



# 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, July 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 the meeting agenda.
5. Take up, consider and take action on Regular Meeting Minutes from May 29, 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 relining the manhole on 4<sup>th</sup> and Alameda for a total of \$18,950.00.
8. Take up, consider and take action to approve an increase to the previously approved amount of \$50,000 for repairs and replacements to the headworks at the wastewater treatment plant to \$153,622.60 due to additional needed repairs.
9. Take up. Consider and take action on implementing a lawn meter policy.
10. Take up, consider and take action on adopting Resolution No. 2024-02 and Order for the Board of Directors of the El Paso County WCID #4 calling for the election of two Board Members to the Board of Directors of the District, to be held on November 5, 2024, and providing for matters incidental to the holding of said election in accordance with applicable laws.
11. Update on lawsuit filed by Luz Marquez.
12. Update on claim filed by Jose Ramirez.
13. Kemp Smith Update.
14. CDM Smith Update.
15. General Manager Report.
16. 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.
17. 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.
18. Return to open session for possible discussion and action on executive session items(s).
19. Board member availability or date change for the August 27, 2024 Regular Meeting.
20. 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 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.



# EL PASO COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

P.O. BOX 3880



117 E. MAIN ST.



FABENS, TX 79838-3880

(915) 764-2212



FAX (915) 764-4840



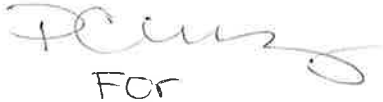
## BOARD OF DIRECTORS REGULAR MEETING

TUESDAY, July 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.)

  
For

**Romie Martinez**

**El Paso County Water Control & Improvement District #4**

**Interim General Manager**



# 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, July 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. Sergio Estrada	Kemp Smith
Mr. Horacio Juarez	CDM Smith

**Visitors:**

Ms. Linda Rodriguez	Mr. Roberto Silva
Ms. Alicia Carrillo	Ms. Josie Silva

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 meeting agenda.

**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				
Mr. M. Madrid	X			

**Motion:** Passed.

5. **Take up, consider and take action on Regular Meeting Minutes for May 29, 2024.**

**Discussion:** No discussion.

**Motion made by** Mr. S. Madrid to approve Regular Meeting Minutes for May 29, 2024.

**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			



# 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 Board Meeting  
July 23, 2024

Ms. T. Quiñonez  
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 comment made.

7. **Take up, consider and take action to approve relining the manhole on 4<sup>th</sup> and Alameda for a total of \$18,950.00.**

**Discussion:** A new manhole was installed after the previous one collapsed in 2017. The base is now deteriorating, and Ms. Martinez requests the board approve the relining of the manhole to prevent a future collapse at a cost of \$18,950.00.

**Motion made by Mr. S. Madrid to approve relining the manhole on 4<sup>th</sup> and Alameda for a total for a total of \$18,950.00.**

**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				
Mr. M. Madrid	X			

Motion: Passed.

8. **Take up, consider and take action to approve an increase to the previously approved amount of \$50,000 for repairs and replacements to the headworks at the wastewater treatment plant to \$153,622.60 due to additional needed repairs.**

**Discussion:** Mr. Juarez gave an overview of the repairs and replacements needed at the wastewater treatment plant, including the costs for each.

**Motion made by Mr. J. Carrasco to approve an increase to the previously approved amount of \$50,000 for repairs and replacements to the headworks at the wastewater treatment plant to \$153,622.60 due to the additional needed repairs.**

**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				
Mr. M. Madrid		X		

Motion: Passed.

9. **Take up, consider and take action on implementing a lawn meter policy.**

**Discussion:** After presenting to the board some of the issues raised by the use of lawn meters, Ms. Martinez recommended the board not allow the implementation of new lawn meters.

**Motion made by Mr. S. Madrid to not allow the implementation of any new lawn meters.**

**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				
Mr. M. Madrid	X			



# 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 Board Meeting

July 23, 2024

**Motion:** Passed.

10. **Take up, consider and take action on adopting Resolution No. 2024-02 and Order for the Board of Directors of the El Paso County WCID#4 calling for the election of two Board Members to the Board of Directors of the District, to be held on November 5, 2024, and providing for matters incidental to the holding of said election in accordance with applicable laws.**

**Discussion:** No discussion.

**Motion made by Mr. S. Madrid** to adopt Resolution No. 2024-02 and Order for the Board of Directors of the El Paso County WCID #4 calling for the election of two Board Members to the Board of Directors of the District, to be held on November 5, 2024, and providing for matters incidental to the holding of said election in accordance with applicable laws.

**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				
Mr. M. Madrid	X			

**Motion:** Passed.

11. **Update on lawsuit filed by Luz Marquez.**

Mr. Estrada stated that the lawsuit has been dismissed.

12. **Update on claim filed by Jose Ramirez.**

Mr. Estrada explained to the board that their insurance carrier TML has taken over the handling of the claim. They are paying all legal fees associated with the claim and have assigned defense counsel. Mr. Estrada will update the board on the mediation at the next meeting.

13. **Kemp Smith Update**

N/A

14. **CDM Smith Update**

Mr. Juarez updated the board on the letter received from TCEQ approving the Ikard Lift station construction; it is ready to send out to bid. Mr. Estrada let the board know that there are some delays occurring regarding the purchase of land adjacent to the proposed new Ikard Lift station. The property is owned by AmeriGas and they have been slow to respond to Kemp Smith inquiries.

15. **General Manager Update**

- Collection rate for: May 99%, 36 cut off, 2 remain unpaid  
June 99%, 41 cut off, 14 remain unpaid
- Veteran's Park: Architect has taken measurements for park design.  
Last splash free summer Pool Party to be held on July 26<sup>th</sup>.

**Field Manager Update**

- Water Loss for the month of June at 7%.
- CC Camp Well: all raw water standpipe meters occupied; 2 million gallons pumped in June; 1.7 million gallons pumped in May; district could see return on investment in 6 months.
- Ikard Lift Station: 1 pump went down; repair parts slow in coming.





# 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 Board Meeting  
July 23, 2024

16. 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.

17. Executive Session.

No items requiring executive session.

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

N/A

19. Board member availability for the August 27, 2024, Regular Meeting

All board members present available for the August 27, 2024 Regular Meeting.

20. Motion to adjourn.

**Discussion:** No discussion.

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


**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				
Mr. M. Madrid	X			

**Motion:** Passed.

Meeting Adjourned at 7:04 p.m.

  
Signature

8-27-24  
Date Approved