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, March 24, 2026, at 6:00 P.M.
117 EAST MAIN ST., IN FABENS, TEXAS

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 meeting agenda.**
5. **Take up, consider, and take action on Regular Meeting Minutes from February 24, 2026.**
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 select and approve one of the three repair options for a Motor and Pump for Booster #2 at the 10th St. Booster Station.**
8. **Take up, consider, and take action to approve the purchase of the material necessary for the installation of a 6" water line to replace a 2" water supply line on Camp NW and 1st NW streets.**
9. **Take up, consider, and take action on the 2025 El Paso County Water Control and Improvement District No. 4, Financial Audit as presented by Peña Briones McDaniel & Co., PC.**
10. **Kemp Smith Update.**
11. **CDM Smith Update.**
12. **Finance Manager Report.**
13. **General Manager Report.**
14. **Executive Session.**
    The Meeting may be closed under the following Texas Government Code of the Open Meetings Act for discussion as follows:
    - **A. Attorney Consultation Code (§ 551.071)**
    - **B. Deliberations Regarding Real Property Code (§ 551.072)**
    - **C. Deliberations Regarding Personnel Matters Code (§ 551.074)**
    - **D. Deliberations Regarding Security Devices or Security Audit (§ 551.076)**
    - **E. Deliberations Regarding Cybersecurity to Protect Critical Infrastructure (§ 551.0761)**

    Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting.
15. **Return to open session for possible discussion and action on executive session items(s).**
16. **Board member availability or date change for April 28, 2026, Regular Meeting.**
17. **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 a the District Office Bulletin board located a t117 E. Main Street, Fabens, Texas 79838, and provided a notice to the El Paso County Clerk for posing 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.

RMartz

Israel Martinez
for **General Manager**
El Paso County Water Control & Improvement District #4

EL PASO COUNTY WCID #4 IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

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REGULAR MEETING MINUTES
Tuesday, March 24, 2026

1. **Call Meeting to Order.**
President Juana Gutierrez called the meeting to order at 6:01 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 Officer
Ms. Patty Cruz	Office Manager

Consultants:

Mr. Horacio Juarez, CDM Smith
Mr. Nicklaus Jimenez, Kemp Smith

Visitors:

Theresa JoMaly — Armando Rubalcaba
Alicia Carillo — Linda Rodriguez
Raul Lopez — Luz Marquez

3. **Pledge of Allegiance.**

4. **Take up, consider, and take action on the meeting agenda.**
Discussion: Board President mentioned that item #9 will be moved up to #6.
Motion made by Mr. S. Madrid to approve the meeting agenda as presented.
Seconded by Ms. A. Sanchez.

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

Motion: Passed.

5. **Take up, consider, and take action on Regular Meeting Minutes from February 24, 2026.**
Discussion: N/A
Motion made by Mr. S. Madrid to approve the Regular Meeting Minutes from February 24, 2026.
Seconded by Ms. A. Sanchez

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Vote:

	Aye	Nay	Abstain	Other
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco				
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.**
N/A

7. **Take up, consider, and take action to select and approve one of the three repair options for a Motor and Pump for Booster #2 at the 10th St. Booster Station.**
Discussion: Mr. Martinez informed the Board that Alpha Southwest had been engaged to diagnose a motor vibration issue reported at 10th Street. Following diagnostic testing of both the motor and pump, it was recommended that the pump's bowl assembly be rebuilt, including replacement of the column shaft, pump shaft, bearing, hardware, and wear rings. The motor was then sent to Quannex for further evaluation. Quannex recommended replacing the motor shaft and bearings, as well as adjusting the rotor to meet proper tolerances. The Board was presented with three options for consideration. After review, the Board approved Option 1, which included the purchase of a new motor and the rebuilding of the pump at a total cost of $27,519.06. Additionally, the Board approved rebuilding the existing motor at a cost of $5,032.48 to retain it as a spare.
Motion made by Mr. S. Madrid to select option #1 for a total of $27,519.06 and also rebuilt the motor for an additional $5,032.48.
Seconded by Mr. M. Madrid

Vote:

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

Motion: Passed

8. **Take up, consider, and take action to approve the purchase of the material necessary for the installation of a 6" water line to replace a 2" water supply line on Camp NW and 1st NW Streets.**
Discussion: Mr. Martinez started of by reminding the board that this project had been brought up to the board in 2022 for the purchase of material only. The project came to a halt after obtaining pricing for boring on Camp Street and permits from TXDOT. After several line breaks within the last year, Mr. Martinez is presenting the board with a different option this time around by rerouting the water line to come from 3rd St instead of Camp. The lines would run parallel to the railroad tracks, however, they would be placed outside of their right-of-way area. There were three quotes for the purchase of the material obtained. Mr. Martinez recommends the quote from Clowe and Cowan for $33,067.80, which includes the most material. He is also asking for 25% contingency ($8,266.95) for a total of $41,334.75.
Motion made by Mr. Martin Madrid to approve the purchase of material necessary for the installation of a 6-inch water line to replace the 2-inch water supply line on Camp Northwest and 1St Northwest in the amount of $41,334.75, with work to be done in-house.
Seconded by Mr. S. Madrid.

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Regular Meeting
March 24, 2026

Vote:

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

Motion: Passed

9. **Take up, consider, and take action on the 2025 El Paso County Water Control and Improvement District No. 4 Financial Audit as presented by Peña Briones McDaniel & Co, PC.**
   Discussion: Mr. Peña gave a five-year analysis showing growth and stability for the district. Spending has been steady and consistent in meeting all budgetary needs. Mr. Peña recommends that the district start replacing assets to offset the high depreciation dollar amount. There were no findings of irregularities, noncompliance, or other matters that required reporting on grant monies received. Overall, the audit was very clean.
   No action taken

10. **Kemp Smith Update**
   Mr. Nicklaus Jimenez addressed Mr. Martin Madrid's inquiry regarding his vote on Agenda item #10 from the January 27, 2026, meeting. After due consideration and investigation, it was confirmed that he, in fact, spoke in affirmative to table item #10.

11. **CDM Smith Update**
   Mr. Horacio Juarez gave an update and presented the board with pictures of the construction progress for the new Ikard lift station and the new blend tank.
   Mr. Martin Madrid questioned Mr. Juarez about the status of equipping Cypress Well. It was explained to him that the board had decided to finish the new Ikard lift station and the new blend tank at 10th Street before moving on to the well. Once the projects are completed, there will be a better understanding of how much of the funds from the bonds remain and whether the district will need to complete the cost with general funds.

12. **Finance Officer Report**
   - -The district has collected $551,317.25 (16%) in revenues. The district has spent $1,102,928.15 (27%). Out of the total spent, $212,175.85 has been spent on pay applications for the memorial, which EDA will reimburse.
   - There was $20,530.40 in interest earned from all the bank accounts combined for the month of February. It is a $3,348.73 or 14% decrease from January, as rates have gone down.

13. **General Manager Update**
   - Collection Rate for February is 98%. There were 58 cutoffs with 26 remaining unpaid.
   - The wells pumped a total of 17.1 million gallons
   - February's water loss is steady at 5%, current TDS is at 700, PH levels at 7.2, chlorine at 1.11 at the tank, and .90 district wide.
   - The VFD's for the 10th St booster station and well #4 were delivered today. Electrical will start tomorrow at Well #4, followed by 10th St.
   - Annual tank inspections for I-10 and 10th St are scheduled for March 31st.

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- This past Thursday afternoon, staff had a round table informal meeting with State Representative Mary Gonzales. She wanted to know what projects the district currently has and if she could be of assistance for any future projects. She sits on more than one committee, two of which may be of benefit to us in the House of Natural Resources Committee, which oversees TCEQ, and the appropriations committee, which acquires and allocates funds for disadvantaged areas.
- The ribbon-cutting ceremony for Veterans Park memorial is scheduled for April 17th. Board members are encouraged to attend along with the public.

14. Executive Session.
N/A

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

16. Board member availability for the April 28, 2026, Regular Meeting
All board members present are available for the April 28, 2026, Regular Meeting.

17. Motion to adjourn.
Discussion: N/A
Motion made by Mr. S. Madrid to adjourn.
Seconded by Mr. M. Madrid

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

Motion: Passed.

Meeting Adjourned at 6:50 **p.m.**

Signature

4-28-26
Date Approved