



**SPECIAL MEETING MINUTES**  
**Tuesday, November 10, 2020**

**1. Call Meeting to Order.**

President Magda C. Flores called meeting to order at 6:00 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		
Ms. Thelma Quiñonez	Secretary	X		Via zoom
Mr. Israel Martinez, Jr.	Member	X		

**District Staff:**

Mr. Jose Ramirez	General Manager
Ms. Patricia Cruz	Office Manager
Ms. Romie Martinez	Inventory Dept. Manager
Mr. Martin Madrid	Field Supervisor – via zoom

**Consultants:**

N/A

**Visitors:**

Rafael Ramirez  
 Jerry Sarifana  
 Jorge Carrasco

**3. Pledge of Allegiance.**

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

**Discussion:** Mr. Ramirez noted that the meeting agenda's numbering was off and had been corrected.

**Motion made by** Ms. Gutierrez to approve meeting agenda as amended.

**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	X			
Mr. I. Martinez	X			

**Motion:** Passed

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

No audience comments.

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

No audience comments.



# 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  
April 7, 2020  
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7. **Take up, consider and take action to appoint a Director to fill the vacancy on the Board of Directors.**

**Discussion:** Item was discussed in Executive session. No decision was made during Executive Session, it was a discussion only.

**Motion made by Ms. Quiñonez to appoint Mr. Jerry Sariñana to the board.**

**No second motion made.**

**Motion made by Mr. Martinez to appoint Mr. Jorge Carrasco to the board.**

**Seconded by Ms. Gutierrez.**

<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		X		
Mr. I. Martinez	X			

**Motion:** Passed

8. **Administer Oath of Office for elected and appointed Board Members.**

The newly elected members, Ms. Gutierrez and Ms. Quiñonez read the Oath of Office.

The newly appointed member, Mr. Jorge Carrasco read the Oath of Office.

**No action required for this item.**

9. **Take up, consider and take action on Board Officers.**

**Discussion:** Board President Magda Flores explained that after elections officers may reconsider their positions and mentioned that she would like to retire from holding the position of Board President.

**Motion made by Ms. Magda Flores to nominate Ms. Gutierrez to be Board President.**

**Seconded by Ms. Quiñonez.**

<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	X			
Mr. I. Martinez	X			
Mr. J. Carrasco	X			

**Motion:** Passed

**Motion made by Ms. Quiñonez to nominate herself to be Vice-President.**

**Seconded by Mr. Martinez.**

<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	X			
Mr. I. Martinez	X			
Mr. J. Carrasco	X			

**Motion:** Passed

**Motion made by Mr. Martinez to nominate Ms. Flores to be Secretary.**

**Seconded by Mr. Gutierrez.**

<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	X			
Mr. I. Martinez	X			
Mr. J. Carrasco	X			

**Motion:** Passed



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10. **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.

11. **Return to open session at 6:18 p.m. for possible discussion and action on Executive Session item(s).**

See item #7.

12. **Board Member Availability for the November 24, 2020 Regular Meeting.**

**Discussion:** All Board members will be available for the November 24, 2020 Regular Meeting.  
**No action required for this item.**

13. **Motion to adjourn.**

**Discussion:** No discussion.

**Motion made by Mr. Martinez to adjourn.**

**Seconded by Ms. Flores.**

**Vote:**

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

**Motion:** Passed

Meeting Adjourned at 6:32 p.m.

  
Signature

11/24/2020  
Date Approved