

MEMORANDUM

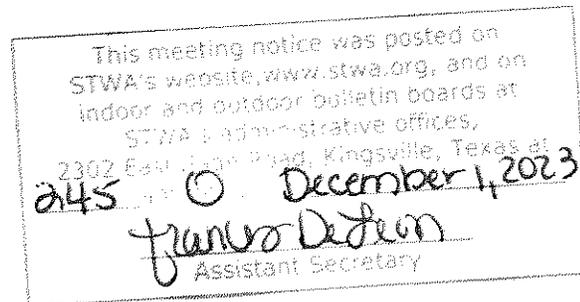
TO: South Texas Water Authority Industrial Development Corporation Board of Directors
FROM: Jose M. Graveley, President
DATE: December 1, 2023
SUBJECT: Meeting Notice and Agenda for STWA Industrial Development Corporation

The Annual Meeting of the STWA Industrial Development Corporation Board of Directors is scheduled for:

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

Agenda

1. Call to Order.
2. Approval of Minutes.
3. Treasurer's Report.
4. Adjournment.



JMG/JM/fdl

Jose M. Graveley, President
Frances Garcia, Vice-President
Imelda Garza, Secretary-Treasurer
Rudy Galvan, Jr.
Kathleen Lowman

(361) 592-9323 Or (361) 692-0337 (C.C. line)
Fax: (361) 592-5965

Joe Morales
Angela N. Pena
Arturo Rodriguez
Patsy A. Rodgers
John Marez, Administrator

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION
Annual Meeting
December 20, 2022

MINUTES

Board Members Present:

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

Board Members Absent:

None

Staff Present:

John Marez
Jo Ella Wagner
Nigel Gomez

Guests Present:

Rogelio Rodriguez, Water
Finance Exchange

1. Call to Order.

The Annual Meeting of the South Texas Water Authority Industrial Development Corporation was called to order by Mr. Brandon Barrera, Board President, at 5:30 p.m. A quorum was present.

2. Approval of Minutes.

Ms. Lowman made a motion to accept the minutes from the December 7, 2021 Annual Meeting. Ms. Rodgers seconded. All voted in favor.

3. Treasurer's Report.

The Treasurer's Report was presented and reported that the STWA IDC received no funds nor made any expenditures during the fiscal year ending September 30, 2022 and all account balances remained at zero. Ms. Lowman made a motion to accept the Treasurer's Report as presented. Ms. Rodgers seconded and the motion passed unanimously.

4. Old Business.

There was no old business to report.

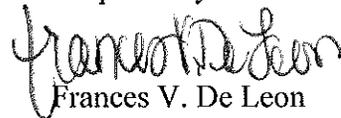
5. New Business.

There was no new business to report.

6. Adjournment.

With no further business to conduct, Ms. Lowman made a motion to adjourn the meeting at 5:31 p.m. Ms. Garza seconded the motion. All voted in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Frances V. De Leon".

Frances V. De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION
Treasurer's Report
For the Period Ending September 30, 2023

The STWA Industrial Development Corporation received no funds nor made any expenditures for the fiscal year ending September 30, 2023. All account balances are -0-.

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Jose M Graveley, President
DATE: December 1, 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, December 5, 2023

Immediately following the 5:30 p.m. STWA Industrial Development Corporation Meeting
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 Report. (Attachment 3)
6. Water Finance Exchange – Review of proposed project list. (Attachment 4)
7. **Resolution 23-34.** Resolution to Proceed with State Fiscal Year 2024 Drinking Water-State Revolving Fund (DWSRF) Application Invitation. (Attachment 5)
8. Discussion of distribution of RFQ for Administrative Services for improvement projects funded through the Texas Water Development Board Drinking Water State Revolving Fund. (Attachment 6)
9. Changes to specifications for Fiscal Year 2024 pickup trucks. (Attachment 7)
10. Kleberg County Appraisal District Board of Directors election and casting of votes. (Attachment 8)

11. **Resolution 23-35.** Resolution casting the South Texas Water Authority's votes for election of Kleberg County Appraisal District Board Members. (Attachment 9)

12. Minimum hourly pay for full-time positions. (Attachment 10)

13. Petitions for Addition of Certain Lands to the South Texas Water Authority and setting of public hearing date, time and place. (Attachment 11)

- a. Victor Lee Castro and Jennifer Lee Salinas – 0.666 acre, more or less, tract of land also being known as Tract 9, Cyndie Park Unit 1, Nueces County, Texas
- b. Maria De Jesus Estrada – Southwesterly one-half of Tract 17, all of Tracts 18 and 19, and the Northeasterly one-half of Tract 20, Cyndie Park Unit 2, Nueces County, Texas

14. **Resolution 23-36.** 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. (Victor Lee Castro and Jennifer Lee Salinas) (Attachment 12)

15. **Resolution 23-37.** 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. (Maria De Jesus Estrada) (Attachment 13)

16. Appointment of STWA COG Member. (Attachment 14)

17. TCAP Board of Directors Ballot. (Attachment 15)

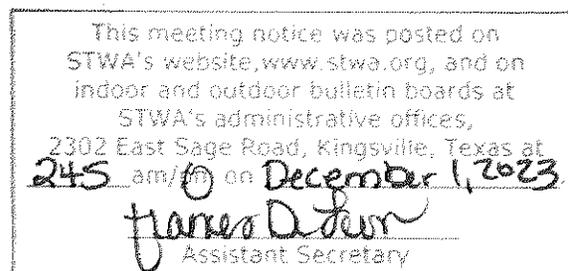
18. Evaluation of STWA Administrator. (Attachment 16)

19. Administration Report.

20. 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



ATTACHMENT 1

Approval of Minutes

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
October 24, 2023
Minutes

Board Members Present:

Jose Graveley
Frances Garcia
Imelda Garza
Kathleen Lowman
Joe Morales
Angela Pena
Arturo Rodriguez

Board Members Absent:

Rudy Galvan, Jr.
Patsy Rodgers

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner
Nigel Gomez

Guests Present:

Gregory Chittum, C.M. Company Auctions
Ivan Luna, I.C.E.
Sergio Luna, I.C.E.
By Zoom:
Angie Flores, Raftelis
Rogelio Rodriguez, Water Finance Exchange

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.

The order of the agenda was changed to accommodate the guests.

18. STWA Master Plan.

Mr. Ivan Luna of International Consulting Engineers (I.C.E.) reported that some modifications were made to the STWA Master Plan and the final version is ready and can be accessed online. He explained that the Master Plan is vital in applying for state funding. He asked for the Board's approval of the Master Plan and added that the plan can be further amended if needed. Ms. Pena made a motion to adopt the STWA Master Plan as presented. Ms. Garza seconded the motion which then passed unanimously.

Mr. Morales asked if there had been a response regarding STWA's ranking and not being included in the invite list for Texas Water Development Board funding. Mr. Rogelio Rodriguez, Water Finance Exchange, responded that the TWDB will release all information at once on November 8th. At that point they can re-write the application and resubmit it in December or challenge not being included on the list.

Ivan Luna and Sergio Luna then presented the Board with the framed coupon from the tap on the 42 inch waterline to serve Tesla. Ivan Luna closed by reminding the Board that I.C.E. highly recommends that STWA continue the cathodic protection program on the 42 inch waterline and make a arrangements to have a groundwater study performed. There were no other questions or comment from the Board.

10. Raftelis Rate Study.
 - Review of Corpus Christi Rate Model
 - Phase 3 – Rate and Financial Planning Study

Ms. Angie Flores of Raftelis reviewed the study on the Corpus Christi Rate Model. She stated that the City of Corpus Christi hired another consultant to develop a new rate model which follows the previous version pretty closely. She stated that the increase in operations and maintenance costs was due primarily to chemical costs. She reported that the city's rates have been adopted and are projected to continue increasing through FY 2027.

She then discussed Phase 3 of the rate study which involves examining STWA's overall revenue requirements in addition to what is paid to Corpus Christi to determine proper rates for STWA's wholesale customers. Ms. Pena made a motion to accept the proposal for Phase 3 of the Raftelis Rate Study. Mr. Morales seconded and the motion passed by unanimous vote.

13. Selection of auction company for surplus sale.

Mr. Marez presented information on two online auction companies for the Board's consideration – CM Auctions and Public Surplus. Ms. Pena made a motion to accept CM Auctions for online auction of surplus property. Mr. Morales seconded. All voted in favor.

11. Declaration of Surplus Property.
12. Resolution 23-31. Resolution authorizing the sale of surplus property of the South Texas Water Authority.

Mr. Marez requested that the Board declare a 2013 Chevrolet Silverado truck which is no longer in use as salvage property in order to allow the truck to be sold as surplus. Ms. Lowman made a motion to declare the truck as salvage property and adopt Resolution 23-31 authorizing the sale of the surplus property. Ms. Garza seconded. All voted in favor.

3. Approval of Minutes.

Ms. Lowman made a motion to approve the minutes of the September 26, 2023 Regular Meeting as presented. Mr. Graveley seconded. The motion passed by unanimous vote.

4. Payment of Bills.

Ms. Wagner stated that the Treasurer's Report will be presented at the December meeting. She presented Raftelis Invoice No. 29986 in the amount of \$2,377.50 and Invoice No. 30500 in the amount of \$5,485.00 for Board approval. Ms. Pena made a motion to approve payment of the bills as presented. Ms. Garza seconded. All voted in favor.

5. Operation and Maintenance Reports.

Mr. Gomez presented O&M reports for the period of July 3, 2023 through September 25, 2023. He reported that twelve taps were completed during September. He added that no Cathodic Protection work has been done since the CP Technician has resigned. The application process has been started for the two CP positions and the new Field Technician position.

6. Tax year 2023 tax roll/levy for the South Texas Water Authority's district in Nueces County.

Mr. Marez presented the 2023 Nueces County tax roll which reflected a Total Taxable Value of \$1,452,389,302 and a 2023 Total Ad Valorem Tax Levy of \$1,022,974.69.

7. Resolution 23-26. Resolution adopting the tax roll/levy for the South Texas Water Authority's district in Nueces County for tax year 2023.

Ms. Lowman made a motion to adopt Resolution 23-26 adopting the Nueces County tax year 2023 tax/roll levy. Ms. Garza seconded and the motion passed unanimously.

8. STWA Board of Directors Meeting Schedule for 2024:

Mr. Marez reviewed the proposed 2024 meeting schedule provided in the Board packet. Mr. Morales made a motion to approve recommended dates. Ms. Lowman seconded. All voted in favor. The approved schedule is as follows:

January 23, 2024	May 21, 2024	September 24, 2024
February 27, 2024	June 18, 2024	October 22, 2024
March 19, 2024	August 6, 2024	December 10, 2024
April 23, 2024	September 3, 2024	

9. Request to close office for staff Christmas luncheon and gift exchange.

Mr. Morales made a motion to approve closing of the office for the staff Christmas luncheon and gift exchange. Ms. Lowman seconded. All voted in favor.

14. Bank Depository Agreement.

The Board reviewed the proposed renewal of the depository contract with Prosperity Bank for the period of November 1, 2023 through October 31, 2025. Ms. Wagner explained that all terms would remain except that the interest rate will be slightly higher. She added that Prosperity offers quality service and responds quickly when assistance is needed but if the Board prefers to seek proposals, she is willing to contact other banks. Mr. Morales made a motion to approve the renewal contract with Prosperity. Mr. Rodriguez seconded and all voted in favor.

15. Authorization to create additional checking account for STWA General and authorizing signators.

Ms. Wagner stated that while discussing the depository renewal with Mr. Eddie Garza of Prosperity Bank, he recommended that STWA open a Money Market Account – General to take advantage of the higher interest rates the account pays which is now at 3%. All fees will be waived on this account and all deposits will go into the Money Market Account and then transferred into the checking accounts to cover expenses. Those authorized to sign on for the General Account are the Executive Director, Finance Manager, Business/Risk Manager, Board President, Board Vice-President and Board Secretary/Treasurer.

16. Resolution 23-32. Resolution approving the opening of an additional checking account for STWA General and authorizing signators.

Ms. Lowman made a motion to adopt Resolution 23-32 approving the opening of an additional account for STWA General and authorizing signators. Mr. Morales seconded and the motion passed unanimously.

17. Specifications for two Fiscal Year 2024 pickup trucks.

Mr. Marez presented specifications for purchase of two new trucks authorized by the Board in the FY 2024 budget. After reviewing the specifications, Ms. Pena made a motion to approve the specifications as presented and authorize staff to submit bid packets to interested dealerships. Ms. Lowman seconded. The motion passed by unanimous vote.

19. Administration Report.

Mr. Marez reminded Board members to complete and turn in confirmation letters to STWA's auditors if they had not done so. Mr. Morales requested including replacement of a STWA representative on the Coastal Bend Council of Governments on a future agenda. Ms. Garcia stated that she is willing to serve since she attends those meetings regularly and she is an alternate for Kleberg County. Mr. Marez stated that he plans to travel to Austin for the Texas Water Developments Board's meeting to find out more about their decision to exclude STWA from funding and encouraged anyone to attend if possible.

20. Adjournment.

With no further business to discuss, Mr. Graveley made a motion to adjourn the meeting at 6:37 p.m. Mr. Rodriguez seconded. All voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary

ATTACHMENT 2

Quarterly Report/Treasurer's Report/Payment of Bills

**THE SEPTEMBER 2023
FINANCIALS
WILL BE AVAILABLE
AT THE BOARD MEETING**

**IF THE REPORTS ARE COMPLETED PRIOR
TO THE MEETING I WILL EMAIL THE REPORTS.**

**SOUTH TEXAS WATER AUTHORITY
INVESTMENT REPORT
FOR QUARTER ENDED SEPTEMBER 30, 2023**

	BEGINNING BOOK VALUE 1-Jul-23	BEGINNING MARKET VALUE 1-Jul-23	TRANSFERS	REVENUES JULY, AUGUST, & SEPTEMBER	EXPENSES	INTEREST	ENDING BOOK VALUE 30-Sep-23
CASH ACCOUNTS							
GENERAL ACCT - PROSPERITY BANK	256,314.27	256,314.27	455,000.00	908,075.26	1,157,124.37	272.40	462,537.56
GENERAL ACCT TEXPOOL 1371300002	4,890,627.34	4,890,285.00	(700,000.00)	86,556.68	0.00	62,812.24	4,339,996.26
GENERAL ACCT TEXSTAR 1111-000	405,733.75	405,745.52	0.00	0.00	131,531.79	5,343.69	279,545.65
PAYROLL ACCT - PROSPERITY BANK	68,904.69	68,904.69	160,000.00	0.00	195,904.34	35.71	33,036.06
OPERATIONS ACCT - PROSPERITY BANK	43,493.91	43,493.91	85,000.00	0.00	111,514.84	40.87	17,019.94
DEBT SERVICE ACCT TEXPOOL 1371300008	441,123.84	441,092.96	0.00	8,971.38	343,456.42	3,702.16	110,340.96
TOTAL CASH ACCOUNTS	6,106,197.80	6,105,836.34	0.00	1,003,603.32	1,939,531.76	72,207.07	5,242,476.43

	AVG. MAT. 9/30/2023	JULY RATE	JULY EARNING	AUGUST RATE	AUGUST EARNING	SEPTEMBER RATE	SEPTEMBER EARNING
GENERAL ACCT - PROSPERITY BANK	immediate	0.3000%	\$85.19	0.3000%	\$82.55	0.3000%	\$104.66
GENERAL ACCT TEXPOOL 1371300002	26 days	5.1238%	\$21,311.70	5.3047%	\$21,570.39	5.3218%	\$19,930.15
GENERAL ACCT TEXSTAR 1111-000	29 days	5.1148%	\$1,762.08	5.2974%	\$1,833.40	5.3105%	\$1,748.21
PAYROLL ACCT - PROSPERITY BANK	immediate	0.3000%	\$11.45	0.3000%	\$13.91	0.3000%	\$10.35
OPERATIONS ACCT - PROSPERITY BANK	immediate	0.3000%	\$8.83	0.3000%	\$20.29	0.3000%	\$11.75
DEBT SERVICE ACCT TEXPOOL 1371300008	26 days	5.1238%	<u>\$1,926.18</u>	5.3047%	<u>\$1,113.65</u>	5.3218%	<u>\$662.33</u>
TOTALS			\$25,105.43		\$24,634.19		\$22,467.45

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


INVESTMENT OFFICER

SOUTH TEXAS WATER AUTHORITY
Treasurer's Report
For Period Ending September 30, 2023

STWA Water Sales:

<u>Entity</u>	<u>Water Usage (1,000 g)</u>	<u>Cost of Water from City of Corpus Christi \$2.328657 per 1000 g</u>	<u>Handling Charge @ \$0.50/1000g</u>	<u>Incremental Increase @ \$0.50/1000g</u>	<u>Out of District Surcharge and Pass-Thru Credit</u>	<u>Total Due</u>
Kingsville	9,171	\$21,356.11	\$4,585.50	\$0.00	\$0.00	\$25,941.61
Bishop	7,974	\$18,568.71	\$3,987.00	\$0.00	\$0.00	\$22,555.71
Agua Dulce	2,799	\$6,516.84	\$1,399.27	\$0.00	\$0.00	\$7,916.12
RWSC	11,797	\$27,471.17	\$5,898.50	\$0.00	\$0.00	\$33,369.67
Driscoll	2,713	\$6,317.65	\$1,356.50	\$0.00	\$0.00	\$7,674.15
NCWCID #5	1,532	\$3,566.97	\$765.89	\$765.89	\$1,004.76	\$6,103.50
NWSC	11,462	\$26,691.95	\$5,731.19	\$0.00	\$0.00	\$32,423.14
TOTAL	47,448	\$110,489.40	\$23,723.85	\$765.89	\$1,004.76	\$135,983.89

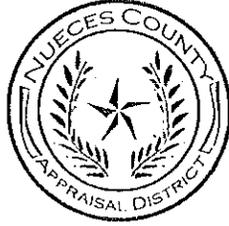
Water Cost and Usage for Period of:

	09/01/23	10/03/23
City of Corpus Christi Invoice for Cost of Water Purchased:		\$120,624.44
Gallons of Water Recorded by City of Corpus Christi:		51,800,000
Gallons of Water Recorded by STWA from Customer's Master Meters:		47,447,692
Water Loss Percentage:		8.40%

Annual Usage for FY 2023

	Annual
Gallons of Water Recorded by City of Corpus Christi:	590,950,000
Gallons of Water Recorded by STWA from Customer's Master Meters:	596,417,102
Water Loss Percentage: (year to date)	-0.93%

51,800,000



*Nueces County Appraisal District
201 N. Chaparral, Ste. 206
Corpus Christi, Texas 78401-2503*

*Ramiro "Ronnie" Canales
Nueces County Chief Appraiser*

*Office: (361) 881-9978
Fax: (361) 887-6721
info@nuecescad.net*

**NUECES COUNTY APPRAISAL DISTRICT
2024 BUDGET ALLOCATION**

INVOICE #20231231

Taxing Unit: So Texas Water Auth

Due Date: December 31, 2023

1st Quarter Amount Due: \$2,980

KLEBERG COUNTY APPRAISAL DISTRICT

P.O. BOX 1027 - 502 E. KLEBERG - KINGSVILLE, TEXAS 78364

PH. # (361) 595-5775 - FAX # (361) 595-7984

TO: South Texas Water Authority
FROM: Kleberg County Appraisal District
DATE: November 9, 2023
SUBJECT: 2024 Appraisal District Payment Information

The first payment from your taxing unit toward the 2024 Appraisal District Operating Budget is due to be paid by December 31, 2023. Thank you for your attention to this matter.

Amount due if paid by 12/31/2023: \$ 5,922.01
Amount due if paid after 12/31/2023: \$ 6,267.46

\$	5,922.01	
+ \$	296.10	(5% Penalty)
+ \$	49.35	(10% Interest /Mo)
\$	<u>6,267.46</u>	

ATTACHMENT 3

O&M Report

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Patrick Sendejo, O&M Manager
Date: November 20, 2023
Re: O&M Activities

During the Week of October 2nd:

Admin:

- Review GPS records
- City Gallons Report
- Water Loss Report
- TRWA Apprenticeship Weekly Hours Update
- Basic Water Training/Locate Training/CSI Training

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
- Meter Readings – RWSC
- Remote Meter Readings - NWSC
- Completed service orders for NWSC and RWSC
- Completed Taps - 0

Safety & Maintenance:

- 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 October 9th:

Admin:

- Columbus Day Holiday.

Review GPS records
TRWA Apprenticeship Weekly Hours Update
Basic Water Training/Locate Training/CSI Training

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
Locates – STWA, RWSC, NWSC
Completed service orders for NWSC and RWSC
DR 900 Calibration
Completed Taps - 0

Safety & Maintenance:

Safety Meeting:
“Skid Steer Safe Operating Techniques”
Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Daily Vehicle Maintenance Report - Interior, Exterior & Under the Hood
Inspections

During the Week of October 16th:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
Basic Water Training/Locate Training/CSI Training

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
Weekly CL 17 Verification
Locates – STWA, RWSC, NWSC
Completed service orders for NWSC and RWSC
Lockouts – NWSC
DR900 Calibration
Completed Taps - 2

Safety & Maintenance:

Safety Meeting:

“Chlorine Safety for Water/Wastewater”

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

During the Week of October 23rd:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
GIS Mapping
Basic Water Training/Locate Training/CSI Training

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
Lockouts – RWSC
Flushing – NWSC & RWSC
Completed Taps - 0

Safety & Maintenance:

Safety Meeting:

“Safety Now: Dog Attacks”

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

During the Week of October 30th:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
GIS Mapping
Basic Water Training/Locate Training/CSI Training

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC

O&M Supervisor Report

11/29/23

Page 4 of 2

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

Lockouts – RWSC

Flushing – NWSC & RWSC

Completed Taps - 1

Safety & Maintenance:

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

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

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Patrick Sendejo, O&M Manager
Date: November 20, 2023
Re: O&M Activities

During the Week of November 6th:

Admin:

- Review GPS records
- City Gallons Report
- Water Loss Report
- TRWA Apprenticeship Weekly Hours Update
- Basic Water Training/Locate Training/CSI Training

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
- Meter Readings – RWSC
- Remote Meter Readings - NWSC
- Completed service orders for NWSC and RWSC
- Completed Taps - 0

Safety & Maintenance:

- 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 November 20th:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
GIS Mapping
Basic Water Training/Locate Training/CSI Training

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
Lockouts – RWSC
Flushing – NWSC & RWSC
Completed Taps - 1

Safety & Maintenance:

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

During the Week of November 13th:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
GIS Mapping
Basic Water Training/Locate Training/CSI Training

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
Lockouts – RWSC
Flushing – NWSC & RWSC
Completed Taps - 0

Safety & Maintenance:

Safety Meeting:

“Safety Now: Dog Attacks”

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

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

During the Week of November 27th:

Admin:

Review GPS records
TRWA Apprenticeship Hour Updates
GIS Mapping
Basic Water Training/Locate Training/CSI Training

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
Lockouts – RWSC
Flushing – NWSC & RWSC
Completed Taps - 5

Safety & Maintenance:

Safety Meeting:
 “Safety Now: Dog Attacks”
Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Daily Vehicle Maintenance Report - Interior, Exterior & Under the Hood
 Inspections

Cathodic Protection:

Weekly Monitoring of Rectifiers

ATTACHMENT 4

Water Finance Exchange

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director/Administrator
Date: January 27, 2023
Re: WFX: Presentation of Proposed Project List

Background:

During the January 27, 2023 board meeting the STWA Board voted to direct International Consulting Engineers (ICE) to begin an assessment for short, mid, and long-range Master Plan focusing on Capital Improvement Projects for the entire water system including both Water Supply Corporations.

The CIP encompasses a range of projects, starting with the implementation of a Cathodic Protection system for infrastructure longevity. The plan also includes internal inspections for transmission lines, feasibility studies for ground water and water wells, and distribution modeling for the STWA. Line replacement projects, hydro tanks, pumps, generators, elevated tanks, fencing, ground storage tanks, air relief valves, sandblasting, coating, and installation are integral components. Additionally, the plan addresses ammonia and chlorine rooms, test hole drilling logging, water sampling, and the implementation of an Automated Meter Infrastructure (AMI), all contributing to comprehensive improvements in the water distribution system.

ICE along with Water Finance Exchange have been active participants with STWA staff and have provided periodic updates throughout the year for visioning and feedback on projects needed to address our aging infrastructure for all three water systems. During the October 2023 board meeting the STWA received a finalized Master Plan which is now being transitioned to WFX to pursue funding sources to pay for this comprehensive list of projects.

Analysis:

This item has a dual approach; receive an update on the recent award of finances by the state and to support a resolution memorializing the Board's intent to confirm the STWA's continued intent to use state revolving funds (SRF).

Staff Recommendation:

Review the presentation and support the corresponding resolution to continue the process of seeking current and future funding sources to finance the nearly \$27 million in short to long-term projects for the STWA, Nueces Water Supply Corporation and Ricardo Water Supply Corporation.

Board Action:

Motion to Accept Resolution 23-34

Summary:

Public funding sources have continuous timeframes to complete. Receiving the update from Water Finance Exchange will help gauge the board's support for additional funding options.



South Texas Water Authority

Year in Review



WFX
WATER FINANCE EXCHANGE
NO COMMUNITY LEFT BEHIND

Overview of Accomplishments

- Master Plan
- Rate Analyses
- Large Volume Water Users
- 2024 Funding
- Next Steps

Master Plan

- Purpose of the Master Plan

“The purpose of this Master Plan is to provide South Texas Water Authority (STWA) with an assessment of their current position, account for their current assets, plan for future development and provide assistance with available financial options.

Current trends show there will be industrial development in the area and this document will seek to address some of the potential growth and water capacity that may be needed.”

Master Plan

- **Results of the Master Plan**

A comprehensive 221 page view into the needed infrastructure to sustain STWA and prepare for future growth while ensuring reliable healthy service for the residents

Project funding needed under the Master Plan = \$26,969,8436.70

Benefit - The Master Plan is an essential document to show STWA is “shovel ready” and will attract funding

All fundable by Texas State Revolving Funds and / or other federal and investor dollars

Rate Analyses

A comprehensive view into the rate structure for reconciliation with Corpus Christi

A detailed quantifiable approach to commercial and industrial connection rates and charges to ensure fairness and adequate capture of costs

A review of wholesale water rates and charges to end user resident to ensure affordability and balance costs to STWA.

Benefit - fairness, affordability and financial adequacy

Large Water Volume Users



Incredible mobilization by STWA team to ensure connection with company X

Implementation is well underway

Benefit - creates opportunity and systematic approach to other commercial connections to capture economies of scale for all STWA customers

2024 Funding

In March 2023 a project information form (PIF) was submitted to the State Revolving Fund program for funding

Amount submitted = \$7,829,762.50

276 applications were received for a total request of \$3.24 billion - Amount available \$473,469,869, communities initially invited - 51

STWA ranked 26 out of 276 applications - however, STWA was not initially invited due to the States limitation on the issuance of debt

2024 Funding

However, staff led by Mr. Marez was relentless in their pursuit of the lowest cost funding offered by the State

The TWDB ultimately decided to include STWA in the initial invite list - we are a go for funding

Currently, STWA is at a 70% disadvantage grant level, however, will the states capitalization grants of \$208 million reach that level? We don't know yet.

STWA has been invited and we have until January 29, to submit the full application

2024 Funding

Benefit -The State knows STWA will submit good well written applications for “shovel ready” projects. Rarely are communities funded their first time but now funding should be easier.

Next Steps

Secure 2024 funding for Ricardo WSC and Nueces WSC

submit full application and distribute RFQs for related services, such as administrative services, financial advisor, bond counsel and engineering to follow procurement rules (only to be paid if and when funding is realized)

Submit for Master Plan funding - applications open December with applications due March 2024



QUESTIONS

ATTACHMENT 5

Resolution 23-24

Application Filing and Authorized Representative Resolution

A RESOLUTION by the Board of Directors of the South Texas Water Authority requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE Board of Directors OF THE South Texas Water Authority :

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$ \$7,900,00 to provide for the costs of improvements to the water infrastructure for the Ricardo WSC and Nueces WSC.

SECTION 2: That Mr. John Marez be and is hereby designated the authorized representative of the South Texas Water Authority for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the South Texas Water Authority before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: TBD by RFQ to be distributed

Engineer: TBD by RFQ to be distributed

Bond Counsel: TBD by RFQ to be distributed

PASSED AND APPROVED, this the _____ day of _____, 20____.

ATTEST: _____

By: _____

(Seal)

ATTACHMENT 6

RFQ for Administrative Service for DWSRF

Request for Qualifications Administrative and Technical Assistance Services

The South Texas Water Authority (STWA) requests the submission of qualifications statements, which may lead to the possible award of a contract to provide administrative services for the South Texas Water Authority and Ricardo Water Supply Corporation Pump Station Improvements project through the Drinking Water State Revolving Fund of the Texas Water Development Board (TWDB).

The services to be obtained for Administrative Services requires a person familiar with all aspects and requirements involved with government grants, completing the initial application for funding, and all documentation required to complete the project.

Please email a copy of the qualifications statement to Mr. John Marez, Executive Director at jmarez@stwa.org and Ms. Jo Ella Wagner, Assistant Executive Director at jwagner@stwa.org with the subject heading "Response to Administrative Services RFQ" no later than December 14, 2023.

STWA will evaluate the proposals to determine which firm has the best qualifications.

The STWA Board is expected to negotiate an agreement for services that is acceptable to STWA. If an acceptable contract cannot be negotiated, STWA may formally end negotiations and begin negotiating with the next highest qualified person or firm.

This contract is contingent upon release of funds from the Texas Water Development Board (TWDB). Any contract or contracts awarded under this Request for Qualifications (RFQ) are expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this RFQ, or any resulting contract. RFQ's are issued in accordance with Section 2254 of the Texas Government Code (Professional Services Act).

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) businesses. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBE's through demonstration of the six affirmative steps. For more details of the DBE Program and the current applicable fair share goals, please visit www.twdb.texas.gov/DBE.

STWA is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap, or national origin. Small, minority, and women-owned business enterprises are encouraged to submit qualification statements.

STWA reserves the right to refuse and reject any or all RFQ's and to waive any or all formalities or technicalities or to accept the RFQ best and most advantageous to STWA. The RFQ's may be held for a period of 30 days without taking action.

Administrative Service Proposal Distribution List

<p>Communities Unlimited: Lupita Ortega, Regionalization Project Manager 956-229-4504 lupita.ortega@communitiesu.org</p>	<p>Elston Johnson & Associates: Elston Johnson, President 512-809-7552 elston@eljohnsonconsulting.com</p>
<p>Texas Rural Water Association: Jason Knobloch, Deputy Executive Director 512 -472 -8591 Ext 137 jason.knobloch@trwa.org</p>	<p>Water Finance Exchange: Rogelio Rodriguez, Director 210-843-3900 rrodriguez@waterfx.org</p>
<p>Grant Works: Shawna McElfish, Director of Application Services 512-420-0303 shawna@grantworks.net</p>	

ATTACHMENT 7

Truck Specifications

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Admin
Date: December 1, 2023
Topic: Specifications for 2023 or 2024 a Half-ton Pickup Truck 4-Door Crew or Extended Cab Standard Bed – Gas Engine

Background:

During the October 24th meeting, the board approved a list of specifications to seek bids for replacement trucks for our aging vehicle fleet. Since that meeting our O&M Manager has re-evaluated the specs and determined the STWA could receive better bid pricing. As a result, minor changes to the engine type were recommended with the anticipate to have a significant decrease in truck prices.

Analysis:

Referencing our most recent truck purchases total price is near \$60,000 per truck. With this new recommendation the minimum changes from the original proposal of an 8-cylinder to a 6-cylinder engine, which we anticipate substantial savings.

Staff Recommendation:

Authorize staff to submit a bid proposal reflecting the updated specifications.

Board Action:

Authorize staff to submit a bid proposal for two Half-Ton Pickup Trucks based on the updated specifications provided and allow staff to make minor changes to the specifications without requiring delays by any board votes. (attached).

Summary:

After submission of specification to the open market bid recommendation will then be provided at a future board meeting, (target date January 2024) Price, delivery, make/model will be provided to the board to make most informed decision.

(Note: This approach is keeping with best practices when dealing bidding information prior to a public vote.)

SPECIFICATION SHEET
For 2023 - 2024 Work Truck
1/2 TON 4x2 or 4 x 4 PICKUP TRUCK
4-DOOR CREW or EXTENDED CAB STANDARD-BED (GAS ENGINE)

GVWR (lbs) Gross Vehicle Weight Rating: 6,400 minimum
Payload (lbs) 1,690 minimum

Transmission: 4 speed automatic minimum
Engine: 6 cylinder gas engine minimum
Alternator: Standard with 6 cylinder gas engine minimum
Steering: Power
Battery: Standard with 6 cylinder gas engine minimum
Brakes: Power or Power vented disc

Wheel Base: 119 - 133 min.

Shock Absorbers:
 Front - Heavy duty
 Rear -- Heavy duty

Cooling System: Standard
Parking Brakes: Cable to rear wheels
Fuel Tank: 25 gal. min.

Tire Size: Four (4) Standard size all-terrain for truck with standard size spare

Color: White

Directional Signals: Factory installed front and rear with warning switch.

Heater: Factory installed with defrosters.

Accessories :

- Towing package.
- Inside upper cab light.
- Cigarette lighter.
- Extra 12V plug.
- Air Conditioner factory installed in dash.
- AM/FM clock/radio.
- Standard mirrors.
- Tinted windows.
- Instrument gauges-Fuel, oil pressure, engine temperature and amp meter.
- Seats – standard.
- Rear view mirror with day/night switch.
- Factory installed cruise control.
- Prefer without automatic stop/start.

**PURCHASING SPECIFICATIONS ON
1/2 TON TRUCKS**

- A. **CLASSIFICATION:** The vehicles described herein are used by the various departments of the Authority for transportation of personnel and hauling all types of cargo, and towing all types of trailers.
- B. **ORDERING AND BIDDING DATA:** The following instructions and information are intended to assist bidders in understanding these specifications, and in completing and submitting bids to the Authority.
1. Bid sheets are included with the bid invitation. They are to be considered a part of this specification. The specific vehicle and the quantity required will be indicated on the bid sheet.
 2. Bidder shall fill in all the blank spaces provided on the bid sheet and return one copy of each with bid.
 3. Vehicles to be supplied shall be in accordance with the requirements stated in this specification and the requirements stated on the bid sheet.
 4. All bids shall be delivered by Certified Mail to South Texas Water Authority 2302 E. Sage Road, Kingsville, Texas 78363 or hand delivered to the Authority's office at 2302 E. Sage Road, Kingsville, Texas and clearly marked "Sealed Bid."
 5. The vehicles or equipment described herein shall be purchased from the lowest and best responsible bidder submitting a proposal; or, if appropriate, all bids may be rejected. The determination as to which bidder submitted the lowest bid shall rest solely with the Authority. The Authority reserves the right to waive any irregularities in the bids. In making this decision, the initial purchase price will be considered and the following items will also be considered.
 - a. Scheduled delivery times.
 - b. Facilities of the supplier; they must have facilities adequate to service what they sell.
 - c. Past performance of the supplier and manufacturer concerning such things as meeting scheduled delivery times and parts and service support, both before and after warranty.
 6. The latest editions of descriptive literature (picture, brochures, etc.) on all equipment the bidder proposed to furnish shall be furnished with each bid. This literature shall include a copy of all applicable standard manufacturer's warranties.

PURCHASING SPECIFICATIONS

PAGE 3

- C. GENERAL REQUIREMENTS: The following general requirements are applicable to each purchase in accordance with this specification, unless otherwise indicated on the bid sheet.
1. Selling dealer, distributor, supplier, and manufacturer shall be responsible for having complied with all Federal and State of Texas standards, regulations and laws concerning vehicles, applicable and effective on the date of manufacture, including safety, noise and emission control standards as apply to both private industry and governmental agencies. This also includes compliance with applicable OSHA requirements indicated in FMVSS No. 108 and Texas Uniform Act Regulating Traffic on Highways. A State Inspection must be included.
 2. Quantities, color, mounting and other requirements for lamps signals and reflectors, on the vehicles described herein, must meet the requirements indicated in FMVSS No. 108 and Texas Uniform Act Regulating on Highways.
 3. **Do not place decals or markings of any type pertaining to advertisement other than trademarks or model designation normally installed by manufacturer on equipment delivered.**
 4. Speedometer drive train must be properly calibrated in relation to axle ratio and tire size to give accurate readings.
 5. Vehicles shall be equipped with steel disc type wheels. RH5 Deg. two piece center locking rim will not be acceptable. Spoke wheels are not acceptable.
 6. All tires shall be new and the tread style furnished shall be the tire manufacturer's standard design for original equipment line of tire, unless otherwise specified on the bid sheet. All tires and wheels shall be properly balanced prior to delivery. All tires on each vehicle will be the same design, size, and load range rating.
 7. Only the factory applied paint will be acceptable. Sectional painting necessary to repair shipping damage is acceptable; however, any other repainting to meet the specification is not acceptable, unless prior approval, in writing, is obtained. Unless otherwise specified, bodies and equipment mounted onto a truck cab and chassis shall have the final coat of paint to match the cab and chassis.
 8. The term "Heavy Duty" as used in this specification shall mean that the item to which the term is applied shall exceed the usual quantity, quality, or capacity supplied with standard production vehicles, and it shall be able to withstand unusual strain, exposure, temperature, wear and use.
 9. All vehicles, including all accessory equipment furnished under this specification, shall be new, the latest model in current production, and shall be in of good quality workmanship and material. The bidder represents that all units offered under this specification shall meet or exceed the minimum requirements specified for each vehicle series listed herein. All like units shall be equipped with the same components throughout. Vehicles that have been driven more that 200 miles at the time of delivery to the original destination point will not be considered new units and will not be

PURCHASING SPECIFICATIONS

PAGE 4

acceptable without prior written approval.

10. At time of delivery, the successful bidder shall furnish the Authority a manufacturer's certificate of origin, and a manufacturer's new vehicle warranty of each unit. The warranty will be at least the same as the offered to commercial trade and shall be honored by any of the manufacturer's authorized dealers. Warranties shall also be supplied covering all accessory equipment and bodies supplied by the vehicle dealer. All warranties shall be effective the date of delivery of the vehicles to the Authority's Kingsville Facilities. Each vehicle shall have a Texas Department of Public Safety inspection sticker attached prior to delivery. All vehicles must be delivered to 2302 E. Sage Road, Kingsville, Texas.
 11. All vehicles shall be completely assembled, serviced, adjusted, clean and all standard equipment, and specified options shall be installed and the unit made ready for continuous, heavy duty service. Servicing includes the anti-freeze in the cooling system, a thorough condition and specification compliance inspection shall be made by the servicing dealer. Where feasible, an Authority representative may desire to conduct an acceptance inspection at the delivery dealer's facility. All items omitted from the specifications, including manufacturers standard equipment items, and accessory equipment and bodies supplied by the vehicle dealer which are clearly necessary for the complete operation of the vehicle shall be considered a requirement although not directly specified in this specification.
 12. Concurrent to delivery of equipment, the items listed below shall be supplied for each different type of size of vehicle and accessory equipment installed or furnished. Required literature must be delivered with the vehicles and normal delivery cannot be accepted until all items listed are supplied.
 - a. Operating and Servicing (owner's) Manual in written form; one copy of each per vehicle.
 - b. Shop overhaul, part, and repair manuals to cover all components and systems; one copy of each per type and model of vehicle.
 13. Upon receipt, each vehicle shall be inspected for condition and specification compliance by an Authority representative prior to acceptance. If a unit has to be rejected for any reason, the selling dealer shall be required to pick up the vehicle, accomplish necessary repairs, and return the vehicle to the Authority.
- D. **ADDITIONAL REQUIREMENTS:** In addition to the requirements in the Specification Sheet and the general requirement in Paragraph C, the vehicle to be supplied must also comply with the requirements indicated below except as changed by the Specification Sheet.
1. Cab - Conventional
 - a. Sun visors - Two - padded.
 - b. Seats - Bench type, with foam cushioned seat and back, covered with standard truck vinyl material or stained resistant cloth, for three people. Seats shall be

PURCHASING SPECIFICATIONS

PAGE 5

equipped with seat belts for three persons.

2. Mirror - Standard truck mirrors, chrome, polished aluminum or may be same as truck color.
 3. Engine:
 - a. Cooling system - minimum size and capacity offered by manufacturer for 8 cylinder gasoline engine.
 4. Chassis:
 - a. Brakes - heavy duty, largest capacity and lining available. Standing parking brake.
 - b. Shock absorbers - heavy duty, front and rear.
 - c. Steering - power assist.
 - d. Springs - to meet or exceed GVWR.
 - e. Transmission - Automatic.
 - f. Front bumper
 - g. Tires - should a conflict between tire and GVWR specifications exist, the GVWR will take precedence and the larger sized tire will be used. All tires to be steel belted radials. Tubeless.
 - h. Wheels - all wheels shall be steel disc type wheels.
- E. Contractor agrees to indemnify, save harmless and defend the Authority, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses or expends, including court costs and attorney fees, for or account of any injury to any person, or any death at any time resulting from such injury, or any damage to any property, which may arise or which may be alleged to have arisen out of or in connection with the bid process, delivery or preparation of the vehicle covered by this contract. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the negligence or other fault of the Authority, its agents, servants, or employees or any other person indemnified hereunder.

ATTACHMENT 8

KCAD Election

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 1, 2023
Re: Kleberg County Appraisal District Board of Directors Election and Casting STWA's Votes

Background:

Attached contains documentation from the Kleberg County Appraisal District. Enclosed is the Appraisal District's Ballot and calculated votes available for each voting entity. Also included is the letter from Chief Appraiser Ernestina Flores directing the STWA Board to submit their ballot before December 15th. The Appraisal District holds elections in December of odd numbered years.

Analysis:

There are six (6) candidates on this year's ballot to fill five (5) positions. Total votes assigned to the STWA are 125 votes. The votes can be cast in its entirety for one candidate or split between a portion of candidates.

Nominees
Brandon Barrera
Roy Cantu
Brian Coufal
Frances Garcia
Daniel Morales
Crispin Trevino

Staff Recommendation:

The STWA's nominee is Frances Garcia. Select the candidate(s) that best represent the interest of the South Texas Water Authority. The board

Board Action:

Cast votes for the candidate(s) and submit the ballot prior to December 15, 2023.

Summarization:

The Kleberg County Appraisal District's Board of Directors adopts budgets, sets their goals/objectives and provides direction to their staff. The Appraisal District does not establish or appraise the values or proprieties, that function is left up to the county's Appraisal Review Board, which is a separate and independent entity.

KLEBERG COUNTY APPRAISAL DISTRICT
P.O. BOX 1027 * 502 E. KLEBERG * KINGSVILLE, TEXAS 78364
PHONE: (361) 595-5775 * FAX: (361) 595-7984

DATE: October 23, 2023
TO: JOSE M. GRAVELEY
SOUTH TEXAS WATER AUTHORITY, PRESIDENT
FROM: ERNESTINA (TINA) FLORES, R.P.A.
CHIEF APPRAISER OF KLEBERG COUNTY

RECEIVED
OCT 25 2023
SOUTH TEXAS WATER AUTHORITY

Enclosed is the ballot listing the nominees for the Board of Directors of the Kleberg County Appraisal District in alphabetical order by candidate's last name. According to the Property Tax Code, I should deliver this ballot before October 30th.

I have also enclosed another copy of the 2024-2025 Board of Directors Votes Per Voting Unit spreadsheet and another copy of the Calculation of Voting Entitlement For Each Voting Unit spreadsheet that were included in the Board of Directors election letter that was dated June 9, 2023.

The Texas Property Tax Code states that the governing body of each taxing unit entitled to vote shall determine its vote **by resolution** and submit it to the chief appraiser **before December 15th** (*if the last day of the performance of an act is Saturday, Sunday or legal state or national holiday, the act is timely if performed on the next regular business day*). You may cast all your votes for one candidate or you may distribute the votes among any number of candidates, but the casting of votes must be in the form of a motion in order to be a resolution.

According to the Property Tax Code, a voting entity must cast its votes for a person named on the ballot. The Chief Appraiser may not count any votes for someone not listed on the official ballot. The Chief Appraiser will count the votes and notify the taxing units and the candidates of the results before December 31, 2023.

Thank you for your cooperation in this matter. Please feel free to call me if you have any questions.

Sincerely,



Ernestina "Tina" Flores, R.P.A.
Chief Appraiser

Enclosures

Cc: John E. Marez, Administrator

ELECTION OF BOARD OF DIRECTORS
FOR THE
KLEBERG COUNTY APPRAISAL DISTRICT
FOR THE 2024 – 2025 TERM

BALLOT

INSTRUCTION NOTE: All votes may be cast for one candidate or may be distributed among any number of candidates.

<i>CANDIDATES</i>	<i>VOTES</i>
<u>Barrera, Brandon</u> →	_____
<u>Cantu, Roy</u> →	_____
<u>Coufal, Brian</u> →	_____
<u>Garcia, Frances</u> →	_____
<u>Morales, Daniel</u> →	_____
<u>Trevino, Crispin</u> →	_____
TOTAL	_____

KLEBERG COUNTY APPRAISAL DISTRICT
2024-2025 BOARD OF DIRECTORS
TAXING ENTITY VOTES

TAXING JURISDICTIONS	2022 LEVIES	PERCENT	TOTAL VOTES	CALCULATED DISTRICT VOTES	ACTUAL VOTES
KLEBERG COUNTY	\$13,828,668.63	0.306442	5000	1532	1530
CITY OF KINGSVILLE	\$8,372,234.72	0.185528	5000	928	925
KINGSVILLE I.S.D.	\$15,191,199.68	0.336636	5000	1683	1685
RICARDO I.S.D.	\$2,352,765.58	0.052137	5000	261	260
RIVIERA I.S.D.	\$2,975,965.83	0.065947	5000	330	330
SANTA GERTRUDIS I.S.D.	\$1,247,917.74	0.027654	5000	138	140
SOUTH TEXAS WATER AUTHORITY	\$1,109,833.24	0.024594	5000	123	125
KENEDY COUNTY GROUNDWATER	\$42,315.64	0.000938	5000	5	5
CITY OF CORPUS CHRISTI	<u>\$5,639.86</u>	0.000125	5000	0.6	0
TOTAL	\$45,126,540.92	100.00%		5000	5000

KLEBERG COUNTY APPRAISAL DISTRICT
 2024-2025 BOARD OF DIRECTORS
 TAXING ENTITY CALCULATION OF VOTES

KLEBERG COUNTY

\$13,828,668.63	÷	\$45,126,540.92		
0.306442	X	1000		
306.44	=	306		
306	X	5		
	=	1530		

CITY OF KINGSVILLE

\$8,372,234.72	÷	\$45,126,540.92		
0.185528	X	1000		
185.53	=	185		
185	X	5		
	=	925		

KINGSVILLE I.S.D.

\$15,191,199.68	÷	\$45,126,540.92		
0.336636	X	1,000		
336.64	=	337		
337	X	5		
	=	1685		

RICARDO I.S.D.

\$2,352,765.58	÷	\$45,126,540.92		
0.052137	X	1000		
52.14	=	52		
52	X	5		
	=	260		

RIVIERA I.S.D.

\$2,975,965.83	÷	\$45,126,540.92		
0.065947	X	1,000		
65.95	=	66		
66	X	5		
	=	330		

SANTA GERTRUDIS I.S.D.

\$1,247,917.74	÷	\$45,126,540.92		
0.027654	X	1,000		
27.65	=	28		
28	X	5		
	=	140		

KLEBERG COUNTY APPRAISAL DISTRICT
2024-2025 BOARD OF DIRECTORS
TAXING ENTITY CALCULATION OF VOTES

SOUTH TEXAS WATER AUTHORITY

$$\begin{array}{r r r} \$1,109,833.24 & \div & \$45,126,540.92 \\ 0.024594 & X & 1,000 \\ 24.59 & = & 25 \\ 25 & X & 5 \\ & = & \underline{125} \end{array}$$

KENEDY COUNTY GROUNDWATER

$$\begin{array}{r r r} \$42,315.64 & \div & \$45,126,540.92 \\ 0.000938 & X & 1,000 \\ 0.94 & = & 1 \\ 1 & X & 5 \\ & = & \underline{5} \end{array}$$

CITY OF CORPUS CHRISTI

$$\begin{array}{r r r} \$5,639.86 & \div & \$45,126,540.92 \\ 0.00012 & X & 1,000 \\ 0.12 & = & 0 \\ 0 & X & 5 \\ & = & \underline{0} \end{array}$$

ATTACHMENT 9

Resolution 23-35

SOUTH TEXAS WATER AUTHORITY

Resolution 23-35

RESOLUTION CASTING THE SOUTH TEXAS WATER AUTHORITY'S VOTE FOR THE ELECTION OF THE KLEBERG COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS.

WHEREAS, nominations have been received by the Kleberg County Appraisal District,
and

WHEREAS, the South Texas Water Authority, as a conservation and reclamation district established under Art. XVI, Sec. 59 of the Texas Constitution, is eligible to vote for the Board of Directors of the Kleberg County Appraisal District as prescribed in the State Property Tax Code,
and

WHEREAS, the Authority has been allocated 130 votes in accordance with accepted norms for the allocation of votes among taxing jurisdictions in Kleberg County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the South Texas Water Authority casts the following votes for the nominees:

<u>Nominee</u>	<u>Votes</u>
Brandon Barrera	_____
Roy Cantu	_____
Brian Coufal	_____
Frances Garcia	_____
Daniel Morales	_____
Crispin Trevino	_____

Duly adopted this 5th day of December, 2023.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

ATTACHMENT 10
Minimum Hourly Pay

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 1, 2023
Re: Minimum Hourly Pay for Full-Time Positions

Background:

After the adoption of the new Fiscal Year's budget an oversight was discovered regarding minimum hourly pay for full-time positions. This proposal is to consider the implementation of a \$15 per hour minimum wage for all employees, effective from the start of the next pay period. This adjustment aligns with our commitment to fair compensation and recognizes the importance of providing a living wage to our valued workforce.

Analysis:

Currently, all employees, with the exception of one worker, earn wages exceeding the proposed minimum. This highlights the feasibility of the proposed change, as the majority of our team already receives compensation above the \$15 per hour threshold.

Staff Recommendation:

Requesting your review and consideration of this proposal, with the prospect that it will be met with approval. Should this proposal be accepted, we anticipate a positive impact on employee morale and satisfaction, ultimately contributing to the overall success of our organization.

Board Action:

Staff recommends the board approve the adoption of a \$15/hour minimum pay for all full-time employees.

Summary:

By adopting this policy, the STWA reinforces its dedication to supporting our employees' financial well-being, fostering a positive work environment, and attracting and retaining top talent. This wage increase reflects our commitment to the principles of equity and fairness, ensuring that all team members are rewarded adequately for their contributions.

The estimated fiscal impact on the remainder of the FY 23/24 budget is approximately \$1,700 spread over the next 9 ½ months of the fiscal year.

SOUTH TEXAS WATER AUTHORITY

GENERAL FUND

FY2023 ADOPTED AND FINAL BUDGETS

0.064912 M & O RATE

0.013577 I & S RATE

\$0.500000 HANDLING CHARGE

	2023 ADOPTED BUDGET	2023 FINAL BUDGET REVENUE	2023 FINAL BUDGET SPEC. SERV.	2023 FINAL BUDGET TAX FUND	PROPOSED 2023 FINAL BUDGET	VARIANCE
REVENUES						
Water Service Revenue	\$1,294,624	\$1,377,118			\$1,377,118	\$82,494
Handling Charge Revenue	\$283,772	\$298,250			\$298,250	\$14,478
Premium Incremental Increase	\$5,000	\$10,900			\$10,900	\$5,900
Surcharge - Out of District	\$12,058	\$9,972			\$9,972	-\$2,086
Ad Valorem (Current)	\$1,674,136			\$1,685,710	\$1,685,710	\$11,574
Delinquent Taxes	\$30,000			\$39,177	\$39,177	\$9,177
Penalty & Interest	\$19,000			\$28,866	\$28,866	\$9,866
Interest Earnings	\$30,000	\$215,200			\$215,200	\$185,200
Interest Note	\$1,275	\$3,750			\$3,750	\$2,475
Other Revenue						
Operating & Maintenance Fees	\$745,110	\$10,700	\$732,810		\$743,510	-\$1,600
Miscellaneous Revenues	\$12,000	\$46,500			\$46,500	\$34,500
Industry Revenues	\$0	\$625,710			\$625,710	\$625,710
TOTAL REVENUES	\$4,106,975	\$2,598,100	\$732,810	\$1,753,753	\$5,084,663	\$977,688
EXPENDITURES						
Water Service Expenditures:						
Bulk Water Purchases	\$1,294,624	\$1,377,118			\$1,377,118	\$82,494
Water Loss	\$0	\$0			\$0	\$0
TOTAL WATER SERVICE	\$1,294,624	\$1,377,118			\$1,377,118	\$82,494
Payroll Costs						
Salaries & Wages -						
Permanent Employees	\$632,095	\$350,000	\$378,000		\$728,000	\$95,905
Part-Time Employee	\$17,980	\$0	\$0		\$0	-\$17,980
Overtime - NWSC	\$12,000		\$25,000		\$25,000	\$13,000
Stand-by Pay - NWSC	\$1,300		\$1,425		\$1,425	\$125
Overtime - RWSC	\$12,000		\$25,000		\$25,000	\$13,000
Stand-by Pay - RWSC	\$1,300		\$1,425		\$1,425	\$125
Overtime - STWA	\$15,000	\$30,000			\$30,000	\$15,000
Stand-by Pay - STWA	\$1,300	\$1,425			\$1,425	\$125
Employee Retirement Premiums	\$96,678	\$60,026	\$49,500		\$109,526	\$12,848
Group Insurance Premium	\$371,656	\$192,699	\$248,000		\$440,699	\$69,043
Unemployment Compensation	\$1,595	\$165	\$200		\$365	-\$1,230
Workers' Compensation	\$14,046	\$11,800	\$8,350		\$20,150	\$6,104
Car Allowance	\$0				\$0	\$0
Hospital Insurance Tax	\$8,819	\$5,520	\$6,131		\$11,651	\$2,832
TOTAL PERSONNEL	\$1,185,769	\$651,635	\$743,031		\$1,394,666	\$208,897
Supplies & Materials						
Repairs & Maintenance	\$150,000	\$133,500			\$133,500	-\$16,500
Meter Expense	\$5,000	\$6,500			\$6,500	\$1,500
Tank Repairs	\$10,000	\$10,000			\$10,000	\$0
Major Repairs	\$25,000	\$25,000			\$25,000	\$0
TOTAL SUPPLIES & MATERIALS	\$190,000	\$175,000			\$175,000	-\$15,000

ATTACHMENT 11

Annexation Petitions

Memo

To: South Texas Water Authority, Board of Directors
From: John Marez, Exec Dir/Admin
Date: December 1, 2023
Re: Annexation Petition - Set Time and Date for Public Hearing:

Resolution 23-36 – Victor Lee Castro and Jennifer Lee Salinas – 0.666, more or less, also known as Tract 9, Cyndie Park Subdivision Unit 1, in Nueces County, Texas

Resolution 23-37 – Maria De Jesus Estrada – Southwesterly one-half of Tract 17, all of Tracts 18 and 19, and the Northeasterly one-half of Tract 20, Cyndie Park Subdivision 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. Our office was contacted to request service in the Cyndie Park Subdivision Unit 1 and Subdivision Unit 2 with filed annexation petitions.

Resolution 23-36 and 23-37 sets the date and time for the required public hearing. The public hearing will be scheduled immediately prior to the next regular STWA Board meeting.

Analysis:

Adoption of Resolution 23-36 and Resolution 23-37 to begin the annexation process and enables the NWSC to provide retail services to Victor Lee Castro and Jennifer Lee Salinas and Maria De Jesus Estrada.

Staff Recommendation:

Adopt Resolution 23-36 & 23-37.

Board Action:

Determine whether to adopt Resolution 23-36; setting a time and date for the Public Hearing of this property.

Summary:

The annexation process is established by State law and staff is following the required steps to include this applicant annexed into the South Texas Water Authority district boundaries.

ATTACHMENT 12

Resolution 23-36

SOUTH TEXAS WATER AUTHORITY

Resolution 23-36

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

WHEREAS, Victor Lee Castro and Jennifer Lee Salinas (Petitioners), have 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 January 23, 2024 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 January 23, 2024 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 5th day of December, 2023.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

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 6th day of November, 2023.

[Signature]
Victor Lee Castro

[Signature]
Jennifer Lee Salinas

ACKNOWLEDGEMENT

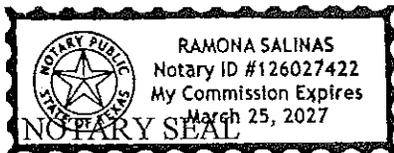
STATE OF TEXAS

COUNTY of Nueces

Subscribed and sworn to before me Victor Lee Castro on this the
6th day of November, 2023

[Signature]
Notary Public

My Commission Expires: 3-25-2027



STATE OF TEXAS

COUNTY of Nueces

Subscribed and sworn to before me Jennifer Lee Salinas on this the
6th day of November, 2023

[Signature]
Notary Public

My Commission Expires: 3-25-2027

NOTARY SEAL

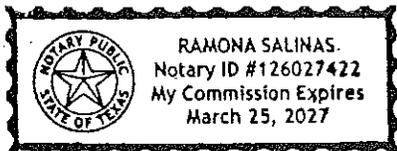


Exhibit "A"

To

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

Property Description:

0.666 acre, more or less, tract of land situated about 6 miles Northwest of Banquete, Texas, and being out of the Casa Blanca Grant, and being a portion of the 238.79-acre tract of land conveyed by V.I. Schimmel, a feme sole, to John S. McGregor and C. C. Speed by Deed recorded in Volume 1840, Pages 1017-1021 of the Deed Record of Nueces County, Texas; said 0.666 acre tract of land also being known as Tract 9 of Cyndie Park Unit 1, an unrecorded subdivision, less a 20 foot by 40 foot rectangular portion out of the Northeasterly of said Tract 9. Said 0.666-acre tract being more particularly described by metes and bounds in the General Warranty Deed recorded under Document No. 2023036640 of the Official Records of Nueces County, Texas.

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 January 23, 2024 at 5:30 p.m. with respect to the Petition filed by Victor Lee Castro and Jennifer Lee Salinas 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 5th day of December, 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:

0.666 acre, more or less, tract of land situated about 6 miles Northwest of Banquete, Texas, and being out of the Casa Blanca Grant, and being a portion of the 238.79-acre tract of land conveyed by V.I. Schimmel, a feme sole, to John S. McGregor and C. C. Speed by Deed recorded in Volume 1840, Pages 1017-1021 of the Deed Record of Nueces County, Texas; said 0.666 acre tract of land also being known as Tract 9 of Cyndie Park Unit 1, an unrecorded subdivision, less a 20 foot by 40 foot rectangular portion out of the Northeasterly of said Tract 9. Said 0.666-acre tract being more particularly described by metes and bounds in the General Warranty Deed recorded under Document No. 2023036640 of the Official Records of Nueces County, Texas.

ATTACHMENT 13

Resolution 23-37

SOUTH TEXAS WATER AUTHORITY

Resolution 23-37

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

WHEREAS, Maria De Jesus Estrada (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 January 23, 2024 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 January 23, 2024 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 5th day of December, 2023.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

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 07 day of NOVEMBER, 2023.

Maria De Jesus Estrada
Maria De Jesus Estrada

ACKNOWLEDGEMENT

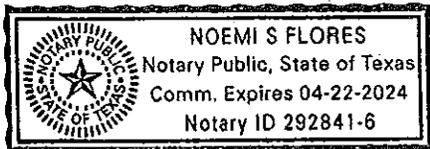
STATE OF TEXAS

COUNTY of Kleberg

Subscribed and sworn to before me Maria De Jesus Estrada on this the

7 day of November, 2023.

Noemi S Flores
Notary Public



My Common Expires: 4/22/24

Exhibit "A"

To

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

Property Description:

1.92 acres, more or less, known as the Southwesterly one-half of Tract 17, all of Tracts 18 and 19, and the Northeasterly one-half of Tract 20, Cyndie Park Subdivision, Unit 2, situated in the Casa Blanca Grant and being a portion of Blocks 24 and 25, Mantor Briggs and Kuykendall Subdivision, and unrecorded subdivision in Nueces County, Texas, as described in deed dated January 1, 2000, from Carlos Gomez, et al. to Max Gonzalez, in Clerk's File #2000009906, Official Public Records of Nueces County, Texas.

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 January 23, 2024 at 5:30 p.m. with respect to the Petition filed by Maria De Jesus Estrada 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 5th day of December, 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:

1.92 acres, more or less, known as the Southwesterly one-half of Tract 17, all of Tracts 18 and 19, and the Northeasterly one-half of Tract 20, Cyndie Park Subdivision, Unit 2, situated in the Casa Blanca Grant and being a portion of Blocks 24 and 25, Mantor Briggs and Kuykendall Subdivision, and unrecorded subdivision in Nueces County, Texas, as described in deed dated January 1, 2000, from Carlos Gomez, et al. to Max Gonzalez, in Clerk's File #2000009906, Official Public Records of Nueces County, Texas.

ATTACHMENT 14

Appointment of STWA COG Member

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 1, 2023
Re: Appointment of Primary & Alternate STWA COG Member

Background:

The Coastal Bend Council of Governments was officially established on March 23, 1966, making it one of the earliest regional councils formed in the state. The COG is a voluntary association of cities and counties in eleven-county region centered around the Corpus Christi metropolitan area. It is one of twenty-four COGs in Texas, all legally defined as political subdivisions of the state. They are governmental agencies with legal responsibility for multi-jurisdictional planning in program areas such as emergency communication systems, criminal justice, solid waste management, environmental protection, and homeland security planning. The COG meets 11 times each year to guide decisions on grant funding opportunities and partnerships throughout the coastal bend.

Analysis:

The STWA primary member was Mr. Morales but due to other obligations could not continue serving in this role. The STWA has been without a voting member participating in recent COG meetings. This position is available for the STWA Board of Directors or staff to fill either role.

Staff Recommendation:

Selecting members to participate in the COG allows the STWA to vote on all policy and financial issues facing governmental entities for 11 coastal bend counties.

Board Action:

Staff recommends the board select a primary and alternate member of the COG.

Summary:

The STWA has a position available to serve as a member of the Coastal Bend Council of Government. There are two slots on the COG for STWA members with the first serving as the Primary voting member and a second as an alternate position should the primary member not attend or be unable to cast a vote on any items before the COG board.

ATTACHMENT 15

TCAP Ballot

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 1, 2023
Re: TCAP Board Ballot 2024

Background:

On December 1, 2023 the STWA received the official ballot from TCAP to cast our votes for High, Medium and Low Consumption users. Voting members/entities can only cast one vote for a TCAP nominee. The top three candidates in the high consumption (HC) category with the most votes will fill places 2, 4, and 6. Place 8 goes to the medium consumption (MC) candidate with the most votes, and place 10 to the low consumption (LC) candidate with the most votes. Places 12 and 14 will be filled by the top two candidates overall who weren't elected to a specific consumption category.

The deadline to vote is set January 5, 2024 so it is important for the STWA Board to cast a vote during this meeting to avoid missing the deadline.

Analysis:

Each year the STWA is asked by TCAP to cast votes for Board of Director representatives to help provide policy direction to their staff and Executive Director.

Staff Recommendation:

Review the attached bios for each candidate to determine which applicants to support.

Board Action:

Make a motion to vote for up 7 candidates filling the High, Medium and Low-Capacity ballot positions.

Summary:

All official ballots must be made and delivered by January 5, 2024 to be considered for next year's board. The electronic ballot will be submitted once an approved motion is made by the STWA.

John Marez

From: Omar Williams <owilliams@tcaptx.com>
Sent: Friday, December 1, 2023 11:29 AM
To: jmarez@stwa.org
Subject: 2024-2025 TCAP Board Ballot for TCAP Board of Directors
Attachments: 2024-2025 TCAP BOARD BALLOT.pdf

Good Morning TCAP Member,

Attached to this email is the ballot for the election of seven members to the Texas Coalition for Affordable Power (TCAP) Board of Directors for the 2024-2025 term of office.

Eight individuals have volunteered to become candidates for the TCAP Board of Directors, and their brief biographies are in the PDF file.

Ballots can be printed, completed, and scanned or by completing the fillable pdf form, electronically sign your name, and clicking "submit ballot" at the bottom of the form. Ballots must be emailed to me by **5 P.M. on Friday, January 5, 2024**. Ballots can also be presented in person at the annual membership meeting Friday, January 12, 2024 at the Hilton Austin Airport. Only one ballot per member city/entity.

Your involvement in selecting directors is very important. Should you have any questions concerning the election process, please contact me.

Very Respectfully,

Omar Williams

Assistant to the Executive Director

Texas Coalition for Affordable Power

owilliams@tcaptx.com

(972) 764-2711

2024-2025 TCAP Board Ballot

BALLOT – 2024/2025 TCAP BOARD OF DIRECTORS

Instructions for Voting:

Only one ballot per member city/entity. The member representative is entitled to cast seven for the seven current positions. PLEASE BE SURE THAT NO MORE THAN SEVEN CANDIDATES HAVE BEEN CHECKED! Ballots with more than seven cast votes will be rejected. No more than one vote may be cast for the same nominee. Places 2, 4, and 6 will be filled by the three candidates in the high consumption (HC) category receiving the most votes. Place 8 will be filled by the candidate in the medium consumption (MC) category receiving the most votes. Place 10 will be filled by the candidate in the low consumption (LC) category receiving the most votes. Places 12 and 14 will be filled by the two candidates receiving the most votes but who were not elected to a particular consumption category. The exception to this rule is the requirement in TCAP Bylaws that stipulates the board of directors include at least one member from each of the four ERCOT zones (North, South, West, and Houston). Nominees who are incumbents (I) are noted on the ballot.

(Vote for seven)

Names were randomly drawn for ballot order

<input type="checkbox"/> Darron Leiker, Wichita Falls – HC (I)	<input type="checkbox"/> John Beckmeyer, Odessa – HC
<input type="checkbox"/> David Esquivel, Tomball – MC (I)	<input type="checkbox"/> Roy Rodriguez, McAllen – HC (I)
<input type="checkbox"/> Gary Broz, Edna – LC (I)	<input type="checkbox"/> Denise Hickman, Duncanville – MC
<input type="checkbox"/> Robert Hemminger, Iowa Colony -- LC	<input type="checkbox"/> Courtney Alvarez, Kingsville – MC (I)

<p><u>Please complete and return by 5 p.m. C.S.T., Friday, January 5, 2024 to:</u> Omar Williams, TCAP Secretary 15455 Dallas Parkway, Suite 600 Addison, TX 75001 or owilliams@tcaptx.com You may also submit in person by 11:00 a.m. at the January 12, 2024 TCAP Annual Membership Meeting</p>	Submitted by (MUST BE COMPLETED): _____
	Printed Name _____
	Signature _____
	Member City/Entity: _____

Submit Ballot

2024/2025 TCAP Board Biographies

(alphabetical order)



Courtney Alvarez, City of Kingsville

Courtney Alvarez is the City Attorney for the City of Kingsville, Texas. She has served as a city attorney for Kingsville since 2000. She received a BBA in International Business and a BBA in Finance from the University of Texas in Austin. Courtney attended law school at the South Texas College of Law in Houston and interned at the Texas Supreme Court. Prior to her career in Kingsville, she worked at an insurance defense firm in Corpus Christi. She was involved with the South Texas Aggregation Project (STAP) from its creation in 2001 to its later merger with Cities Aggregation Power Project (CAPP) in 2011 to form TCAP. Courtney has served on the TCAP Board of Directors since its formation in 2011. She has been licensed to practice law in the State of Texas for over twenty-five years. Courtney is a member of several professional organizations which include the State Bar of Texas, the Texas Bar College, the Texas Municipal Courts Association, the International Municipal Lawyers Association, the Texas City Attorneys Association, and the Texas Bar Foundation. She currently serves as the TCAP President.



John Beckmeyer, City of Odessa

John Beckmeyer currently serves as the City Manager of Odessa being appointed to the position in August 2023 after serving as the Executive Director of the Republican Party of Texas. Mr. Beckmeyer's corporate experience encompasses roles such as Chief Operating Officer/Vice President of Operations at Musketball Group/Stem Software, Senior Network Designer at JP Morgan Chase, and Information Technology Vice President Operations at CompuBank, NA.

Mr. Beckmeyer is also an active participant in the community serving on the State Republican Executive Committee from 2014 to 2016, and chairman of the Workforce Solutions of West Central Texas in 2014-2015. He has also served as Secretary/Treasurer of the American Meat Goat Association from 2006 to 2009.

Mr. Beckmeyer received an Associated Science degree from Western Texas College and a Bachelor's in Science from Sam Houston State University.



Gary Broz, City of Edna

Gary was born on September 15, 1955 in San Angelo, Texas. Gary and his siblings grew up in San Angelo. He graduated from Paint Rock High School. Gary went onto college in Sul Ross State University in Alpine, Texas where he graduated in 1977 with a bachelor's degree.

After school, came back home to the family farm and ranch. Mid 1980's were bad farming years. He went to work outside the family farm as General Manager at Paint Rock Wool Warehouse where they brokered wool, lamb feed lot, general store and automotive center.

In 1987, Gary went to work for the City of Brady. He began as Purchasing Agent moved up to Director of Public Works. He soon became Assistant to the City Manager, then Assistant City Manager and was promoted to City Manager in 1997.

2024/2025 TCAP Board Biographies

(alphabetical order)

After leaving Brady in November 2000 and accepted the position as City Manager in Port Lavaca where he worked there until November 2009. Gary and his wife moved to Liberty. He continued his career as City Manager in Liberty until retirement in 2018. After retiring, he and his wife, moved outside Columbus, Texas to start enjoying retirement. In July 2018, Gary was asked to be the City Manager in Eagle Lake, Texas where he worked until May 2019. The City of Edna proudly hired Gary to be their City Manager where he is now.

Gary has been married to Georgia for forty-one (41) years. They have two children. Their daughter, Shawna and her husband live in Ganado, Texas while son, Jonathan and grandson live in Port Lavaca, Texas.



David Esquivel, PE City of Tomball

David Esquivel currently serves as City Manager for the City of Tomball. David previously served the City of Cleburne for 11 years in various capacities including Public Works director and Assistant City Manager. David came to the City of Tomball as the Public Works director and then served as the Assistant City Manager before the City Council appointed him as the City Manager in July 2021. David holds a Bachelor of Science degree in civil engineering from Texas Tech University and is a registered professional engineer. David has a wonderful wife, Brandilyn, and blessed with 3 terrific kids. Twin daughters Nadia and Sophia and a son Joaquin.



Robert Hemminger, City of Iowa Colony

Robert Hemminger currently serves as the City Manager of the City of Iowa Colony. Mr. Hemminger has served as the City Manager of Iowa Colony since 2021 and has over twenty (20) years of experience with municipalities. Before accepting the position as City Manager with the City of Iowa Colony, Texas, he served as the Director of Emergency Services and Acting City Manager in the absence of the City Manager for the City of Deer Park. He managed and directed the City of Deer Park's Fire, EMS, Fire Marshal, and Emergency Management departments, he was also appointed as the Emergency Management Coordinator, where he was responsible for planning and leading the responses to natural disasters and other emergencies. Robert holds a Bachelor's in Public Service Leadership from the University of Houston – Clear Lake and a Master of Business Administration from Texas A&M – Corpus Christi.



Denise Hickman, City of Duncanville

Denise Hickman is the current Controller of the City of Duncanville and is responsible for financial reporting, accounts payable, general ledger, treasury management, and investments. She has also served as the Interim Managing Director of Fiscal Services in the City of Duncanville, leading the division of Accounting and Reporting, which includes the Controller, Budget, Procurement, Municipal Courts, and Utility Billing departments. She has been with the City since August 2022.

Mrs. Hickman has served in similar positions over her 30-year career in public service at Dallas County Schools, Dallas Independent School District, and the City of Dallas. She earned her

2024/2025 TCAP Board Biographies

(alphabetical order)

bachelor's degree in business administration with a major in Accounting from Texas A & M, Commerce.



Darron Leiker, City of Wichita Falls

Darron Leiker has served as City Manager in Wichita Falls for 16 years. He oversees 1,240 employees and an annual budget of \$232 million. He was an Assistant City Manager here for three years before that. Darron has over 25 years of local government experience, in Texas and Kansas.

He has a Master of Public Administration degree and is a Credentialed City Manager by the International City Management Association (ICMA), a distinction held by less than 13% of members. Darron is also a graduate of the Senior Executive Institute at the University of Virginia.



Roy Rodriguez, City of McAllen

Since March 2014, Roel Roy Rodriguez, P.E., has served as City Manager for the City of McAllen. Reporting directly to the Mayor and City Commission, Mr. Rodriguez manages 35 departments including two international ports of entry, an international airport, a municipal golf course, and the Convention Center District, and has direct oversight over the City's \$667 million budget.

Mr. Rodriguez has over 35 years' experience managing diverse fiscal, environmental, and community areas. He previously served as General Manager for the McAllen Public Utility where he oversaw all water and wastewater operations. He previously worked as the City Engineer, Assistant City Manager, and City Manager in Harlingen; the City Engineer in Weslaco; Jefferson County Engineer in Texas; and as Area Engineer in Oklahoma.

Mr. Rodriguez has a Bachelor of Science in Civil Engineering from Texas A&I University and a Master of Public Administration from the University of Texas-Pan American.

He served on the Texas Municipal Retirement System (TMRS) Board of Trustees from 2005 to 2018, to which he was appointed by Governor Rick Perry in 2005. He was also appointed by Governor Rick Perry in 2009 to serve on the Rio Grande Regional Water Authority.

Mr. Rodriguez is a member of the engineering advisory council at the University of Texas Rio Grande Valley as well as South Texas College. He also serves on the Public Administration Advisory Council at South Texas College and the Texas A&M University Kingsville College of Engineering Dean's Advisory Board. He is the Vice President of the Texas City Manager Association Region 10, and the American Society of Civil Engineers.

ATTACHMENT 16

STWA Administrator Evaluation

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 1, 2024
Re: Evaluation of STWA Management

Background:

State law and Board policy allows for the review of staff members directly under their employment to receive regular reviews of job performance.

The positions that can be hired and terminated by the Board or Selection committee (as designated by the Board President) include; Exec Dir/Administrator, Assistant Exec Dir/Finance Manager, O&M Supervisor and Business Manager. All other positions by STWA policy are excluded from direct board control in regards to employment issues.

Analysis:

The board should take regular reviews of their direct employees in order to receive and provide feedback on management's job performance. During the December 5th meeting the entire board or the designated selection committee can provide job evaluations of staff.

Staff Recommendation:

Allow management staff to provide input regarding their job review and provide insight regarding strengths, weakness, challenges or opportunities for the leadership team.

Board Action:

Review management's performance and decide on any course of action in reference to employment.

Summary:

Feedback is essential to allow staff to provide reasons to remain in the position, allow for discussion of concerns and most importantly allow the Board or designated committee to present and receive feedback from Management staff.