juarez reiterated what Mr. Ramirez had stated on how the last contract amount was spent.

Motion made by Ms. Flores to approve the new Service Contract with CDM Smith for ongoing Professional Services in the amount of \$75,000.00.

Seconded by Mr. Martinez.

<u>Vote:</u>	<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. I Martinez	X			
Mr. J. Carrasco				

Motion: Passed

- 9. **Kemp Smith update.**

Discussion: N/A

No action required for this item.

- 10. **CDM Smith update.**

Discussion: N/A

No action required for this item.

- 11. **General Manager Report.**

Discussion:

1. Collection rate for May- 99 %, 55 cutoffs, 16 remain unpaid

2. The remodeling in the front office and lobby has been completed, the ladies were moved back in, and the lobby was opened last Tuesday. Our field staff did an outstanding job.

3. We have delivered the three vehicles that are to be auctioned off to Larry Otten Auctioneers in Clint. The live auction in Clint is scheduled to take place on Saturday June 26, 2021.

- 12. Executive Session.

No items requiring Executive Session.

- 13. Return to open session at : p.m. for possible discussion and action on Executive Session item(s).

No action required for this item.



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Regular Meeting
June 22, 2021

14. Board Member availability for the July 27,2021 Regular Meeting.

All Board Members present will be available for the July 27,2021 Regular Meeting.

15. Motion to adjourn.

Discussion: No discussion.

Motion made by Ms. Flores to adjourn.

Seconded by Mr. Martinez.

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. I. Martinez	X			
Mr. J. Carrasco				

Motion:

Meeting adjourned at 6:45 pm.

Magda C. Flores
Signature

7/27/21
Date Approved