

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, May 26, 2026

1. Call Meeting to Order.

President Juana Gutierrez called meeting to order at 6:00 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
Ms. Romie Martinez
Ms. Patty Cruz

General Manager
District Finance Officer
Office Manager

Consultants:

Mr. Nicklaus Jimenez, Kemp Smith

Visitors:

Ms. Minerva Torrez Shelton
Ms. Alicia Carillo
Mr. Roberto Silva

Mr. Armando Rubalcaba
Ms. Josie Silva
Mr. Raul Lopez

3. Pledge of Allegiance.

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

Discussion: N/A

Motion made by Mr. S. Madrid to approve the meeting agenda.

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				

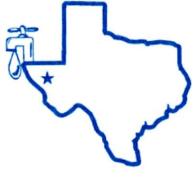
Motion: Passed.

5. Take up, consider, and take action on Regular Meeting Minutes from April 28, 2026.

Discussion: N/A

Motion made by Mr. S. Madrid to approve the Regular Meeting Minutes from April 28, 2026, as presented.

Seconded by Mr. J. Carrasco.



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<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				

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.

Mr. Rubalcaba had concerns with agenda item #8. He stated that he did not know the current jetting prices; however, a price increase would affect the people. He stated that this community is very poor. People are struggling and barely making it.

Mr. Lopez reiterated what Mr. Rubalcaba stated. He also added that he was concerned with the tampering fee for contractors coming to jet service lines for customers. Mr. Lopez would like the district to offer payment plans for these service fees if needed.

7. Take up, consider, and take action to approve Resolution No. 2026-02 for the submittal of a grant application to the United States Bureau of Reclamation WaterSMART Small Scale Water Efficiency Projects Program for District Water efficiency, conservation, SCADA, automation, telemetry, metering, and related water system improvements, in an amount up to \$50,000 in federal funds, with the District providing a required \$50,000 non-federal cost share, and authorize the General Manager to take all administrative actions necessary to submit the application and, if awarded, to execute a grant agreement.

Discussion: Mr. Omar Martinez with InfraPM stated to the board that this resolution is the last thing needed to complete the application for submittal to the Bureau of Reclamation for the \$50,000 grant request. He reminded the board that they had approved the submittal of the application at last month's meeting. However, the Bureau of Reclamation does not accept the approval of an agenda item. They require an approved Resolution.

Motion made by Mr. S. Madrid to approve Resolution No. 2026-02 as presented by Mr. Omar Martinez.

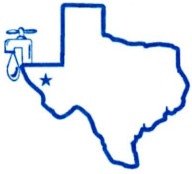
Seconded by Mr. J. Carrasco.

<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				

Motion: Passed.

8. Take up, consider, and take action to approve updated pricing for sewer line jetting services and to establish revised tampering fees for contractors and commercial entities operating within the district.

Discussion: Mr. Martinez first clarified to the board that the public's comments on this agenda item had been misconstrued. One issue had nothing to do with the other. His first request was to update the current sewer line jetting fees to better reflect operational costs. The current prices have been in effect since 2011. The current price for In-District during working hours is \$60, while Out-of-District is \$70. The after-hour pricing is \$90 for In-District and \$100 for Out-Of-District. He is proposing a \$40 increase for both during and after hours for In and Out-Of-District customers. The cost for a motor replacement on the jetter was



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\$11,120 at the beginning of the year. A brand new jetter costs roughly \$117,000. It would take 185 calls to pay for a new motor at the current jetting service fee. Year to date, the district has only had 21 calls, and not all are chargeable. The proposed rate increase is a reasonable amount for ratepayers, as he realizes that this is a disadvantaged community. Outside companies charge upwards of \$800 to \$1,500 just to check for the problem. Then they charge you to fix the issue.

Mr. Martinez went on to explain the second part of the agenda item. The current tampering fees are \$100 for In-District and \$125 for Out-Of-District. He proposed a fee of \$1,000 for water tampering and \$1,000 for sewer tampering. Recently, a company was caught connecting to a fire hydrant and stealing water, filling up their 4,000-gallon tank. They ended up paying less than \$120 for water theft. The high tampering fee is to deter any companies from future incidents. This would also apply to companies dumping into our manholes.

Motion made by Mr. S. Madrid to table agenda item #8 until more information is gathered on appropriate fees to charge for sewer line jetting and tampering fees. Bring this agenda item back as two separate items for the next meeting.

Seconded by Mr. M. Madrid.

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				

Motion: Passed

9. Kemp Smith Update

No update.

10. CDM Smith Update

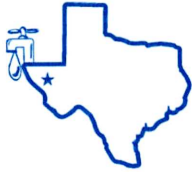
No update

11. Finance Officer Report

- The collection rate for April was 99%. There were 30 cut-offs, and 10 remain unpaid.
- In the month of April, the District earned \$19,373.44 on interest on open accounts.
- The district has earned \$1,139,886.04 in revenue to-date and has spent \$1,598,880.60. The district is at 40% of its projected expenditure.
- There was an update taken into Executive Session under personnel matters.

12. General Manager Update

- The well pumped a total of 22.4 million gallons
- The April water loss is at 9%, with a 7% year to date.
- The current TDS levels are at 725, pH levels at 7.2, and the chlorine levels (district-wide) are at 122.
- The new raw water tank has been painted white. The painting company will return on a later date to paint the tan stripe indicating that the tank holds raw water. The next step is to connect the plumbing that will tie everything together.
- They started working on the roof at the Ikard lift station. They will be digging up the bypass to install the two manholes and uncover the force main. In addition, they will set the valve and check valve assemblies together.
- Digital meters continue to go in the ground. There are two full routes left to do. The Mesa Del Norte route will be the only route not getting digital meters. The meter reading time has reduced from three to four days to one single day.



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- On Tuesday morning, the 12th of May, the Ikard Lift Station pump stopped working due to a burned transformer. The wet well was full within one hour, and it normally takes two to three hours to fill up. An electrical contractor was called, and they were able to bypass the incoming electricity feed. However, it would have to be turned on manually. Later on, the same day, they were able to bring a transformer from El Paso and install it.
- The Texas Rural Water Association holds area meetings for members every year. This year's meeting was in Fort Davis, where Israel and Fernie were able to attend. It was a great experience to not only hear about current topics but also to network with neighboring districts.
- Joel, Roman, and Fernie are currently participating in a certification training class for the RO provided by South Central Membrane Association (SCMA) at the El Paso Water Training Center.

13. Executive Session.

Meeting to be closed under the following Texas Government Code of the Open Meeting Act for discussion as follows:

A. 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.

Board convened into Executive Session at **6:53 pm**

Time in Executive Session **6 minutes.**

From **6:53 pm** to **6:59 pm.**

Motion made by Mr. S. Madrid to go into Executive Session.

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				

Motion: Passed.

14. Return to open session at 6:59 for possible discussion and action on Executive Session item(s).

Motion made by Mr. S. Madrid to return to open session.

Seconded 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				

Motion: Passed.

15. Board member availability for the June 23, 2026, Regular Meeting

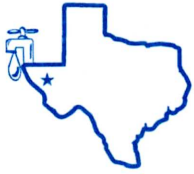
All board members present will be available for the June 23, 2026, Regular Meeting.

16. Motion to adjourn.

Discussion: N/A

Motion made by Mr. S. Madrid to adjourn.

Seconded by Mr. J. Carrasco.



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Vote:

Ms. J. Gutierrez
Mr. S. Madrid
Mr. J. Carrasco
Mr. M. Madrid
Ms. A. Sanchez

Aye

X
X
X
X
X

Nay

Abstain

Other

Motion: Passed.

Meeting Adjourned at 7:01 p.m.



Signature

7-14-26

Date Approved