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

REGULAR MEETING MINUTES
Tuesday, August 25, 2026

1. **Call Meeting to Order.**
Vice-President Samuel Madrid called meeting to order at 6:00 p.m.

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

		Present	Absent	Comments
Ms. Juana Gutierrez	President		X	
Mr. Samuel Madrid	Vice President	X		
Mr. Jorge Carrasco	Secretary	X		
Mr. Martin Madrid	Member	X		
Ms. Ana M. Sanchez	Member	X		

District Staff:

Mr. Israel Martinez	General Manager
Ms. Romie Martinez	District Finance Manager
Ms. Patty Cruz	Office Manager

Consultants:

Mr. Horacio Juarez	CDM Smith, Engineer

Visitors:

Mr. Roberto Silva	Ms. Josie Silva
Ms. Lidia Arias	Ms. Linda Rodriguez
Ms. Gabina J. Martinez	Ms. Leticia Garcia
Mr. Ruben Garcia	Mr. Luis Ramirez
Ms. Alicia Carrillo	Mr. Raul Lopez

3. **Pledge of Allegiance.**

4. **Take up, consider, and take action on the meeting agenda.**
Discussion: No discussion.
Motion made by Mr. J. Carrasco to approve the meeting agenda.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

5. **Take up, consider, and take action on Regular Meeting Minutes from July 14, 2026.**
Discussion: No discussion.
Motion made by Mr. J. Carrasco to approve the Regular Meeting Minutes from July 14, 2026.
Seconded by Ms. A. Sanchez.

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Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	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.

7. **Presentation by the County of El Paso on proposed bond projects for Veterans Park.**
Commissioner Iliana Holguin began by thanking the district staff and the board for allowing the County to be on the agenda. She stated that they were going to present the proposed projects for Veterans Park included on the County's 2024 Capital Improvement Bond, which the voters of El Paso County approved in the November 2024 election. Although there are still legal issues to be resolved regarding the County's ability to lease property where bond-funded improvements are going to be made, they nonetheless wanted to provide additional information regarding the proposed improvements to Fabens Veterans Park. Ms. Lydia Arias, Project Manager with the County of El Paso's Public Works, made a PowerPoint presentation, which included renderings that were made prior to the construction of the memorial. The improvements will be built around the memorial and will complement various other displays. Some of the ideas proposed were a Veterans-themed playground set, a spray park, multi-purpose courts, and an adult fitness station. There will be community meetings in which the community can decide what they want the improvements to be. There is an area in which the water district plans to build a future well. That area will be landscaped in a way that allows the improvements to be easily removed once the district is ready to build.

8. **Take up, consider, and take action on contracting with the El Paso County Elections Department to hold the General Directors' Elections on November 3, 2026.**
Discussion: Mr. Martinez asked the Board to contract with the El Paso County Elections Department to conduct the election scheduled for November 3, 2026, at a cost of $9,448.97.
Motion made by Mr. J. Carrasco to contract with the El Paso County Elections Department to hold the General Directors' Elections on November 3, 2026, at a cost of $9,448.97.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed

9. **Take up, consider, and take action to increase the contract amount for SPEISS Construction Co. Inc. for the construction of the new Ikard Lift Station by $89,305.87 as per Change Orders No. 2 and 3.**
Discussion: Mr. Juarez, with CDM Smith, explained to the board that Change Order #2 was due to staff feeling that there wasn't adequate space for them to work on the meter if problems arose in the future at Ikard. A vault had to be ordered that could accommodate the room for them to work in. The other Change Order was to replace a very deteriorated existing manhole on the north side of Alameda across the new lift station. It will be replaced with a fiberglass manhole. The total of the two change orders totals $89,305.87.

Motion made by Ms. A. Sanchez to increase the contract amount for SPEISS Construction Co. Inc, for the construction of the new Ikard Lift Station by $89,305.87 as per change orders number 2 and 3.
Seconded by Mr. J. Carrasco.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid		X		
Ms. A. Sanchez	X			

Motion: Passed

10. **Take up, consider, and take action to approve $260,550.20 spent on emergency repairs for the collapsed 15" sewer line on Alameda that leads up to the Ikard Lift Station.**
Discussion: Mr. Martinez is requesting board approval and ratification of emergency work necessary to restore and protect the district's wastewater collection system. The work includes both completed emergency repairs and related project work required to adjust deteriorated sewer infrastructure discovered during excavation. The work consisted of the removal and replacement of 160 linear feet of 16" sewer pipe from the manhole north of Alameda to the South Project site. The emergency repair consisted of the removal and replacement of 382 linear feet of 16" cast iron sewer pipe with a 16" PVC sewer pipe running parallel to the railroad tracks. The cost included two days of H2Terra extracting the water with their vector truck and approximately two weeks of the 24-hour bypass pumping by Phoenix General Construction.
Motion made by Mr. J. Carrasco to approve the $260,550.20 to spend on emergency repairs for the collapsed 15" sewer line on Alameda that leads up to the Ikard Lift Station.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid		X		
Ms. A. Sanchez	X			

Motion: Passed.

11. **Take up, consider, and take action on the proposed 2025 tax rate.**
Discussion: Ms. Martinez explained to the board that taxes collected pay for the district's debt including debt acquired in 2025. The debt payment due for 2026 is $1,017,443.00, of which $763,082.23 is paid with taxes, and the difference is paid with water and wastewater revenue. The payment dropped $168 from 2025. Even though the debt payment dropped slightly, the tax rate rose due to an increase in home value. The proposed tax rate for 2025 was 0.315268, and the new proposed tax rate for 2026 is 0.323845, a 2.72% increase.
Motion made by Mr. J. Carrasco to approve the proposed 2026 tax rate.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid			X	
Ms. A. Sanchez	X			

Motion: Passed.

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12. **Take up, consider, and take action on the renewal of the Certificate of Deposit #300012640.**
Discussion: Ms. Martinez reminded the Board that when the CD was last renewed, they had asked her to shop for competitive rates at the time of the next renewal. After comparing rates offered by various financial institutions, Ms. Martinez recommended moving the CD to Bank of America, which was offering the most favorable rate through its partnership with Merril. Ms. Martinez recommended renewing the CD for a one-year term at an APY ranging from 3.80% to 4.05%.
Motion made by Mr. M. Madrid to renew with Bank of America for one year at a rate of 3.80% to 4.05%.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

13. **Take up, consider, and take action to approve a new, separate administrative tampering fee of $1,000 per incident for unauthorized water withdrawal from a fire hydrant applicable to both in-district and out-of-district violations.**
Discussion: Mr. Martinez explained to the Board that the proposed hydrant tampering fee would be in addition to any existing tampering fees, restitution for stolen water, investigation costs, and any criminal penalties imposed under state or local law.
Mr. Martinez noted that the current tampering fees of $100 for in-district violations and $125 for out-of-district violations have not been effective in deterring hydrant theft.
Mr. Martinez further discussed a recent incident involving a commercial vehicle that used one of the District's hydrants to fill a 2,000-gallon water tank. The vehicle made multiple trips to the hydrant; however, the Sheriff's Department was only able to pursue charges based on the amount documented in a single photograph. As a result, the District was only able to establish that 1,000 gallons of water had been taken, which did not adequately compensate the District for the total amount of water believed to have been removed.
Motion made by Mr. M. Madid to approve a new separate administrative tampering fee of $1,000 per incident for unauthorized water withdrawal from a fire hydrant.
Seconded by Ms. A. Sanchez.

Vote:	Aye	Nay	Abstain	Other
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

14. **Take up, consider, and take action to approve updated fees for sewer line jetting services.**
Discussion: Mr. Martinez communicated to the board that the existing jetting fees have been in place since 2011. Since then, the district has experienced significant increases in equipment costs, replacement of hoses, nozzles, pumps, fuel, and overhead. This water district is the only district that offers the service to its customers in the El Paso County and Las Cruces area. The cost for the service with the increase will still represent a discounted rate compared to what many private plumbing contractors charge for similar work.
Motion made by Mr. S. Madrid to increase the sewer jetting fees for Residential In-district to $120 during business hours and $150 after business hours, $130 for Out-Of-District during business hours and $160 after business hours. For Commercial users, the fee will increase to $150 In-District during business hours

and $160 after business hours, and for Out-of-District to $180 during business hours and $190 after business hours.
Seconded by Mr. Carrasco.

Vote:	**Aye**	**Nay**	**Abstain**	**Other**
Ms. J Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid			X	
Ms. A. Sanchez	X			

Motion: Passed.

15. Kemp Smith Update
N/A

16. CDM Smith Update
Mr. Juarez with CDM Smith gave an update on the ongoing Ikard Lift Station and the 10th St Raw Water Tank projects.

17. Finance Officer Report

- The collection rate for June was 99%. There nineteen cutoffs with three remaining unpaid.
- The collection rate for July was 97%. There were sixty-seven cutoffs with twenty remaining unpaid.
- As of June, the district collected $2.059,271.58 in revenue, which is 59% of the total budgeted amount for 2026.
- The district earned a total of $17,735.98 in interest from all open bank accounts in July and $17,727.93 in the month of June.
- The $9,865.25 shortfall reported to the board in April of this year by Annette Gutierrez, with the Rio Grande Council of Governments, appears to be taken care of. If you recall, this was an agenda item in which Annette made a presentation outlining the shortfall to complete the construction of the Veterans Park Memorial. Annette received instructions from the board to approach AO Construction Company to see if they would cover the cost. AO agreed to reduce their cost by $3,368.61. GA Architect will reduce their cost by $660.59, and the Rio Grande Council of Governments will cover the difference of $5,836.05. The water district will not need to cover the cost.

18. General Manager Update

- The wells pumped a total of 26.8 million gallons for July.
- The water loss for July is at 6%, a 1% jump from June.
- The current TDS level is at 700, PH levels at 7.0 and the Chlorine at the tank is 1.10, district wide at .64.
- The application was not submitted on time for the Texas Water Development Board grant that Omar Martinez presented last month. The InfraPM team that Omar works with was unable to complete the necessary coordination and obtain engineering review before the submission deadline. Omar is sincerely sorry, and remorseful for this oversight with the application process. We will continue to work with Omar to secure funding when available. There are current grant opportunities available right now through fiscal year 2028. Roundtable discussions have started to go after these grants.
- Thr Railroad line proect should be wrapped up in the next two weeks. There are two taps left which belong to El Paso Electric, and the closure of the 2" corporation tap valve on Camp St.

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- Field staff completed the hydrant flushing program at the end of July. This year there were little to no service calls about discolored water, discoloration that sometimes happens when you flush.
- The Fire department has been flushing and checking valves to make sure they are in working order. Water is being accounted for on their flushing.
- Master Meter (Digital meter supplier) was here last week to conduct site surveys for the base and repeater stations that will be placed through out the district (to be specific, at the Walker well tank, CC Camp tank, Elam Lift Station, Cypress and or Well #4 antenna and the base will placed under the Wildcat water tower on Bryan St, This system will enable us to meter read from a click of the key board inside the office. We are currently at 90% complete on digital meter install. We lack on more route in the ground which will require us to purchase more meters to complete it. This program will also offer us real-time water usage, which could help save customers big water bills.
- A car rammed into the rock wall of the Veterans Park. A police report was made and the Insurance was contacted. The Sheriff's will check the school cameras at the band hall to see if it caught the accident.

19. **Executive Session.**
N/A

20. **Return to open session at ___ for possible discussion and action on Executive Session item(s).**
N/A

21. **Board member availability for September 22, 2026, Regular Meeting and Special Rate Hearing.**
Some members requested that the meeting be moved to Thursday, September 24, 2026. The Special Rate Hearing will be held at 6:00 pm, followed by the Regular Meeting.

22. **Motion to adjourn.**
Discussion: N/A
Motion made by Mr. J. Carrasco.
Seconded by Mr. M. Madrid.

Vote:	Aye	Nay	Abstain	Other
Ms. J. Gutierrez				
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

Meeting Adjourned at 7:44 **p.m.**

Signature

9-24-26
Date Approved