



# 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 27, 2023

### 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 Manager

#### Consultants:

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

#### Visitors:

Mr. Rafael Ramirez	Ms. Alicia Carrillo
Ms. Linda Rodriguez	Mr. Michael Flores
Ms. Estella Ontiveros	Mr. Gerald Grijalva
Ms. Josie Silva	Mr. Raul Lopez
Mr. Roberto Silva	Ms. Leticia Varela
Mr. Gilbert Silva	

### 3. Pledge of Allegiance.

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

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid to approve 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				
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

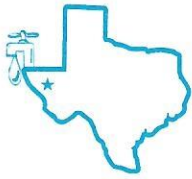
**Motion:** Passed.

### 5. Take up, consider and take action on Special Meeting Minutes for May 9, 2023.

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid to approve Special Meeting Minutes for May 9, 2023.**

**Seconded by Ms. T. Quiñones.**



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<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				
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 of a possible Interlocal agreement between Lower Valley Water District and the El Paso County Water Control & Improvement District #4 to service out of district customers.**

Mr. Gerald Grijalva of Lower Valley Water District proposed to the board a possible interlocal agreement between the two districts wherein the respective General Managers of each district would approve the service of out-of- district customers. This is a no action agenda item.

8. **Take up, consider and take action to approve CDM Smith's engineering fees for the design of the Ikard Lift Station and the new 10<sup>th</sup> Street blending/storage tank.**

**Discussion:** Mr. Horacio Juarez presented the proposed costs for the designing of the Ikard Lift Station and the new 10<sup>th</sup> Street blending/storage tank.

**Motion made by** Mr. S. Madrid to approve CDM Smith's engineering fees for the design of the Ikard Lift Station and the new 10<sup>th</sup> Street blending/storage tank as presented in the amount of \$498,414.00 plus an additional \$324,000.00 for the new 10<sup>th</sup> Street blending/storage tank.

**Seconded by** Ms. Gutierrez.

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

Motion: Not passed.

9. **Discuss personnel matters regarding General Manager.**

**Discussion:** Item taken into executive session.

**No action was taken.**

10. **Kemp Smith Update**

N/A

11. **CDM Smith Update**

N/A



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## 12. General Manager Update

- The collection rate for May is 99% with 24 cut offs; 6 remain unpaid.
- Veteran's Park Update: EDA has approved to include the architect and engineer line item in the budget amendment. After receiving the signed memo from the Area Director of the EDA, the memorial design can go out to bid.
- The CC Camp well casing does not have a hole; there is no need to have it lined. It will be left as is with a pump going in soon.
- The district has hired Mr. Enrique Leyva to assist in the warehouse; his first day was June 12, 2023.

## 13. 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.

Ms. Estella Ontiveros, along with the community, wants to know how long the district holds the general manager's position open for his return; feels if his medical condition prevents him from returning, the district needs to look into hiring a qualified person for the position.

Ms. Linda Rodriguez, along with the community, wants to know when the general manager is coming back. She states that the district needs to move forward with hiring a new qualified general manager with a degree, experience and knowledge.

Ms. Alicia Carrillo stated that every rule and regulation that Mr. Estrada, legal counsel, read, he has broken with her. She said the community has come to her questioning why there is always an attorney and deputy present at every meeting and where is the money coming from to pay them. She stated it is coming from the taxpayer's money not from the board members.

Mr. Rafael Ramirez thanked the board for doing an excellent job of maintaining serenity during the meetings. The board and staff have been doing a great job. And despite the inflation, they are doing a good job at maintaining or lowering spending.

## 14. 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 on matters addressed in this closed discussion will be taken after the meeting is reopened to the public or at a subsequent meeting.**

**Board convened into Executive Session at 7:01 pm**

**Time in Executive Session 52 minutes.**

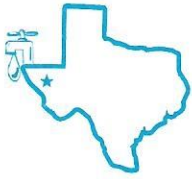
**From 7:01 pm to 7:53 pm.**

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

**Seconded by Ms. T. Quiñonez.**

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

**Motion: Passed.**



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**15. Return to open session at 7:53 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. 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				
Ms. T. Quiñonez	X			
Mr. M. Madrid	X			

**Motion:** Passed.

**16. Board member availability for the July 25, 2023, Regular Meeting**

All board members present, available for the July 25, 2023, Regular Meeting.

**17. Motion to adjourn.**

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid to adjourn.**

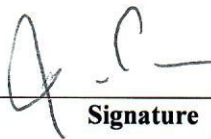
**Seconded by Mr. M. Madrid.**

**Vote:**

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

**Motion:** Passed.

Meeting Adjourned at 7:57 p.m.

  
\_\_\_\_\_  
Signature

7.25.23  
\_\_\_\_\_  
Date Approved