

P.O. BOX 3880 (915) 764-2212 117 E. MAIN ST.

♦ FABENS, TX 79838-3880

**FAX (915) 764-4840** 

## 10

### 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 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.

Israel Martinez General Manager

El Paso County Water Control & Improvement District #4



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### REGULAR MEETING MINUTES Tuesday, August 26, 2025

1.	Call Mee	ting 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 Ms. Romie Martinez General Manager District Finance Officer

Ms. Patty Cruz

Office Manager

#### Consultants:

Mr. Horacio Juarz Mr. Nicklaus Jimenez

CDM Smith Kemp Smith

### Visitors:

Ms. Alicia Carrillo Ms. Jose Silva Mr. Armando Rubalcaba Mr. Roberto Silva

Ms. Linda Rodriguez Ms. Nikki Silvas Mr. Luz Marquez

Mr. Blake Heath Mr. Orlando Olmos 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:	Aye	Nay	Abstain	Other
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. Guttierez 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.



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Regular Meeting Aug

	Motion made by Mr. S. Madrid	to approve the i	neeting mi	nutes for May 27,	2023, as amended.
	Seconded by Mr. J. Carrasco.				
	Vote:	Aye	Nay	Abstain	Other
	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 ac	tion on Regular	Meeting	Minutes for July	22 2025
	Discussion: No discussion.	tion on regular	Meeting	villiates for July	22, 2023.
	Motion made by Mr. Jorge Carr	rasco to approve	the Regula	r Meeting Minute	oc for July 22, 2025
	Seconded by Ms. A. Sanchez.	asco to approve	the Regule	a wiccing winds	25 101 July 22, 2025.
	Vote:	Aye	Nay	Abstain	Other
	Ms. J Gutierrez	X	1147	Abstain	<u>Other</u>
	Mr. S. Madrid	$\frac{X}{X}$	-	3	0.000
	Mr. J. Carrasco	$\frac{X}{X}$	_	-	
	Mr. M. Madrid				
		V			
		X			
7.	Ms. A. Sanchez  Motion: Passed.  Public comments on Agenda It	X tems- Each spea	iker is allo	wed 3 minutes ar	ad must comply with the
7.	Ms. A. Sanchez  Motion: Passed.  Public comments on Agenda It Policies and Procedures for Pu  Ms. Alicia Carrillo ques	X tems- Each spea	t Board M er rates are	so high. She does	on August 27, 2019.
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# 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.

Vote:	Aye	Nav	Abstain	Other
Ms. J Gutierrez	X			
Mr. S. Madrid	X		N	
Mr. J. Carrasco	X			
Mr. M. Madrid			X	
Ms. A. Sanchez	X			
Motion: Passed		120		

#### 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.

	Aye	Nay	Abstain	<u>Other</u>
Ms. J Gutierrez	X			A LIE
Mr. S. Madrid	X			
Mr. J. Carrasco	X			
Mr. M. Madrid		X		h-19
Ms. A. Sanchez	X			
	Mr. S. Madrid Mr. J. Carrasco Mr. M. Madrid	Ms. J Gutierrez X Mr. S. Madrid X Mr. J. Carrasco X Mr. M. Madrid	Ms. J Gutierrez         X           Mr. S. Madrid         X           Mr. J. Carrasco         X           Mr. M. Madrid         X	Ms. J Gutierrez X  Mr. S. Madrid X  Mr. J. Carrasco X  Mr. M. Madrid 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.



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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 19th, 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.	Execu	tive	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.

Meeting Adjourned at 6:54

Vote:	,	Ave	Nav	Abstain	Other
	Ms. J. Gutierrez	X			
	Mr. S. Madrid	X	-		
	Mr. J. Carrasco	X			
	Mr. M. Madrid	X		STATE OF THE PARTY	
	Ms. A. Sanchez	X			
	- 1				

Motion: Passed.

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Signature	Date Approved