



# 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

## SPECIAL MEETING MINUTES Tuesday, October 13, 2020

1. **Call Meeting to Order.**

President Magda C. Flores called meeting to order at 3:00 p.m.

2. **Roll Call & Determination of Quorum.**

Quorum existed. Meeting proceeded.

		<u>Present</u>	<u>Absent</u>	<u>Comments</u>
Ms. Magda C. Flores	President	X		
Ms. Juana Gutierrez	Vice President	X		Via zoom
Ms. Thelma Quiñonez	Secretary		X	
Mr. Israel Martinez, Jr.	Member	X		
Ms. Laura Olivas	Member	X		

**District Staff:**

Mr. Jose Ramirez  
Ms. Patricia Cruz  
Ms. Romie Martinez

General Manager  
Office Manager  
Inventory Dept. Manager

**Consultants:**

N/A

**Visitors:**

N/A

3. **Pledge of Allegiance.**

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

**Discussion:** Mr. Ramirez noted that the Agenda read Regular Meeting and needed to be corrected to Special Meeting Agenda.

**Motion made by Mr. Martinez.**

**Seconded by Ms. Olivas**

**Vote:**

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. M. Flores	X			
Ms. J. Gutierrez	X			
Ms. T. Quiñonez				
Mr. I. Martinez	X			
Ms. L. Olivas	X			

**Motion:** Passed

5. **Audience comments on Agenda Items: 3-minute speaking time limit per agenda item.**

No audience comments.

6. **Audience comments on General Matters: 3-minute speaking time limit per person.**

No audience comments.

7. **Take up, consider and take action on acceptance of Ms. Laura Olivas's resignation.**

**Discussion:** Ms. Flores read Ms. Olivas's resignation letter where she thanks the board for the opportunity to have served with them for the past year.

**Motion made by Ms. Gutierrez to accept Ms. Laura Olivas's resignation.**

**Seconded by Mr. Martinez.**



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<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. M. Flores	X			
Ms. J. Gutierrez	X			
Ms. T. Quiñonez				
Mr. I. Martinez	X			
Ms. Laura Olivas	X			

**Motion:** Passed

**8. General Manager Report.**

**Discussion:**

1. Collection rate information will be available until the October Regular Board Meeting.

2. The attorney for LVWD has contacted Mr. Drew Miller to let him know that they will make the corrections to the forty payments they were short for some of the Mesa Del Norte customers. The corrections will be made and paid for no later than this Friday, October 16th.

Drew had also mentioned to Mr. Ramirez that the LVWD attorneys had told him that their client had made a mistake. Mr. Grijalva mentioned that one of the office staff members was trying to be creative with the payments and that was what caused the error and from now on they will be paying the \$50.00 to all the customers that are on the list.

Mr. Ramirez thanked Patty and her staff for being prompt on catching the mistake, it could have easily looked like if it had been District #4's mistake. LVWD never mentioned what they were doing. The District found out about the missing payments when a MDN customer came in and Priscilla noticed that the credit had not been applied to their account. Priscilla quickly told the other Ladies and Patty. Patty immediately started to compare the list, thinking that the mistake was the District's. After looking at the list that LVWD had sent with payment she noticed that they had skipped some numbers from the list sent. She contacted LVWD and that's when they told her that they were not paying for any customers that had moved to MDN after May 2019.

3. Mr. Horacio Juarez has completed the plans for the Fabens Flyers Sub-Division. They should be starting construction on the last week of October or the first week of November. As mentioned before, they will be connecting to our existing main on CC Camp and extending the line north which will cross the Airport Rd.

4. In preparation for the new 8" line, the District will be abandoning the 2" line that feeds six customers on the north side of CC Camp St. Field staff will be installing the new service lines from the south side to the existing customers on the North side, they will be working on this project the remainder of this week.

5. The District has received a flyer from the County regarding financial assistance for those affected from COVID-19. The flyers have been posted in both English and Spanish in the District's website, outside the lobby and at the Post Office. The flyer does have a phone number listed that they can call for assistance.

**No action required for this item.**



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9. **Executive Session**

No items requiring Executive Session.

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

Not applicable

11. **Board Member Availability for the October 27, 2020 Regular Meeting.**

**Discussion:** It was previously discussed in the Regular Board Meeting on September 22<sup>nd</sup>.

**No action required for this item.**

12. **Motion to adjourn.**

**Discussion:** No discussion.

**Motion made by Ms. Gutierrez to adjourn.**

**Seconded by Mr. Martinez.**

**Vote:**

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. M. Flores	X			
Ms. J. Gutierrez	X			
Ms. T. Quiñonez				
Mr. I. Martinez	X			
Ms. Laura Olivas	X			

**Motion:** Passed

Meeting Adjourned at 3:10 p.m.

*Regina C Flores*  
Signature

11/24/2020  
Date Approved