

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Jose M Graveley, President
DATE: February 20, 2023
SUBJECT: Meeting Notice and Agenda for the South Texas Water Authority

A Regular Meeting of the STWA Board of Directors is scheduled for:

Tuesday, February 28, 2023
5:30 p.m.
South Texas Water Authority
2302 East Sage Road, Kingsville, Texas

The Board will consider and act upon any lawful subject which may come before it, including among others, the following:

Agenda

1. Call to order.
2. Citizen comments. This is an opportunity for citizens to address the Board of Directors concerning an issue of community interest that is not on the agenda. Comments on the agenda items must be made when the agenda item comes before the Board. The President may place a time limit on all comments. The response of the Board to any comment under this heading is limited to making a statement of specific factual information in response to the inquiry, or, reciting existing policy in response to the inquiry. Any deliberation of the issue is limited to a proposal to place it on the agenda for a later meeting.
3. Approval of Minutes. (Attachment 1)
4. Quarterly Report/Treasurer's Report/Payment of Bills. (Attachment 2)
5. Operation and Maintenance Reports. (Attachment 3)
 - O&M Report
 - CP Update
6. STWA Water Master Plan. (Attachment 4)
7. Petition for Addition of Certain Lands to the South Texas Water Authority and setting of public hearing date, time and place. (Adam Edward Frederiksen, South half of Tract 23 and all of Tract 24, Cyndie Park Unit 2 in Nueces County, Texas) (Attachment 5)
8. **Resolution 23-05.** Resolution of determination of validity of Petition for Addition of Certain Lands to the South Texas Water Authority and setting the date, time and place for a public hearing and authorizing publication of public hearing notice. (Adam Edward Frederiksen) (Attachment 6)

9. Administration Report.

10. Adjournment.

The Board may go into closed session at any time when permitted by Chapter 551, Government Code. Before going into closed session, a quorum of the Board must be assembled in the meeting room, the meeting must be convened as an open meeting pursuant to proper notice, and the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551, Government Code, authorizing the closed session.

JMG/JM/fdl
Attachments

This meeting notice was posted on
STWA's website, www.stwa.org, and on
indoor and outdoor bulletin boards at
STWA's administrative offices,
2302 East Sage Road, Kingsville, Texas at
5:00 am/pt on February 24, 23
James DeLeon
Assistant Secretary

ATTACHMENT 1

Approval of Minutes

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
December 20, 2022
Minutes

Board Members Present:

Brandon Barrera
Jose Graveley
Imelda Garza
Rudy Galvan, Jr.
Frances Garcia
Kathleen Lowman
Joe Morales
Angela Pena
Patsy Rodgers

Board Members Absent:

None

Staff Present:

John Marez
Jo Ella Wagner
Nigel Gomez

Guests Present:

Rogelio Rodriguez
Water Finance Exchange
Ivan Luna, I.C.E.

1. Call to Order.

Mr. Brandon Barrera, Board President, called the Regular Meeting of the STWA Board of Directors to order at 5:31 p.m. A quorum was present.

2. Citizen Comments.

Mr. Barrera opened the floor to citizen's comments. Mr. Marez gave a report on preparations for the hard freeze. No other comments were made.

3. Water Financing Options.

Rogelio Rodriguez of Water Finance Exchange (WFX) gave a presentation on the company's services. He explained that WFX is a 501(c)(3) organization with a goal of seeking funding solutions for projects related to developing sustainable and safe drinking water or wastewater systems through their partnerships with state and federal agencies and public/private organizations. He pointed out that the organization has legal and technical experts on staff to assist with projects and there is no charge to STWA for WFX services because they are funded by philanthropic organizations. Mr. Ivan Luna of I.C.E. also addressed the board and stressed the importance of designing a master plan to identify STWA's needs. Mr. Morales made a motion to authorize STWA to join with WFX as partners for pursuing improvements for the entire STWA system. Mr. Galvan seconded. All voted in favor.

The order of the agenda was changed.

5. Approval of Minutes.

Ms. Lowman made a motion to approve the minutes of the October 25, 2022 Regular Meeting and November 17, 2022 Special Meeting as presented. Ms. Rodgers seconded. The motion passed by unanimous vote.

6. Treasurer's Report/Payment of Bills.

The following reports were presented for the Board's consideration:

Revenue Fund Income Statement for period ending August 31, 2022
STWA Revenue Fund Balance Sheet – August 31, 2022
STWA Revenue Fund Trial Balance for August, 2022
Revenue Fund Income Statement for period ending September 30, 2022
STWA Revenue Fund Balance Sheet – September 30, 2022
STWA Revenue Fund Trial Balance for September, 2022
STWA Debt Service Fund Income Statement for period ending September 30, 2022
STWA Debt Service Fund Balance Sheet – September 30, 2022
STWA Debt Service Fund Trial Balance – September, 2022
STWA Capital Projects Fund Income Statement for period ending September 30, 2022
STWA Capital Projects Fund Balance Sheet – September 30, 2022
STWA Capital Projects Fund Trial Balance – September 30, 2022
Treasurer's Report for period ending October 31, 2022
Revenue Fund Income Statement for period ending October 31, 2022
Tax Fund Income Statement for period ending October 31, 2022
Special Services Income Statement for period ending October 31, 2022
STWA Revenue Fund Balance Sheet – October 31, 2022
STWA Revenue Fund Trial Balance for October, 2022
STWA Debt Service Fund Income Statement for period ending October 31, 2022
STWA Debt Service Fund Balance Sheet – October 31, 2022
STWA Debt Service Fund Trial Balance – October, 2022
STWA Capital Projects Fund Income Statement for period ending October 31, 2022
STWA Capital Projects Fund Balance Sheet – October 31, 2022
STWA Capital Projects Fund Trial Balance – October, 2022
STWA 2012 Bond Election Report
Anticipated vs Actual Water Rate Charged and Net Revenue Worksheets

The following outstanding invoices were presented for Board approval:

• Kleberg County Tax Assessor	\$ 25,074.00
• City of Corpus Christi	\$ 90,747.08
• Kleberg County Appraisal District	\$ 5,415.97
• John Womack & Co. P.C.	\$ 8,940.00
• Kevin Kieschnick/NC Tax Assessor	\$ 28,840.01
• Nueces County Appraisal District	\$ 2,769.00
• City of Corpus Christi	\$ 84,628.08

Ms. Wagner noted that the October 2022 Treasurer's Report shows a rate of \$0.426386/1000 gallons on the Handling Charge heading but this will be changed to \$0.50/1000 gallons to reflect the correct amount. Mr. Graveley made a motion to approve the Treasurer's Reports and payment of the bills as presented, Mr. Morales seconded and all voted in favor.

7. Operation and Maintenance Reports.

The Board reviewed the O&M and CP reports. Mr. Morales made a motion to approve the reports. Mr. Galvan seconded. All voted in favor.

8. Bids for purchase of Fiscal Year 2023 pickup truck.

Mr. Marez presented the bids for the FY 2023 pickup truck bids. He explained that the cost and delivery availability are much improved over the last round of bids. He recommended awarding the bid to Mike Shaw Toyota for a 2023 Toyota Tundra 4x4 SR5 in the amount of \$48,752 with estimated delivery in 60-120 days.

9. Resolution 22-17. Resolution awarding the bid for the purchase of one pickup truck.

Mr. Graveley made a motion to award the bid for the purchase of one pickup truck to Mike Shaw Toyota for a 2023 Toyota Tundra 4x4 SR5 in the amount of \$48,752. Mr. Galvan seconded. All voted in favor.

10. TCAP Board of Directors Ballot.

Mr. Marez presented a ballot for the 2023/2024 TCAP Board of Directors election. Ms. Lowman made a motion to cast one vote for Jo Ella Wagner. Ms. Rodgers seconded. The motion passed by unanimous vote.

11. Revision of STWA Organizational Chart.

Mr. Marez presented an updated STWA organizational chart changing the O & M Supervisor to O & M Manager and the Business/Risk Manager to Business Manager and splitting office employees between the Finance Manager and Business Manager. Ms. Lowman asked about IT being among the various duties of the Business Manager and Mr. Marez responded that it is easier using the Business Manager title to include the various duties. Mr. Graveley made a motion to approve the revised organizational chart. Mr. Galvan seconded. All voted in favor.

12. Authorization to solicit bids for rectifier and improvements at CR 28/Hwy 77.

Mr. Marez presented a Request for Proposal for replacement rectifier systems cathodic protection ground bed for CR 28 & I 69 and for authorization to begin the bid process by allowing the RFP to be made available for public review and bid. Mr. Graveley made a motion to allow the RFP to be made public for review and bidding. Mr. Galvan seconded. All voted in favor.

13. Petition for Addition of Certain Lands to the South Texas Water Authority and setting of public hearing date, time and place (Betty Gracia, SW ½ of Tract 20, Cyndie Park Unit 2 in Nueces County, Texas).

The Board reviewed the Annexation Petition. The property owner recently approached the Nueces Water Supply Corporation requesting service outside of the Authority's district boundaries and filed an Annexation Petition to begin the process of obtaining water service on the property. Mr. Marez recommended approval of Resolution 22-18 setting the Public Hearing on January 17, 2023 at 5:30 p.m. at the STWA conference room.

14. Resolution 22-18. Resolution of determination of validity of Petition for Addition of Certain Lands to the South Texas Water Authority and setting the date, time and place for a public hearing and authorizing publication of public hearing notice. (Betty Gracia).

Mr. Galvan made a motion to adopt Resolutions 22-18 setting the Public Hearing on January 17, 2023 at 5:30 p.m. at the STWA conference room and authorizing publication of the public hearing notice. The motion was seconded by Ms. Lowman and passed unanimously.

15. Buyout of excess 2022 Vacation and Personal Leave balances.

Mr. Marez requested that the Board consider buying out excess 2022 vacation and personal leave balances for employees who risk losing the hours because they are unable to use the excess hours prior to yearend. Mr. Graveley made a motion to approve buying back the hours. Ms. Garza seconded. All voted in favor.

16. Evaluation of STWA Administrator.

Mr. Barrera announced that the Board would convene in Closed Session at 6:45 p.m. pursuant to Section 551.074 of the Government Code to discuss the personnel evaluation of the STWA Administrator. The Board reconvened in Open Session at 7:24 p.m. No action was taken during Closed Session.

17. Administration Report.

Mr. Marez reported that he met with legal counsel Bill Flickinger to review several matters. In addition, staff met with the City of Corpus Christi regarding the relocation of the Corpus Christi meter.

4. Election of Officers.

Mr. Barrera stated that as of 7:24 pm, he is resigning from the office of STWA Board President. Ms. Lowman made a motion to accept the resignation. Ms. Garza seconded.

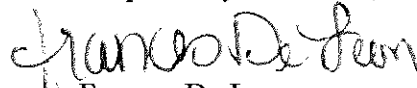
Vice-President Graveley presided over the remainder of the meeting. Mr. Barrera nominated Mr. Graveley as President. Mr. Galvan seconded. All voted in favor.

Ms. Garza made a motion to nominate Ms. Garcia as Vice-President. Mr. Morales seconded. All voted in favor.

18. Adjournment.

With no further business to discuss, Mr. Morales made a motion to adjourn the meeting at 7:28 p.m. Ms. Garza seconded. All voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Public Hearing Minutes
January 17, 2023

Board Members Present:

Jose Graveley
Imelda Garza
Kathleen Lowman
Joe Morales
Patsy Rodgers

Board Members Absent:

Rudy Galvan, Jr.
Frances Garcia
Angela Pena

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner
Nigel Gomez
Patrick Sendejo

Guests Present:

Arturo Rodriguez

1. Call to Order.

Mr. Jose Graveley, Board President, called the Public Hearing of the STWA Board of Directors to order at 5:30 p.m.

2. Petition for Addition of Certain Lands to the South Texas Water Authority.

- a. Betty Gracia, SW ½ of Tract 20 and Tract 21, Cyndie Park Unit 2 in Nueces County, Texas

Property owner Betty Gracia approached the Nueces Water Supply Corporation requesting service outside of the Authority's district boundaries. Approval of the annexation petition enables the landowner to receive service and pay in-district rates to the Nueces Water Supply Corporation, and allows the property to be placed on STWA tax rolls. A resolution approving annexation will be presented at the Regular Board Meeting.

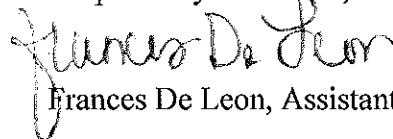
3. Public Comment.

Mr. Graveley called for public comment. No comments from the public were made.

4. Adjournment.

With no further business to discuss, Mr. Morales made a motion to adjourn the Public Hearing at 5:32 p.m. Ms. Garza seconded and all voted in favor.

Respectfully submitted,



Frances De Leon, Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
January 17, 2023
Minutes

Board Members Present:

Jose Graveley
Imelda Garza
Kathleen Lowman
Joe Morales
Patsy Rodgers
Arturo Rodriguez

Board Members Absent:

Rudy Galvan, Jr.
Frances Garcia
Angela Pena

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner
Nigel Gomez
Patrick Sendejo

Guests Present:

None

1. Call to Order.

Mr. Jose Graveley, Board President, called the Regular Meeting of the STWA Board of Directors to order at 5:33 p.m. A quorum was present.

2. Citizen Comments.

Mr. Graveley opened the floor to citizen's comments. No comments were made.

3. New Board Member's Oath of Office.

Ms. Wagner administered the Oath of Office to Mr. Arturo Rodriguez who was appointed to Place 3 on the Board by the Kleberg County Commissioner's Court. Mr. Rodriguez will complete the remainder of the term after Mr. Brandon Barrera vacated the position.

4. Approval of Annexation of Certain Lands to the South Texas Water Authority.
a. Betty Gracia, SW ½ of Tract 20, Cyndie Park Unit 2 in Nueces County, Texas.

The Public Hearing on the Annexation Petition from Betty Gracia was conducted prior to this meeting.

5. Resolution 23-01. Resolution approving Annexation of Certain Lands to the South Texas Water Authority. (Betty Gracia).

Ms. Rodgers made a motion to adopt Resolution 23-01. The motion was seconded by Ms. Lowman and passed unanimously.

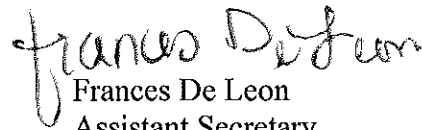
6. Administration Report.

Mr. Marez presented the invoice for the new truck and stated that the FY 2023 truck is on order. He added that the next agenda will be for a full meeting. He distributed information on Texas Rural Water Con and recommended that Board members consider attending if they were unable to attend previously. Finally, he reported that Ms. Wagner was elected to the TCAP Board of Directors.

7. Adjournment.

With no further business to discuss, Mr. Morales made a motion to adjourn the meeting at 5:44 p.m. Ms. Garza seconded. All voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
January 31, 2023
Minutes

Board Members Present:

Jose Graveley
Imelda Garza
Rudy Galvan, Jr.
Frances Garcia
Kathleen Lowman
Joe Morales
Arturo Rodriguez

Board Members Absent:

Angela Pena
Patsy Rodgers

Staff Present:

John Marez
Patrick Sendejo
Jo Ella Wagner
Nigel Gomez

Guests Present:

Rogelio Rodriguez
Water Finance Exchange
Ivan Luna, I.C.E.
J.J. Jimenez, I.C.E.
Margaret Kelley, John Womack &
Co., P.C.
John L. Womack, John Womack &
Co., P.C.

1. Call to Order.

Mr. Jose Graveley, Board President, called the Regular Meeting of the STWA Board of Directors to order at 5:30 p.m. A quorum was present.

2. Citizen Comments.

Mr. Graveley opened the floor to citizen's comments. No comments were made.

3. Proposed Fiscal Year 2022 Audit.

Ms. Margaret Kelley, John Womack & Co., P.C. reviewed the Fiscal Year 2022 Audit with the Board and reported that all records were in order and the Authority's financial position continued to strengthen. She added that there was nothing negative to report and thanked staff for their work.

4. Resolution 23-02. Resolution accepting the Fiscal Year 2022 Audit prepared by John Womack & Co., P.C. of Kingsville, Texas.

Mr. Morales made a motion to approve Resolution 23-02. Mr. Galvan seconded the motion. All voted in favor.

5. Approval of Minutes.

Minutes were not available for presentation.

6. Quarterly Report/Treasurer's Report/Payment of Bills.

No Treasurer's Reports were presented.

7. Reports from O&M and CP.

The Board reviewed the O&M and CP reports. Mr. Marez praised field staff for their ability to keep water running during the holidays.

8. Discussion/Action on ARV.

Mr. Marez reported that in late December, the Cathodic Protection crew noticed serious corrosion on an air relief valve on the 42" transmission line in the cul-de-sac area of Hearn Road in Calallen. Clark Pipeline Services was contacted for replacement of the ARV. The job was completed successfully on January 10, 2023. Mr. Marez presented Clark's invoice in the amount of \$23,047.24. Mr. Galvan made a motion to authorize payment of the invoice. Ms. Garza seconded. The motion passed with all directors present voting in favor with the exception of Mr. Graveley who abstained.

9. STWA Master Plan 2023-2027.

Mr. Marez stated that although WFX's services were discussed at the previous meeting, formal action by resolution is needed to proceed. Rogelio Rodriguez of WFX explained that of the 135 communities seeking help, WFX has chosen to work with STWA. He added that a resolution is being presented for approval to demonstrate STWA's commitment to working with WFX. Mr. J.J. Jimenez of I.C.E. explained that a master plan is also needed to serve as a guide for future projects.

10. Resolution 23-03. Resolution entering into agreement to partner with WFX for economic development and infrastructure improvements.

Mr. Galvan made a motion to adopt Resolution 23-03. Ms. Garcia seconded. All voted in favor.

11. Resolution 23-04. Resolution entering into a Professional Services Contract with ICE.

Mr. Galvan made a motion to adopt Resolution 23-04. Ms. Garcia seconded. All voted in favor.

12. Update on conveyance of section of STWA 42" waterline to the City of Corpus Christi.

Mr. Marez stated that STWA management has been in contact with Corpus Christi Water about the future relocation of the meter. There has been discussion on the size of the meter. He explained that currently a 16" meter is in place, but CCW suggests reducing to an 8" meter

which can provide for 10 MGD. STWA's engineers are reviewing the meter size and will assist in determining the correct size. Mr. Marez stated that no Board action is needed at this time.

13. Update on NCWC&ID#5 Wholesale Water Supply Contract and Operation and Maintenance of Facilities Contract.

Mr. Marez stated that STWA has made numerous attempts since 2015 to finalize contracts with NCWC&ID #5; however, progress has not been made. Discussions seem promising at times, but then fall apart until STWA's assistance is needed for water emergencies. STWA continues to assist despite not having a contract in place as a sign of goodwill. He will continue reaching out to the District President. No action was taken by the Board.

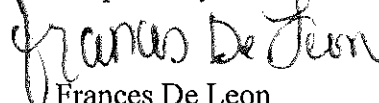
14. Administration Report.

Mr. Marez reported that the newest Field Technician, James Couch, will begin working on February 2nd. He also reported that a pre-bid meeting on the RWSC 14" transmission line replacement was held earlier in the day and the bid should be awarded within a couple of weeks. He reminded the Board about signing up for Rural Water Con if interested.

15. Adjournment.

With no further business to discuss, Ms. Lowman made a motion to adjourn the meeting at 6:29 p.m. Ms. Garza seconded. All voted in favor.

Respectfully submitted,



Frances De Leon
Assistant Secretary

ATTACHMENT 2


Quarterly Report/Treasurer's Report/Payment of Bills

SOUTH TEXAS WATER AUTHORITY
INVESTMENT REPORT
FOR QUARTER ENDED DECEMBER 31, 2022

	BEGINNING BOOK VALUE 1-Oct-22	BEGINNING MARKET VALUE 1-Oct-22	TRANSFERS	REVENUES	EXPENSES	INTEREST	ENDING BOOK VALUE 31-Dec-22	ENDING MARKET VALUE 31-Dec-22
	OCTOBER, NOVEMBER, & DECEMBER							
CASH ACCOUNTS								
GENERAL ACCT - PROSPERITY BANK	238,947.33	238,947.33	(50,000.00)	564,446.67	541,161.68	165.27	212,397.59	212,397.59
GENERAL ACCT TEXPOOL 1371300002	4,015,565.57	4,013,959.34	(200,000.00)	570,709.83	0.00	36,965.31	4,423,240.71	4,421,471.41
GENERAL ACCT TEXSTAR 1111-000	392,934.12	392,741.58	0.00	0.00	0.00	3,167.60	396,101.72	396,044.29
PAYROLL ACCT - PROSPERITY BANK	58,465.76	58,465.76	150,000.00	0.00	203,811.25	29.09	4,683.60	4,683.60
OPERATIONS ACCT - PROSPERITY BANK	50,434.42	50,434.42	100,000.00	250.00 *	110,822.32	30.50	39,892.60	39,892.60
DEBT SERVICE ACCT TEXPOOL 1371300008	119,651.48	119,603.62	0.00	119,962.65	0.00	1,434.16	241,048.29	240,951.87
TOTAL CASH ACCOUNTS	4,875,998.68	4,874,152.06	0.00	1,255,369.15	855,795.25	41,791.93	5,317,364.51	5,315,441.36

	AVG. MAT. 12/31/2022	OCTOBER RATE	OCTOBER EARNING	NOVEMBER RATE	NOVEMBER EARNING	DECEMBER RATE	DECEMBER EARNING	TOTALS
GENERAL ACCT - PROSPERITY BANK	immediate	0.2000%	\$73.15	0.2000%	\$42.75	0.2100%	\$49.37	\$165.27
GENERAL ACCT TEXPOOL 1371300002	17 days	2.9200%	\$10,057.30	3.5400%	\$12,420.76	3.9400%	\$14,487.25	\$36,965.31
GENERAL ACCT TEXSTAR 1111-000	5 days	2.8531%	\$952.07	3.5588%	\$884.16	3.9681%	\$1,331.37	\$3,167.60
PAYROLL ACCT - PROSPERITY BANK	immediate	0.2000%	\$11.69	0.2000%	\$11.55	0.2100%	\$5.85	\$29.09
OPERATIONS ACCT - PROSPERITY BANK	immediate	0.2000%	\$9.71	0.2000%	\$11.23	0.2100%	\$9.56	\$30.50
DEBT SERVICE ACCT TEXPOOL 1371300008	17 days	2.9200%	\$309.24	3.5400%	\$455.68	3.9400%	\$669.24	\$1,434.16
TOTALS			\$11,413.16		\$13,826.13		\$16,552.64	\$41,791.93

THIS REPORT IS IN COMPLIANCE WITH THE STRATEGIES AS APPROVED AND THE PUBLIC FUNDS INVESTMENT ACT.


INVESTMENT OFFICER

* Check #19587 for \$250 was voided on September 30, 2022 and added back into the Operations Account after the Quarter Ended September 30, 2022 report was approved.

ATTACHMENT 3

Field Reports

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Nigel Gomez, O&M Supervisor
Date: February 23, 2023
Re: O&M Activities

During the Week of January 2nd:

Admin:

- Review GPS records
- City Gallons Report

Operations:

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
- Collect Bac-T Samples
- Weekly CL 17 Verification
- Locates – STWA, RWSC, NWSC
- Completed service orders for NWSC and RWSC
- Remote Readings – NWSC
- RWSC Meter Readings

Safety & Maintenance:

Safety Meetings:

“Keeping Chemical Deliveries Safe”

- Generators – Exercise Transfer Switch
- Weekly Preventative Maintenance – Heavy Equipment
- Disinfect Pump Stations
- Office AC Maintenance, Main AC Filter Change out & Clean Ice Machine
- Daily Vehicle Maintenance Report – Interior, Exterior & Under The Hood Inspections
- Office AC Maintenance

During the Week of January 9th:

Admin:

- Review GPS records
- Water Loss Report

Operations:

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office

Collect Bac-T Samples
Weekly CL17 Verification
Completed service orders for NWSC and RWSC
Flushing – NWSC & RWSC
Taps & Bores
DR 900 Calibration

Safety & Maintenance:

Safety Meetings:

“Don’t Get in a Bind With a Backhoe”

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

Daily Vehicle Maintenance Report - Interior, Exterior & Under The Hood
Inspections

During the Week of January 16th:

Admin:

Review GPS records
Water License Exam - NM

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC
Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on
the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run &
RWSC Meter Run @ Office
Collect Bac-T Samples
Weekly CL 17 Verification
Completed service orders for NWSC and RWSC
Exercise Central Pump Station Valves
Flushing – NWSC & RWSC
Lockouts – NWSC

Safety & Maintenance:

Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Daily Vehicle Maintenance Report - Interior, Exterior & Under The Hood
Inspections

During the Week of January 23rd:

Admin:

Review GPS records
Water License Exam - NM

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC
Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on
the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run &
RWSC Meter Run @ Office
Collect Bac-T Samples
Weekly CL 17 Verification
Taps- RWSC & NWSC
Completed service orders for NWSC and RWSC

Safety & Maintenance:

Safety Meetings:

“Operating Laboratory Equipment”

Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Daily Vehicle Maintenance Report - Interior, Exterior & Under The Hood
Inspections
Taps- RWSC & NWSC
Completed service orders for NWSC and RWSC
Lockouts – RWSC

To: John Marez, Executive Director

From: Oscar Ortegon, CP Technician
Danny Hinojosa, Assistant CP Technician

Date: February,24 2023

Re: CP Update

For the month of January 2023, no changes to Contract 2 at this time. Martin Marietta, has started cleaned up our easement so that we have access to install anodes but not completed. CP crew has installed 576 anodes on 397 joints on Contract 2 of the 42" water line. We have replaced 46 old test stations since the beginning of the project. We have completed 45,259 feet out of 51,511 feet in Contract 2. In the meantime, the CP crew has relocated Contract 3. We have been working in Calallen south of Hummingbird Lane and have now installed 112 anodes on 86 joints and 3 test stations on the 42" water line. Compared to last month's report of 99 anodes and 79 joints. We have completed 3,424 feet out of 46,324 feet in Contract 3. Once all Contracts are complete, we can contact to submit quotes for a survey to determine continuity throughout the 42" water main, but the crew has remained busy with other CP related tasks and assisting with other field work for all three entities. Danny Hinojosa has worked on his class C water distribution class and has completed 20hrs and now needs to do his final testing for his class C license on March 24, 2023.

We continue to work on CP related work and helping with other field personnel as follows:

- Continue to perform maintenance and test rectifiers/test stations.
- Continue to maintain grass with herbicide around vaults, manholes, test stations and rectifiers along 42" line.
- Exercise valves on 42" water main @ FM 2826, Driscoll, Bishop, CR 36, Stevens Plant & Kingsville valve.
- Performed locates for 42" water main.
- Continue to assist O&M with ongoing operations.
- Worked on getting quotes for a new rectifier on CR 28 & Highway 77 to provide better Cathodic Protection for Contract 2.
- Worked on ladder hatches for GST at pump stations Driscoll, Sablatura Park, Old Banquete and Central.

ATTACHMENT 4

STWA Master Plan

Memorandum

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director
Date: February 24, 2023
Re: STWA Water Master Plan

Background:

During our December 20, 2022 and January 31, 2023, the Water Finance Exchange was presented to the Board as a partner to assist in seeking out various grants and other funding sources to improve our aging infrastructure. During our last meeting the STWA Board approved entering into partnership with WFX and International Consulting Engineers (ICE) to identify key problem, nuisance areas throughout our water system. The attached list of projects identifies a mere fraction of waterlines, tanks and other facilities that could be improved to assist our overall water distribution system.

Analysis:

Review the list and provide staff, WFX and ICE feedback on projects that are priorities for this and upcoming years. A tentative list must be provided to WFX to allow their staff to assist STWA in apply for the Texas Water Development Board (PIF) Project Information Form. If the PIF is approved then a more exhaustive form will be complete to seek out funding opportunities from the state or other sources.

Staff Recommendation:

Adopt the list provided.

Board Action:

Approve the list provide or amend the list and approve.

Summary:

The list of projects is broken down by WSC (Water Supply Corporation) needs. Based on the shared common interest between the STWA and WSCs and due to the agreement with WFX and ICE the authority will be the point of contact with the state, federal or other entities to secure funding options. The STWA will seek insight from the WSC into pursuing these mutual needs.

Seeking out projects that benefit parts of the entire wholesale system benefit not only the Corporations and member communities but also the STWA as a whole.

RWSC

Pump Station #2

Hydrotank to be put back online for future development

Meter run being fed into GST, filling of the tanks is incorrect – First in, first out

Pump Station #1

Overflow drain for EST

West GST has small leaks that continue to pop up

Pump Station #3

Needs generator

North GST needs repairs on drain

Transmission Line

Replace transmission line if not replaced from FM 772 & CR 1030 intersection to Pump Station #1

NWSC

Bishop East

Hydrotanks are both running off of one level indicator, if we run off of the small tank, lots of changes needed to get them to work properly. Need to adjust to run off 2 different level indicators

Central

LGST need to repair leak, patch work has been done but not holding well

The possibility of an additional pump needed to feed the transmission line going to Banquete, Sablatura Park & Agua Dulce

When Banquete is filling, the other pump stations are not able to fill & vice versa – we tend to lose pressure on our transmission line on those pump stations that are not feeding at that time

Sablatura Park

Need another way to feed our rural system. If our pump station is down we don't have a tie-in from another pump station to feed our system.

ATTACHMENT 5

Annexation Petition

Memorandum

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director
Date: February 24, 2023
Re: Annexation Petition - Set Time and Date for Public Hearing:
Resolution 23-05 – Adam Edward Frederiksen – South ½ of Tract 23 and all of Tract 24, Cyndie Park Unit 2, in Nueces County, Texas

Background:

Property owners requesting retail water service from the Nueces Water Supply Corporation are required to be annexed into STWA's district boundaries. This results in the new NWSC member paying the same costs as all other NWSC customers, specifically, a retail water bill from NWSC and property taxes to STWA. Adam Edward Frederiksen contacted our office to request service in the Cyndie Park 2 Subdivision and filed an annexation petition.

Resolution 23-05 sets the date and time for the required public hearing. The public hearing will be scheduled immediately prior to the next regular STW A Board meeting.

Analysis:

Adoption of Resolution 23-05 begins the annexation process and enables the NWSC to provide retail service to Adam Edward Frederiksen.

Staff Recommendation:

Adopt Resolution 23-05.

Board Action:

Determine whether to adopt Resolution 23-05.

Summary:

The annexation process is established by State law and staff is following the required steps.

PETITION FOR ADDITION OF CERTAIN LANDS TO
THE SOUTH TEXAS WATER AUTHORITY

STATE OF TEXAS :
COUNTY OF NUECES :

TO THE BOARD OF DIRECTORS OF THE SOUTH TEXAS WATER AUTHORITY:

The undersigned (herein called "Petitioner"), holder of title to the territory described by metes and bounds in Exhibit "A" which is attached hereto and incorporated herein for all purposes, being all of the residents and landowners of such territory, as shown by the tax rolls of Nueces County, Texas, and acting pursuant to the provisions of Section 11006.052, Special District Local Laws Code, respectfully petitions the Board of Directors of South Texas Water Authority that the territory described by metes and bounds in Exhibit "A" be added to and become a part of the established South Texas Water Authority, and in support of this petition would show as follows:

I.

Fee simple title and full ownership of the aforesaid territory, which lies wholly within Nueces County, Texas, is vested in Petitioner.

II.

The addition of said territory to South Texas Water Authority is feasible and practical, would be to the best interest both to the territory and to the Authority and would benefit said territory.

III.

The Authority will be able to supply water, or have water supplied, to the added territory.

IV.

This petition shall constitute an election on the part of the Petitioner, its successors and assigns, for the aforesaid land and any improvements which may be constructed thereon to become liable for all present and future debts of the Authority in the same manner and to the same extent as other lands and improvements in the Authority are liable for the Authority's debts.

V.

Petitioner hereby authorizes the Board of Directors of the Authority to levy taxes and set rates sufficient to pay their share of the aforementioned outstanding indebtedness.

WHEREFORE, Petitioner prays that this petition be properly filed, as provided by law; that the Board of Directors of South Texas Water Authority hear and consider the petition in keeping with the provisions of Section 11006.052, Special District Local Laws Code and that this

petition in all things be granted and that the territory described in Exhibit "A" be added to and become a part of the established South Texas Water Authority; that after this petition is granted the Board's order thereon be filed of record and be recorded in the Deed Records of Nueces County, Texas; and that the area described in Exhibit "A" be thereafter a component part of South Texas Water Authority.

[Signatures and Acknowledgement on following page.]

EXECUTED this 21st day of February, 2023.



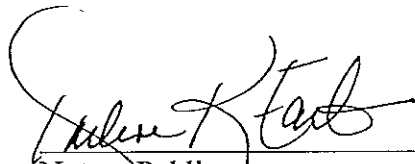
Adam Edward Frederiksen

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY of Nueces

Subscribed and sworn to before me Adam Edward Frederiksen on this the 21st day of February, 2023.



Notary Public

My Commission Expires: 3/10/25

NOTARY SEAL

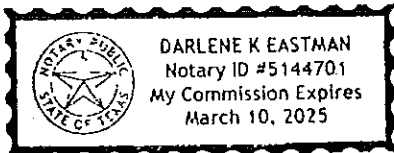


Exhibit "A"

To

PETITION FOR ADDITION OF CERTAIN LANDS TO
THE SOUTH TEXAS WATER AUTHORITY

Property Description:

All that certain 0.964-acre tract being the south half of Tract 23 and all of Tract 24, Cyndie Park Unit No. 2, an unrecorded subdivision, Nueces County, Texas. Said 0.964-acre tract described in Document No. 2016046735, Official Records Nueces County, Texas. Said 0.964-acre tract being out of lot 25, "Mantor, Briggs and Kuykendall's Subdivision" as shown on the plat recorded in Volume 2, Page 57, Map Records Nueces County, Texas.

ATTACHMENT 6

Resolution 23-05

SOUTH TEXAS WATER AUTHORITY

Resolution 23-05

RESOLUTION OF DETERMINATION OF VALIDITY OF ANNEXATION PETITION,
SETTING PUBLIC HEARING AND AUTHORIZING PUBLICATION OF NOTICE.

WHEREAS, Adam Edward Frederiksen (Petitioner), has filed the attached petition (the Petition) with the South Texas Water Authority requesting annexation of their property into the South Texas Water Authority in order to allow water service to the property to be provided by Nueces Water Supply Corporation, and

WHEREAS, the South Texas Water Authority Board of Directors has reviewed the Petition and finds that it meets all of the requirements for annexation into the South Texas Water Authority's District, and

WHEREAS, the Board of Directors hereby sets a public hearing to hear evidence for or against the proposed annexation of this property to be held on March 28, 2023 at 5:30 p.m. at the South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the South Texas Water Authority hereby authorizes the publication of the attached Notice of Public Hearing on Annexation for a public hearing to be held on March 28, 2023 at 5:30 p.m. at South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas. At such hearing all interested persons may appear and offer evidence for or against the proposed annexation of the property described in Exhibit A of the Petition.

Duly adopted this 28th day of February, 2023.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

NOTICE OF PUBLIC HEARING ON ANNEXATION

THE STATE OF TEXAS
SOUTH TEXAS WATER AUTHORITY

Pursuant to a Resolution adopted by the Board of Directors of South Texas Water Authority, a hearing shall be held at the South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas, on March 28, 2023 at 5:30 p.m. with respect to the Petition filed by Adam Edward Frederiksen for annexation of the territory described below, on the question of whether the territory sought to be annexed will be benefited by the improvements, works, and facilities then owned or operated or contemplated to be owned or operated by the Authority or by the other functions of the Authority. All interested persons may appear at such hearing and offer evidence for or against the proposed annexation.

Signed this the 28th day of February, 2023.

Jose M. Graveley, President
Board of Directors
South Texas Water Authority

That certain lot or tract of land situated in Nueces County, Texas, and more particularly described as follows:

All that certain 0.964-acre tract being the south half of Tract 23 and all of Tract 24, Cyndie Park Unit No. 2 an unrecorded subdivision, Nueces County, Texas. Said 0.964-acre tract described in Document No. 2016046735, Official Records Nueces County, Texas. Said 0.964-acre tract being out of lot 25, "Mantor, Briggs and Kuykendall's Subdivision" as shown on the plat recorded in Volume 2, Page 57, Map Records Nueces County, Texas.