



# 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, August 26, 2025 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 the meeting agenda.
5. Take up, consider, and take action on Regular Meeting Minutes from May 27, 2025.
6. Take up, consider, and take action on Regular Meeting Minutes from July 22, 2025.
7. 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.
8. Take up, consider, and take action to contract with ESSCO Environmental, Inc. for an estimated cost of \$19,840.00 to perform a Categorical Exclusion Checklist for the Water Meter Replacement Program.
9. Take up, consider, and take action to allow the District Finance Officer to sign off on grant documents and payment requests.
10. Take up, consider, and take action on the proposed 2025 tax rate.
11. Kemp Smith Update.
12. CDM Smith Update.
13. Finance Officer Report
14. General Manager Report.
15. 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.

16. Return to open session for possible discussion and action on executive session items(s).
17. Board member availability or date change for September 23, 2025, Regular Meeting.
18. Adjourn.

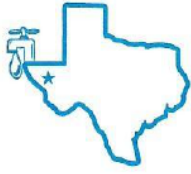
I, the undersigned authority, hereby certify that the above Notice of Meeting of the Board of Directors of the El Paso County Water Control & Improvement District No. 4 is a correct copy of the Notice and that I posted the Notice at the Fabens Post Office and at the District Office Bulletin board located 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.

Israel Martinez  
General Manager

El Paso County Water Control & Improvement District #4



# 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, August 26, 2025

### 1. Call Meeting to Order.

President Juana Gutierrez called the meeting to order at 6:01 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		
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 Juarz	CDM Smith
Mr. Nicklaus Jimenez	Kemp Smith

### Visitors:

Ms. Alicia Carrillo	Mr. Armando Rubalcaba
Ms. Jose Silva	Mr. Roberto Silva
Ms. Linda Rodriguez	Mr. Blake Heath
Ms. Nikki Silvas	Mr. Orlando Olmos
Mr. Luz Marquez	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. S. Madrid to approve the meeting agenda.

**Seconded by** Mr. J. Carrasco.

#### Vote:

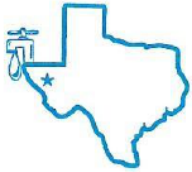
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

**Motion:** Passed.

### 5. Take up, consider, and take action on Regular Meeting Minutes for May 27, 2025.

**Discussion:** Ms. J. Gutierrez noted that the minutes presented at the previous month's board meeting were from a different date. Also, the correctly dated version needs the removal of Mr. Carrasco's vote on item #5 since he was not present.





# 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  
August 26, 2025

**Motion made by Mr. S. Madrid to approve the meeting minutes for May 27, 2025, as amended.**

**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			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

**Motion: Passed.**

**6. Take up, consider, and take action on Regular Meeting Minutes for July 22, 2025.**

**Discussion:** No discussion.

**Motion made by Mr. Jorge Carrasco to approve the Regular Meeting Minutes for July 22, 2025.**

**Seconded by Ms. A. Sanchez.**

**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			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

**Motion: Passed.**

**7. 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.**

- Ms. Alicia Carrillo questioned why water rates are so high. She does not want to pay the water district's debt and asked the board to lower the water rates. She stated that they pay more in Fabens than in El Paso, and that just by taking a shower, the bill is already \$200.

**8. Take up, consider, and take action to contract with ESSCO Environmental, Inc. for an estimated cost of \$19,840.00 to perform a Categorical Exclusion Checklist for the Water Meter Replacement Program.**

**Discussion:** Mr. Martinez informed the board that environmental testing is required to proceed with funding on the WaterSmart grant due to it being Federal. The test consists of an overall study to make sure endangered species are not disturbed during work performance.

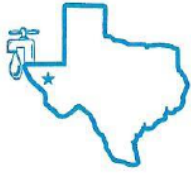
**Motion made by S. Madrid to approve contracting with ESSCO Environmental, Inc. for an estimated cost of \$19,840.00 to perform a Categorical Exclusion Checklist for the Water Meter Replacement Program.**

**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			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

**Motion: Passed**



# 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  
August 26, 2025

9. **Take up, consider, and take action to allow the District Finance Officer to sign off on grant documents and payment requests.**

**Discussion:** Mr. Martinez explained to the board that the two recently awarded grants from the EDA and Bureau of Reclamation are under El Paso County Water Control & Improvement District #4, but with Romie Martinez as the grantee. He asked the board to allow Ms. Martinez to continue signing documents for both grants. It is easier to allow her to sign, rather than have all documentation changed, including the ASAP account. Any future grant applications will be filed with the General Manager's name unless approved by the board to submit differently.

**Motion made by Mr. S. Madrid** to allow the District Finance Officer, Romie Martinez, to sign off on all documents and payment requests for the two existing grants.

**Seconded by Ms. Mayte Sanches.**

<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			
Mr. M. Madrid			X	
Ms. A. Sanchez	X			

**Motion:** Passed

10. **Take up, consider, and take action on the proposed 2025 tax rate.**

**Discussion:** Ms. Martinez explained to the board that to be able to repay the recent loan obtained for the new Ikard Lift Station, the new raw water/blending tank, and the equipping of Cypress Well, the property tax rate will need to be increased. The rate for 2024 was 0.181298, compared to 0.315268 for 2025, an increase of 135%. The district's financial consultants do not recommend the district use money from interest earned on the money market account as had been proposed. Currently, debt is paid by 75% taxes and 25% revenue. Switching to 50/50 would mean a significant increase in the monthly bills, which would be more noticeable and affect customers more.

**Motion made by Mr. S. Madrid** to approve the proposed 2025 tax rate of 0.315268.

**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			
Mr. M. Madrid		X		
Ms. A. Sanchez	X			

**Motion:**

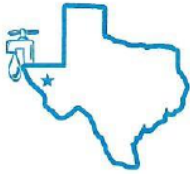
11. **Kemp Smith Update**

N/A

12. **CDM Smith Update**

At the request of Mrs. Gutierrez, President of the board, Mr. Horacio Juarez made the board aware of what ASR, Aquafer Storage Recovery system, is. The Lower Valley Water District is looking into ASR. This kind of wastewater treatment is very costly and requires a lot of studies to obtain a TCEQ permit. If the LVWD is granted the permit for the ASR for the proposed wastewater treatment plant location in Fabens, the surrounding area water districts would need to state their concerns at the Public Hearing because it could affect the groundwater quality being drawn from the wells later on down the line.





# 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  
August 26, 2025

## 13. Finance Officer Report

- As of the end of July, 60% of projected revenues have been collected and 57% has been expended for the year.
- The Waterworth software has been purchased. The support team is inputting all the numbers taken from our reports and financial statements.

## 14. General Manager Report

- The collection rate for July is 99%. There were 34 cut-offs, 12 remain unpaid.
- The wells pumped a total of 28.6 million gallons for July. July's water loss is at 8% and year to date is 7%.
- The TDS is 760, PH levels are at 7.3, and the chlorine levels are at .72.
- The roof of the warehouse building has been completed, inspected, and has successfully withstood recent rainfall. Additionally, the exterior of the warehouse has been painted blue and is now visibly improved. Painting of the trim and awnings is still in progress.
- The wipe initiative implementation continues. A notice was included in last month's billing cycle. A dedicated slide has also been added to the website to promote and explain the initiative further.
- On August 19<sup>th</sup>, there were several calls about discolored water. An operator was dispatched to every call, and discoloration was confirmed. The issue was resolved through system flushing.
- A groundbreaking ceremony for the new Veterans Memorial will take place on Tuesday, September 2<sup>nd</sup>. The public is welcome, and board members are encouraged to attend.

## 15. Executive Session.

N/A

## 16. Return to open session at \_\_\_\_\_ for possible discussion and action on Executive Session item(s).

N/A

## 17. Board member availability for the September 23, 2025, Regular Meeting

All board members are available for the September 23, 2025, Public Hearing at 5:30 pm and the Regular Meeting at 6:00 pm.

## 18. Motion to adjourn.

Discussion: N/A

Motion made by Mr. S. Madrid to adjourn.

Seconded by Ms. A. Sanchez.

### Vote:

	<u>Aye</u>	<u>Nav</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez	X			
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid	X			
Ms. A. Sanchez	X			

Motion: Passed.

Meeting Adjourned at 6:54 p.m.

  
Signature

9-23-25  
Date Approved