

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Rudy Galvan, Jr., President
DATE: November 30, 2020
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 8, 2020

5:30 p.m.

South Texas Water Authority
2302 East Sage Road
Kingsville, Texas

PLEASE NOTE: THIS MEETING WILL BE HELD BY REMOTE ACCESS ONLY IN ACCORDANCE WITH THE MARCH 16, 2020 ORDER BY GOVERNOR ABBOTT TEMPORARILY SUSPENDING CERTAIN REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT TO ADVANCE THE GOAL OF LIMITING FACE-TO-FACE MEETINGS TO SLOW THE SPREAD OF COVID-19. NO PERSONS WILL BE AT THE MEETING LOCATION AND NO EQUIPMENT WILL BE AT THE MEETING FOR ACCESS TO THE MEETING. HOWEVER, MEMBERS OF THE PUBLIC MAY ACCESS THIS MEETING BY TELEPHONE AND PARTICIPATE IN THE MEETING BY CALLING ONE OF THE FOLLOWING TOLL-FREE NUMBERS AND ENTERING THE MEETING ID AND PASSWORD BELOW:

(877) 853-5257 or (888) 475-4499

MEETING ID: 878 7111 8190

PASSWORD: 177524

PLEASE SEE THE AUTHORITY'S WEBSITE AT WWW.STWA.ORG FOR THE MEETING PACKET.

Agenda

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

This meeting notice was posted on STWA's website, www.stwa.org, and on indoor and outdoor bulletin boards at STWA's administrative offices, 2302 East Sage Road, Kingsville, Texas at 2:00 am/et on December 4, 2020

James DeLeon
Assistant Secretary

RG/CGS/fdl

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION
Annual Meeting
December 3, 2019

MINUTES

Board Members Present:

Kathleen Lowman
Brandon Barrera
Rudy Galvan, Jr.
Jose Graveley
Lupita Perez
Patsy Rodgers
Filiberto Treviño
Steven Vaughn

Board Members Absent:

None

Staff Present:

Carola G. Serrato
Frances De Leon
Jo Ella Wagner

Guests Present:

Rudy Madrid, Kleberg County
Simoné Sanders, Texas GLO
Tina Butler, Texas

1. Call to Order.

The Annual Meeting of the South Texas Water Authority Industrial Development Corporation was called to order by Ms. Kathleen Lowman, Board President at 5:35 p.m. at the STWA office located at 2302 East Sage Road, Kingsville, Texas. A quorum was present.

2. Approval of Minutes.

Mr. Treviño made a motion to accept the minutes from the December 4, 2018 Annual Meeting. Mr. Barrera 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, 2018 and all account balances remained at zero. Mr. Treviño made a motion to accept the Treasurer's Report as presented. Mr. Barrera seconded and the motion passed unanimously.

4. Old Business.

There was no old business to report.

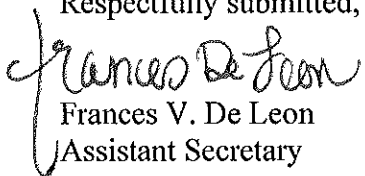
5. New Business.

There was no new business to report.

6. Adjournment.

With no further business to conduct, Ms. Lowman adjourned the meeting at 5:37 p.m.

Respectfully submitted,


Frances V. De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION
Treasurer's Report
For the Period Ending September 30, 2020

The STWA Industrial Development Corporation received no funds nor made any expenditures for the fiscal year ending September 30, 2020. All account balances are -0-.

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Rudy Galvan, Jr., President
DATE: November 30, 2020
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 8, 2020

5:35 p.m.

South Texas Water Authority
2302 East Sage Road
Kingsville, Texas

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

PLEASE NOTE: THIS MEETING WILL BE HELD BY REMOTE ACCESS ONLY IN ACCORDANCE WITH THE MARCH 16, 2020 ORDER BY GOVERNOR ABBOTT TEMPORARILY SUSPENDING CERTAIN REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT TO ADVANCE THE GOAL OF LIMITING FACE-TO-FACE MEETINGS TO SLOW THE SPREAD OF COVID-19. NO PERSONS WILL BE AT THE MEETING LOCATION AND NO EQUIPMENT WILL BE AT THE MEETING FOR ACCESS TO THE MEETING. HOWEVER, MEMBERS OF THE PUBLIC MAY ACCESS THIS MEETING BY TELEPHONE AND PARTICIPATE IN THE MEETING BY CALLING ONE OF THE FOLLOWING TOLL-FREE NUMBERS AND ENTERING THE MEETING ID AND PASSWORD BELOW:

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PLEASE SEE THE AUTHORITY'S WEBSITE AT WWW.STWA.ORG FOR THE MEETING PACKET.

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. New Board member's oath of office.
4. Election of Officers – Secretary/Treasurer.

This meeting notice was posted on STWA's website, www.stwa.org, and on indoor and outdoor bulletin boards at STWA's administrative offices, 2302 East Sage Road, Kingsville, Texas at 2:00 am/AM on December 4, 2020
Francis De Leon
Assistant Secretary

5. Approval of Minutes. (Attachment 1)
6. Treasurer's Report/Payment of Bills. (Attachment 2)
7. Update on purchase of camera system. (Attachment 3)
8. Nueces County project for construction of Banquete Pump Station to serve the Nueces Water Control and Improvement District #5 (Banquete) and Nueces Water Supply Corporation. (Attachment 4)
9. City of Bishop – Easement for Bishop East Pump Station. (Attachment 5)
 - LNV Proposal for Survey Work at Bishop East Pump Station
10. Petition for Addition of Certain Lands to the South Texas Water Authority and setting of public hearing date, time and place. (Carlos Ysassi, III, Tract 25, Cyndie Park Unit 2 in Nueces County, Texas. (Attachment 6)
11. **Resolution 20-34.** 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. (Carlos Ysassi, III) (Attachment 7)
12. Bids for purchase of Fiscal Year 2021 ¾ ton pickup truck. (Attachment 8)
13. **Resolution 20-35.** Resolution awarding the bid for the purchase of one ¾ ton pickup truck. (Attachment 9)
14. Ray Associates, Inc. proposal for recruitment of Executive Director. (Attachment 10)
15. City of Driscoll Payment Plan. (Attachment 11)
16. Wholesale Water Supply Contract with the City of Corpus Christi. (Attachment 12)
17. Nueces County Water Control and Improvement District #5 Wholesale Water Supply Contract and Contract for Operation and Maintenance of Facilities. (Attachment 13)
18. Personnel Policies – Selection of Sections for Possible Revisions. (Attachment 14)
19. STWA Long-Term Goals. (Attachment 15)
20. STWA Personnel Policies – Pandemic Guidelines. (Attachment 16)
21. Board of Directors Training. (Attachment 17)

22. Management hourly pay. (Attachment 18)

23. Request to close office for staff Christmas luncheon.

24. 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.

RG/CGS/fdl
Attachment

ATTACHMENT 1

Approval of Minutes

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
September 29, 2020 – Corrected
(This meeting was held remotely by phone and Zoom.)

Board Members Present:

Rudy Galvan, Jr.
Brandon Barrera
Filiberto Treviño
Jose Graveley
Kathleen Lowman
Lupita Perez
Patsy Rodgers

Board Members Absent:

None

Staff Present:

Carola G. Serrato
Frances De Leon
Jo Ella Wagner

Guests Present:

Baldemar Garcia, Ricardo Water
Supply Corporation

1. Call to Order.

Mr. Brandon Barrera., Board Vice-President, called the Regular Meeting of the STWA Board of Directors to order at 5:42 p.m. A quorum was present.

2. Citizen Comments.

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

3. Approval of Minutes.

Mr. Treviño made a motion to approve the minutes of the September 8, 2020 Public Hearing on Tax Rate, September 8, 2020 Public Hearing on Annexation and September 8, 2020 Regular Meeting as presented. Mr. Graveley seconded. The motion passed by unanimous vote.

4. Treasurer's Report/Payment of Bills.

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

Treasurer's Report for period ending August 31, 2020
Revenue Fund Income Statement for period ending August 31, 2020
Tax Fund Income Statement for period ending August 31, 2020
Special Services Income Statement for period ending August 31, 2020
STWA Revenue Fund Balance Sheet – August 31, 2020
STWA Revenue Fund GL Account Summary Report as of August 31, 2020
STWA Debt Service Fund Income Statement for period ending August 31, 2020
STWA Debt Service Fund Balance Sheet – August 31, 2020
STWA Debt Service Fund GL Account Summary Report as of August 31, 2020
STWA Capital Projects Fund Income Statement for period ending August 31, 2020

STWA Capital Projects Fund Balance Sheet – August 31, 2020
STWA Capital Projects Fund GL Account Summary Report as of August 31, 2020
FY 2020 Cathodic Protection Expenses Breakdown
2012 Bond Election Report
Anticipated vs. Actual Water Rate Charged
Maintenance & Technical Report from O&M Supervisor
Cathodic Protection Update
September 2020 STWA and Corporation Daily Field Schedules, NAP Forms, Fee Schedule and
August 2020 Corporation Taps & Repairs and General & Administrative Invoices

The following outstanding invoices were presented for Board approval:

- City of Corpus Christi \$ 131,812.27
- Mercer Controls, Inc. \$ 32,000.00

A motion was made by Ms. Lowman and seconded by Mr. Barrera to approve the Treasurer's Report and payment of the bills as presented. The motion carried.

Ms. Serrato pointed out that the September 2020 STWA and Corporation Daily Field Schedules, NAP Forms, August 2020 Corporation Taps & Repairs and General & Administrative Invoices and the Schedule of Fees were included in this month's Treasurer's Report to assist the Board in assessing the tasks performed by field personnel and reviewing the time clock and Personnel Policy Chapter V agenda items. She explained that these documents show the financial relationship between the tasks charged by STWA. The costs for these services are recouped through the Special Services Fund. The Board agreed that the information provided insight but did not need to be included in upcoming Treasurer's Reports.

Mr. Galvan joined the meeting at 5:55 p.m.

5. Fiscal Year 2020 Budget Amendments.

Ms. Serrato reviewed the amendments to the Fiscal Year 2020 Budget. The amendments included an increase in Total Revenues of \$159,814, an increase in Total Administrative and Operations Expenditures without Capital Outlay of \$106,268, an increase of \$37,600 in Total Capital Outlay and no change in Total Other Financing Sources. The amended FY 2020 Budget reflects a Net Ending Balance of \$344,908, an increase of about \$16,000 from the original budget, which Ms. Serrato pointed out could potentially increase by \$25,000 from the Major Repair line item if no major repairs are experienced during the remainder of the fiscal year. After reviewing the amendments, Ms. Lowman made a motion to approve the Fiscal Year 2020 Budget Amendments. Ms. Perez seconded and all voted in favor.

6. Tax Year 2020 tax roll/levy for the South Texas Water Authority's district in Kleberg County.

Ms. Serrato presented the Kleberg County tax roll/levy for Tax Year 2020 reflecting a net taxable value of \$1,195,421,362 and a calculated tax levy of \$1,039,952.63. She recommended

approval of Resolution 20-29 adopting the tax roll/levy for the South Texas Water Authority's district in Kleberg County for tax year 2020.

7. Resolution 20-29. Resolution adopting the tax roll/levy for the South Texas Water Authority's district in Kleberg County for tax year 2020.

Mr. Graveley made a motion to approve Resolution 20-29 adopting the tax roll/levy for South Texas Water Authority's district in Kleberg County for tax year 2020. Mr. Treviño seconded the motion and all voted in favor.

8. Tax year 2020 tax roll/levy for the South Texas Water Authority's district in Nueces County.

Ms. Serrato presented the Nueces County tax roll/levy for Tax Year 2020 reflecting a total taxable value of \$1,071,305,287 and a total tax levy of \$932,007.21 and recommended approval of Resolution 20-30 adopting the tax roll/levy for the South Texas Water Authority's district in Nueces County for tax year 2020.

9. Resolution 20-30. Resolution adopting the tax roll/levy for the South Texas Water Authority's district in Nueces County for tax year 2020.

Mr. Barrera made a motion to approve Resolution 20-30 adopting the tax roll/levy for South Texas Water Authority's district in Kleberg County for tax year 2020. Ms. Rodgers seconded the motion and all voted in favor.

10. STWA Investment Policies.
a) South Texas Water Authority General Fund
b) South Texas Water Authority Debt Service Fund
c) South Texas Water Authority Capital Project Fund

Ms. Serrato informed the Board that review and approval of STWA's Investment Policies is required every year and added there have been no changes to the Policies since last year. She recommended adoption of Resolutions 20-31, 20-32 and 20-33 approving the STWA General Fund, Debt Service Fund and Capital Project Fund Investment Policies.

11. Resolutions 20-31 through 20-33. Resolutions approving the following South Texas Water Authority Investment Policies:
a) South Texas Water Authority General Fund
b) South Texas Water Authority Debt Service Fund
c) South Texas Water Authority Capital Project Fund

Mr. Barrera made a motion to adopt Resolutions 20-31, 20-32 and 20-33. Mr. Treviño seconded. All voted in favor.

12. Chapter V – Employee Compensation and Procedure for Compensation and Interim Salaries for Management Positions.

Ms. Serrato presented Chapter V – Employee Compensation and Procedure for Compensation of STWA’s Personnel Policy and pointed out that an underlined paragraph had been added to Section 5-Charges in Rate of Pay and read the section aloud. Mr. Galvan announced that the Board would convene in Closed Session at 6:04 p.m. pursuant to Section 551.074 of the Government Code – Personnel Matters – to discuss salaries of interim employees. The Board reconvened in Open Session at 6:41 p.m. No action was taken during Closed Session. Mr. Treviño made a motion to provide 10% step-up pay for interim management positions until the employee returns to their original position. Mr. Barrera seconded the motion. All voted in favor. Ms. Serrato agreed to write a policy reflecting the Board’s decision for formal approval at the next meeting.

13. FY 2021 Staffing.

- Executive Director anticipated retirement in August 2021 and Replacement Procedures: Selection Committee, Advertisement, Qualifications, Use of Consultant

Ms. Serrato asked the Board’s opinion on whether to contact a consultant for information on their services and the cost for a search for an Executive Director. She also asked if any changes to the job description were needed. The Board discussed the desired background but Mr. Barrera pointed out that he prefers to keep it broader in hopes of not limiting candidates. Mr. Galvan stated that he would like to move forward with advertising in Quench Magazine for six months. Mr. Treviño added that it would be good to begin contacting recruiters to get an idea on the cost for those services. Ms. Serrato agreed to begin research on the cost of recruiting services and how these companies conduct their searches.

14. Discussion with possible action on camera and/or security system.

Ms. Serrato provided updated information for a system with a camera that the salesman claims should produce images at longer distances that can capture license plate numbers. The direct purchase quote for \$15,484.70 requires a larger up-front payment and lower monthly payments. The lease purchase quote for \$22,071.80 requires a smaller down payment but a larger monthly payment. Both of these quotes include a sixty-month contract and cover repairs or replacements. A third option is to pay the direct purchase cost of \$10,200 only without recurring monthly payments but repairs or replacements would not be covered. These systems record using a DVR. After discussing the options, the Board requested further information on a cloud-based system. Ms. Serrato agreed to contact the company for more information to present at the next Board meeting.

15. Vehicle, trailer and equipment GPS devices.

Ms. Serrato requested authorization to purchase GPS devices for the Authority’s vehicles, trailers and mobile equipment. The devices cost \$235 each and are equipped with a battery that should last five years if pinged once daily. The total cost for the entire fleet including trailers and equipment is \$4,700. Mr. Treviño made a motion to purchase the devices. Mr. Barrera seconded and all voted in favor.

16. Request by the City of Driscoll to Pay Past Due Invoices in Installments – Written Agreement – Authorization to Work with Legal Counsel to Develop Agreement, Presentation to the City of Driscoll for Approval and Execution if Approved by the City of Driscoll Council.

Ms. Serrato reported that the City of Driscoll did not approve the offered payment plan within the 30-day time frame and ultimately decided not to enter into the payment plan as a result of their most recent financial reports. The City is now asking to pay \$5,000 in addition to their regular invoices. Ms. Serrato discussed the matter with Bill Flickinger, Willatt and Flickinger, and they agree that without an interest charge there is no incentive for the City to make the payments regularly. Ms. Serrato and Mr. Flickinger also agreed that deletion of the default clause would need to be replaced with a penalty clause or interest needs to be assessed. Ms. Serrato explained that calculating the payment for 24 months at 10% interest results in monthly payments of approximately \$5,300. She added that she has made the City aware that a retail water rate adjustment is needed in order to recoup the cost of water purchased from STWA. A clause will be included in the agreement that within 90 days, the City will adjust the rates so that they are not losing money. Mr. Barrera made a motion to authorize Ms. Serrato to work with Mr. Flickinger to develop an alternative payment plan. Mr. Treviño seconded. All voted in favor.

17. Purchase of updated time clock system.

Ms. Serrato presented information on a new time clock system, Time Clock Plus, which provides enhanced features which can be integrated with the Black Mountain software package to allocate employee time among STWA, NWSC and RWSC and will provide assistance to the Finance Department for Special Services budgeting. She provided a quote for \$3,609 for a three-year contract. A motion was made by Mr. Treviño and seconded by Mr. Graveley to approve purchase of the Time Clock Plus system on a three-year price of \$3,609. The motion passed by unanimous vote.

18. C. Ekrut, NewGen Strategies, Summary of City of Corpus Christi Rate Model – Proposed Rates – Wholesale Water Rate Review.

Ms. Serrato presented a summary from NewGen Strategies stating that “NewGen is unable to provide an opinion regarding the rates proposed to be charged by the City to STWA” and that the City appears to have complied with the agreement but additional requested information requires review. She added that currently STWA is on one-year rates with the City of Corpus Christi, but the City is now open to offering two-year rates. Ms. Serrato also stated that she has asked about beginning negotiations on a water supply contract. Mr. Galvan added that since STWA agreed to their request to transfer a section of the 42-inch pipeline to the City, they should agree to work with STWA on a new contract. Ms. Serrato has an appointment on October 7th with Mr. Ekrut to discuss this further. No action was taken by the Board.

19. Nueces County project for construction of Banquete Pump Station to serve the Nueces Water Control and Improvement District #5 (Banquete) and Nueces Water Supply Corporation.

Ms. Serrato reported that work continues on the project and invoices will most likely be presented at the next meeting. She had nothing further to report.

20. Adjournment.

With no further business to discuss, Mr. Barrera made a motion to adjourn the meeting at 7:19 p.m. Mr. Treviño seconded. The motion passed by unanimous vote.

Respectfully submitted,


Frances De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
October 27, 2020
Minutes
(This meeting was held remotely by phone and Zoom.)

Board Members Present:

Rudy Galvan, Jr.
Jose Graveley
Kathleen Lowman
Lupita Perez
Patsy Rodgers

Board Members Absent:

Brandon Barrera
Filiberto Treviño

Staff Present:

Carola G. Serrato
Frances De Leon
Jo Ella Wagner
Dony Cantu

Guests Present:

None

1. Call to Order.

Mr. Rudy Galvan, Jr., Board President, called the Regular Meeting of the STWA Board of Directors to order at 5:37 p.m. A quorum was present.

2. Citizen Comments.

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

3. Approval of Minutes.

Ms. Lowman made a motion to approve the minutes of the September 29, 2020 Regular Meeting as presented. Ms. Perez seconded. Mr. Galvan asked that the minutes reflect the time that he joined in meeting since he joined after the meeting started. The motion passed by unanimous vote.

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

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

STWA Investment Report for Quarter ended September 30, 2020
Treasurer's Report for period ending September 30, 2020
Revenue Fund Income Statement for period ending September 30, 2020
Tax Fund Income Statement for period ending September 30, 2020
Special Services Income Statement for period ending September 30, 2020
STWA Revenue Fund Balance Sheet – September 30, 2020
STWA Revenue Fund GL Account Summary Report as of September 30, 2020
STWA Debt Service Fund Income Statement for period ending September 30, 2020
STWA Debt Service Fund Balance Sheet – September 30, 2020

STWA Debt Service Fund GL Account Summary Report as of September 30, 2020
STWA Capital Projects Fund Income Statement for period ending September 30, 2020
STWA Capital Projects Fund Balance Sheet – September 30, 2020
STWA Capital Projects Fund GL Account Summary Report as of September 30, 2020
FY 2020 Cathodic Protection Expenses Breakdown
2012 Bond Election Report
Anticipated vs. Actual Water Rate Charged
Maintenance & Technical Report from O&M Supervisor
Cathodic Protection Update
September 2020 Corporation Taps & Repairs and General & Administrative Invoices

The following outstanding invoices were presented for Board approval:

• Willatt & Flickinger	\$ 1,466.50
• TML Insurance	\$ 13,754.30
• Kleberg County Treasurer	\$ 25,041.00
• City of Corpus Christi	\$ 142,295.47

A motion was made by Mr. Graveley and seconded by Ms. Rodgers to approve the Quarterly Report, Treasurer's Report and payment of the bills as presented. The motion carried.

5. Discussion with possible action on camera and/or security system.

As requested by the Board at the previous meeting, Ms. Serrato contacted the ADT and Alarm Security & Contracting, Inc. for information on a cloud-based system. Alarm Security & Contracting, Inc. does not provide that type of service. She presented updated direct purchase and lease purchase proposals from ADT for a hybrid system that has on-site and off-site storage and uses a camera that should have the capability of producing images at farther distances that can capture license plate numbers. The direct purchase quote for \$22,667.41 requires an up-front payment of \$12,496.81 and monthly payments of 169.51. The lease purchase quote for \$28,752.11 requires a down payment of \$4,797.11 and monthly payments of \$399.25. Both of these quotes include a sixty-month contract and cover repairs or replacements. A third option is to purchase the system without a monthly agreement but repairs or replacements would not be covered. After a brief discussion Mr. Graveley made a motion to authorize the Executive Director to choose the system which best meets the security needs of the Authority. Ms. Rodgers seconded. All voted in favor.

6. C. Ekrut, NewGen Strategies, Summary of City of Corpus Christi Rate Model – Proposed Rates – Wholesale Water Rate Review.

Ms. Serrato stated that Mr. Chris Ekrut, NewGen Strategies, has been in contact with the City of Corpus Christi regarding the Settlement Agreement True-up and Rate Model calculations. He reported to Ms. Serrato that the City is complying with the provisions of the Settlement Agreement but he recommends continued review of the City's allocation of costs to its wholesale customers. Mr. Ekrut does not believe that calculating STWA's rates on the same two-year cycle as the City's other customers would be beneficial and advises it is best to review the

budgeted amounts and actual revenues and expenses annually. Ms. Serrato explained that budget information, including the City's proposed rates, was previously sent to STWA's wholesale customers, but the City's most recent data reflects that the pass-through cost beginning January 1, 2021 will be slightly lower than the information provided. She requested authorization to send updated information to STWA's wholesale customers. By consensus, the Board agreed to authorize Ms. Serrato to provide a follow-up letter to STWA's wholesale customers notifying them of the change in the pass-through cost.

7. Nueces County project for construction of Banquete Pump Station to serve the Nueces Water Control and Improvement District #5 (Banquete) and Nueces Water Supply Corporation.

Ms. Serrato reported that she and Interim O&M Supervisor Dony Cantu recently met with a project engineer and are scheduled to meet again with him on Thursday. She added that in order for the Banquete system and NWSC to have separate meters, STWA's line will be tapped at the meter run. Demolition of the elevated storage tank will be the last item on the project. Ms. Serrato also reported that the wiring is almost completed. Ms. Serrato stated that five Pay Requests have been submitted by the contractor and approved by LNV. The TWDB grant funds have been depleted. STWA and NWSC will be invoiced for their shares of the committed funds. Ms. Serrato presented an invoice in the amount of \$53,609.71 from Nueces County to STWA. Ms. Lowman moved to approve payment of \$53,609.71 to Nueces County. Mr. Graveley seconded and the motion passed by unanimous vote.

8. Specifications for Fiscal Year 2021 three-quarter ton pickup truck.

Ms. Serrato presented the specifications for purchase of a FY 2021 pickup truck. She pointed out that with the exception of a newer year model, the specifications are the same as last year's truck specifications. The specs call for a 4-door, 3/4 – ton, 4x4 gas engine pickup truck with a long bed. Ms. Serrato requested authorization to request bids from area dealerships as well as BuyBoard. The Board's consensus was to authorize distribution of the specifications and request for bids to area dealerships and BuyBoard.

9. STWA Board of Directors Meeting Schedule for 2021.

Ms. Serrato reviewed the proposed 2021 meeting schedule provided in the Board packet. Mr. Graveley made a motion to approve recommended dates with a November/December meeting on December 7, 2021. Ms. Perez seconded. All voted in favor. The approved schedule is as follows:

January 26, 2021	May 25, 2021	September 28, 2021
February 23, 2021	June 22, 2021	October 26, 2021
March 23, 2021	August 3, 2021	December 7, 2021
April 27, 2021	September 7, 2021	

10. FY 2021 Executive Director Selection.

- Executive Director anticipated retirement in August 2021 and Replacement Procedures: Selection Committee, Advertisement, Qualifications, Use of Consultant

Ms. Serrato reported that she contacted Ray Associates, Inc., about their recruitment process and asked the Board whether a proposal should be requested from the company. Ms. Perez asked if current employees would remain eligible to apply for the position and Ms. Serrato responded that they would. The Board consensus was to contact Ray Associates, Inc. to request a formal proposal.

11. Personnel Policies – Selection of Sections for Possible Revisions.

Ms. Serrato presented a copy of the STWA Personnel Policies with the most recent amendments underlined. She asked for the Board's input on any needed changes. Mr. Galvan suggested adding a section for addressing employee exposure or positive tests during pandemics. He added that Mr. Treviño would probably like to provide input on this matter. Ms. Serrato responded that the item would be included in the next agenda so that Mr. Treviño will be included in the discussion.


12. STWA Long-Term Goals.

Mr. Galvan stated that he requested that this this item be placed on the agenda in order to identify STWA's needs and goals to serve the people of south Texas so that these goals will continue to be carried out as Ms. Serrato retires and a new Executive Director takes charge. The Board agreed that everyone needs to work a little harder to identify and set long-term goals. Ms. Serrato stated that she met with staff and provided a sheet for employees to offer suggestions. She added that this item will be included on the next agenda.

13. Adjournment.

With no further business to discuss, Mr. Graveley made a motion to adjourn the meeting at 6:38 p.m. Ms. Lowman seconded. The motion passed by unanimous vote.

Respectfully submitted,


Frances De Leon
Assistant Secretary

Minutes of the South Texas Water Authority Management Standing Committee
November 5, 2020
5:30 p.m.

1. **Call to Order.** The meeting was called to order by Board President Rudy Galvan, Jr. at 5:30 p.m. All appointed members of the South Texas Water Authority Management Standing Committee (Committee) were present: Rudy Galvan Jr., Brandon Barrera, Jose Graveley, Filiberto Trevino and Carola G. Serrato.
2. **Executive Session.** Mr. Galvan announced that the Committee would go into Executive Session. The time was 5:31 p.m.
3. **Open Session.** The Committee returned to Open Session at 5:55 p.m. No action was taken during Executive Session.
4. **Selection of Candidates to Interview.** A motion was made by Jose Graveley authorizing Ms. Serrato to contact Dony Cantu, Jacob Hinojosa, Roel Gonzalez and David Rohrbach to schedule an interview for the O&M Supervisor position. The motion was seconded by Filiberto Trevino and passed by a unanimous vote. The Committee agreed to make arrangements to meet with the candidates in person. Mr. Galvan indicated he would contact the Texas Community FCU to see if their conference room was available thereby providing a larger meeting room in order to maintain social distance practices due to COVID-19.
5. **Adjournment.** With no further business to conduct, a motion was made by Filiberto Trevino calling for adjournment. The motion was seconded by Brandon Barrera and passed unanimously. The meeting concluded at 6:00 p.m.

SOUTH TEXAS WATER AUTHORITY
Special Board of Directors Meeting
November 17, 2020
Minutes
(This meeting was held remotely by phone and Zoom.)

Board Members Present:

Rudy Galvan, Jr.
Brandon Barrera
Jose Graveley
Kathleen Lowman
Lupita Perez
Patsy Rodgers

Board Members Absent:

Filiberto Treviño

Staff Present:

Carola G. Serrato
Frances De Leon
Jo Ella Wagner

Guests Present:

None

1. Call to Order.

Mr. Rudy Galvan, Jr., Board President, called the Special Meeting of the STWA Board of Directors to order at 12:00 p.m. A quorum was present.

2. Citizen Comments.

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

3. Management Selection Standing Committee's Recommendation on the O&M Supervisor Vacancy.

Mr. Galvan stated that the Management Selection Standing Committee met and interviewed four candidates. Committee members present at that meeting were Mr. Galvan, Mr. Barrera, Mr. Graveley and Ms. Serrato. Two candidates, Dony Cantu and Jacob Hinojosa, stood out above the others based on their interviews and qualifications.

Mr. Galvan announced that the Board would convene in Closed Session at 12:04 p.m. pursuant to Section 551.074 of the Government Code to discuss the Selection Committee's recommendations on the O&M Supervisor vacancy. The Board reconvened in Open Session at 12:26 p.m. No action was taken during Closed Session.

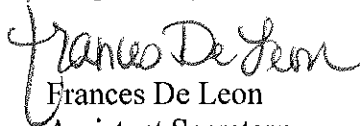
4. Authorization of the Executive Director or Management Selection Standing Committee to offer the selected candidate the O&M Supervisor position and compensation package.

Mr. Graveley made a motion to hire Jacob Hinojosa at \$29.00 per hour, but no more than \$30 per hour. Mr. Barrera seconded. The motion passed unanimously.

5. Adjournment. .

With no further business to discuss, Ms. Lowman made a motion to adjourn the meeting at 12:29 p.m. Ms. Perez seconded. The motion passed by unanimous vote.

Respectfully submitted,


Frances De Leon
Assistant Secretary

ATTACHMENT 2

Treasurer's Report/Payment of Bills

**South Texas Water Authority
Balance Sheet
September 30, 2020**

ASSETS

Current Assets

STWA - General	\$	205,807.41	
STWA - Payroll		59,060.34	
STWA - Operations		59,695.14	
Petty Cash		150.00	
TexPool - STWA General		2,890,919.09	
Due From Capital Projects Fund		13,736.42	
Due from Debt Service Fund		62.32	
Due from D.S.-Collect Service		(45.42)	
Tax Accounts Receivable		190,036.39	
Allowance for Uncollect Taxes		(88,575.35)	
Service accts receivable		299,502.14	
Interlocal Rec-Bishop		1,206.34	
Interlocal Rec-Driscoll		1,013.00	
Interlocal Rec-Ricardo		8,354.33	
Interlocal Rec-Nueces		10,428.91	
Interlocal Rec. - Tax Assessor		1,764.36	
Notes Receivable - Current		37,056.72	
Prepaid Expenses		26,390.10	
Prepaid Per Parcel fees		10,553.02	
Inventory		19,660.50	
Notes Receivable-Not Current		85,095.81	
Total Assets	\$		<u><u>3,831,871.57</u></u>

LIABILITIES AND FUNDS EQUITY

Current Liabilities

Trade Accounts Payable	\$	230,739.47	
Salaries & Wages Payable		12,361.60	
Hospital Ins Tax Payable		21.20	
Withholding Taxes Payable		265.45	
Emply Retire Prem Payable		125.50	
Unemployment Comp. Pbl.		428.79	
Miscellaneous Payables		1,976.74	
Compensated Absences		17,875.87	
Deferred tax revenue		101,461.04	
Due to Debt Service Fund		156.09	
Due to Capital Projects Fund		9,815.84	
Total Liabilities			375,227.59

Fund Equity

Unassigned Fund Balance		2,865,906.34	
Assigned Fund Bal. - Inventory		19,660.50	
Current Earning		571,077.14	
Total Fund Equity			<u>3,456,643.98</u>

Total Liabilities & Fund Equity	\$		<u>3,831,871.57</u>
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**South Texas Water Authority
 GI Account Summary Report
 As of: September 30, 2020**

<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
Current Assets					
STWA - General	275,043.05	\$ 263,656.44	\$ (332,892.08)	\$ (69,235.64)	\$ 205,807.41
STWA - Payroll	42,502.85	50,013.63	(33,456.14)	16,557.49	59,060.34
STWA - Operations	50,122.66	50,198.19	(40,625.71)	9,572.48	59,695.14
Petty Cash	150.00	0.00	0.00	0.00	150.00
Transfers	0.00	100,000.00	(100,000.00)	0.00	0.00
TexPool - STWA General	2,872,900.10	18,018.99	0.00	18,018.99	2,890,919.09
Due From Capital Projects Fund	93,069.13	13,736.42	(93,069.13)	(79,332.71)	13,736.42
Due from Debt Service Fund	3,459.81	62.32	(3,459.81)	(3,397.49)	62.32
Due from D.S. -Collect Service	8,392.04	0.00	(8,437.46)	(8,437.46)	(45.42)
Tax Accounts Receivable	171,762.90	18,273.49	0.00	18,273.49	190,036.39
Allowance for Uncollect Taxes	(76,736.35)	0.00	(11,839.00)	(11,839.00)	(88,575.35)
Service accts receivable	356,028.92	207,548.05	(264,074.83)	(56,526.78)	299,502.14
Interlocal Rec-Bishop	2,046.52	197.17	(1,037.35)	(840.18)	1,206.34
Interlocal Rec-Driscoll	2,346.67	1,013.00	(2,346.67)	(1,333.67)	1,013.00
Interlocal Rec-Ricardo	8,089.43	7,625.78	(7,360.88)	264.90	8,354.33
Interlocal Rec-Nueces	5,434.75	10,803.91	(5,809.75)	4,994.16	10,428.91
Interlocal Rec. - Tax Assessor	1,405.46	1,764.17	(1,405.27)	358.90	1,764.36
Notes Receivable - Current	0.00	37,056.72	0.00	37,056.72	37,056.72
Prepaid Expenses	32,987.63	26,390.10	(32,987.63)	(6,597.53)	26,390.10
Prepaid Per Parcel fees	0.00	10,553.02	0.00	10,553.02	10,553.02
Inventory	19,660.50	0.00	0.00	0.00	19,660.50
Total Assets	3,868,666.07	816,911.40	(938,801.71)	(121,890.31)	3,746,775.76
Current Liabilities					
Trade Accounts Payable	(156,999.69)	214,688.43	(288,428.21)	(73,739.78)	(230,739.47)
Salaries & Wages Payable	(2,470.40)	2,470.40	(12,361.60)	(9,891.20)	(12,361.60)
Hospital Ins Tax Payable	(1,486.08)	2,811.06	(1,346.18)	1,464.88	(21.20)
Withholding Taxes Payable	(4,629.94)	8,586.95	(4,222.46)	4,364.49	(265.45)
Emply Retire Prem Payable	0.00	12,433.76	(12,559.26)	(125.50)	(125.50)
Unemployment Comp. Pbl.	(425.92)	0.00	(2.87)	(2.87)	(428.79)
Miscellaneous Payables	(1,873.14)	9,387.15	(9,490.75)	(103.60)	(1,976.74)
Compensated Absences	(17,508.91)	0.00	(366.96)	(366.96)	(17,875.87)
Deferred tax revenue	(95,026.55)	11,839.00	(18,273.49)	(6,434.49)	(101,461.04)
Due to Debt Service Fund	(1,117.09)	1,117.09	(156.09)	961.00	(156.09)
Due to Capital Projects Fund	0.00	0.00	(9,815.84)	(9,815.84)	(9,815.84)
Total Liabilities	(281,537.72)	263,333.84	(357,023.71)	(93,689.87)	(375,227.59)
Fund Equity					
Unassigned Fund Balance	(2,865,906.34)	0.00	0.00	0.00	(2,865,906.34)
Assigned Fund Bal. - Inventory	(19,660.50)	0.00	0.00	0.00	(19,660.50)
Total Fund Equity	(2,885,566.84)	0.00	0.00	0.00	(2,885,566.84)
Totals	701,561.51	\$ 1,080,245.24	\$ (1,295,825.42)	\$ (215,580.18)	\$ 485,981.33

**STWA Debt Service Fund
Balance Sheet
September 30, 2020**

ASSETS

Current Assets

Debt Service Acct. - TexPool	\$	63,069.04
Due from General		156.09
Interlocal Rec.-Tax Assessors		511.33
Taxes Receivable		53,435.76
Allowance for Uncollectibles		(11,370.61)
Prepaid Tax Expenses		2,538.42
		108,340.03

Total Current Assets

108,340.03

Other Assets

Total Other Assets

0.00

Total Assets

\$ 108,340.03

LIABILITIES AND FUNDS EQUITY

Current Liabilities

Deferred Tax Revenue	\$	42,065.15
Due to General Fund		16.90
		42,082.05

Total Current Liabilities

42,082.05

Long-Term Liabilities

Total Long-Term Liabilities

0.00

Total Liabilities

42,082.05

Funds Equity

Fund Balance		55,572.56
Net Income		10,685.42
		66,257.98

Total Funds Equity

66,257.98

Total Liabilities & Funds Equity

\$ 108,340.03

STWA Debt Service Fund
 GI Account Summary Report
 As of: September 30, 2020

<u>Account Number</u>	<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
10400	Debt Service Acct. - TexPool	71,962.08	\$ 1,841.72	\$ (10,734.76)	\$ (8,893.04)	\$ 63,069.04
12200	Due from General	1,117.08	156.09	(1,117.08)	(960.99)	156.09
13001	Interlocal Rec.-Tax Assessor	394.48	511.33	(394.48)	116.85	511.33
13300	Taxes Receivable	52,543.25	3,676.47	(2,783.96)	892.51	53,435.76
13301	Allowance for Uncollectibles	(11,370.61)	0.00	0.00	0.00	(11,370.61)
14300	Prepaid Tax Expenses	0.00	2,538.42	0.00	2,538.42	2,538.42
21700	Deferred Tax Revenue	(41,172.64)	2,783.96	(3,676.47)	(892.51)	(42,065.15)
24000	Due to General Fund	(11,851.85)	11,897.27	(62.32)	11,834.95	(16.90)
39100	Fund Balance	(55,572.56)	0.00	0.00	0.00	(55,572.56)
Totals		<u>6,049.23</u>	<u>\$ 23,405.26</u>	<u>\$ (18,769.07)</u>	<u>\$ 4,636.19</u>	<u>\$ 10,685.42</u>

**STWA Capital Projects Fund
Balance Sheet
September 30, 2020**

ASSETS

Current Assets

TexSTAR - Construction Fund	\$	725,842.01	
Due from General Fund		9,815.84	
Total Current Assets			735,657.85

Property and Equipment

Total Property and Equipment			0.00
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Other Assets

Total Other Assets			0.00
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Total Assets	\$	735,657.85	
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LIABILITIES AND FUNDS EQUITY

Current Liabilities

Due to General Fund	\$	13,736.42	
Total Current Liabilities			13,736.42

Long-Term Liabilities

Total Long-Term Liabilities			0.00
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Total Liabilities			13,736.42
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Fund Balance

Fund Balance		856,552.85	
Net Income		(134,631.42)	
Total Fund Balance			721,921.43

Total Liabilities & Fund Balance	\$	735,657.85	
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STWA Capital Projects Fund
 GI Account Summary Report
 As of: September 30, 2020

<u>Account Number</u>	<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
11300	TexSTAR - Construction	818,821.98	\$ 89.15	\$ (93,069.12)	\$ (92,979.97)	\$ 725,842.01
12100	Due from General Fund	0.00	9,815.84	0.00	9,815.84	9,815.84
2400	Due to General Fund	(93,069.12)	93,069.12	(13,736.42)	79,332.70	(13,736.42)
39100	Fund Balance	(856,552.85)	0.00	0.00	0.00	(856,552.85)
Totals		<u>(130,799.99)</u>	<u>\$ 102,974.11</u>	<u>\$ (106,805.54)</u>	<u>\$ (3,831.43)</u>	<u>\$ (134,631.42)</u>

SOUTH TEXAS WATER AUTHORITY
Treasurer's Report
For Period Ending October 31, 2020

STWA Water Sales:

<u>Entity</u>	<u>Water Usage (1,000 g)</u>	<u>Cost of Water from City of Corpus Christi \$2.510093 per 1000 g</u>	<u>Handling Charge @ \$0.426386/1000g</u>	<u>Incremental Increase @ \$0.426386/1000g</u>	<u>Out of District Surcharge and Pass-Thru Credit</u>	<u>Total Due</u>
Kingsville	11,688	\$29,337.97	\$4,983.60	\$0.00	\$0.00	\$34,321.57
Bishop	10,079	\$25,299.23	\$4,297.54	\$0.00	\$0.00	\$29,596.77
Agua Dulce	2,090	\$5,245.07	\$890.97	\$0.00	\$0.00	\$6,136.04
RWSC	9,046	\$22,706.30	\$3,857.09	\$0.00	\$0.00	\$26,563.39
Driscoll	3,711	\$9,314.96	\$1,582.32	\$0.00	\$0.00	\$10,897.27
NCWCID #5	1,635	\$4,103.20	\$697.00	\$697.00	\$815.01	\$6,312.22
NWSC	16,273	\$40,845.51	\$6,938.37	\$0.00	\$0.00	\$47,783.88
TOTAL	54,521	\$136,852.23	\$23,246.90	\$697.00	\$815.01	\$161,611.14

Water Cost and Usage for Period of:

	09/30/20	to	10/31/20
City of Corpus Christi Invoice for Cost of Water Purchased:			\$137,553.07
Gallons of Water Recorded by City of Corpus Christi:			54,800,000
Gallons of Water Recorded by STWA from Customer's Master Meters:			54,520,780
Water Loss Percentage:			0.51%

Annual Usage for FY 2021

	Annual
Gallons of Water Recorded by City of Corpus Christi:	54,800,000
Gallons of Water Recorded by STWA from Customer's Master Meters:	54,520,780
Water Loss Percentage: (year to date)	0.51%

**REVENUE FUND
INCOME STATEMENT
FOR PERIOD ENDING OCTOBER 31, 2020**

8.33%

	MONTHLY	YEAR TO DATE	2021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
REVENUES						
Water Service Revenue	136,852	136,852	1,400,631	10%	140,131	1,414,144
Handling Charge Revenue	23,247	23,247	229,295	10%	23,383	238,579
Premium Incremental Increase	697	697	6,500	11%	4,318	23,200
Surcharge - Out of District	666	666	7,986	8%	649	9,660
Interest Income	475	475	22,000	2%	4,249	26,525
Other Revenue						
Operating & Maintenance Fees	1,040	1,040	0	0%	0	0
Miscellaneous Revenues	249	249	12,000	2%	1,264	46,000
TOTAL REVENUES	163,225	163,225	1,678,412	10%	173,994	1,758,108
EXPENDITURES						
Water Service Expenditures:						
Bulk Water Purchases	137,553	137,553	1,400,631	10%	126,360	1,414,144
Payroll Costs						
Salaries & Wages - Perm. Employees	27,006	27,006	342,332	8%	29,149	363,524
Salaries & Wages - Part-Time	24	24	1,736	1%	119	832
Overtime - NWSC	0	0	0	0%	0	0
Stand-by Pay - NWSC	0	0	0	0%	0	0
Overtime - RWSC	0	0	0	0%	0	0
Stand-by Pay - RWSC	0	0	0	0%	0	0
Overtime - STWA	1,237	1,237	23,500	5%	1,536	23,000
Stand-by Pay - STWA	100	100	1,300	8%	100	1,300
Employee Retirement Premiums	3,936	3,936	51,973	8%	3,230	60,815
Group Insurance Premium	11,350	11,350	176,907	6%	14,580	160,156
Unemployment Compensation	(17)	(17)	933	-2%	2	1,612
Workers' Compensation	13,164	13,164	6,654	198%	14,929	7,309
Car Allowance	500	500	6,000	8%	500	6,000
Hospital Insurance Tax	374	374	4,112	9%	314	4,379
Supplies & Materials						
Repairs & Maintenance	10,362	10,362	126,000	8%	9,366	127,500
Meter Expense	0	0	5,000	0%	0	9,250
Tank Repairs	0	0	38,000	0%	0	45,000
Major Repairs	0	0	25,000	0%	0	25,000
Other Operating Expenditures:						
Professional Fees						
Legal	1,272	1,272	30,000	4%	3,642	39,000
Auditing	500	500	9,475	5%	0	9,454
Engineering	0	0	12,500	0%	0	22,535
Management & Consulting	0	0	7,500	0%	0	7,500
Inspection	0	0	6,000	0%	0	2,000
Leak Detection	0	0	0	0%	0	0
Banquete Overhead Tank Demolition	0	0	35,000	0%	0	35,000
Consum Supplies/Materials						
Postage	2,164	2,164	7,500	29%	123	2,607
Printing/Office Supplies	4,915	4,915	30,000	16%	1,294	17,235
Janitorial/Site Maintenance	1,879	1,879	8,400	22%	544	6,000
Fuel/Lubricants/Repairs	2,296	2,296	30,000	8%	2,880	37,087
Chemicals/Water Samples	3,688	3,688	52,500	7%	2,813	45,500
Safety Equipment	0	0	1,500	0%	0	3,800
Small Tools	756	756	2,000	38%	185	2,000

	MONTHLY	YEAR TO DATE	2021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
Recurring Operating Costs						
Telephone/Communications	1,185	1,185	14,000	8%	1,336	15,555
Utilities	2,215	2,215	110,000	2%	3,304	95,000
D & O Liability Insurance	55	55	3,500	2%	1,318	3,250
Property Insurance	0	-	47,300	0%	43,973	43,975
General Liability	0	-	3,200	0%	1,830	1,850
Auto Insurance	0	-	2,450	0%	2,443	2,500
Travel/Training/Meetings	201	201	18,000	1%	624	5,500
Rental-Equipment/Uniforms	298	298	5,000	6%	149	5,250
Dues/Subscriptions/Publication	950	950	15,000	6%	575	15,000
Pass Through Cost	0	0	400	0%	0	100
Educational Materials	0	0	0	0%	0	0
Miscellaneous						
Miscellaneous Expenditures	267	267	7,500	4%	715	8,250
Total Administrative & Operations Exp.	268,973	228,230	2,668,803	9%	267,933	2,675,769
Capital Outlay						
Capital Acquisition	104,060	104,060	242,763	43%	54,035	254,340
Engineering	0	0	0	0%	1,730	8,610
TOTAL EXPENDITURES (w/o D.S. exp.)	332,290	332,290	2,911,566	11%	323,698	2,938,719
Excess (Deficiencies) of Revenue Over Expenditures	(169,065)	(169,065)	(1,233,154)	14%	(149,704)	(1,180,611)
OTHER FINANCE SOURCE (USES)						
Transfer to Other Funds						
Transfer from Tax Account	0	0	(1,523,651)	0%	0	(1,471,795)
Extra Ordinary Income						
Disposition of Assets (Surplus Sale)	0	0	(1,500)	0%	0	(1,500)
TOTAL OTHER FINANCING SOURCES (USES)	0	0	(1,525,151)	0%	0	(1,473,295)
EXCESS (DEFICIENCIES) OF REVENUES OVER OTHER SOURCES (USES)						
	(169,065)	(169,065)	291,997		(149,704)	292,684
NET INCOME	(169,065)	(169,065)	291,997		(149,704)	292,684

**TAX FUND
INCOME STATEMENT
FOR PERIOD ENDING OCTOBER 31, 2020**

8.33%

	MONTHLY	YEAR TO DATE	2,021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
REVENUES						
Ad-Valorem - Current	114,070	114,070	1,556,828	8%	115,080	1,491,975
Delinquent Tax Revenue	4,165	4,165	30,000	13%	4,571	31,575
Penalty & Interest - Tax Accounts	1,222	1,222	19,000	5%	1,516	23,535
Miscellaneous	0	8	0	100%	0	8
TOTAL TAXES & INTEREST	119,457	119,465	1,605,828	8%	121,167	1,547,093
EXPENDITURES						
Tax Collector Fees	45,895	45,895	55,106	92%	39,155	50,120
Appraisal Districts	0	0	27,071	0%	1,987	25,170
TOTAL EXPENDITURES	45,895	45,895	82,177	61%	41,142	75,290
Transfer to General Fund	0	0	1,523,651	0%	0	1,471,803
EXCESS REVENUES & OTHER FINANCING SOURCES OVER(UNDER) EXPENDITURES AND OTHER USES	73,562	73,562	0		80,025	0

**SPECIAL SERVICES
INCOME STATEMENT
FOR PERIOD ENDING OCTOBER 31, 2020**

8.33%

	MONTHLY	YEAR TO DATE	2021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
REVENUES						
Ricardo Water Supply Corporation	19,750	19,750	315,894	6%	24,630	310,782
Nueces Water Supply Corporation	24,801	24,801	310,725	7%	27,748	335,543
TOTAL REVENUES	44,551	44,551	626,619	7%	52,378	646,325
EXPENDITURES						
Personnel	21,176	21,176	332,983	7%	26,499	320,964
Overhead	19,567	19,567	293,636	7%	22,022	273,137
TOTAL EXPENDITURES	40,743	40,743	626,619	7%	48,521	594,101
 EXCESS REVENUES & OTHER FINANCING SOURCES OVER(UNDER) EXPENDITURES AND OTHER USES						
	3,808	3,808	0		3,857	52,224

South Texas Water Authority
Balance Sheet
October 31, 2020

ASSETS

Current Assets

STWA - General	\$	171,137.37
STWA - Payroll		20,155.58
STWA - Operations		8,853.88
Petty Cash		150.00
TexPool - STWA General		2,964,720.65
Due From Capital Projects Fund		32,861.61
Due from Debt Service Fund		86.28
Due from D.S. -Collect Service		7,892.35
Tax Accounts Receivable		190,036.39
Allowance for Uncollect Taxes		(88,575.35)
Service accts receivable		235,589.80
Interlocal Rec-Bishop		823.49
Interlocal Rec-Driscoll		1,040.19
Interlocal Rec-Ricardo		6,554.30
Interlocal Rec-Nueces		9,137.05
Interlocal Rec. - Tax Assessor		47,840.74
Notes Receivable - Current		37,056.72
Prepaid Expenses		25,845.13
Inventory		19,660.50
Notes Receivable-Not Current		85,095.81

Total Assets \$ 3,775,962.49

LIABILITIES AND FUNDS EQUITY

Current Liabilities

Trade Accounts Payable	\$	271,169.22
Salaries & Wages Payable		7,012.64
Hospital Ins Tax Payable		(3.15)
Withholding Taxes Payable		231.79
Unemployment Comp. Pbl.		317.16
Miscellaneous Payables		2,902.18
Compensated Absences		17,875.87
Deferred tax revenue		101,461.04
Due to Debt Service Fund		305.57
Due to Capital Projects Fund		9,815.84

Total Liabilities 411,088.16

Fund Equity

Unassigned Fund Balance	3,436,908.48
Assigned Fund Bal. - Inventory	19,660.50
Current Earning	(91,694.65)

Total Fund Equity 3,364,874.33

Total Liabilities & Fund Equity \$ 3,775,962.49

South Texas Water Authority
GI Account Summary Report
As of: October 31, 2020

<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
Current Assets					
STWA - General	205,807.41	\$ 277,835.68	\$ (312,505.72)	\$ (34,670.04)	\$ 171,137.37
STWA - Payroll	59,060.34	17.00	(38,921.76)	(38,904.76)	20,155.58
STWA - Operations	59,695.14	20.21	(50,861.47)	(50,841.26)	8,853.88
Petty Cash	150.00	0.00	0.00	0.00	150.00
TexPool - STWA General	2,890,919.09	73,801.56	0.00	73,801.56	2,964,720.65
Due From Capital Projects Fund	13,736.42	19,125.19	0.00	19,125.19	32,861.61
Due from Debt Service Fund	62.32	23.96	0.00	23.96	86.28
Due from D.S. -Collect Service	(45.42)	7,937.77	0.00	7,937.77	7,892.35
Tax Accounts Receivable	190,036.39	0.00	0.00	0.00	190,036.39
Allowance for Uncollect Taxes	(88,575.35)	0.00	0.00	0.00	(88,575.35)
Service accts receivable	299,502.14	196,449.04	(260,361.38)	(63,912.34)	235,589.80
Interlocal Rec-Bishop	1,206.34	62.01	(444.86)	(382.85)	823.49
Interlocal Rec-Driscoll	1,013.00	1,040.19	(1,013.00)	27.19	1,040.19
Interlocal Rec-Ricardo	8,354.33	3,745.42	(5,545.45)	(1,800.03)	6,554.30
Interlocal Rec-Nueces	10,428.91	7,909.49	(9,201.35)	(1,291.86)	9,137.05
Interlocal Rec. - Tax Assessor	1,764.36	47,840.55	(1,764.17)	46,076.38	47,840.74
Notes Receivable - Current	37,056.72	0.00	0.00	0.00	37,056.72
Prepaid Expenses	26,390.10	25,845.13	(26,390.10)	(544.97)	25,845.13
Prepaid Per Parcel fees	10,553.02	0.00	(10,553.02)	(10,553.02)	0.00
Inventory	19,660.50	0.00	0.00	0.00	19,660.50
Notes Receivable-Not Current	85,095.81	0.00	0.00	0.00	85,095.81
Total Assets	3,831,871.57	661,653.20	(717,562.28)	(55,909.08)	3,775,962.49
Current Liabilities					
Trade Accounts Payable	(230,814.47)	307,687.08	(348,041.83)	(40,354.75)	(271,169.22)
Salaries & Wages Payable	(12,361.60)	17,710.56	(12,361.60)	5,348.96	(7,012.64)
Hospital Ins Tax Payable	(21.20)	1,535.79	(1,511.44)	24.35	3.15
Withholding Taxes Payable	(265.45)	5,322.70	(5,289.04)	33.66	(231.79)
Emply Retire Prem Payable	(125.50)	14,342.28	(14,216.78)	125.50	0.00
Unemployment Comp. Pbl.	(428.79)	113.29	(1.66)	111.63	(317.16)
Miscellaneous Payables	(1,976.74)	9,712.04	(10,637.48)	(925.44)	(2,902.18)
Compensated Absences	(17,875.87)	0.00	0.00	0.00	(17,875.87)
Deferred tax revenue	(101,461.04)	0.00	0.00	0.00	(101,461.04)
Due to Debt Service Fund	(156.09)	0.00	(149.48)	(149.48)	(305.57)
Due to Capital Projects Fund	(9,815.84)	0.00	0.00	0.00	(9,815.84)
Total Liabilities	(375,302.59)	356,423.74	(392,209.31)	(35,785.57)	(411,088.16)
Fund Equity					
Unassigned Fund Balance	(3,436,908.48)	0.00	0.00	0.00	(3,436,908.48)
Assigned Fund Bal. - Inventory	(19,660.50)	0.00	0.00	0.00	(19,660.50)
Total Fund Equity	(3,456,568.98)	0.00	0.00	0.00	(3,456,568.98)
Totals	0.00	\$ 1,018,076.94	\$ (1,109,771.59)	\$ (91,694.65)	\$ (91,694.65)

**DEBT SERVICE FUND
INCOME STATEMENT
FOR PERIOD ENDING OCTOBER 31, 2020**

8.33%

	MONTHLY	YEAR TO DATE	2021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
REVENUES						
Ad-Valorem - Current	25,624	25,624	366,898	7%	27,691	359,300
Delinquent Tax Revenue	1,061	1,061	9,500	12%	1,265	8,680
Penalty & Interest - Tax Accounts	307	307	5,500	6%	335	5,050
Out-of-District Surcharge	149	149	1,772	8%	156	1,950
Interest on Temporary Investments	8	8	4,250	0%	114	1,850
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	0%	<u>0</u>	<u>1</u>
TOTAL TAXES & INTEREST	27,148	27,148	387,920	7%	29,561	376,831
OTHER FINANCING SOURCES						
Excess Bond Proceeds	<u>0</u>	<u>0</u>	<u>0</u>	0%	<u>0</u>	<u>0</u>
TOTAL OTHER FINANCE SOURCES	0	0	0		0	0
TOTAL REVENUE AND OTHER FINANCE SOURCES	27,148	27,148	387,920	7%	29,561	376,831
EXPENDITURES						
Fiscal Agent Fees	0	0	200	0%	0	200
Bond Interest Expense	0	0	113,250	0%	0	117,850
Bond Principal Payments	0	0	235,000	0%	0	230,000
Tax Collector Fees	10,476	10,476	12,371	87%	9,418	12,056
Appraisal District Fees	0	0	6,077	0%	478	6,054
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	0%	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	10,476	10,476	366,898	3%	9,896	366,160
EXCESS REVENUES OVER(UNDER) EXPENDITURES AND OTHER USES	16,672	16,672	21,022		19,665	10,671

**STWA Debt Service Fund
Balance Sheet
October 31, 2020**

ASSETS

Current Assets

Debt Service Acct. - TexPool	\$ 79,836.34
Due from General	305.57
Interlocal Rec.-Tax Assessors	10,766.92
Taxes Receivable	53,435.76
Allowance for Uncollectibles	(11,370.61)

Total Current Assets 132,973.98

Other Assets

Total Other Assets 0.00

Total Assets \$ 132,973.98

LIABILITIES AND FUNDS EQUITY

Current Liabilities

Deferred Tax Revenue	\$ 42,065.15
Due to General Fund	7,978.63

Total Current Liabilities 50,043.78

Long-Term Liabilities

Total Long-Term Liabilities 0.00

Total Liabilities 50,043.78

Funds Equity

Fund Balance	66,257.98
Net Income	16,672.22

Total Funds Equity 82,930.20

Total Liabilities & Funds Equity \$ 132,973.98

STWA Debt Service Fund
 Gl Account Summary Report
 As of: October 31, 2020

<u>Account Number</u>	<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
10400	Debt Service Acct. - TexPool	63,069.04	\$ 16,767.30	\$ 0.00	\$ 16,767.30	\$ 79,836.34
12200	Due from General	156.09	149.48	0.00	149.48	305.57
13001	Interlocal Rec.-Tax Assessor	511.33	10,766.92	(511.33)	10,255.59	10,766.92
13300	Taxes Receivable	53,435.76	0.00	0.00	0.00	53,435.76
13301	Allowance for Uncollectibles	(11,370.61)	0.00	0.00	0.00	(11,370.61)
14300	Prepaid Tax Expenses	2,538.42	0.00	(2,538.42)	(2,538.42)	0.00
21700	Deferred Tax Revenue	(42,065.15)	0.00	0.00	0.00	(42,065.15)
24000	Due to General Fund	(16.90)	0.00	(7,961.73)	(7,961.73)	(7,978.63)
39100	Fund Balance	(66,257.98)	0.00	0.00	0.00	(66,257.98)
Totals		0.00	\$ 27,683.70	\$ (11,011.48)	\$ 16,672.22	\$ 16,672.22

**CAPITAL PROJECTS FUND
INCOME STATEMENT
FOR PERIOD ENDING OCTOBER 31, 2020**

100.00%

	MONTHLY	YEAR TO DATE	2021 ADOPTED BUDGET	% OF 2021 ADOPTED BUDGET	2020 YEAR TO DATE	2020 FINAL BUDGET
REVENUES						
Bond Proceeds	0	0	0	0%	0	758
Interest Income	71	71	7,850	1%	1,428	7,775
Other Income	0	0	0	0%	0	10,000
TOTAL REVENUE AND OTHER FINANCE SOURCES	71	71	7,850	0%	1,428	18,533
 EXPENDITURES						
Right of Way Acquisition	0	0	0	0%	0	0
Engineering Fees	0	0	0	0%	0	0
Construction Costs	0	0	305,000	0%	0	305,000
42" Line-Cathodic Protection	19,125	19,125	150,000	13%	6,749	150,000
Pipeline Condition Assessment	0	0	0	0%	0	0
Legal & Administrative Fees	0	0	0	0%	0	0
Cost of Bond Issuance	0	0	0	0%	0	0
Miscellaneous Fees	<u>0</u>	<u>0</u>	<u>10,000</u>	0%	<u>0</u>	<u>10,000</u>
TOTAL EXPENDITURES	19,125	19,125	465,000	4%	6,749	465,000
 EXCESS REVENUES OVER(UNDER) EXPENDITURES AND OTHER USES						
	(19,054)	(19,054)	(457,150)		(5,321)	(446,467)

**STWA Capital Projects Fund
Balance Sheet
October 31, 2020**

ASSETS

Current Assets

TexSTAR - Construction Fund	\$	725,912.91	
Due from General Fund		9,815.84	
Total Current Assets			735,728.75

Property and Equipment

Total Property and Equipment			0.00
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Other Assets

Total Other Assets			0.00
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Total Assets	\$	735,728.75	
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LIABILITIES AND FUNDS EQUITY

Current Liabilities

Due to General Fund	\$	32,861.61	
Total Current Liabilities			32,861.61

Long-Term Liabilities

Total Long-Term Liabilities			0.00
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Total Liabilities			32,861.61
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Fund Balance

Fund Balance		721,921.43	
Net Income		(19,054.29)	

Total Fund Balance			702,867.14
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Total Liabilities & Fund Balance	\$	735,728.75	
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STWA Capital Projects Fund
 GI Account Summary Report
 As of: October 31, 2020

<u>Account Number</u>	<u>Account Description</u>	<u>Beginning Balance</u>	<u>Debit Change</u>	<u>Credit Change</u>	<u>Net Change</u>	<u>Ending Balance</u>
11300	TexSTAR - Construction	725,842.01	\$ 70.90	\$ 0.00	\$ 70.90	\$ 725,912.91
12100	Due from General Fund	9,815.84	0.00	0.00	0.00	9,815.84
2400	Due to General Fund	(13,736.42)	0.00	(19,125.19)	(19,125.19)	(32,861.61)
39100	Fund Balance	(721,921.43)	0.00	0.00	0.00	(721,921.43)
Totals		0.00	\$ 70.90	\$ (19,125.19)	\$ (19,054.29)	\$ (19,054.29)

**CATHODIC PROTECTION
FY2020**

	Payroll	Materials	Total
October 2019	\$5,959.01	\$790.25	\$6,749.26 Due from Capital Projects Fund
November 2019	\$9,935.44	\$118.30	\$10,053.74 Due from Capital Projects Fund
December 2019	\$9,657.00	\$103.20	\$9,760.20 Due from Capital Projects Fund
January 2020	\$13,424.99	\$1,052.02	\$14,477.01 Due from Capital Projects Fund
February 2020	\$9,981.41	\$492.70	\$10,474.11 Due from Capital Projects Fund
March 2020	\$10,006.21	\$960.03	\$10,966.24 Due from Capital Projects Fund
April 2020	\$10,068.94	\$35,218.75	\$45,287.69 Due from Capital Projects Fund
May 2020	\$8,077.75	\$124.65	\$8,202.40 Due from Capital Projects Fund
June 2020	\$4,561.10	\$1,175.66	\$5,736.76 Due from Capital Projects Fund
July 2020	\$6,933.76	\$873.30	\$7,807.06 Due from Capital Projects Fund
August 2020	\$4,594.88	\$0.00	\$4,594.88 Due from Capital Projects Fund
September 2020	<u>\$4,460.55</u>	<u>\$9,275.87</u>	<u>\$13,736.42</u> Due from Capital Projects Fund
Totals	\$97,661.03	\$50,184.73	\$147,845.76

**CATHODIC PROTECTION
FY2021**

	Payroll	Materials	Total
October 2020	\$10,239.29	\$8,885.90	\$19,125.19 Due from Capital Projects Fund
November 2020	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
December 2020	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
January 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
February 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
March 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
April 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
May 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
June 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
July 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
August 2021	\$0.00	\$0.00	\$0.00 Due from Capital Projects Fund
September 2021	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u> Due from Capital Projects Fund
Totals	\$10,239.29	\$8,885.90	\$19,125.19

**CATHODIC PROTECTION
MATERIALS**

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	10/1/18	Beginning Balance			
52101	Repairs & Maint-42" line	10/15/18	FERGUSON ENTERPRISES, INC #61 - MASTIC	277.50		
52101	Repairs & Maint-42" line	10/19/18	W. W. Grainger, Inc. - AIR CHISEL SCALER, MULTIMETER	730.26		
52101	Repairs & Maint-42" line	10/23/18	CITIBANK CORPORATE CARD - Wire dispenser, wire, electrode, Cu-Sulfate	441.35		
52101	Repairs & Maint-42" line	10/23/18	W. W. Grainger, Inc. - chisel	11.07		
52101	Repairs & Maint-42" line	10/26/18	CITIBANK CORPORATE CARD - Harbor Freight Tools CP	46.38		
52101	Repairs & Maint-42" line	10/26/18	CORPUS CHRISTI ELECT. CO - Splice kit, wire, tape etc.	407.55		
52101	Repairs & Maint-42" line		Current Period Change	1,914.11		1,914.11
		10/31/18	Ending Balance			1,914.11

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	11/1/18	Beginning Balance			
52101	Repairs & Maint-42" line	11/5/18	CORPUS CHRISTI ELECT. CO - Fuse- CP Rectifiers	152.20		
52101	Repairs & Maint-42" line	11/6/18	CITIBANK CORPORATE CARD - CP Supplies- Tools and Accessories	370.02		
52101	Repairs & Maint-42" line	11/7/18	W. W. Grainger, Inc. - Canvas Cover	164.69		
52101	Repairs & Maint-42" line	11/8/18	McCOY'S BUILDING SUPPLY CENTER - CP Supplies	15.48		
52101	Repairs & Maint-42" line	11/9/18	LOWE'S BUSINESS ACCOUNT - shoval, tarp straps, ratchet bag, ladder	272.54		
52101	Repairs & Maint-42" line	11/16/18	LOWE'S BUSINESS ACCOUNT - Test leads	15.19		
52101	Repairs & Maint-42" line	11/19/18	McCOY'S BUILDING SUPPLY CENTER - Fogger and screws-	18.32		
52101	Repairs & Maint-42" line	11/28/18	LOWE'S BUSINESS ACCOUNT - Cord Storage and Plastic Clamps CP	9.85		
	Thompson Pipe Grinders	11/16/18		1,083.60		
	Corrpro Companies	11/26/18		466.98		
	Repairs & Maint-42" line		Current Period Change	2,568.87		2,568.87
		11/30/18	Ending Balance			4,482.98

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	12/1/18	Beginning Balance			
52101	Repairs & Maint-42" line	12/6/18	LOWE'S BUSINESS ACCOUNT - CP - Tools	50.27		
52101	Repairs & Maint-42" line	12/10/18	O'REILLY AUTO SUPPLY - Filter Wrench -CP use	11.99		
52101	Repairs & Maint-42" line	12/21/18	O'REILLY AUTO SUPPLY - track hoe items	47.99		
52101	Repairs & Maint-42" line	12/27/18	LOWE'S BUSINESS ACCOUNT - CP TOOLS	20.87		
52101	Repairs & Maint-42" line		Current Period Change	131.12		131.12
		12/31/18	Ending Balance			4,614.10

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	1/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	1/2/19	CITIBANK CORPORATE CARD - Kubota L3901 Tractor with loader Rental	525.00		
52101	Repairs & Maint-42" line	1/11/19	Petty Cash - CP - CC Electronics - clips	31.00		
52101	Repairs & Maint-42" line	1/15/19	LOWE'S BUSINESS ACCOUNT - CP washer bolts Nuts, and tool box	74.97		
52101	Repairs & Maint-42" line	1/21/19	O'REILLY AUTO SUPPLY - Adapter- CP	14.99		
52101	Repairs & Maint-42" line	1/21/19	LOWE'S BUSINESS ACCOUNT - TOOL BAGS MATERIALS	95.03		
52101	Repairs & Maint-42" line	1/23/19	PRAXAIR DISTRIBUTION INC - Welder's helmet	239.95		
52101	Repairs & Maint-42" line	1/24/19	CITIBANK CORPORATE CARD - tools- bolts, gang blank cover	62.55		
52101	Repairs & Maint-42" line	1/28/19	O'REILLY AUTO SUPPLY - Battery charger	35.98		
52101	Repairs & Maint-42" line		Current Period Change	1,079.47		1,079.47
		1/31/19	Ending Balance			5,693.57

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
		2/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	2/1/19	CORPUS CHRISTI ELECT. CO - cathodic wire	351.00		
52101	Repairs & Maint-42" line	2/11/19	McCOY'S BUILDING SUPPLY CENTER - Masonry cement type S, marking spray	20.03		
52101	Repairs & Maint-42" line	2/26/19	McCOY'S BUILDING SUPPLY CENTER - winged wire nuts	10.56		
52101	Repairs & Maint-42" line		Current Period Change	381.59		381.59
		2/28/19	Ending Balance			6,075.16
Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	3/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	3/1/19	CORRPRO COMPANIES, INC. - Test Stations Actual pipe with Electrical	422.11		
52101	Repairs & Maint-42" line	3/5/19	McCOY'S BUILDING SUPPLY CENTER - CP Sand	19.65		
52101	Repairs & Maint-42" line	3/5/19	McCOY'S BUILDING SUPPLY CENTER - Cement CP	28.49		
52101	Repairs & Maint-42" line	3/8/19	CORPUS CHRISTI ELECT. CO - Splice kit	215.00		
52101	Repairs & Maint-42" line	3/12/19	TRACTOR SUPPLY CREDIT PLAN - Flux Coat Bronze-Brazing Rod not for welding but for t	16.99		
52101	Repairs & Maint-42" line	3/18/19	McCOY'S BUILDING SUPPLY CENTER - CP Test Stations, Treated pine	54.20		
52101	Repairs & Maint-42" line	3/19/19	LOWE'S BUSINESS ACCOUNT - Wire connectors- CP Test Stations	17.82		
52101	Repairs & Maint-42" line	3/19/19	W. W. Grainger, Inc. - silicone sealant	4.08		
52101	Repairs & Maint-42" line	3/19/19	W. W. Grainger, Inc. - Color reflector 3" (50)	86.50		
52101	Repairs & Maint-42" line	3/20/19	McCOY'S BUILDING SUPPLY CENTER - screws/bolts ? CP	8.67		
52101	Repairs & Maint-42" line	3/20/19	CORPUS CHRISTI ELECT. CO - CP Test Stations- straps / bolts	124.98		
52101	Repairs & Maint-42" line	3/28/19	LOWE'S BUSINESS ACCOUNT - test stations self tap screws and lumber	91.09		
52101	Repairs & Maint-42" line	3/29/19	CORRPRO COMPANIES, INC. - Cott Big Fink - Test Stations Actual piping for the Test Stat	1,148.86		
52101	Repairs & Maint-42" line		Current Period Change			2,238.44
		3/31/19	Ending Balance			8,313.60
Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	4/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	4/8/19	W. W. Grainger, Inc. - Color reflectors for Test Stations	69.20		
52101	Repairs & Maint-42" line	4/9/19	PRAXAIR DISTRIBUTION INC - Welding Rods CP-50pounds	170.00		
52101	Repairs & Maint-42" line	4/9/19	CORPUS CHRISTI ELECT. CO - Test Stations materials	98.85		
52101	Repairs & Maint-42" line	4/30/19	THOMPSON PIPE GROUP-PRESSURE - Bonding clips (200)	1,023.47		
11900	Corpro Companies	4/16/19	CORRPRO COMPANIES, INC. - 500 Anodes	42,625.00		
52101	Repairs & Maint-42" line		Current Period Change			43,986.52
		4/30/19	Ending Balance			52,300.12
Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	5/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	5/1/19	LOWE'S BUSINESS ACCOUNT - cement and hex bolts	17.75		
52101	Repairs & Maint-42" line	5/3/19	TRACTOR SUPPLY CREDIT PLAN - Brazing Rod	16.99		
52101	Repairs & Maint-42" line	5/17/19	CITIBANK CORPORATE CARD - 2 55# Rapid Set Mortar	32.80		
52101	Repairs & Maint-42" line	5/17/19	CORPUS CHRISTI ELECT. CO - #10 Stranded blue wire (500 ft)	97.50		
52101	Repairs & Maint-42" line	5/31/19	CITIBANK CORPORATE CARD - Concrete mix, electric tape	87.24		
52101	Repairs & Maint-42" line		Current Period Change	252.28		252.28
		5/31/19	Ending Balance			52,552.40

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	6/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	6/4/19	CITIBANK CORPORATE CARD - dealer electric- splice kits	38.00		
52101	Repairs & Maint-42" line	6/10/19	CORPUS CHRISTI ELECT. CO - Wire connectors	247.40		
52101	Repairs & Maint-42" line	6/12/19	W. W. Grainger, Inc. - Reflective strips	5.58		
52101	Repairs & Maint-42" line	6/14/19	CITIBANK CORPORATE CARD - Rapid set concrete mix	25.60		
52101	Repairs & Maint-42" line	6/18/19	McCOY'S BUILDING SUPPLY CENTER - Rustpre Spray Black	5.16		
52101	Repairs & Maint-42" line	6/25/19	LOWE'S BUSINESS ACCOUNT - Test Stations	21.21		
52101	Repairs & Maint-42" line	6/27/19	McCOY'S BUILDING SUPPLY CENTER - Screws for test stations	17.34		
52101	Repairs & Maint-42" line		Current Period Change	360.29		360.29
		6/30/19	Ending Balance			52,912.69

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	7/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	7/8/19	McCOY'S BUILDING SUPPLY CENTER - Black enamel paint for ARV	34.12		
52101	Repairs & Maint-42" line	7/15/19	CORPUS CHRISTI ELECT. CO - nylon wire 500 foot roll	92.50		
52101	Repairs & Maint-42" line	7/19/19	CITIBANK CORPORATE CARD - Home Depot- Wire connectors	18.84		
52101	Repairs & Maint-42" line	7/26/19	HOSE of SOUTH TEXAS - Wormgear clamps for ARV openings	86.38		
52101	Repairs & Maint-42" line	7/29/19	CITIBANK CORPORATE CARD - 3 - 60lbs bags Rapid Set Concrete Mix	38.40		
52101	Repairs & Maint-42" line		Current Period Change	270.24		270.24
		7/31/19	Ending Balance			53,182.93

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	8/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	8/13/19	McCOY'S BUILDING SUPPLY CENTER - Flat washers, hex nuts	18.31		
52101	Repairs & Maint-42" line	8/30/19	CITIBANK CORPORATE CARD - Rapid set concrete mix & screws	45.16		
52101	Repairs & Maint-42" line		Current Period Change	63.47		63.47
		8/31/19	Ending Balance			53,246.40

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	9/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	9/3/19	CORRPRO COMPANIES, INC. - Test station	710.00		
52101	Repairs & Maint-42" line	9/3/19	CORRPRO COMPANIES, INC. - Added 5 more	160.00		
52101	Repairs & Maint-42" line	9/5/19	CORPUS CHRISTI ELECT. CO - 100 sure splice kits	215.00		
52101	Repairs & Maint-42" line	9/6/19	CITIBANK CORPORATE CARD - water proof wire connectors	18.84		
52101	Repairs & Maint-42" line		Current Period Change	1,103.84		1,103.84
		9/30/19	Ending Balance			54,350.24

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	10/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	10/23/19	McCOY'S BUILDING SUPPLY CENTER - Treated Pine- CP Posts for test stations	37.31		
52101	Repairs & Maint-42" line	10/23/19	CORPUS CHRISTI ELECT. CO - Split Bolts (20) Brass Wire connector for test stations	30.16		
52101	Repairs & Maint-42" line	10/30/19	W. W. Grainger, Inc. - Erosion Control Blanket- 42" line	722.78		
52101	Repairs & Maint-42" line		Current Period Change	790.25		790.25
		10/30/19	Ending Balance			55,140.49

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	11/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	11/11/19	TRACTOR SUPPLY CREDIT PLAN - Brazing Rod- CP	16.99		
52101	Repairs & Maint-42" line	11/12/19	TRACTOR SUPPLY CREDIT PLAN - Brazing rods-CP	15.99		
52101	Repairs & Maint-42" line	11/15/19	McCOY'S BUILDING SUPPLY CENTER - Safety Yellow Paint	34.12		
52101	Repairs & Maint-42" line	11/25/19	CITIBANK CORPORATE CARD - Rapid set cement-CP	51.20		
52101	Repairs & Maint-42" line		Current Period Change	118.3		118.3
			Ending Balance			55258.79

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	12/1/19	Beginning Balance			
52101	Repairs & Maint-42" line	12/10/19	CITIBANK CORPORATE CARD - home depot Concrete mix-	28.25		
52101	Repairs & Maint-42" line	12/18/19	W. W. Grainger, Inc. - Test Stations- Color reflector	42.80		
52101	Repairs & Maint-42" line	12/23/19	LOWE'S BUSINESS ACCOUNT - Treated lumberCP Stations	32.15		
52101	Repairs & Maint-42" line		Current Period Change	103.20		103.20
			Ending Balance			55,361.99

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	1/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	1/6/20	LOWE'S BUSINESS ACCOUNT - Wire twist, conn yellow	2.93		
52101	Repairs & Maint-42" line	1/6/20	CITIBANK CORPORATE CARD - RAPID SET CONCRETE MIX	38.40		
52101	Repairs & Maint-42" line	1/13/20	CITIBANK CORPORATE CARD - RAPID SET CONCRETE MIX	38.40		
52101	Repairs & Maint-42" line	1/16/20	THOMPSON PIPE GROUP-PRESSURE - Bonding clips 200	800.00		
52101	Repairs & Maint-42" line	1/20/20	TRACTOR SUPPLY CREDIT PLAN - Brazin Rods for Anodes	31.98		
52101	Repairs & Maint-42" line	1/21/20	CITIBANK CORPORATE CARD - Home Depot-Rapid set cement	128.00		
52101	Repairs & Maint-42" line	1/22/20	LOWE'S BUSINESS ACCOUNT - self drill screws	12.31		
52101	Repairs & Maint-42" line		Current Period Change	1,052.02		1,052.02
			Ending Balance			56,414.01

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	2/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	2/7/20	CITIBANK CORPORATE CARD - Rapid Cement, seft tapping screws	142.76		
52101	Repairs & Maint-42" line	2/11/20	CORPUS CHRISTI ELECT. CO - clip connector and straps for test stations	349.94		
52101	Repairs & Maint-42" line		Current Period Change	492.70		492.70
			Ending Balance			56,906.71

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	3/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	3/4/20	Pace Analytical Services, LLC - Soil Test on 42	82.00		
52101	Repairs & Maint-42" line	3/4/20	CORPUS CHRISTI ELECT. CO - Sure splice kit w/ wire nuts	430.00		
52101	Repairs & Maint-42" line	3/11/20	Core & Main - 1 gal Bitumastic-3	156.00		
52101	Repairs & Maint-42" line	3/17/20	CORPUS CHRISTI ELECT. CO - THHn10 BluSol- Wires for Bonding clips	92.50		
52101	Repairs & Maint-42" line	3/18/20	PRAXAIR DISTRIBUTION INC - Acetylene	67.25		
52101	Repairs & Maint-42" line	3/26/20	LOWE'S BUSINESS ACCOUNT - 4x4x8 treated and Quickcrete	132.28		
52101	Repairs & Maint-42" line		Current Period Change	960.03		960.03
			Ending Balance			57,866.74

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	4/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	4/1/20	TRACTOR SUPPLY CREDIT PLAN - Brazing rods	16.99		
52101	Repairs & Maint-42" line	4/1/20	TRACTOR SUPPLY CREDIT PLAN - Alum Electro	19.99		
52101	Repairs & Maint-42" line	4/14/20	CITIBANK CORPORATE CARD - Stuart Steel Protection - anodes CP project	34,350.00		
52101	Repairs & Maint-42" line	4/23/20	TRACTOR SUPPLY CREDIT PLAN - BRAZING ROD-BONDING CLIPS	15.99		
52101	Repairs & Maint-42" line	4/30/20	THOMPSON PIPE GROUP-PRESSURE - Bonding clips	815.78		
52101	Repairs & Maint-42" line		Current Period Change	35,218.75		35,218.75
		4/30/20	Ending Balance			93,085.49

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	5/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	5/7/20	LOWE'S BUSINESS ACCOUNT - reflector screws	9.49		
52101	Repairs & Maint-42" line	5/14/20	TRACTOR SUPPLY CREDIT PLAN - Brazing rods	31.98		
52101	Repairs & Maint-42" line	5/20/20	CITIBANK CORPORATE CARD - Rapid set concrete	76.80		
52101	Repairs & Maint-42" line	5/26/20	TRACTOR SUPPLY CREDIT PLAN - Cut off wheel metal	6.38		
52101	Repairs & Maint-42" line		Current Period Change	124.65		124.65
		5/31/20	Ending Balance			93,210.14

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	6/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	6/1/20	THOMPSON PIPE GROUP-PRESSURE - Bonding clips	498.00		
52101	Repairs & Maint-42" line	6/2/20	CITIBANK CARD- MUELLER CO, 3"X10' REFLECTOR METAL	188.50		
52101	Repairs & Maint-42" line	6/23/20	PRAXAIR DISTRIBUTION INC - WELDING RODS	166.00		
52101	Repairs & Maint-42" line	6/26/20	CORPUS CHRISTI ELECT. CO - CATHODIC WIRE	253.50		
52101	Repairs & Maint-42" line	6/26/20	CORPUS CHRISTI ELECT. CO - FAST ACTING FUSE	69.66		
52101	Repairs & Maint-42" line		Current Period Change	1,175.66		1,175.66
		6/30/20	Ending Balance			94,385.80

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	7/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	7/6/20	THOMPSON PIPE GROUP-PRESSURE - Bonding clips Was in dispute due to shipping fee J:	862.42		
52101	Repairs & Maint-42" line	7/29/20	McCOY'S BUILDING SUPPLY CENTER - nuts & bolts (CP)	10.88		
52101	Repairs & Maint-42" line		Current Period Change	873.30		873.30
		7/31/20	Ending Balance			95,259.10

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
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No materials purchased in August 2020

95,259.10

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	9/1/20	Beginning Balance			
52101	Repairs & Maint-42" line	9/1/20	TRACTOR SUPPLY CREDIT PLAN - Gas Mount Air Compressor W/ service plan-Theft repla	2,489.98		
52101	Repairs & Maint-42" line	9/1/20	LOWE'S BUSINESS ACCOUNT - Replacement tools for Trailer and air Compressor=Theft rep	131.25		
52101	Repairs & Maint-42" line	9/1/20	TRACTOR SUPPLY CREDIT PLAN - Tools replaced after Theft- Grease Gun	33.97		
52101	Repairs & Maint-42" line	9/4/20	PRAXAIR DISTRIBUTION INC - WELDER THEFT REPLACEMENTS	5,507.85		
52101	Repairs & Maint-42" line	9/10/20	TRACTOR SUPPLY CREDIT PLAN - TOOL BOX- THEFT REPLACEMENT	366.97		
52101	Repairs & Maint-42" line	9/10/20	LOWE'S BUSINESS ACCOUNT - CP TOOL REPLACEMENT	136.67		
52101	Repairs & Maint-42" line	9/11/20	McCOY'S BUILDING SUPPLY CENTER - 13" Ratchet tiedown	14.75		
52101	Repairs & Maint-42" line	9/11/20	McCOY'S BUILDING SUPPLY CENTER - Flat bar steel	21.22		
52101	Repairs & Maint-42" line	9/11/20	McCOY'S BUILDING SUPPLY CENTER - REPLACE THEFT EQUIPMENT- MATERIAL- S	44.19		
52101	Repairs & Maint-42" line	9/14/20	CORPUS CHRISTI ELECT. CO - 200 Northstar sure splice kits w/ wric nut	430.00		
52101	Repairs & Maint-42" line	9/25/20	PRAXAIR DISTRIBUTION INC - Torch cylinders	99.02		
52101	Repairs & Maint-42" line		Current Period Change	9,275.87		9,275.87
		9/30/20	Ending Balance			104,534.97

Filter Criteria includes: 1) IDs: 52101. Report order is by ID. Report is print

Account ID	Account Description	Date	Trans Description	Debit Amt	Credit Amt	Balance
52101	Repairs & Maint-42" line	10/1/20	Beginning Balance			104,534.97
52101	Repairs & Maint-42" line	10/10/20	EXIQUIO VILLARREAL WELDING INC - Construct and weld ladders for test stations. (Bond	6,050.00		
52101	Repairs & Maint-42" line	10/14/20	Hydromax - Anode Bond repair-North of Cr 14	2,575.00		
52101	Repairs & Maint-42" line	10/16/20	TRACTOR SUPPLY CREDIT PLAN - CP Inventory	13.98		
52101	Repairs & Maint-42" line	10/19/20	CITIBANK CORPORATE CARD - CP Inventory	137.42		
52101	Repairs & Maint-42" line	10/19/20	CORPUS CHRISTI ELECT. CO - Wire for test stations	109.50		
52101	Repairs & Maint-42" line		Current Period Change	8,885.90		8,885.90
		10/31/20	Ending Balance			113,420.87

**SOUTH TEXAS WATER AUTHORITY
2012 BOND ELECTION**

Cost of Bond Issuance:	\$107,386.40	
Proposition #1: REGIONAL WATERLINE	\$1,900,000.00	36.54%
Proposition #2: KINGSVILLE PUMP STATION	\$2,925,000.00	56.25%
Proposition #3: BISHOP FACILITY	<u>\$375,000.00</u>	<u>7.21%</u>
TOTAL BOND PROCEEDS:	\$5,307,386.40	100.00%

Cost of Bond Issuance		
Financial Advisory Fee (First Southwest)	\$30,385.00	
Computer Structure Fee (for bidding securities)	\$6,000.00	
Bond Counsel - Leroy Grawunder (MP&H)	\$39,000.00	
Attorney General - State Fees and Review	\$5,110.00	
Standard & Poor's - Rating Agency	\$11,000.00	
Paying Agent - Bank processing bonds/paid semi annually	\$200.00	
Document Preparation/Printing	\$5,000.00	
Miscellaneous	\$1,973.90	
Accrued Interest - use to make first Debt Payment	<u>\$8,717.50</u>	
TOTAL Cost of Bond Issuance	\$107,386.40	

Proposition #1: REGIONAL WATERLINE

36.54%

	Engineer Estimate	Contract Amount	Amount Expended	Amount Remaining
TOTAL PROPOSITION #1:	\$1,900,000.00			\$1,900,000.00
Engineering: HDR		\$209,300.00	\$209,300.00	\$1,690,700.00
Construction: Lewis Construction		\$1,035,100.00	\$1,035,100.00	
Change Order #1		\$4,320.85	\$0.00	
Change Order #2		\$30,815.17	\$30,815.17	
Change Order #3		-\$5,100.00	-\$5,100.00	
Change Order #4		\$13,954.16	\$13,954.16	
		<u>\$1,079,090.18</u>	<u>\$1,074,769.33</u>	
ROW Acquisition:		<u>\$57,436.31</u>	<u>\$57,436.31</u>	
		\$1,136,526.49	\$1,132,205.64	
Verizon Wireless - Prepay			\$4,688.46	
Verizon Wireless - Additional amount due			\$911.04	
J. V. Oilfield			\$3,528.80	
			<u>\$1,141,333.94</u>	\$549,366.06
HDR Pipeline Condition Assessment		\$105,900.00	\$100,605.00	\$448,761.06
HDR LAS Booster -Driscoll		\$71,100.00	\$31,998.00	\$416,763.06
LAS Booster - Construction		\$369,000.00	\$369,000.00	
Change Order #1		\$45,586.84	\$45,586.84	
Change Order #2		\$1,705.00	\$1,705.00	
Change Order #3		<u>\$10,650.00</u>	<u>\$10,650.00</u>	
		\$426,941.84	\$426,941.84	-\$10,178.78
Rock Engineering			\$1,051.00	
Rock Engineering			\$201.00	
Rock Engineering			<u>\$2,026.00</u>	
			\$3,278.00	-\$13,456.78
Non-Construction Related Costs:		<u>\$22,650.42</u>	<u>\$20,031.42</u>	
TOTAL Proposition #1	\$1,900,000.00	\$1,763,118.75	\$1,933,488.20	-\$33,488.20

Proposition #2: KINGSVILLE PUMP STATION

56.25%

	Engineer Estimate	Contract Amount	Amount Expended	Amount Remaining
TOTAL PROPOSITION #2	\$2,925,000.00			
Construction Related Costs:	\$2,242,000.00			\$2,242,000.00
PreLoad - 1 million gallon ground storage tank		\$1,319,700.00		
Change Order #1		-\$4,802.06		
Change Order - Liquidated Damages		<u>-\$66,295.39</u>		
Ground Storage Tank - PreLoad		\$1,248,602.55 *	\$1,206,897.95	
Final - Payment #8 - Liquidated damages			\$41,704.60	
			\$1,248,602.55	
Mission Automated - additional work on mixing system (not a subcontractor of PreLoad)			\$1,750.00	
Rock Engineering - Soil samples			<u>\$1,521.50</u>	
			\$1,251,874.05	
Liquidated Damages				
Liquidated Damages - HDR Eng.		\$48,000.00		
Mission Automated		\$11,854.14		
Reimburse STWA-water/employee overtime		<u>\$6,441.25</u>		
Total Liquidated Damages		\$66,295.39		
Total Construction cost of Ground Storage Tank			\$1,318,169.44	\$923,830.56
ACP - New Kingsville Pumps		\$295,000.00	\$295,000.00	
Change Order #1		\$12,310.75	\$12,310.75	
Odessa Pumps		<u>\$20,162.00</u>	<u>\$20,162.00</u>	
		\$327,472.75	\$327,472.75	\$596,357.81
D & H United Fueling Solutions - Generator		\$123,586.38	\$123,586.39	
				\$472,771.42
Engineering Costs:	\$560,500.00			\$560,500.00
HDR Engineering - GST*		\$234,800.00	\$234,800.00	
HDR Engineering - Kingsville Pumps		\$91,600.00	\$91,600.00	
LNV - Generator		\$30,000.00	<u>\$30,000.00</u>	
			\$356,400.00	\$204,100.00
Non-Construction Related Costs:	\$122,500.00	\$0.00	\$30,836.54	\$91,663.46
TOTAL Proposition #2	\$2,925,000.00		\$2,086,898.23	\$768,534.88

Proposition #3: BISHOP FACILITY

7.21%

	Engineer Estimate	Contract Amount	Amount Expended	Amount Remaining
Construction Related Costs:	\$277,100.00			\$277,100.00
Mercer - Bishop West Pumps		\$109,900.00	\$109,900.00	
Change Order: Change Order #1 - Paint Building		\$3,996.50	\$3,996.50	
Change to WYE		\$3,700.00	\$3,700.00	
		\$117,596.50	\$117,596.50	\$159,503.50
Engineering Costs:	\$69,300.00			
LNV Engineering		\$52,200.00	\$52,200.00	\$17,100.00
Non-Construction Related Costs:	\$28,600.00		\$3,952.55	\$24,647.45
				\$201,250.95

TOTAL	\$936,297.63
INTEREST EARNINGS	\$73,463.82
MISCELLANEOUS INCOME	\$9,816.00
BALANCE	\$21,049,577.45
CATHODIC PROTECTION	\$316,709.69
REMAINING BOND FUNDS	\$702,867.76

INV DATE	VENDOR	INV #	DESCRIPTION	STATUS	AMOUNT
10/6/2020	Time Clock Plus	554505	Employee remote time clock	paid	\$3,609.00
10/14/2020	DXP Enterprises	51690874	New Driscoll pump	paid	\$5,990.35
10/19/2020	NewGen Strategies	10384	Review City of CC budget	paid	\$1,500.00
10/30/2020	Willatt & Flickinger		October legal	paid	\$1,272.00
11/1/2020	TML-IRP		Auto, Gen. Liab., E & O	paid	\$8,916.04
11/2/2020	Pittsburg Tank & Tower Maint. Co.	17780	Tank painting/cleaning-Central	paid	\$35,794.00
11/5/2020	City of Corpus Christi		October water usage	paid	\$137,553.07
11/6/2020	Force Flow	36860	Dual chlorine scales	paid	\$3,055.42
11/10/2020	U. S. Underwater	S206270	ROV inspection of Dris. Tank	paid	\$1,575.00
11/16/2020	Kevin Kieschnick-NC Tax Assessor	303	FY2021 per parcel fees	paid	\$18,238.77
11/25/2020	John Womack & Co., P. C.	14240	FY2020 Audit	pending	\$8,425.00
11/30/2020	Willatt & Flickinger		November legal	pending	\$1,174.70
12/1/2020	Kleberg County Appraisal District		1st Qtrly payment - FY2021	pending	\$5,179.40
12/1/2020	TML-IRP		Property & Windstorm	pending	<u>\$41,365.80</u>
					\$273,648.55

80291-3377
 325 223-9104
 timeclockplus.com

Time Clock Plus

Invoice	Customer	Invoice Date
554505	314477	10/06/2020

BILL TO

South Texas Water Authority
 Carola Serrato (361) 592-9323
 11 E Sage Rd
 Kingsville, TX 78363

SHIP TO

South Texas Water Authority
 Carola Serrato (361) 592-9323
 111 E Sage Rd
 Kingsville, TX 78363

Rep	Entry	Method of Shipment	Method of Payment	P.O. Number
DMCCAMEY	CCRABTREE	N/A	Purchase Order Net30	13598

Stock No.	Ordered	Shipped	Description	Unit Cost	Total
			Annual TCP Cloud Software: (\$2,784.00)		
3002-201	1		Professional Plan	0.00	0.00
3002-231	16		Professional Employee License	150.00	2,400.00
3002-5401	16		Mobile	12.00	192.00
3002-5501	16		Job Costing	12.00	192.00
			Implementation/ Set up: (One Time) (\$825.00)		
3004-306	5		Implementation Services (Per Hour)	165.00	825.00

POSTED

PO # 13598
 11/10/2020
 # 5571
 # 3609.00



Subtotal: 3,609.00
 S & H: 0.00
 Total: 3,609.00



DXP Enterprises, Inc.
 4637 Baldwin Blvd.
 Corpus Christi, TX 78408
 361.882.8297
 Fax 361.888.5160

New Remit
To Address:
 DXP Enterprises, Inc.
 PO Box 840511
 Dallas, TX 75284-0511

INVOICE

INVOICE	
51690874	
Invoice Date	Page
10/14/20	1 of 1
ORDER NUMBER	
11434929	

Bill To:

SOUTH TEXAS WATER AUTHORITY
 2302 E. SAGE RD
 KINGSVILLE, TX 78363
 US

Ship To:

SOUTH TEXAS WATER AUTHORITY
 2302 E. SAGE RD
 KINGSVILLE, TX 78363
 US

586?
 11/5/20

Customer ID: 473886

PO Number	Term Description	Net Due Date	Disc Due Date	Discount Amount
13496	Net 30	11/13/20	11/13/20	0.00

Order Date	Pick Ticket No	Primary Salesrep Name	Taker
09/08/20	13183881	Lance Moore	JPSMITH

Quantities					Item ID	Pricing UOM	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disp.	Item Description	Unit Size		

Carrier: SALESMAN DELIVERY

Tracking #: Nigel 10/13/20

1.000	1.000	0.000	EA		(001) GLW AC 2000	EA	5,407.6900	5,407.69
				1.0	3X2.5-13/MODEL 100 BARE PUMP	1.0000		

Total Lines: 1

SUB-TOTAL: 5,407.69
Total tax for invoice: ~~494.20~~
PACKAGING/HANDLING/DELIVERY, IN: 582.66
AMOUNT DUE: 6,484.55
 USD

PO # 13496
 11/25/2020
 5573
 \$5990.35

5990³⁵



275 W. Campbell Road, Suite 440
 Richardson, TX 75080
 Tel: 972-680-2000 Fax: 972-680-2007

Invoice

Ms. Carola Serrato
 South Texas Water Authority
 2302 E Sage Road
 Kingsville, TX 78363

Invoice Date: Oct 19, 2020
 Invoice Num: 10384
 Billing Through: Oct 15, 2020

STWA Corpus Christi FY 2021 Rates & Models Review TX-ER2067 (STWA Corpus Christi FY 2021 Rates/Models Review.) -

Managed by (Ekrut, Christopher)

Contract Amount: \$1,500.00	Amount Billed: \$1,500.00	Amount Remaining: \$0.00
------------------------------------	----------------------------------	---------------------------------

Professional Services

<u>Employee</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Christopher D. Ekrut	Professional Fees	7.50	\$290.00	\$2,175.00
Megan Kirkland	Professional Fees	8.25	\$145.00	\$1,196.25
Total Service Amount:				\$3,371.25
Write-Off Applied:				(\$371.25)
Total Invoice Amount:				\$3,000.00
Amount Due STWA:				\$1,500.00

Account Summary

Total Invoice Amount ÷ 2

Services BTD	Expenses BTD	Last Inv Num	Last Inv Date	Last Inv Amt	Last Pay Amt	Prev Unpaid Amt
\$3,000.00	\$0.00	-	-	\$0.00	\$0.00	\$0.00

This invoice is due on 11/18/2020

11/25/2020
 5576
 \$1500.00

POSTED

Electronic Copy

Total Invoice Amount Divided Equally between Nueces County Water Control Improvement District No 4 and South Texas Water Authority

Economics

Strategy

Stakeholders

Sustainability

www.newgenstrategies.net

WILLATT & FLICKINGER, PLLC
ATTORNEYS AT LAW

12912 HILL COUNTRY BLVD., SUITE F-232 • AUSTIN, TEXAS 78738 • (512) 476-6604 • FAX (512) 469-9148

October 30, 2020

Ms. Carola Serrato
Executive Director
South Texas Water Authority
2302 E. Sage Road
Kingsville, Texas 78363

FOR PROFESSIONAL SERVICES RENDERED since the date of last billing: 11/25/2020

GENERAL

5579
\$ 1272.00

BILL FLICKINGER

- 10/01/20 Telephone conference with Carola Serrato on recent meeting with City of Bishop on easement. (0.2 Hours).
- 10/03/20 Continue revising Bishop easement and email redline draft of same to Carola Serrato for review. (0.5 Hours).
- 10/07/20 Review emails on City of Corpus Christi rate model and related questions. Email to Carola Serrato on same. (0.2 Hours).
- 10/12/20 Emails with Carola Serrato on changes to Bishop easement and revise Bishop easement accordingly. (0.3 Hours).
- 10/13/20 Receive and review emails between Carola Serrato and Lisa Aguilar on status of amendment to Corpus Christi Wholesale Water Contract. (0.2 Hours).
- 10/24/20 Continue drafting payment plan letter for City of Driscoll and email rough draft of same to Carola Serrato for review. (0.7 Hours).
- 10/26/20 Emails with Carola Serrato on draft payment plan for the City of Driscoll. Revisions to that payment plan letter. (0.9 Hours). Telephone conference with Carola Serrato on same. (0.2 Hours).
- 10/28/20 Telephone conference with Carola Serrato on status of Bishop easement and on security cameras. (0.2 Hours). Email to Carola Serrato on proposed revisions to Bishop easement with revised redline draft of same. (0.3 Hours).

Attorney BF: 3.7 Hours

POSTED

October 30, 2020

Page 2

ALLISON NIX

10/20/20 Draft annual letter to auditor. (0.4 Hours).

Legal Assistant AN: 0.4 Hours

Attorney BF: 3.7 Hours @ \$325.00 per hour	\$1,202.50
Attorney MM: 0 Hours @ \$325.00 per hour	
Legal Assistant AN: 0.4 Hours @ \$115.00 per hour	\$46.00

CLIENT EXPENSES

30 Photocopies @ \$0.20 each \$6.00

35 Color Photocopies @ \$0.50 each \$17.50

Total Client Expenses \$23.50

TOTAL AMOUNT DUE \$1,272.00

BILLING STATEMENT
Questions? Please contact Carol Platt at
cplatt@tmlirp.org or extension 2415

Texas Municipal League
Intergovernmental Risk Pool
1821 Rutherford Lane, First Floor
Austin, Texas 78754
(512) 491-2300 • (800) 537-6655

South Texas Water Authority
Attn: Jo Ella Wagner
2302 E Sage Rd
Kingsville, Texas 78363

Statement Date 11/01/2020
Due Date **DUE UPON RECEIPT**
Contract Number 9187

New Charges Detail

10/01/2020	Errors & Omissions Liability	→ \$1,370.00
10/01/2020	Auto Physical Damage	\$3,152.00
10/01/2020	General Liability	→ \$1,867.00
10/01/2020	Automobile Liability	→ \$2,709.00
Subtotal - Contribution Installment		\$9,098.00

Subtotal - Contribution Changes \$0.00

10/01/2020	Pre-Payment Discount - Errors and Omissions Liability	(\$27.40)
10/01/2020	Pre-Payment Discount - Automobile Liability	(\$54.18)
10/01/2020	Pre-Payment Discount - Auto Physical Damage	(\$63.04)
10/01/2020	Pre-Payment Discount - General Liability	(\$37.34)
Subtotal - Other Charges / (Credits)		(\$181.96)

Grand Total - New Charges / (Credits) \$8,916.04

Account Recap

Balance from Previous Statement:	\$13,754.30
Total Payments Received:	\$0.00
Total New Charges / (Credits):	\$8,916.04
Balance:	\$22,670.34

Jo Ella Wagner
11/25/2020
5577
8916.04

RETURN THIS PORTION WITH YOUR PAYMENT

09187000022670340000000000000000000000000000000002267034

South Texas Water Authority
Jo Ella Wagner
2302 E Sage Rd
Kingsville, Texas 78363

TML Intergovernmental Risk Pool
PO Box 388
San Antonio, TX 78292-0388

INVOICE

Pittsburg Tank & Tower Maint. Co.

1 Watertank Place
PO Box 1849
Henderson, KY 42419
Voice: 270-869-9400
Fax: 270-215-5719

Invoice Number: 17780
Invoice Date: Nov. 2, 2020
Page: 1

Bill To:

SOUTH TEXAS WATER AUTHORITY
P. O. BOX 1701
KINGSVILLE, TX 78364

Job Location:

SOUTH TEXAS WATER AUTHORITY
PAINT
(1) 32,000 GAL BOLTED GST
KINGSVILLE, TX 78364

Customer ID
SOUTTEXA
Job ID
220166

Customer PO
SIGNED PROPOSAL
Shipping Method
None

Payment Terms
Net 30 Due
Ship Date Due Date
 12-02-20

Description

Amount

Exterior Recoating: Pressure wash the exterior of the tank and support structure using an anti-fungal biodegradable solution and hand tool clean as necessary. Then apply one spot prime coat of metal primer and one complete finish coat of acrylic.

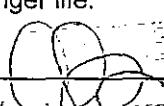
9,927.00

Interior Recoating: Sandblast, SSPC-SP10 (near white) all rusted and abraded interior areas and brush blast, SSPC-SP7, all remaining interior areas. All areas sandblasted to a #10 as well as all weld seams will receive one (1) spot coat of epoxy primer and an epoxy system will then be applied to the entire tank to achieve 8 to 10 mils of total dry film thickness. Total mileage includes a combination of the existing and new coating.

14,974.00

CIM: Clean the interior seams, then as needed apply a high solids CIM 1000 Trowel grade rubberized coating to all horizontal and vertical seams on the tank interior shell, floor and around the circumference of the shell-to-floor connection. This coating allows up to 350% elongation due to contraction and expansion caused by thermal shifts as well as filling and draining of the tank. All seams will be dry prior to application for proper adhesion. CIM is a flexible coating that also responds to potential leaks. This product is applied thicker than most coatings at up to 30 mils resulting in longer life.

10,893.00


11/3/2020
5570
\$35,794.00

Amount Billed \$35,794.00
Total Tax .00
Retainage Held .00
TOTAL \$35,794.00

Visa, Mastercard and American Express are accepted.
Payments made by credit card may be subject to a processing fee of 3%.
Interest may be applied to payments not received in accordance to payment terms.



**CITY OF
CORPUS
CHRISTI**

Monthly Statement of Utility Services
City of Corpus Christi
P.O. Box 9257 • Corpus Christi, TX 78469-9257
(361) 826-CITY • www.cctexas.com

Account Name: SOUTH TX WATER AUTH
Account Number: 20004093
Statement Date: 11/5/2020
Due Date: 11/27/2020
Page: Page 1 of 2

SERVICE INFORMATION

Account Name: SOUTH TX WATER AUTH
Account Number: 20004093
Service Address: 0 END DR WTR5 RAW
Account Type: PA
Invoice Number: 4124713

QUESTIONS ABOUT YOUR BILL?

Customer Call Center
Monday - Friday:
7:00am - 6:00pm
(361) 826-CITY(2489)
WWW.CCTEXAS.COM

IMPORTANT MESSAGES

Wastewater Winter Quarter Averaging is coming!

Your Wastewater Winter Quarter Average is calculated based on residential water usage during three consecutive billing cycles from December 2020 to March 2021. Once an average is determined, wastewater charges will be the same every month for a year until a new average is calculated. Billing for winter quarter averaging will appear on residential utility bills by June 2021.

For more information, see your Wastewater Winter Quarter Averaging insert or visit cctexas.com/winteraveraging.

Small Business Utility Assistance Grant

If your business is suffering due to the COVID-19 pandemic, you may be eligible for a \$500 credit on your utility bill. Go to www.uritechamber.com/small-business-grant to apply.

ACCOUNT SUMMARY

PREVIOUS BALANCE	\$142,295.47
TOTAL PAID SINCE LAST BILL	-\$142,295.47
NEW CHARGES	
*WATER	\$80,999.47
RWCA \$1.032/TGAL	\$56,553.60
TOTAL WATER	\$137,553.07
NEW CHARGES DUE BY 11/27/2020:	\$137,553.07
AMOUNT DUE	\$137,553.07

PLEASE ALLOW 5 BUSINESS DAYS BEFORE DUE DATE TO ENSURE PROPER CREDIT.

*A portion of your water charges are used to pay for stormwater management and infrastructure maintenance, which help prevent flooding and keep pollution from getting into our creeks, bays, estuaries, and ocean.

RECEIVED

NOV 12 2020

SOUTH TEXAS WATER AUTHORITY

KEEP TOP PORTION FOR YOUR RECORDS AND RETURN BOTTOM STUB WITH YOUR PAYMENT.



**CITY OF
CORPUS
CHRISTI**

P.O. Box 9257 • Corpus Christi, TX 78469-9257
(361) 826-CITY • www.cctexas.com

Service Address: 0 END DR WTR5 RAW
Cycle-Route #: 01-60

Account Number	Due Date	Amount Due
20004093	11/27/2020	\$137,553.07

AMOUNT ENCLOSED \$

MAKE CHECKS PAYABLE TO: CITY OF CORPUS CHRISTI

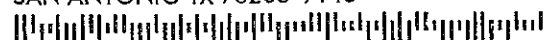
Working to Serve YOU Better.

BATCH1
6420



SOUTH TX WATER AUTH
2302 E SAGE RD
KINGSVILLE TX 78363-3328

CITY OF CORPUS CHRISTI
PO BOX 659880
SAN ANTONIO TX 78265-9143



200040930137553073



Monthly Statement of Utility Services
 City of Corpus Christi
 P.O. Box 8257 • Corpus Christi, TX 78466-8257
 (361) 826-CITY • www.cctexas.com

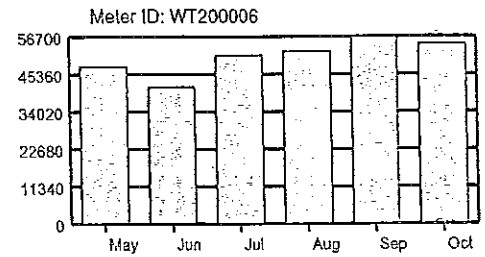
Account Name: SOUTH TX WATER AUTH
 Account Number: 20004093
 Statement Date: 11/5/2020
 Due Date: 11/27/2020
 Page: Page 2 of 2

METER INFORMATION

SERVICE PERIOD: 9/30/2020 - 10/31/2020 32 days

Meter ID	Service Type	Current Read	Previous Read	Consumption 10/31/2020
WT200006	WA	5566300	5511500	54800

CONSUMPTION HISTORY



Moving or Discontinuing your Services?
 To stop or change utility services, please call Customer Call Center
 (361) 826-CITY (3433)

PLEASE HELP US TO SERVE YOU BETTER

- DO NOT SEND CASH
- Sign your check or money order
- Write account number on your check
- Enclose your stub with your check
- No Staples, No Paper Clips
- Thank you for your assistance

OPTIONS AVAILABLE TO PAY YOUR BILL

- Mail payment along with stub in return envelope provided.
- Bank Draft available via Dynamic Portal at www.cctexas.com.
- Online Payment - Register via Dynamic Portal at www.cctexas.com available 24/7.
- By phone 24/7 with a credit or debit card at 361-355-0751.

AUTHORIZED PAY STATIONS

All local HEB locations
 Please allow 2 business days before due date to ensure proper credit

2430 STANWELL DR
CONCORD, CA 94520 USA
925-686-6700 . Fax 925-686-6713
www.forceflowscales.com . 1-800-893-6723

INVOICE: 36860
DATE: 11/06/20
TERMS: NET 30 DAYS
CUST NO: SOUTEX

INVOICE TO:

SOUTH TEXAS WATER AUTHORITY
2302 E. SAGE RD.
E-MAIL INVOICES
KINGSVILLE, TX 78364
USA

SHIPPED TO:

SOUTH TEXAS WATER AUTHORITY
111 SAGE ROAD
ATTN: DONNY CANTU
KINGSVILLE, TX 78363
USA

POSTED

Customer No. SOUTEX	Ship via: UPS	F.O.B. ORIGIN	Shipped on: 11/06/20
Purchase Order No: 13650	Type: ENDU	Packing List No: 81623	

Item Number	Item Description	Qty	Unit Price	Extended Price
GR400	400# SOLO G2 1-CARBOY, 1 IND (w/4-20mA) S/N: FF61877	1 EA @	3005.00	\$ 3,005.00
SHIP	SHIPPING & HANDLING	1 @	50.42	\$ 50.42

PO # 13650
11/25/2020
5574
\$ 3055.42

COMMENTS:

Nontaxable Subtotal	\$ 3,055.42
Taxable Subtotal	0.00
Tax	0.00
TOTAL AMT.	\$ 3,055.42

FORCE FLOW COLLECTS CA (7.25%) OR FL (6%) BASE RATE ONLY
SALES TAX. LOCAL OR DISTRICT TAX IS CUSTOMER'S RESPONSIBILITY.

Customer: SOUTEX
Phone: 361/592-9323
Fax: 361/592-5965
Email: mailto:jwagner@stwa.or

INVOICE: 36860
DATE: 11/06/20
TERMS: NET 30 DAYS
CUST NO: SOUTEX



U.S. Underwater
 PO Box 2168
 Mansfield, TX 76063

CONSOR company

RECEIVED

NOV 10 2020

Invoice
 SOUTH TEXAS WATER AUTHORITY

October 30, 2020

Invoice No: S206270TX.00 - 1

South Texas Water Authority
 PO Box 1701
 Kingsville, TX 78364

USU Project: S206270TX.00 South Texas Water Authority: Inspection
 PO #13604

Billing Items	Amount	Previous Amount Billed	Current Amount Billed
ROV Inspection - 150K GST Driscoll	1,350.00	0.00	1,350.00
Mob/Demob	225.00	0.00	225.00
Total Fee	1,575.00	0.00	1,575.00
Total Amount Invoiced			1,575.00
Invoice Total			<u>1,575.00</u>

Billings to Date	Current	Prior	Total	Payment Received
	1,575.00	0.00	1,575.00	0.00

PO # 13604
 11/25/2020
 5578
 \$ 1575.00

POSTED

Payment options

Mail payment to:
 U.S. Underwater
 15310 Park Row
 Houston, TX 77084

or

ACH payment to:
 CONSOR Engineers, LLC dba U.S. Underwater
 ABA Routing #: 071006486 CIBC BANK
 Bank Account #: 2764563



Kevin Kieschnick

Nueces County Tax Assessor-Collector
901 Leopard St. Suite 301
Corpus Christi, TX 78401

Invoice

Date	Invoice #
11/16/2020	303

Bill To
South Texas Water District C/O Jo Ella Wagner 2302 E Sage RD Kingsville, TX 78363

RECEIVED
NOV 20 2020
SOUTH TEXAS WATER AUTHORITY

Item	Description	Quantity	Rate	Terms
				Due on receipt
				Amount
2020 Collection Fee	Ad Valorem Tax Collection Fee October 2020	23,449	1.3361	31,330.21
Credit	2019 Credit		-13,091.44	-13,091.44
 11/25/2020 5575 18238.77				

Please Make Checks Payable To:
NUECES COUNTY TAX ASSESSOR-COLLECTOR

Total	\$18,238.77
--------------	-------------

John Womack & Co, P.C.
205 South 10th Street
Kingsville, TX 78363
Phone (361) 592-2671

RECEIVED

DEC 03 2020

SOUTH TEXAS WATER AUTHORITY

South Texas Water Authority
2302 East Sage Road
Kingsville, TX 78363

Invoice#: 14240
Date: 11/25/2020

Billing for financial audit services for the year ended September 30, 2020

\$8,425.00

PLEASE DETACH HERE AND RETURN WITH PAYMENT

Date: 11/25/2020

Invoice#: 14240

South Texas Water Authority

John Womack & Co, P.C.

205 South 10th Street
Kingsville, TX 78363
Phone (361) 592-2671

Balance Due: \$8,425.00

Amount Enclosed:

WILLATT & FLICKINGER, PLLC
ATTORNEYS AT LAW

12912 HILL COUNTRY BLVD., SUITE F-232 • AUSTIN, TEXAS 78738 • (512) 476-6604 • FAX (512) 469-9148

November 30, 2020

Ms. Carola Serrato
Executive Director
South Texas Water Authority
2302 E. Sage Road
Kingsville, Texas 78363

FOR PROFESSIONAL SERVICES RENDERED since the date of last billing:

GENERAL

BILL FLICKINGER

- 11/04/20 Telephone conference with Carola Serrato on Bishop easement. (0.2 Hours).
- 11/05/20 Telephone conference with Carola Serrato on Bishop easement. (0.2 Hours).
Make revisions to Bishop easement and email revised redline draft of same to Carola Serrato. (0.3 Hours).
- 11/09/20 Continue review of draft of Amended Treated Water Contract with Corpus Christi. (1.0 Hours).
- 11/10/20 Continue review of draft amendment to Corpus Christi contract. (0.5 Hours).
- 11/13/20 Telephone conference with Carola Serrato on Management Selection Committee and possible special Board meeting. (0.2 Hours).
- 11/17/20 Telephone conference with Carola Serrato on draft Corpus Christi contract. (0.7 Hours).
- 11/20/20 Telephone conference with Carola Serrato on status of hiring new employee. (0.2 Hours).
- 11/25/20 Telephone conference with Carola Serrato on next board meeting. (0.2 Hours).

Attorney BF: 3.5 Hours

November 30, 2020

Page 2

ALLISON NIX

11/03/20 Receive and review email from the Texas Comptroller regarding annual filing of
Eminent Domain Report. (0.2 Hours).

Legal Assistant AN: 0.2 Hours

Attorney BF: 3.5 Hours @ \$325.00 per hour	\$1,137.50
Attorney MM: 0 Hours @ \$325.00 per hour	
Legal Assistant AN: 0.2 Hours @ \$115.00 per hour	\$23.00

CLIENT EXPENSES

41 Photocopies @ \$0.20 each \$8.20

12 Color Photocopies @ \$0.50 each \$6.00

Total Client Expenses \$14.20

TOTAL AMOUNT DUE \$1,174.70

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: December 1, 2020
SUBJECT: 2021 Appraisal District Payment Information

The first payment from your taxing unit toward the 2021 Appraisal District Operating Budget is due to be paid by December 31, 2020. Thank you for your attention to this matter.

POSTED

Original 1st Qtr Amount Due:	\$	5,696.04
2019 Operating Budget Credit	\$	516.64
Amount due if paid by 12/31/2020:	\$	<u>5,179.40</u>
Amount due if paid after 12/31/2020:	\$	5,481.53

\$	5,179.40	
+ \$	258.97	(5% Penalty)
+ \$	43.16	(10% Interest /Mo)
\$	<u>5,481.53</u>	

ANTICIPATED (BUDGETED) vs. ACTUAL WATER RATE CHARGED

	ANTICIPATED (BUDGETED) CHARGES			ACTUAL CHARGES			Difference: Actual vs. Budgeted
	Handling Charge	CC Cost	Total	Handling Charge	CC Cost	Total	
Oct-20	\$0.426386	\$2.5121	\$2.9385	\$0.426386	\$2.510093	\$2.936479	-\$0.0020
Nov-20	\$0.426386	\$2.5134	\$2.9398	\$0.426386		\$0.426386	-\$2.5134
Dec-20	\$0.426386	\$2.5136	\$2.9400	\$0.426386		\$0.426386	-\$2.5136
Jan-21	\$0.426386	\$2.6248	\$3.0512	\$0.426386		\$0.426386	-\$2.6248
Feb-21	\$0.426386	\$2.6270	\$3.0533	\$0.426386		\$0.426386	-\$2.6270
Mar-21	\$0.426386	\$2.6253	\$3.0517	\$0.426386		\$0.426386	-\$2.6253
Apr-21	\$0.426386	\$2.6246	\$3.0510	\$0.426386		\$0.426386	-\$2.6246
May-21	\$0.426386	\$2.6232	\$3.0496	\$0.426386		\$0.426386	-\$2.6232
Jun-21	\$0.426386	\$2.6238	\$3.0502	\$0.426386		\$0.426386	-\$2.6238
Jul-21	\$0.426386	\$2.6211	\$3.0475	\$0.426386		\$0.426386	-\$2.6211
Aug-21	\$0.426386	\$2.6205	\$3.0469	\$0.426386		\$0.426386	-\$2.6205
Sep-21	\$0.426386	\$2.6232	\$3.0495	\$0.426386		\$0.426386	-\$2.6232
Avg Cost	\$0.426386	\$2.5960	\$3.0224	\$0.426386	\$2.510093	\$2.936479	-\$0.0860

ANTICIPATED (BUDGETED) vs. ACTUAL WATER USAGE

All Customers	Budgeted			Actual			Difference		
	Budgeted	Actual	Difference	NWSC	Budgeted	Actual	Difference		
Oct-20	44,236,291	54,520,780	16,387,489	10,284,489	Oct-20	13,409,136	16,272,510	2,863,374	
Nov-20	41,032,658	0			Nov-20	11,938,724	0		
Dec-20	40,492,505	0			Dec-20	11,858,380	0		
Jan-21	42,347,242	0			Jan-21	12,731,444	0		
Feb-21	37,836,908	0			Feb-21	11,286,148	0		
Mar-21	41,225,693	0			Mar-21	12,087,707	0		
Apr-21	42,950,747	0			Apr-21	12,566,915	0		
May-21	46,657,824	0			May-21	14,220,525	0		
Jun-21	45,007,481	0			Jun-21	13,875,887	0		
Jul-21	53,446,792	0			Jul-21	16,689,681	0		
Aug-21	55,820,320	0			Aug-21	16,858,313	0		
Sep-21	46,709,248	0			Sep-21	14,238,446	0		
TOTAL	537,763,708	54,520,780	16,387,489	TOTAL	161,761,306	16,272,510	2,863,374		

Kingsville	Budgeted			Actual			Difference		
	Budgeted	Actual	Difference	RWSC	Budgeted	Actual	Difference		
Oct-20	10,997,712	11,688,000	690,288		Oct-20	8,399,400	9,046,000	646,600	
Nov-20	10,997,712	0			Nov-20	7,425,200	0		
Dec-20	10,997,712	0			Dec-20	7,360,600	0		
Jan-21	10,997,712	0			Jan-21	7,556,200	0		
Feb-21	10,997,712	0			Feb-21	6,294,000	0		
Mar-21	10,997,712	0			Mar-21	7,591,600	0		
Apr-21	10,997,712	0			Apr-21	8,177,600	0		
May-21	10,997,712	0			May-21	8,927,600	0		
Jun-21	10,997,712	0			Jun-21	8,240,000	0		
Jul-21	10,997,712	0			Jul-21	10,438,400	0		
Aug-21	10,997,712	0			Aug-21	11,457,200	0		
Sep-21	10,997,712	0			Sep-21	9,424,800	0		
TOTAL	131,972,546	11,688,000	690,288	TOTAL	101,292,600	9,046,000	646,600		

Bishop	Budgeted	Actual	Difference
Oct-20	3,976,000	10,079,000	6,103,000
Nov-20	3,715,000	0	
Dec-20	3,289,200	0	
Jan-21	3,684,200	0	
Feb-21	2,578,200	0	
Mar-21	3,347,267	0	
Apr-21	3,511,822	0	
May-21	4,082,000	0	
Jun-21	3,568,200	0	
Jul-21	5,725,400	0	
Aug-21	6,963,800	0	
Sep-21	3,308,200	0	
TOTAL	47,749,289	10,079,000	6,103,000

Banquete	Budgeted	Actual	Difference
Oct-20	2,050,176	1,634,680	-415,496
Nov-20	1,972,674	0	
Dec-20	1,987,012	0	
Jan-21	2,034,876	0	
Feb-21	1,879,532	0	
Mar-21	1,901,436	0	
Apr-21	1,998,254	0	
May-21	2,096,482	0	
Jun-21	1,997,954	0	
Jul-21	2,351,988	0	
Aug-21	2,482,388	0	
Sep-21	2,073,826	0	
TOTAL	24,826,598	1,634,680	-415,496

Driscoll	Budgeted	Actual	Difference
Oct-20	3,271,571	3,711,000	439,429
Nov-20	3,126,325	0	
Dec-20	3,053,569	0	
Jan-21	3,399,680	0	
Feb-21	3,065,060	0	
Mar-21	3,394,360	0	
Apr-21	3,518,440	0	
May-21	3,834,880	0	
Jun-21	3,771,200	0	
Jul-21	4,532,200	0	
Aug-21	4,448,313	0	
Sep-21	4,373,140	0	
TOTAL	43,788,739	3,711,000	439,429

Agua Dulce	Budgeted	Actual	Difference
Oct-20	2,132,296	2,089,590	-42,706
Nov-20	1,857,022	0	
Dec-20	1,946,032	0	
Jan-21	1,943,130	0	
Feb-21	1,736,256	0	
Mar-21	1,905,611	0	
Apr-21	2,180,004	0	
May-21	2,498,624	0	
Jun-21	2,556,528	0	
Jul-21	2,711,410	0	
Aug-21	2,612,594	0	
Sep-21	2,293,124	0	
TOTAL	26,372,631	2,089,590	-42,706

Kingsville Bell Chart Values

	Target Volume	Actual Volume	Difference
Oct-20	12,523,440	11,688,000	-835,440
Nov-20	7,389,359	0	
Dec-20	5,905,073	0	
Jan-21	4,650,000	0	
Feb-21	6,784,078	0	
Mar-21	8,352,855	0	
Apr-21	10,965,223	0	
May-21	12,570,213	0	
Jun-21	14,329,855	0	
Jul-21	15,813,135	0	
Aug-21	16,015,817	0	
Sep-21	13,952,654	0	
TOTAL	129,251,702	11,688,000	-835,440

Net Revenue per Thousand (1,000) Gallons

Kingsville	Actual	Net Rev	Per 1000g	NWSC	Actual	Net Rev	Per 1000g
Oct-20	11,688,000	\$2,568.97	\$0.2198	Oct-20	16,272,510	\$5,046.94	\$0.3102
Nov-20	0	\$0.00	#DIV/0!	Nov-20	0	\$0.00	#DIV/0!
Dec-20	0	\$0.00	#DIV/0!	Dec-20	0	\$0.00	#DIV/0!
Jan-21	0	\$0.00	#DIV/0!	Jan-21	0	\$0.00	#DIV/0!
Feb-21	0	\$0.00	#DIV/0!	Feb-21	0	\$0.00	#DIV/0!
Mar-21	0	\$0.00	#DIV/0!	Mar-21	0	\$0.00	#DIV/0!
Apr-21	0	\$0.00	#DIV/0!	Apr-21	0	\$0.00	#DIV/0!
May-21	0	\$0.00	#DIV/0!	May-21	0	\$0.00	#DIV/0!
Jun-21	0	\$0.00	#DIV/0!	Jun-21	0	\$0.00	#DIV/0!
Jul-21	0	\$0.00	#DIV/0!	Jul-21	0	\$0.00	#DIV/0!
Aug-21	0	\$0.00	#DIV/0!	Aug-21	0	\$0.00	#DIV/0!
Sep-21	0	\$0.00	#DIV/0!	Sep-21	0	\$0.00	#DIV/0!
TOTAL	11,688,000	\$2,568.97	\$0.2198	TOTAL	16,272,510	\$5,046.94	\$0.3102
Bishop	Actual	Net Rev	Per 1000g	RWSC	Actual	Net Rev	Per 1000g
Oct-20	10,079,000	\$3,358.01	\$0.3332	Oct-20	9,046,000	\$2,586.82	\$0.2860
Nov-20	0	\$0.00	#DIV/0!	Nov-20	0	\$0.00	#DIV/0!
Dec-20	0	\$0.00	#DIV/0!	Dec-20	0	\$0.00	#DIV/0!
Jan-21	0	\$0.00	#DIV/0!	Jan-21	0	\$0.00	#DIV/0!
Feb-21	0	\$0.00	#DIV/0!	Feb-21	0	\$0.00	#DIV/0!
Mar-21	0	\$0.00	#DIV/0!	Mar-21	0	\$0.00	#DIV/0!
Apr-21	0	\$0.00	#DIV/0!	Apr-21	0	\$0.00	#DIV/0!
May-21	0	\$0.00	#DIV/0!	May-21	0	\$0.00	#DIV/0!
Jun-21	0	\$0.00	#DIV/0!	Jun-21	0	\$0.00	#DIV/0!
Jul-21	0	\$0.00	#DIV/0!	Jul-21	0	\$0.00	#DIV/0!
Aug-21	0	\$0.00	#DIV/0!	Aug-21	0	\$0.00	#DIV/0!
Sep-21	0	\$0.00	#DIV/0!	Sep-21	0	\$0.00	#DIV/0!
TOTAL	10,079,000	\$3,358.01	\$0.3332	TOTAL	9,046,000	\$2,586.82	\$0.2860
Driscoll	Actual	Net Rev	Per 1000g	Banquete	Actual	Net Rev	Per 1000g
Oct-20	3,711,000	\$1,036.83	\$0.2794	Oct-20	1,634,680	\$231.06	\$0.1413
Nov-20	0	\$0.00	#DIV/0!	Nov-20	0	\$0.00	#DIV/0!
Dec-20	0	\$0.00	#DIV/0!	Dec-20	0	\$0.00	#DIV/0!
Jan-21	0	\$0.00	#DIV/0!	Jan-21	0	\$0.00	#DIV/0!
Feb-21	0	\$0.00	#DIV/0!	Feb-21	0	\$0.00	#DIV/0!
Mar-21	0	\$0.00	#DIV/0!	Mar-21	0	\$0.00	#DIV/0!
Apr-21	0	\$0.00	#DIV/0!	Apr-21	0	\$0.00	#DIV/0!
May-21	0	\$0.00	#DIV/0!	May-21	0	\$0.00	#DIV/0!
Jun-21	0	\$0.00	#DIV/0!	Jun-21	0	\$0.00	#DIV/0!
Jul-21	0	\$0.00	#DIV/0!	Jul-21	0	\$0.00	#DIV/0!
Aug-21	0	\$0.00	#DIV/0!	Aug-21	0	\$0.00	#DIV/0!
Sep-21	0	\$0.00	#DIV/0!	Sep-21	0	\$0.00	#DIV/0!
TOTAL	3,711,000	\$1,036.83	\$0.2794	TOTAL	1,634,680	\$231.06	\$0.1413
Agua Dulce	Actual	Net Rev	Per 1000g	All Customers	Actual	Net Rev	Per 1000g
Oct-20	2,089,590	\$535.86	\$0.2564	Oct-20	54,520,780	\$15,364.49	\$0.2818
Nov-20	0	\$0.00	#DIV/0!	Nov-20	0	\$0.00	#DIV/0!
Dec-20	0	\$0.00	#DIV/0!	Dec-20	0	\$0.00	#DIV/0!
Jan-21	0	\$0.00	#DIV/0!	Jan-21	0	\$0.00	#DIV/0!
Feb-21	0	\$0.00	#DIV/0!	Feb-21	0	\$0.00	#DIV/0!
Mar-21	0	\$0.00	#DIV/0!	Mar-21	0	\$0.00	#DIV/0!
Apr-21	0	\$0.00	#DIV/0!	Apr-21	0	\$0.00	#DIV/0!
May-21	0	\$0.00	#DIV/0!	May-21	0	\$0.00	#DIV/0!
Jun-21	0	\$0.00	#DIV/0!	Jun-21	0	\$0.00	#DIV/0!
Jul-21	0	\$0.00	#DIV/0!	Jul-21	0	\$0.00	#DIV/0!
Aug-21	0	\$0.00	#DIV/0!	Aug-21	0	\$0.00	#DIV/0!
Sep-21	0	\$0.00	#DIV/0!	Sep-21	0	\$0.00	#DIV/0!
TOTAL	2,089,590	\$535.86	\$0.2564	TOTAL	54,520,780	\$15,364.49	\$0.2818

INTER-OFFICE MEMO

TO: Carola G. Serrato, Executive Director
FROM: Dony Cantu
DATE: December 2, 2020
RE: Maintenance & Technical Report

During the week of November 2, 2020, the following work was completed.

- Exercised generators, downloaded GPS reports and performed line locates.
- Collected/Monitored NAP samples.
- Took daily residuals for the Driscoll Booster Station. (Booster Station, CR 16 & KI MR)
- Held a Safety Meeting.
- Bac-T / samples collected, Field verify CSI.
- Booster station for RWSC CL2/LAS turn on at office.
- Mowed and cleaned up pump stations for RWSC, NWSC, & STWA.
- Distributed bid packages to car dealerships for truck.
- Measure and checked out building for LAS, CL2 NWSC.
- Troubleshoot SCADA in Banquete, Communications/PSI reading.
- Unit 3 new tires.
- Adjustments done on RWSC CL2/LAS at office.
- Installed ground wire at Stevens Plant for SCADA radio.
- Worked on service orders, work orders, overtime sheets and daily field schedule.
- Replaced bobwire at Bishop East.
- Robstown Hardware measurements for extension.
- FM 70 leak on customer side.
- Begin Remote reads for NWSC.
- Sample for Jeff Faske extension.
- Repair leak at meter run for RWSC line.

During the week of November 9, 2020, the following work was completed.

- Exercised generators, downloaded GPS reports and performed line locates.
- Collected/Monitored NAP samples.
- Took daily residuals for the Driscoll Booster Station. (Booster Station, CR 16 & KI MR)
- Held a Safety Meeting.
- Collected Bac-T samples.
- Worked on CL2 Driscoll pump station.
- CR 18 and CR 75 NWSC repair flush valve.
- Re-reads for NWSC remote reads.
- RWSC read retail meter routes.
- Installed new PSI transmitter at RWSC PS #3.

- Ordered parts to cap off GST at RWSC PS # 2.
- Pulled meter cancellations for NWSC/RWSC.
- Checked WSC acct. for possible cross-connections.

During the week of November 16, 2020, the following work was completed.

- Exercised generators, downloaded GPS reports and performed line locates.
- Collected/Monitored NAP samples.
- Took daily residuals for the Driscoll Booster Station. (Booster Station, CR 16 & KI MR)
- Held a Safety Meeting.
- Collected Bac-T samples, CSI, field verify, and reservice.
- GST at Central getting ready for paint repair.
- Fix tire on Unit #12.
- Checked cross-connection for Prukop acct. #91.
- Fixed flush valve by RWIC Wastewater Plant.
- Installed tap/meter set for corps.
- FM 2826 repair leak on NWSC rural line.
- Mowed grass PS.
- Unit #4 new tires.
- Fixed leak at FM 1118 for RWSC.

During the week of November 23, 2020, the following work was completed.

- Exercised generators, downloaded GPS reports and performed line locates.
- Collected/Monitored NAP samples.
- Took daily residuals for the Driscoll Booster Station. (Booster Station, CR 16 & KI MR)
- Held a Safety Meeting.
- Installed CL2 pump at Central.
- Cleaned PS., Field verify, meter removal corps.
- Worked on CL2 Pump, Ordered new one for Driscoll.
- Leak on CR 75, Flush valve North CR 14.
- Replaced parking curbs.
- Cleaned up equipment.
- Flush dead-end lines for Corps.
- Repaired leak on CR73A/CR10 for NWSC.
- Submitted permit for Andres Deleon Jr. Ext. to Nueces County Public Works.
- Check on Banquete new PS.

To: Carola G. Serrato, Executive Director

From: Oscar Ortegon, CP Technician

Date: November 19, 2020

Re: CP Update

Since the end of October and beginning of November until now, installation of anodes and bonds has begun gradually on Contract 2 as of November 4, 2020 334 anodes on 262 joints on the 42" water line have been installed as compared to May's report with 314 anodes on 243 joints. We have replaced 17 old test stations since then. During the month of May footage was 13,003 LF. We have completed 13,723 feet out of 51,511 feet in Contract 2. During this time CP has gathered GPS data on 42" waterline, Test stations, Manholes, and ARV's to submit to LNV for proposal for updated map layout.

Therefore, we have been trying to work on CP related work and helping the other field personnel as follows:

- Continue to perform maintenance and test Rectifiers/Test stations.
- Continue to maintain grass with herbicide around vaults, manholes, test stations and rectifiers along 42" line.
- Completed repair on bad bonds Corpro tested for us to find @ these locations (South of CR4) (North of CR14).
- Repaired damaged 1 ½ valve compression coupling in manhole on CR36.
- Continue to build lock bars, brackets and handles for easy access to manhole entrances.
- Continue to place new padlocks on lock bars CP builds for vault/manhole lids.
- Material has come in from Exiquio Villareal welding, Inc. they are currently building marine ladders for Vaults on 42" water line. Preparing Vaults for new ladders.
- Mount equipment to new CP trailer and weld wire lead holders.
- Exercise valves on 42" water main @ Sanders, Driscoll, and Bishop.
- Locates for the 42" water main.

To: Carola G. Serrato, Executive Director

From: Patrick Sendejo, CP Technician
Oscar Ortegon, CP Technician

Date: December 1, 2020

Re: CP Update

Since the end of November, beginning of December and until now. Installation of anodes has begun gradually, on Contract 2. As of December 1, 2020, 398 anodes on 262 joints on the 42" water line have been installed as compared to May's report with 314 anodes on 243 joints. We have replaced 21 old test stations since then. During the month of May footage was 13,003 LF. We have completed 17,611 feet out of 51,511 feet in Contract 2. During this time CP has gathered GPS data on the 42" waterline, Test stations, Manholes, and ARV's to submit to LNV for proposal on an updated map layout.

We have been working on CP related work and helping the other field personnel as follows:

- Continue to perform maintenance and test Rectifiers/Test stations.
- Continue to maintain grass with herbicide around vaults, manholes, test stations and rectifiers along 42" line.
- Completed repair on the bad bonds Corrpro identified south of CR4 and north of CR14.
- Repaired damaged 1 ½ valve compression coupling in manhole on CR36.
- Continued to build lock bars, brackets and handles for easy access to manhole entrances.
- Continued to place new padlocks on lock bars CP built for vault/manhole lids.
- Material arrived for Exiquio Villareal Welding, Inc. to build ladders for vaults on 42" water line. Ladders will be constructed of specially treated marine metal. Began preparing Vaults for new ladders.
- Mounted equipment to new CP trailer and welded wire lead holders.
- Exercised valves on 42" water main @ FM 2826, Driscoll, and Bishop.
- Performed locates for the 42" water main.

ATTACHMENT 3

Security Cameras

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Security Camera System – Offsite and Hybrid Storage Systems

Background:

During the last meeting, the Board authorized me, as executive director, to purchase a camera system as needed. Enclosed is a copy of the contract signed by me today. Also enclosed are the most recent emails providing additional information on the camera system's capabilities. As reported in a recent update, the system will store data on-site and in the cloud. In addition, the up-front cost of the system (\$12,964.56) should be covered almost entirely by the savings on the fiberglass buildings budgeted in FY 21. Staff will search budget savings for the recurring \$172.90 fees which act as an insurance and pay the cost of cloud storage.

Analysis:

Recently staff provided a link to the Board for a night vision video using the camera system. STWA managers reviewed the video and we agreed the system is a considerable improvement over the current system which is about a decade old.

Staff Recommendation:

This is an update only.

Board Action:

Provide feedback to staff.

Summarization:

Staff believes this camera system should be a valuable asset in the event an incident occurs such as a theft, accident or vandalism.

From: mcserrato@stwa.org
Sent: Monday, November 30, 2020 9:47 AM
To: 'Lewis, Gregory'
Cc: 'Dony Cantu'; 'Frances Rosales'; 'Jo Ella Wagner'
Subject: RE: cloud System
Attachments: South Tx Water Authority ADT Direct Purchase Agreement 11302020.pdf

Greg,

Attached is the signed Agreement. Please let me know if there is any other information needed. STWA is tax-exempt. If you need a form, let me know.

Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Lewis, Gregory <gclewis@adt.com>
Sent: Thursday, November 19, 2020 2:25 PM
To: mcserrato@stwa.org
Cc: 'Dony Cantu' <dcantu@stwa.org>; 'Frances Rosales' <fvrosales@stwa.org>; 'Jo Ella Wagner' <jwagner@stwa.org>
Subject: RE: cloud System

Yes, as quoted you have motion activation and notification.

Additional analytics require a change in cameras where the analytics would be desired.

Gregory Lewis
Sr Commercial Security Const.
814 Arion Pkwy, Suite 220, San Antonio, TX 78216-2837
O: 210.585.4503 M: 210.548.0759 E: gclewis@adt.com
www.adt.com/commercial

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From: mcserrato@stwa.org <mcserrato@stwa.org>
Sent: Thursday, November 19, 2020 8:45 AM
To: Lewis, Gregory <gclewis@adt.com>
Cc: 'Dony Cantu' <dcantu@stwa.org>; 'Frances Rosales' <fvrosales@stwa.org>; 'Jo Ella Wagner' <jwagner@stwa.org>
Subject: RE: cloud System

CAUTION: This is an EXTERNAL email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Just to be certain – the system that was quoted to STWA whether cloud or non-cloud version can be programmed to notify a staff person either by email or text if there is motion after a certain hour. The quote includes this notification which can be done through a smart phone, tablet or computer as long as the devices are authorized.

If we want additional features – traffic direction, people counting, people recognition over animals – then a different camera system would be needed.

Please let me know if I am incorrect. Otherwise, I think we have all the information that we need. I should be getting back to you before Thanksgiving to let you know what is decided.

Have a good day,

Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Lewis, Gregory <gclewis@adt.com>
Sent: Thursday, November 19, 2020 5:43 AM
To: mcserrato@stwa.org
Subject: RE: cloud System

We have been receiving training on the advance features.

I the basic form that I have sold you for both the cloud and non-cloud version....We can indicate and send out an automatic e-mail or text message with a video clip if the system detects activity after a certain hour.

We have the ability to offer additional features such as traffic direction, people counting, people recognition over animals, etc....but those features require the higher end analytical cameras to interface.

But in the basic quote, we have the activity notification, remote viewing from any smart phone, Tablet, computer authorized.

Gregory Lewis
Sr Commercial Security Constt.
814 Arion Pkwy, Suite 220, San Antonio, TX 78216-2837
O: 210.585.4503 M: 210.548.0759 E: gclewis@adt.com

www.adt.com/commercial

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From: mcgserrato@stwa.org <mcgserrato@stwa.org>
Sent: Tuesday, November 17, 2020 1:43 PM
To: Lewis, Gregory <gclewis@adt.com>
Subject: RE: cloud System

CAUTION: This is an EXTERNAL email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gregory:

I am wondering if you have that additional information that you referred to in your email (below).

Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Lewis, Gregory <gclewis@adt.com>
Sent: Wednesday, November 11, 2020 3:03 PM
To: mcgserrato@stwa.org
Subject: cloud System

We just finished a training on the cloud system that I quoted for you all. It now has some basic analytic functions that will function with it, such as notification of activity after hours, etc....It can notify you that camera say #4 has activity on it, and let you pull the video to see that was a dog, or deer...or that there is a truck with 4 guys in it.

There are some additional analytic services that can be added, and I'll provide you with a full detail shortly.

The season of failure is the best time to plant the seeds of success.

Gregory Lewis
Sr Commercial Security Constl.
814 Arion Pkwy, Suite 220, San Antonio, TX 78216-2837
O: 210.585.4503 M: 210.548.0759 E: gclewis@adt.com

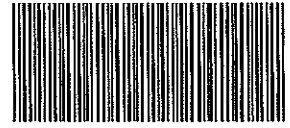
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* 8 9 0 9 9 1 6 0 2 *

Branch: 6690	Sales Representative: Gregory Lewis	Today's Date: 10/28/2020
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Customer Information

Business Name:	SOUTH TEXAS WATER AUTHORITY INDUSTRIAL	Phone:	(361)592-9323
Address:	2302 E SAGE RD KINGSVILLE, TX 78363	Billing Address:	2302 E SAGE RD KINGSVILLE, TX 78363

Investment Summary

Total Equipment and Installation Charge: \$12,964.56

Customer agrees to pay the Total Equipment and Installation Charge shown above, plus applicable taxes (collectively, the "Equipment Charges"). Simultaneously with the execution of this Agreement, Customer shall pay \$0.00 of these Equipment Charges, with a remaining balance of \$12,964.56 to be paid upon completion of the installation and as a precondition of activation of the Equipment and, if applicable, connection to the Central Station or direct connection service.

Recurring Service Charges: \$172.90 per month

In addition to the Equipment Charges, Customer agrees to pay the Recurring Service Charges shown above, plus applicable taxes (collectively, the "Service Charges") for the usage of any ADT Owned Equipment and any other recurring services selected, such Service Charges to be paid Monthly, in advance. Customer has made an advance payment of Service Charges in the amount of \$0.00 at the time of sale.

Licenses and Permit Charge: \$0.00

Customer agrees to pay the total Licenses and Permit Charge shown above (collectively, the "License and Permit Charge"). Customer shall pay \$0.00 at the time of sale.

Term Length: 60 Months

Our charges under this agreement are based on your agreement to receive and pay for the services for a full Sixty (60) month term.

Site Location Information

Location Name:	SOUTH TEXAS WATER AUTHORITY INDUSTRIAL		
Address:	2302 E SAGE RD KINGSVILLE, TX 78363		
Site #:	0	Phone:	(361)592-9323

System Design Information

System Design Name:	New System Design	Job #:	
Equipment Ownership:	Customer Owned		
Warranty Period:	90 Days		

Services

New System Design

Cloud Managed Solutions 1 CH - Monthly OWS 24/7 Standard Subscription: 12
Service Plan ADT Protection Plan

Equipment List

Quantity	Description	Included in Service Plan
1	16 Port PoE Server Linux 24TB No Lic	Yes
6	Outdr 2Mp Hd-Tvi Dome 2.8~12Mm Af Wdr Ir	Yes
6	In/Out 8MP IP Bullet 2.8 ~12mm AF WDR IR	Yes
1	16Ch 960H Analog To Ip Encoder	Yes
320	Cat 5E Shielded Direct Burial Cable 1M	Yes
1	A-ML - Ceiling Mount Microphone	Yes
60	BOX 18/2 STRANDED SHIELDED PLENUM 1K	Yes

Equipment & Installation Total	\$12,964.56
Estimated Taxes	\$0.00
Monthly Fee	\$172.90

Scope Of Work

Scope of work:

Contact; Carola Serrato 361-592-9323

Setup for cloud storage

We will replace all of the existing cameras and DVR with new HD Hybrid Cameras and NVR.

All existing wiring is to be used, this is a direct swap out camera for camera and NVR, should be a plug and play.

With the exception of 4 pole cameras.

Program NVR for remote viewing on and off site

Program NVR for Event Record.

Camera #1: Inside dome with wide angle lens {Add Audio input and Microphone to this camera}

Camera #2: Right front corner with varifocal lens

Camera #3: Right front corner with varifoca lens

Camera #4: Left rear side, with varifoca lens

Camera #5: Left rear side, with varifoca lens

Camera #6: Left rear side, with varifoca lens

All lift out ceiling to location for pole

Camera #7: tvl Bullet mounted on pole

Camera #8: TVI Bullet Varifocal mounted on pole

Camera #9: XNO-6120R Varifocal mounted on pole

Camera #10 XNO-6120R Varifocal mounted on pole

Camera #11 XNO-6120R Varifocal mounted on pole

Camera #12XNO-6120R Varifocal mounted on pole

Align all cameras to match existing and then adjust camera angle and lens to provide the zoom and angles the customer requires.

Scope of work:

Contact; Carola Serrato 361-592-9323

Setup for cloud storage

We will replace all of the existing cameras and DVR with new HD Hybrid Cameras and NVR.

All existing wiring is to be used, this is a direct swap out camera for camera and NVR, should be a plug and play.

With the exception of 4 pole cameras.

Program NVR for remote viewing on and off site

Program NVR for Event Record.

Camera #1: Inside dome with wide angle lens {Add Audio input and Microphone to this camera}

Camera #2: Right front corner with varifocal lens

Camera #3: Right front corner with varifoca lens

Camera #4: Left rear side, with varifoca lens

Camera #5: Left rear side, with varifoca lens

Camera #6: Left rear side, with varifoca lens

All lift out ceiling to location for pole

Camera #7: tvl Bullet mounted on pole

Camera #8: TVI Bullet Varifocal mounted on pole

Camera #9: XNO-6120R Varifocal mounted on pole

Camera #10 XNO-6120R Varifocal mounted on pole

Camera #11 XNO-6120R Varifocal mounted on pole

Camera #12XNO-6120R Varifocal mounted on pole

Align all cameras to match existing and then adjust camera angle and lens to provide the zoom and angles the customer requires.

Inclusions/Exclusions

General Notes

All prices quoted and any other offers made in this Proposal are valid for thirty (30) days from the date of this Proposal, after which they are automatically withdrawn and this Proposal shall be void.

All prices set forth in this Proposal are based on the assumption that Customer will countersign this Proposal and this Proposal will be the operative document between the parties. If instead of countersigning this Proposal, Customer submits a different document for consideration (such as a purchase order or contract), then legal review will be necessary and the prices set forth in this Proposal will be increased accordingly.

Except in the case where the "Rough Order of Magnitude Only" box is checked above, all pages of the Proposal must be initialed and/or signed where indicated and returned. Proposals returned with missing pages, initials or signatures shall be void.

Appendices

The following appendices are incorporated into the Proposal:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Appendix 1: Warranty | <input checked="" type="checkbox"/> Appendix 6: Recurring Services Terms and Conditions |
| <input checked="" type="checkbox"/> Appendix 2: General Terms and Conditions | <input type="checkbox"/> Appendix 7: Monitoring Agreement |
| <input type="checkbox"/> Appendix 3: NASPO Terms and Conditions | <input type="checkbox"/> Appendix 8: Brivo Hosted AVC and Video Terms and Conditions |
| <input type="checkbox"/> Appendix 4: ATM Install Terms and Conditions | <input type="checkbox"/> Appendix 9: Avigilon Terms and Conditions |
| <input type="checkbox"/> Appendix 5: ATM Software Support Agreement | <input type="checkbox"/> Appendix 10: Special Provisions |

Master Agreement

Customer and ADT are not parties to a Master Agreement (or similar document). This Proposal is governed by all terms and conditions as checked in the Appendices Section.

Customer and ADT are parties to a Master Agreement (or similar document). This Proposal is governed by the terms and conditions of such Master Agreement. However, any terms and conditions, and special provisions as checked shall apply to the Proposal as well. Items listed in this Proposal as having no warranty are applicable to this Proposal as well. In the event of any conflict between the Master Agreement and the checked provisions of this Proposal and/or any "no warranty" items in this Proposal, the provisions of this Proposal shall prevail. If Customer is not the end user (that is, if there are additional parties as set forth in the "Contract Chain" above), then Appendix 10 must be included in this Proposal. If Appendix 10 is not so included, this Proposal shall be void. Such a Master Agreement (or similar document) does not apply if NASPO is checked on this Proposal.

APPENDIX 1 - WARRANTIES

EXCEPT FOR THE WARRANTIES SPECIFICALLY SET FORTH BELOW, ADT EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, THOSE OF MERCHANTABILITY, AND FITNESS FOR A PARTICULAR PURPOSE.

GENERAL WARRANTY

ADT warrants that the work and services to be performed pursuant to the Proposal will be completed by qualified personnel possessing the knowledge and capability to perform such work and services, and that such work and services shall be performed by such personnel in a professional and workman like manner. Where the Proposal includes the provision of "professional" Services by ADT (services that are required to be performed by a licensed engineer, architect, or other professional), the standard of care for such Services shall be the care and skill ordinarily employed by members of the profession practicing under similar conditions at the same time and locality of the relevant Services.

LIMITED WARRANTIES

Equipment. ADT warrants equipment sold under the Proposal for a period of 90 Days.

Installations. ADT warrants installation of equipment for a period of 90 Days beginning at Substantial Completion (excluding software defects).

Software Installation. ADT warrants software installation and programming by ADT for a period of 90 Days beginning at Substantial Completion (excluding software defects).

ATM Services. ADT warrants installation of ATM equipment and other ATM-related services (excluding test and inspection services) for a period of 90 Days beginning at Substantial Completion.

As used herein, "Substantial Completion" is defined as the stage that the work is sufficiently complete so that the Customer has beneficial use of the equipment and/or premises involved in the work. For a project involving multiple phases or facilities, Substantial Completion shall be determined, and the limited warranty shall run, for each phase or facility separately. Substantial Completion excludes commissioning.

During the warranty periods set forth above, ADT will at its cost, repair or, at its option, replace, any defective part of the equipment ADT installs or service ADT performs. ADT may, at its option, use new or reconditioned parts for replacements.

We perform repair services only during our normal working hours which are 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays. IF YOU REQUEST US TO PERFORM REPAIR SERVICES OUTSIDE OF OUR NORMAL WORKING HOURS, THEN WE MAY REQUIRE YOU TO PAY FOR OUR SERVICES AT OUR THEN-CURRENT RATES FOR LABOR.

ADT Service Plan/Extended Service Plan. Subject to the limitations and exclusions set forth in this Appendix 1, if Customer has subscribed to an ADT Service Plan/Extended Service Plan, then in lieu of the Limited Warranties set forth herein, ADT shall, at its cost, perform such repairs as set forth in the ADT Service Plan/Extended Service Plan for the term of such plan.

NO WARRANTY

Software Upgrades. Purchases of Software Upgrades have no warranty from ADT. Notwithstanding anything to the contrary in the Proposal or in any Master Agreement between the parties, any liability of ADT related to software upgrades pursuant to the Proposal shall be limited to the Total Price set forth in the Proposal.

Manufacturer Software Support and Services. Purchases of manufacturer software support and services have no warranty from ADT. A purchase of manufacturer software support may entitle Customer to software version upgrades. Any labor to install and commission the software upgrades is not included unless specifically set forth in the Proposal. Notwithstanding anything to the contrary in the Proposal or in any Master Agreement between the parties, any liability of ADT related to software upgrades pursuant to the Proposal shall be limited to the Total Price set forth in the Proposal.

Sprinklers. ADT does not warrant any sprinkler services (including but not limited to installation, testing, inspection, repair and maintenance) provided by ADT ("Sprinkler Work") against failures or against defects in the materials or workmanship provided. However, if any replacement part or item of equipment installed by ADT proves defective, ADT will extend to the Customer the benefits of any warranty ADT has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect. THERE ARE NO WARRANTIES, STATUTORY, EXPRESS OR IMPLIED, IN CONNECTION WITH THE SPRINKLER WORK PERFORMED HEREUNDER, AND THE SOLE AND EXCLUSIVE REMEDY OF THE CUSTOMER FOR FAILURES OR DEFECTS IN THE SPRINKLER WORK PERFORMED IS TO HAVE THE SPRINKLER WORK REDONE AT THE CUSTOMER'S EXPENSE.

eSRG. Consulting services performed by the ADT eSRG team carry no warranty from ADT beyond the general warranty set forth above.

Design. Design services performed by ADT carry no warranty from ADT beyond the general warranty set forth above.

Monitoring Services. Monitoring Services carry no warranty from ADT. If applicable, see Appendix 7 for additional information.

Hosted Services. Hosted Services carry no warranty from ADT. If applicable, see Appendix 8 and Appendix 9 for additional information.

EXCLUSIONS

ADT's warranty does not include:

- a. Damage or malfunction due to accident, acts of nature (including lightning strikes), improper operation, power surge/loss, misuse, neglect, unauthorized modification or repair or use in a manner for which the equipment was not intended;
- b. Consumable items such as printer print heads or access cards, and items designed to fail in order to protect the equipment (such as fuses and surge suppressors);
- c. Technician services for troubleshooting, removing or replacing any failed component not covered by this warranty which may include upgrading or otherwise modifying and fixing Customer provided computer equipment;
- d. Any installation, maintenance, repair, service, relocation or alteration to or of, or other tampering with the equipment or replacement parts performed by any person or entity other than ADT without ADT's prior written approval, or any use of replacement parts not supplied by ADT, either of which shall void and cancel all warranties with respect to the affected products and/or Services.
- e. Software defects; and/or
- f. Telephone line malfunctions or modifications to Customer's telephone service that render it incompatible with the equipment or the central station.

APPENDIX 2 – GENERAL TERMS AND CONDITIONS

1. Work and Services to Be Performed/Provided. ADT agrees to perform the work and provide the goods, software, licenses and services that are described in the Proposal. If the Proposal contains options, then ADT shall only perform those options that have been chosen by the Customer. All items to be performed pursuant to the Proposal are referred to herein as the "Services." ADT is solely responsible for choosing the manner and methods of performing the Services by its employees, agents, and/or independent contractors. Equal quality products, materials, and parts from different manufacturers may be substituted to overcome delivery problems or replacement of discontinued items. Substituted items will meet or exceed original parts specifications. Submittals, shop drawings, as-built record drawings and O&M documentation are excluded, unless specifically included in the Scope of Work or required by project specifications. Any such submittals, drawings and/or documentation shall be in Adobe Portable Document Format (PDF) only. The Proposal, when accepted by Customer, shall be considered the "Agreement" between the parties.

2. Reports. The Services may include prepared reports or other written deliverables (each, a "Report"). Customer may not necessarily agree with certain statements made, or positions taken by ADT in a Report. However, Customer acknowledges that by retaining ADT for the Services, Customer is relying on the opinions and expertise of ADT. ADT has no obligation to modify any Report to adopt a position that the Customer believes is more favorable or advantageous than prior statements made, or positions taken, by ADT. If Customer does not accept any such Report, ADT may withdraw from the engagement and Customer shall be obligated to compensate ADT for all Services (including the Report at issue) through the date of withdrawal.

3. Compensation and Payment Terms. Customer agrees to fully pay ADT any and all invoices and/or expense reimbursement requests within thirty (30) days of the date of any such invoice and/or reimbursement request. Extension of credit for billing is subject to approval of ADT's credit department and is not included in the Proposal. Any payment not received within thirty (30) days of an invoice or reimbursement request shall be subject to an additional charge at the rate of 1.5% per month of the outstanding balance due or the highest rate of interest permitted by applicable law, whichever is less. ADT may, at its discretion and without waiving any rights, elect to suspend performance of any and all work if any payment is not received within ten (10) days after the due date. In the event that any payment due ADT is collected at law or through, or under advice from, an attorney-at-law, or through a collection agency, Customer agrees to pay all costs of collection, including without limitation, all court costs and reasonable attorney's fees. If Customer opts to pay ADT for an invoice with a credit card, ADT reserves the right to add a 3% processing fee to the total cost of the work.

If the Proposal specifies fixed or lump sum pricing, the Total Price will be billed upon the completion of all Services performed.

If the Proposal specifies Time & Materials, GMP/GMAX/MACC, cost reimbursable, or cost-plus pricing, ADT will invoice Customer upon completion of all Services performed.

For ADT owned equipment, Customer shall pay ADT per the schedule set forth in the Proposal at the time and for the duration set forth in the Proposal.

4. Sales Taxes. Unless specifically itemized in the Proposal, estimated sales taxes and other taxes due to city, state, or county government applicable in the United States are not included in the Proposal. All such taxes shall be the responsibility of Customer. For services to be provided outside of the United States, all Value Added Taxes (VAT), General Service Taxes (GST), Consumption Taxes, Import/Export Duties, Withholding and any other taxes or fees due to a sovereign nation are excluded and are the responsibility of Customer.

5. Bonds. If payment and performance bonds are required by Customer in writing in advance of the execution of the Agreement by Customer, the total price set forth in the Proposal shall include an administration fee of 2.5% of what the total price would have been without such bond (excluding applicable sales tax). If such bond is not requested by Customer until after the execution of the Agreement by Customer, Contractor shall enter into a Change Order reflecting an administration fee of 2.5% of the total price of the Agreement (excluding applicable sales tax). ADT shall not be required to obtain any bonds until such Change Order has been executed by Customer.

6. Insurance. Certificates of Insurance are available upon Customer request. Upon Customer request, such COI shall name Customer and all other parties in the "Contract Chain" as additional insureds. Any customer-requested insurance beyond what ADT normally carries is excluded from the pricing in the Proposal and shall be paid for by Customer.

7. Schedule Dates. ADT shall diligently endeavor to make timely delivery and installation and otherwise to timely complete the Services according to a mutually agreed "Implementation Schedule." If no implementation schedule is developed or agreed upon, ADT shall diligently endeavor to complete the Services within a reasonable time. Except as expressly provided in the Proposal, ADT shall, under no circumstances, be deemed to be in default hereunder or be liable for damages, special, consequential, or otherwise, resulting from delays in delivery, installation, or other completion of the Services. Minor omissions or variances in performance of the Services, which do not materially and adversely affect the Customer's use of installed systems, equipment, goods, or materials, or the operation thereof, shall not be deemed to have postponed substantial or final completion. Unless otherwise arranged in writing, Services shall be performed during normal business hours (7:30 am to 4:30 pm, Monday – Friday, except holidays). Services performed outside of normal business hours will result in ADT's then current surcharges for such Services.

8. Installation / Site Conditions. For any Services to be performed on-site, ADT will arrange for such Services in accordance with specifications, drawings and instructions provided by Customer, which specifications and drawings are considered a part of this Agreement. Whenever applicable, suitable foundations, wall openings, curbing holes, pits, tunnels, culvert piping, grouting, surrounding masonry and concrete, canopies and architectural enclosures, and sun screens shall be constructed by others at Customer's cost. Unless otherwise set forth in the Scope of Work, Customer shall also provide at its own expense the power and lighting that is required for proper operation of any equipment. If, through no fault of ADT, ADT cannot proceed with the work within a reasonable time after delivery of the equipment and/or ADT's arrival at the work site, Customer shall pay ADT's actual expenses, including, but not limited to, additional service fees and any storage fees incurred by ADT in waiting to proceed or in returning to Customer's premises to perform the work. Customer shall notify ADT of any cancellations forty-eight (48) hours in advance of any scheduled service call. Failure to so notify will result in an additional service fee charged to Customer. Unless otherwise set forth in the Scope of Work, Customer shall secure and pay for any required building permits and governmental fees, licenses, and inspection necessary for the proper execution and completion of the installation of the equipment which are legally required at the time that the installation is done. Customer shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work. In the event that ADT is required, in connection with the installation of the equipment, to do additional work either because Customer did not prepare the job site, or because the drawings, wiring, or other work done by Customer or for Customer by others, was not properly represented in the drawing supplied to ADT, ADT shall have the option of doing the additional work required to complete the job, and will charge Customer at ADT's current prevailing rates for such work, or, of abandoning the installation and being paid in full by Customer upon demand therefore. Any additional amounts so charged shall be due within ten (10) days of receipt of invoice by Customer. Customer represents to ADT that it has an interest in the real estate on which the equipment is to be installed and that has the authority to and hereby authorizes ADT to do the work as provided in this Agreement.

9. Ownership of Equipment. Ownership of any equipment installed pursuant to this Agreement shall be described in the "Transaction Type" Section of the Proposal. For an outright sale, equipment that is purchased by Customer shall become the property of Customer upon the later of installation (or delivery to Customer if the equipment is not to be installed) and payment in full as set forth in Section 3 hereof. Until the equipment becomes the property of Customer, we retain ownership of the equipment we install at your premises. For ADT owned equipment, ADT will retain ownership of all installed equipment. Upon termination of the Agreement (or portion of the Agreement pertaining to the equipment), ADT shall have the right to enter upon Customer's premises to either remove or disable such equipment. Failure to allow ADT to so remove or disable the equipment shall result in Customer being liable to ADT for: (a) ADT's reasonable charges for the equipment, and (b) reimbursement to ADT for any other costs (including reasonable attorneys' fees) incurred by ADT in seeking to gain access to remove the equipment and/or to collect such charges. ADT shall have no obligation to repair the premises after any such removal. ADT's removal, disablement or abandonment of such equipment does not constitute a waiver of ADT's right to collect any other charges due under the Agreement. If Customer has elected to finance the purchase of some or all of the equipment with a third party lender or leasing company, then title to the equipment may be held by Customer's lender/lessor as security for Customer's loan/lease obligations. The terms of Customer's agreement with the lender/lessor may require Customer to maintain insurance, may make Customer responsible for various other costs and fees, and may obligate Customer to pay the lender/lessor regardless of ADT's performance hereunder. ADT makes no recommendations on lending or leasing sources and is not responsible for Customer's selection of a lending or leasing source, or the terms of Customer's agreement with its lender/lessor, and ADT hereby disclaims any and all liability in connection with Customer's arrangements with its lender/lessor.

10. Changes to Services. Except as otherwise set forth in a separate Appendix to this Agreement, any changes to the Agreement or to the Services will be by written change order, amendment or rider signed by duly authorized representatives of Customer and ADT that describes the changes and sets and sets forth the amount of money to be added or removed from the Total Price and/or the adjustment of time to complete the Services (a "Change Order"). ADT shall have no obligation to perform any change to Services in the absence of a Change Order. Customer may not cancel any equipment specially ordered for Customer or for labor and shipping costs already incurred. Customer shall be responsible for any restocking fees and shipping and handling charges incurred by ADT as a result of any requested changes to the Services. Change Orders shall include additional terms and conditions if the nature of the changes are outside of the scope of the original Agreement.

11. Duration of Agreement. The Agreement will be effective as of the date set forth on Page 1 of the Proposal and will remain in effect until the completion of the Services. However, except as set forth in a separate Appendix to this Agreement, the Agreement may be terminated early by either party upon giving thirty (30) days written notice to the other party.

12. Disclaimer of Legal Advice. In the course of performing the Services, ADT may give advice or opinions regarding the impact of certain security and risk-related laws or regulations on the business of the Customer. However, Customer is hereby put on notice that ADT is not a law firm, it does not engage in the practice of law, and it does not render any legal advice. Customer is advised to seek its own legal counsel regarding any legal issues relating to its business, including issues relating to any Services. By entering into the Agreement, Customer specifically acknowledges this disclaimer and advice to consult with counsel set forth in this Section.

13. Confidentiality. Each party acknowledges that material and information which has or will come into its possession or knowledge in connection with this Performance or in the performance of the Services may consist of confidential and proprietary information of the other party, the disclosure of which to third parties would be damaging. Confidential information shall include any information relating to the identity of the party's customers, the nature of their relationship with their customers, the nature of the other party's business, or the rates charged by it to third parties. The parties agree not to make use of this information other than for the performance of the Agreement, to release it only to employees requiring such information and only after ensuring that such employees are aware of the terms of this Section, and not to release or disclose it to any other party other than as required by law. The parties further agree not to use any Services performed under the Agreement for advertising, portfolio, or other promotional purposes without the written consent of the other party. Confidential information shall not include any information that: (a) was, is, or becomes public information through no fault of the receiving party; (b) is in the possession of the receiving Party before the commencement of this Agreement where that party can provide written proof thereof; (c) is developed by ADT independently of the Customer; (d) must be disclosed pursuant to or as required by law or by a court or other tribunal of competent jurisdiction; (e) is disclosed to the receiving Party by a third party with a right to disclose such information; or (f) is disclosed by a party to a third party with the express written consent of the other party. This obligation of confidentiality shall survive termination of the Agreement for a period of three (3) years.

14. Intellectual Property. The parties acknowledge that one or both parties may have certain intellectual property rights that may be revealed or provided to the other party in accordance with the Agreement. Each party acknowledges that the Agreement does not grant any right or title of ownership in their respective intellectual property rights to the other unless specifically provided in the Agreement. Any intellectual property shall remain the originator's property unless otherwise provided in the Agreement.

15. Independent Contractors. ADT is an independent contractor and not an employee, agent, joint venture, or partner of Customer. Nothing in this Agreement shall be interpreted or construed to create or establish the relationship of employer and employee between the parties or any employee or agents of ADT. Since ADT is an independent contractor to Customer, ADT shall retain the right to perform work and services for other parties during the term of this Agreement. Neither party shall have the power, nor shall either party represent that it has the power, to bind the other party to or to assume or create any obligations, express, or implied, on behalf of the other party. Customer will not provide fringe benefits, including, but not limited to, life, disability, and health insurance, paid vacation, worker's compensation, or any other employee benefits, for the benefit of ADT's employees, agents, or independent contractors.

16. Indemnification. Each party agrees to indemnify, defend, and hold harmless the other party from and against any and all claims, actions, suits, liabilities, costs, and expenses (including attorney's fees) brought against either of them for or on account of bodily injury (including death) or property damage, to the extent that such claims, actions, suits, liabilities, costs, and expenses (including reasonable attorney's fees) arise out of or result from the negligent or willful acts or omissions of the indemnifying party, its employees, agents, or independent contractors, in the performance of its obligations under this Agreement. By entering into the Agreement, Customer acknowledges that the indemnity obligations in this Section were mutually negotiated.

17. Limitation of Liability. For box sales and test and inspect services, and sprinkler services (including but not limited to installation, testing, inspection, repair and maintenance), notwithstanding any contrary provision of the Agreement, Customer expressly agrees that in no event shall ADT's liability to Customer or any third party for any claim based on any legal theory in connection with any acts, omissions, errors, delays and/or interruptions relative to the Services exceed the total amount paid by Customer to ADT pursuant to the Agreement, or, in the case of recurring services, monitoring services or hosted services, the total amount paid by Customer to ADT for such Services in the preceding six (6) month period.

18. Mutual Waiver of Consequential Damages. ADT and Customer waive claims against each other for consequential damages arising out of or relating to this Agreement. This mutual waiver includes damages incurred by the Customer for loss of use, income, profit, loss by reason of facility shut down or fluctuation in facility service or operation, loss of electronic or other data, Customer claims, or other economic loss or personal injury in connection with or arising out of the existence, furnishing, functioning or use of the work, Services, goods, and/or materials provided by ADT, including any damages arising from any theft by a third party.

19. Assignment. Neither Customer nor ADT may assign this Agreement or the obligations created thereby without the prior written consent of the other party, which consent will not be unreasonably withheld. Notwithstanding the foregoing, ADT may assign this Agreement to a company under common ownership or control and may subcontract with third parties to perform any or all of its obligations under this Agreement.

20. Binding on Successors. Subject to any restrictions stated in any other provision of the Agreement, the Agreement will be binding on and will inure to the benefit of the Parties and their respective successors and permitted assigns. None of the provisions of the Agreement are intended to provide any rights or remedies to any person (including without limitation any employees, customers, or creditors of either of the parties hereto), other than the Parties and their

respective successors and permitted assigns.

21. Severability. In the event that any of the provisions of the Agreement should be held invalid or unenforceable by law, such invalidity or unenforceability will not affect the validity or enforceability of any other provision of the Agreement.

22. Entire Agreement. The Agreement contains the entire agreement between the parties with respect to the subject matter of the Agreement and supersedes any and all prior oral and/or written understandings and agreements. There are no oral or written agreements, representations, or understandings by or between the parties affecting the Agreement or related to the Services to be performed by ADT. By entering into the Agreement, each Party is relying solely on its own judgment, investigation, and advice, and such other investigation, advice, legal counsel, and technical consultation as it deems appropriate.

23. Non-Solicitation. Customer and ADT agree that ADT has made an investment in its employees and subcontractors ("Personnel") which is not easily measured or ascertained. Should Customer (or any of its subsidiaries or divisions) hire such Personnel, ADT shall be damaged in an amount that cannot be easily measured. Therefore, Customer agrees to pay to ADT as liquidated damages the amount of thirty-five percent (35%) of the annual gross salary of such Personnel (which shall be calculated by multiplying by twelve (12) the monthly salary on the last day of the Personnel's employment) in the event that Customer (or any of its subsidiaries or divisions) hires such Personnel at any time during the term of this Agreement or within three (3) years after the termination of this Agreement. The Parties agree that the liquidated damages specified in this section are a reasonable forecast of just compensation to ADT and not a penalty or punitive amount.

24. Governing Law and Attorney's Fees. The parties knowingly, expressly, and willingly, and as a matter of agreed-upon risk allocation, agree that all disputes under or relating to this Agreement or otherwise shall be decided in accordance with the substantive laws of the State where the Services are performed without regard to the conflict of laws provisions thereof. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be resolved through binding arbitration administered by the American Arbitration Association under its Construction Industry Arbitration Rules in the location closest to where the Services are performed, and judgment on the award rendered by the arbitrator(s) may be entered exclusively in the Superior Court of the County where the Services are performed, and by entering into the Agreement, Customer and ADT voluntarily consent to jurisdiction in such court. The substantially prevailing party in the arbitration shall be entitled to recover its reasonable attorneys' fees, costs (including arbitration and collection costs), and expenses incurred in connection therewith.

25. Force Majeure. ADT shall not be responsible for any delays or costs caused by acts of nature or God, including but not limited to force majeure events, or for any other cause beyond ADT's reasonable control. ADT shall be entitled to a Change Order and reimbursement for all demonstrable costs incurred due to Force Majeure and an extension of time equivalent to the delay caused by Force Majeure.

26. Customer Cooperation. Customer shall permit or arrange for reasonable access to the premises by ADT's design, installation, and maintenance personnel. Customer shall cooperate with ADT in obtaining any and all necessary consents and waivers from the owner of the Premises in connection with the Services and shall supply all supplemental equipment and facilities necessary for the installation, such as structural changes, conduits, back boxes, commercial power electrical wiring, outlets, and associated equipment, equipment room(s), and necessary operating environment as specified by the manufacturers of any goods or equipment to be installed. This pricing specified in the Agreement is based upon Customer's premises and facilities being available to allow ADT to perform continuous, uninterrupted work between 7:30 am and 4:30 pm, Monday through Friday, pursuant to a prearranged schedule. Customer shall provide free and clear access to all work areas including the removal of furniture, shelving, and other impediments. Additional labor will be billed if ADT's labor schedule is altered or unscheduled overtime is required by reason of ADT's inability to have access to the premises and facilities.

27. Risk of Loss. This Section shall govern risk of loss of goods, materials and equipment notwithstanding ownership of the same pursuant to Section 9 hereof. ADT shall bear the risk of loss or damage to the goods, materials, and equipment while the same are in transit until delivery to Customer's premises. ADT shall be responsible for loss or damage to the goods, materials, and equipment during testing or installation to the extent directly caused by ADT's employees or agents, but not by others. Customer shall be responsible for security and proper storage of goods, material, and equipment after delivery to Customer's premises and shall be responsible for loss or damage. For ADT owned equipment, Customer shall keep all installed and uninstalled equipment owned by ADT insured against all risks of loss in an amount equal to the replacement cost and, at ADT's request, list ADT on the policy as the "loss payee."

28. Delays. ADT will not be responsible for delays and damages due to delays either by Customer or other contractors that impede progress and scheduling of the Services. Any such delays that cause ADT to incur more labor hours to complete the Services or overtime hours than was originally bid will be the subject of an equitable adjustment to the Contract Price and Customer shall pay the same. ADT will give appropriate notice when possible to the Customer prior to either the Customer or ADT incurring such charges. ADT shall be reimbursed for all costs incurred by ADT or its subcontractors due to work by others that alters or delays the Services, whether before, during, or after ADT has started performing the Services.

29. Hazardous Materials. Hazardous materials abatement is excluded. This includes, but is not limited to asbestos and lead and any other materials defined as being radioactive, infectious, hazardous, dangerous, or toxic by any federal, state, or local statute, regulation, or ordinance. If ADT encounters hazardous materials, it will immediately stop work in the affected area (as determined in ADT's discretion) until remediated by Customer. Customer agrees it will indemnify and hold ADT, its employees, officers, directors and affiliates harmless from and against any claim, suit or proceeding and loss or liability arising from or related to any toxic substance, pollution or contamination that ADT does not bring to or generate on the Project site to the proportionate extent such claim, suit or proceeding or loss or liability is associated with such hazardous waste, toxic substance, pollution or contamination, including but not limited to bodily injury (including death) to persons, damages to property, disposal and replacement costs for contaminated equipment and materials, fines and other remediation costs, and damage and/or loss of natural resources.

30. Systems Management, Optimization, Maintenance, and Backup. Unless ADT is specifically hired to perform security systems management, administration, optimization, maintenance or data backups and such work is specified in the Scope of Work, these tasks must be performed by others and will not be performed by ADT. Customer assumes all responsibility for performance of these mission critical tasks and assumes all responsibility for ensuring that any equipment will perform as anticipated in any of Customer's systems. Customer warrants that, if applicable, it has all necessary bandwidth (wired or wireless) to accommodate all equipment covered under this Agreement. ADT's Work does not include maintaining copies of Customer system configuration or user databases for any systems, unless Customer specifically hires ADT to do so under a Performance Optimization, Data Management and Backup, or Maintenance Program. ADT also does not keep copies of Customer system administrator passwords. If the information referenced above is lost by Customer, access to applications may not be possible, and Customer may be required to perform extensive software and or database rebuilds. Customer hereby acknowledges and accepts full responsibility for all tasks outlined in this section, and further acknowledges that ADT is not responsible for loss of data, integrity, passwords, system configuration, databases, backups, or other information.

31. Wireless Devices. Customer acknowledges and agrees that any wireless devices, including but not limited to, wireless local area network (WLAN or WiFi) networks and paths, wireless motion detectors, wireless smoke detectors, wireless door and window contacts, wireless home automation transmitters, and other wireless devices installed under this Agreement are not physically connected to the system (e.g., by electrical wire) and require a radio frequency network or path to operate. THESE WIRELESS DEVICES WILL NOT OPERATE, AND ANY ALARM WILL NOT SOUND, IF THE RADIO FREQUENCY NETWORK OR PATH IS IMPAIRED, INTERRUPTED, OR BECOMES INOPERABLE FOR ANY REASON WHATSOEVER. THESE WIRELESS DEVICES MAY USE FREQUENCIES AND SIGNAL PATHS THAT ARE NOT ENCRYPTED, AND ARE THUS SUBJECT AND VULNERABLE TO, INTERRUPTION, INTERCEPTION, INTERFERENCE, CORRUPTION, ALTERATION, BLOCKAGE, MANIPULATION, AND TAMPERING. It is Customer's sole responsibility to maintain all wireless local area network (WLAN or WiFi) networks and paths. ADT recommends that Customer regularly inspects any wireless network and wireless devices and test them weekly to help maintain continued operation. ADT also recommends that Customer carefully reads and follows the owner's manual, instructions and warnings for all equipment, including all wireless devices.

32. Notices. Any and all notices permitted or required to be given under this Agreement shall be in writing and shall be deemed duly given: (i) upon actual delivery if delivery is by hand or by nationally recognized overnight express mail; or (ii) upon receipt by the sending party of a confirmation or answer back if delivery is by email, or (iii) after three (3) days following delivery into the mail if delivery is by postage paid certified return receipt requested mail. Each such notice shall be sent to the respective party at the address indicated on the first page of this Agreement or to any other address or person that the respective party may designate by written notice delivered pursuant hereto.

33. Export Control. Customer shall not export or re-export, directly or indirectly, any: (i) product or service provided under this Agreement, (ii) technical data, (iii) software, (iv) information, or (v) items acquired under this Agreement to any country for which the United States Government (or any agency thereof) requires an export license or other approval without first obtaining any licenses, consents or permits that may be required under the applicable laws of the U.S. or other foreign jurisdictions and shall incorporate in all export shipping documents the applicable destination control statements. Customer shall, at its own expense, defend, indemnify, and save harmless ADT from and against all third-party claims, liability, loss or damage (including attorneys' fees and other defense costs), assessed against or suffered by ADT as a result of an allegation or claim of noncompliance by Customer with this Section. The obligations contained in this Section shall survive the termination or expiration of this Agreement.

34. Software. Any software provided with the Equipment or in connection with the Services is proprietary to ADT and/or ADT's supplier(s) and is licensed or sublicensed to Customer on a non-exclusive basis. Customer may not (a) disclose the Software or source code to any third parties, (b) duplicate, reproduce, or copy all or any part of the Software, or (c) use the Software on equipment other than with the designated Equipment with which it was furnished. A separate Software License Agreement or End User License Agreement between ADT and/or the software publisher may be required to use the software and/or obtain updates/upgrades.

35. Survival. Those provisions which by their sense are intended to survive the cancellation, expiration or termination of the Agreement, including, by way of example only, the indemnification and limit of liability obligations contained therein, shall survive the cancellation, expiration or termination of the Agreement for whatever reason.

36. Waiver. The waiver, by either party, of a breach or violation of any provision of this Agreement shall not operate as, or be considered, to be a waiver of any subsequent breach thereof.

APPENDIX 6 – RECURRING SERVICES TERMS AND CONDITIONS

In addition to the terms and conditions set forth in Appendix 2, this Appendix contains terms and conditions applicable to recurring services provided by ADT to Customer other than the services set forth in Appendices 7, 8 and/or 9. If the event of any conflict between Appendix 2 and this Appendix 6, the terms of this Appendix 6 shall prevail. This Appendix 6 does not apply to monitoring services and/or hosted services (see, if attached, Appendices 7, 8 and/or 9). Any terms and conditions set forth in a Master Agreement (or similar document) between the parties do not apply to recurring services.

1. Term. The initial term of this Appendix shall be for Sixty (60) Months (the "Initial Term"). The Initial Term shall begin on the date all equipment is installed and is operational, and when any necessary communications connection is completed. NOTE: Payment of all charges for installation and equipment is a precondition to the activation of the equipment and any recurring services the Customer has selected.

2. Auto Renew. Upon the expiration of the Initial Term, all selected recurring services shall automatically renew for successive terms of one (1) year each (each, a "Renewal Term"); provided that the Customer may, by providing written notice to ADT no less than thirty (30) (and no more than sixty (60)) days prior to the date of such auto renewal, cancel such auto renewal with respect to any of the selected recurring services.

3. Pricing Change. ADT may increase the charges for the recurring services after the first year of the Initial Term (but no more than once in any twelve (12) month period) by giving Customer thirty (30) days prior written notice.

4. Early Termination. In the event that the Customer terminates a recurring service during the Initial Term or during a Renewal Term, Customer shall pay to ADT, in addition to all other charges due prior to termination, the charges remaining to be paid for the unexpired portion of the Initial Term or Renewal Term (as the case may be) for such recurring service. Customer acknowledges and agrees that this amount is an agreed upon early termination charge in the nature of liquidated damages, and is not a penalty.

(REMAINDER OF PAGE INTENTIONALLY BLANK - SIGNATURES ON FOLLOWING PAGE)

Acceptance

NOTICE: Our charges under this agreement are based on your agreement to receive and pay for the services for a full Sixty (60) month term.

IF THIS AGREEMENT IS TERMINATED BY YOU PRIOR TO THE END OF THE THEN-CURRENT TERM, EXCEPT AS OTHERWISE PROVIDED HEREIN, YOU AGREE TO PAY US THE SERVICE CHARGES THAT WOULD HAVE BEEN PAYABLE BY YOU FOR THE REMAINING TERM OF THE AGREEMENT BUT FOR THE EARLY TERMINATION HEREOF.

Agreed and accepted as of the date set forth above. All checked items and options, and the attachments represented by such checked items and options are a part of this Proposal which, once fully executed, shall also be referred to herein as the "Agreement."

Carole G. Servato *Carole G. Servato* *Executive Director* *11-30-2020*

Customer Authorized Representative	Printed Name	Title	Date
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ADT Representative	Printed Name	Title	Date
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ADT Authorized Manager	Printed Name	Title	Date
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ATTACHMENT 4

Banquete Pump Station

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Update on Banquete Pump Station (PS) to Serve the Nueces Water Supply Corporation (NWSC) and payment of committed funds

Background:

Enclosed are the most recent emails pertaining to the new Banquete Pump Station. As you can see, the fifth Pay Request in the amount of \$90,767.50 has been reviewed by LNV, Inc. and approved for payment. As reviewed by the Board during the last meeting, the TWDB grant funds have been expended; therefore, STWA and the Nueces Water Supply Corporation will be invoiced for our share of committed funds. Enclosed is an invoice from Nueces County. This payment plus the previous payment of \$53,609.71 totals \$144,377.21.

Analysis:

The Board committed a total of \$425,000 towards the construction of this project. The project timeline originally scheduled the station to be complete by the end of December. However, the recent emails indicate that there has been a delay in the delivery of equipment. The Board will recall that this station will separate services between the Nueces Water Supply Corporation and the Nueces County Water Control and Improvement District #5.

Staff Recommendation:

Keep the Board updated on this project. Approve payment of \$90,767.50 to Nueces County.

Board Action:

Provide feedback to staff. Determine whether to authorize the payment of \$90,767.50 to Nueces County.

Summarization:

As before, this project is an essential component in completing the NWSC and the NCWC&ID #5 wholesale water supply contracts.



Nueces County Grants Administration
901 Leopard Street, Room 501
Corpus Christi, Texas 78401-3602
(361) 888-0225
grantsadmin@nuecesco.com

TO: South Texas Water Authority (STWA)
ATTN: Mr. Rudy Galvan, STWA Board President
2302 East Sage Rd
Kingsville, Texas 78363

INVOICE # 2 PROJECT: Banquete Booster Pump Station, Cyndie Park II

Description	Amount
J.S. Haren Company - Pay Estimate #1, reported on TWDB Outlay #31	\$ 177,311.80
J.S. Haren Company - Pay Estimate #2, reported on TWDB Outlay #31	\$ 252,085.10
J.S. Haren Company - Pay Estimate #3, reported on TWDB Outlay #32	\$ 132,477.50
J.S. Haren Company - Pay Estimate #4, reported on TWDB Outlay #33	\$ 101,556.31
J.S. Haren Company - Pay Estimate #4	\$ 90,767.50
Total Billed to Date	\$ 754,198.21

Less Texas Water Development Board Funds \$ 609,821.00
Less Invoice #1 \$ 53,609.71

Balance Due from STWA \$ 90,767.50

This invoice is submitted in accordance with the letter of commitment dated 12/09/2019 provided by STWA, based on a vote taken by the Board of Directors on 12/03/2019 for a funding commitment in the amount of \$425,000.

Please make checks payable to Nueces County and remit to the address listed at the top of this page.

Maria M. Bedia
Maria M. Bedia, Grants Administrator

11/02/2020
Date



an Ardurra Company

October 30, 2020

Maria M. Bedia
Grants Administrator
Nueces County Grants Administration
Nueces County, Texas
901 Leopard Street, Room 501
Corpus Christi, Texas 78401

**Re: Nueces County, Texas
Banquete Booster Pump Station Cyndie Park II
IFB No. 3113-19; TWDB Contract No. 62622
Pay Request No. 5**

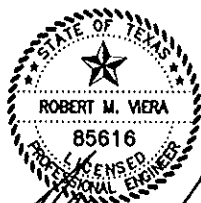
Dear Ms. Bedia:

LNV has reviewed the enclosed Pay Request No. 5 from J. S. Haren Company for the above referenced project. LNV recommends payment of Pay Request No. 5 in the amount of \$90,767.50.

If you have any questions or comments regarding this matter, please feel free to contact me at (361) 883-1984.

Respectfully,
LNV, LLC.

TBPE Firm No. F-366



A handwritten signature in black ink, appearing to read 'Robert M. Viera'.

Robert M. Viera, P.E., R.P.L.S.
Managing Principal



ESTIMATE FOR PARTIAL PAYMENT

Project Title: Banquete Booster Pump Station Cyndie Park II, TWDB Project #62622
Owner: Nueces County
Project IFB No.: 3113-19

Contractor: J. S. HAREN COMPANY

Estimate No.: 5	For the Pay Period: 9/26/20 to 10/26/20
Date of Contract Award: January 8, 2020	Notice to Proceed: 4/30/2020
Original Contract Amount: \$1,384,950	Original Contract Days: 240
Add Total Change Order Amount: (172,129.00)	Change in Contract Days: 0
Less Contingency:	Adjusted Contract Days: 240
Adjusted Contract Amount: \$1,212,821	

ORIGINAL CONTRACT WORK/SCHEDULE OF VALUES

Item No.	Item No. and Description	Bid Qty & Unlts	Qty Complete	Unit Price	Contract Price	Amount
A-1	Mobilization, De-Mobilization, Bonds, SWPP, NPDES	1	0.75	\$65,000.00	\$65,000.00	\$48,750.00
A-2	6" Waterline	451	410	\$100.00	\$45,100.00	\$41,000.00
A-3	All Fittings 4", 6", 8" Diameter, inc WYES,TEES, 45, 90 Caps & Ecc Reducers	25	22	\$500.00	\$12,500.00	\$11,000.00
A-4	Gate Valves 6" or 8"	6	4	\$2,000.00	\$12,000.00	\$8,000.00
A-5	8" Waterline	88	87	\$150.00	\$13,200.00	\$13,050.00
A-6	8"x6" Tee & Valve Water Tie-In, Inc all Ftgs, Valves, Piping, restraints, Flex Base Driveway repair & valve box with Conc Collar	1		\$4,000.00	\$4,000.00	\$0.00
A-7	6" Iso Valve Assy, all piping, tie-ins, ftgs, tees, valves, night work, restraints, valve box, conc collar & bends	1		\$3,000.00	\$3,000.00	\$0.00
A-8	3/4" Water Supply Re-conn, incl hose bib install (2), tie-in to 6" main, "P" trap on exist service & exist bathroom demo	1	0.75	\$10,000.00	\$10,000.00	\$7,500.00
A-9	Adjustable Pipe or Concrete Supports for Piping	6	4	\$1,000.00	\$6,000.00	\$4,000.00
A-11	100,000 Gal Galv Ground Storage Steel Tank, Inc Mov Fill Valve, Gate Valves, Foundation, Piping, Overflow 8" SDR26 Drainline and appurtenances - meeting all TCEQ, OSHA & AWWA Standards	1	0.85	\$180,000.00	\$180,000.00	\$153,000.00
A-12	FRP Bldgs, Pre-Wired Inc 1 Chlorination Bldg & 1 LAS Bldg Inc Foundations, Appurtenances, Piping, Exhaust Fan, Louvers, Thermostat, Lights, Receptacles & Injection Tie-Ins to Main	2	1.5	\$65,000.00	\$130,000.00	\$97,500.00
A-13	Booster Pumps in Ex shop bldg inc 2 new 500 GPM pump & motor assemblies, piping, restraints, fittings, valves, anchors & appurtenances	1	0.9	\$105,000.00	\$105,000.00	\$94,500.00
A-14	7,500 Gal Hydro-Pneumatic Tanks inc all piping, Ftgs, tie-ins, controls, air compressor, appurtenances, foundation, sight glass, presure -level sensors/transmitters and instrumentation	1	0.8	\$75,000.00	\$75,000.00	\$60,000.00
A-15	Metering Station, 6" flgd DI piping, 3" sensus T2 meter, ftgs, restraints, valves, sample ports, gauge, conc pad & conc supports	1	0.95	\$25,000.00	\$25,000.00	\$23,750.00
A-18	Plug ex water well in Cyndie Park II Subdivison per TCEQ and TDLR Requirements	1		\$6,000.00	\$6,000.00	\$0.00
B-1	Ele demo inc Removal of Ex shop bldg electrical dist system lights and removals at existing Banquete Pump Station	1	0.75	\$15,000.00	\$15,000.00	\$11,250.00
B-2	New Elec Dist System Inc Main Breaker, MCC, ATS, Lighting transformer, grounding, lighting panel & all elec for new hydropneumatic tank at ex Banquete Pump Station	1	0.6	\$140,000.00	\$140,000.00	\$84,000.00

B-3	Inst inc all Flow, Level, Pressuer & Analytical devices not provided with other systems	1		\$50,000.00	\$50,000.00	\$0.00	
B-4	All conduit & wire for power & inst. Including installation, wiring termination and trenching	1	0.45	\$60,000.00	\$60,000.00	\$27,000.00	
B-5	VFD Control Panel Fully Wired & Tested	1		\$35,000.00	\$35,000.00	\$0.00	
B-6	Combined Pump SCADA Panel fully wired & tested to function as pump control & SCADA panel, inc all SCADA integration and graphics	1		\$68,571.00	\$68,571.00	\$0.00	
B-7	Diesel Generator inc controls, conn & foundation	1	0.9	\$64,000.00	\$64,000.00	\$57,600.00	
C-1	6" waterline	43		\$150.00	\$6,450.00	\$0.00	
C-2	7,500 Gal Hydro-Pneumatic Tanks inc all piping, Ftgs, tie-ins, controls, air compressor, appurtenances, foundation, sight glass, prsesure -level sensors/transmitters and instrumentation	1	0.7	\$70,000.00	\$70,000.00	\$49,000.00	
C-3	Ele Requirements in Ex Banquete Booster Pump Station	1		\$12,000.00	\$12,000.00	\$0.00	
ADJUSTED CONTRACT AMOUNT COMPLETED TO DATE						\$1,212,821.00	\$790,900.00

ESTIMATE FOR PARTIAL PAYMENT

CONTRACT CHANGE ORDERS

Change Order Numbers	Description	Amount
1		-\$172,129.00
TOTAL AMOUNT OF CHANGE ORDERS		

PREVIOUS PAYMENTS AUTHORIZED

Pay Estimate		Contract Days Charged	Amount Authorized
1	1	57	\$177,311.30
2	2	30	\$252,085.10
3	3	31	\$132,477.50
4	4	28	\$101,556.31
5	5	30	
6			
7			
8			
9			
10			
TOTAL PAYMENTS PREVIOUSLY AUTHORIZED:			

Contract Balance Remaining:	\$	421,921.00	Contract Days Remaining:	64
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SUMMARY OF WORK PERFORMED

A Adjusted Contract Amount Completed to Date	\$790,900.00
B Less Amount Retained in Accordance with Contract	-\$39,545.00
C Materials Stored at Close of Period (Schedule Attached)	\$2,847.71
D Net Amount Earned on Contract to Date (A + B + C)	\$754,202.71
E Total Payments Previously Authorized	-\$663,435.21
F BALANCE DUE THIS PAYMENT (D - E)	\$90,767.50

Stored Material Summary

Contractor's Application

For (Contract):		Banquete Booster Pump Station Candle Park II					Application Number:		5		
Application Period:		September 25, 2020 to October 26, 2020					Application Date:		10/26/2020		
Bld Item No.	A Supplier Invoice No.	B Submittal No. (with Specification Section No.)	C Storage Location	Description of Materials or Equipment Stored	D Stored Previously		E Amount Stored this Month (\$)	Subtotal Amount Completed and Stored to Date (D + E)	F Incorporated in Work		G Materials Remaining in Storage (\$) (D + E - F)
					Date Placed into Storage (Month/Year)	Amount (\$)			Date (Month/ Year)	Amount (\$)	
A4	48027			Ferguson Waterworks	7/2020	\$8,543.12	\$8,543.12	9/2020	\$5,695.41	\$2,847.71	
Totals						\$8,543.12	\$8,543.12		\$5,695.41	\$2,847.71	

From: Joe Trejo <jtrejo@lnvinc.com>
Sent: Monday, November 30, 2020 1:49 PM
To: Maria M. Bedia; mcserrato@stwa.org
Cc: Robert Viera; Hector Castaneda; Joe Trejo
Subject: FW: Banquete - Cyndie Pk II Pump Station Project - Weather Delays -JS Haren Construction Co.
Attachments: Banquete Rain Weather Delays.pdf

Maria – JS Haren is requesting 92 calendar days extension –

Will review and advise –

Thank You,

Joe F. Trejo PE, RPLS
Senior Project Engineer

JTrejo@LNVINc.com
O: (361) 883-1984
801 Navigation Blvd., Suite 300
Corpus Christi, TX 78408

www.ardurra.com
www.lnvinc.com



From: J. S. Haren <jsharen@jsharen.com>
Sent: Monday, November 30, 2020 1:15 PM
To: Joe Trejo <jtrejo@lnvinc.com>
Cc: Robert Viera <rviera@lnvinc.com>; John Miller <jamiller@lnvinc.com>; Jim Farrow <holmestead2014@outlook.com>; Brooke Hall <brooke@jsharen.com>
Subject: Banquete Weather Delays

Joe,

This is email is to request 92 calendar days of delay due to weather and/ or muddy ground conditions, all of which delayed our progress. Backup for the request is attached. Please advise of any questions.

Sky

J S Haren

J S Haren Company

1175 Hwy 11 N

Athens, Tennessee 37303

(423)745-5000

(423)745-5252 Fax

ATTACHMENT 5

Easement – Bishop East Pump Station

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Bishop East Pump Station (PS) Easement – LNV Surveying Quote

Background:

Enclosed is a quote from LNV for surveying services associated with the Bishop East Pump Station easement. The City of Bishop and STWA committees have met several times and it appears agreements have been reached on the issues raised by the parties. The Board will recall that the property and its location will require three areas to be specified:

1. The area occupied by the pump station building and piping,
2. The area occupied by the ground storage and hydro-pneumatic tanks, and
3. The area occupied by the underground waterline that extends from Business 77 through the park and into the pump station.

Analysis:

Items 1 and 3 listed above are facilities that are in South Texas Water Authority's name. Although certain pump facilities within the building belong to the Nueces Water Supply Corporation (NWSC), the building itself belongs to STWA. In addition, there are facilities that remain and have been the subject of discussion that have served the City of Bishop. The waterline (Item 3) is upstream of the meter at the Bishop East PS. Item 2 are facilities that are specified as belonging to the NWSC per the wholesale water supply contract. During the November 2nd meeting, NWSC Board approved engaging LNV's services for the surveying of the area described in Item 2.

Staff Recommendation:

Approve utilizing the services of LNV in the amount of \$6,000 for the associated work to obtain a metes and bounds description of the pump station and waterline as described above.

Board Action:

Determine whether to approve utilizing the services of LNV in the amount of \$6,000 for the associated work to obtain a metes and bounds description of the pump station and waterline as described above.

Summarization:

These descriptions will be needed as an exhibit to the easement.

From: Ismael Rodarte <irodarte@lvinc.com>
Sent: Tuesday, September 29, 2020 9:52 AM
To: mcserrato@stwa.org
Subject: RE: STWA Regional System - Bishop Park Waterline

Carola,

Sorry, I misunderstood. The breakdown of the quote is as follows;

- **STWA = \$6,000 (plus tax)**
 - Easement/description for the facility (\$2,500)
 - Easement/description for the waterline across park (\$2,500)
 - Line locating (\$1,000)

- **NWSC = \$2,500 (plus tax)**
 - Easement/description for the facility

Let me know if you have any other questions.

Thanks,



Ismael Rodarte, SIT
Survey Project Manager
irodarte@LNVINC.com
O: 361.883.1984
F: 361.883.1986
CORPUS CHRISTI OFFICE
801 Navigation Blvd., Suite 300
Corpus Christi, TX 78408
TBPELS Firm No. 10126500
www.ardurra.com
www.lvinc.com
  

From: mcserrato@stwa.org <mcserrato@stwa.org>
Sent: Tuesday, September 29, 2020 9:43 AM
To: Ismael Rodarte <irodarte@lvinc.com>
Subject: RE: STWA Regional System - Bishop Park Waterline

Ismael,

The pipeline across the City park would be an STWA Easement. The NWSC's water is metered as it goes into the GST at the PS.

I didn't want to assume the two easements were each \$3000. Please provide a breakdown.

Thanks,
Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Ismael Rodarte <irodarte@lnvinc.com>
Sent: Tuesday, September 29, 2020 9:38 AM
To: mcgserrato@stwa.org
Subject: RE: STWA Regional System - Bishop Park Waterline

Carola,

Good morning. Sorry for the late response. I have reviewed your request and have prepared an estimate of cost as follows;

- A single easement for the STWA site = **\$2,500 (plus tax)**
 - Includes setting corners outlining easement boundary

- Two easements for NWSC = **\$6,000 (plus tax)**
 - Exhibit and legal description for NWSC site
 - Exhibit and legal description for waterline route
 - Includes pipeline locating across city park
 - Includes setting corners outlining easement boundary
 - Includes setting corners outlining waterline route

Just fyi, the easement for both the STWA site and the NWSC site will need a shared access agreement from Birch Street for both facilities. If you need a formal quote, please let me know. In the meantime, please review and let me know how to proceed.

Thanks,

Ismael Rodarte, SIT
Survey Project Manager

irodarte@LNVINc.com

O: 361.883.1984

F: 361.883.1986

CORPUS CHRISTI OFFICE

801 Navigation Blvd., Suite 300

Corpus Christi, TX 78408

TBPELS Firm No. 10126500

www.ardurra.com

www.lnvinc.com



From: mogserrato@stwa.org <mogserrato@stwa.org>
Sent: Monday, September 28, 2020 4:00 PM
To: Ismael Rodarte <irodarte@lrvinc.com>
Subject: STWA Regional System - Bishop Park Waterline

Ismael,

Maybe the attached pdf will show a better location of the waterline that goes through the Bishop Park. I used the copier to scan a portion of Sheet 21 using a lighter setting.

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

ATTACHMENT 6
Annexation Petition

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: December 1, 2020
Re: Annexation Petition – Set Time and Date for Public Hearing:
Resolution 20-34 – Carlos Ysassi, III – Tract 25, Cyndie Park Unit II, Nueces County, Texas

Background:

As previously discussed, properties that are not within South Texas Water Authority's district boundaries but requesting retail water service from the NWSC are required to be annexed into STWA's district. This results in the new NWSC member paying the same costs as all other NWSC customers, specifically a retail water bill to NWSC and property taxes to STWA. Mr. Carlos Ysassi has contacted our office requesting service in the Cyndie Park II subdivision and filed an annexation petition. Resolution 20-34 sets the date and time for the required public hearing. Prior to the next regular STWA Board meeting, the public hearing will occur.

Analysis:

Adoption of Resolution 20-34 begins the annexation process and enables the NWSC to provide retail service to Mr. Ysassi.

Staff Recommendation:

Adopt Resolution 20-34.

Board Action:

Determine whether to adopt Resolution 20-34.

Summarization:

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

ATTACHMENT 7

Resolution 20-34

SOUTH TEXAS WATER AUTHORITY

Resolution 20-34

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

WHEREAS, Carlos Ysassi, III (Petitioner), has filed the attached petition (the Petition) with the South Texas Water Authority requesting annexation of his 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 26, 2021 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 26, 2021 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 8th day of December, 2020.

RUDY GALVAN, JR., PRESIDENT

ATTEST:

FILIBERTO TREVINO III, 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 ²⁴~~November~~ day of November, 20 20.



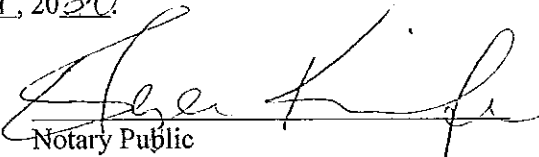
Carlos Ysassi, III.

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY of Nueces

Subscribed and sworn to before me _____ Carlos Ysassi, III. _____ on this the
24 day of November, 2020.



Notary Public

My Commission Expires: 09-05-2023

NOTARY SEAL

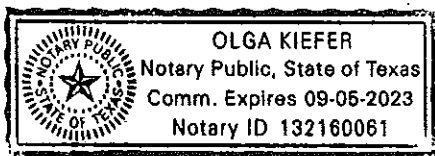


Exhibit "A"

To

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

Property Description:

Tract 25, Cyndie Park Unit 2, being a tract of land containing 0.64 acres more or less, out of a 29.59 acre Unit No. 2, out of 59.59 acres, more or less, out of that 238.79 acres standing in the name of John S. McGregor and C. C. Speed by deed recorded in Volume 1840, Page 1017 of the Deed Records of Nueces County, Texas and all being out of The CASA BLANCA GRANT and being a part of Blocks Twenty-Four (24), and Twenty-Five (25) of the MANTOR BRIGGS & KUYKENDALL SUBDIVISION of 5155.97 acres in Nueces County, Texas, according to map or plat recorded in Volume 2, Page 57, of the Map 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 26, 2021 at 5:30 p.m. with respect to the Petition filed by Carlos Ysassi, III 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 8th day of December, 2020.

Rudy Galvan, Jr., 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:

Tract 25, Cyndie Park Unit 2, being a tract of land containing 0.64 acres more or less, out of a 29.59 acre Unit No. 2, out of 59.59 acres, more or less, out of that 238.79 acres standing in the name of John S. McGregor and C. C. Speed by deed recorded in Volume 1840, Page 1017 of the Deed Records of Nueces County, Texas and all being out of The CASA BLANCA GRANT and being a part of Blocks Twenty-Four (24), and Twenty-Five (25) of the MANTOR BRIGGS & KUYDENDALL SUBDIVISION of 5155.97 acres in Nueces County, Texas according to map or plat recorded in Volume 2, Page 57, of the Map Records of Nueces County, Texas.

ATTACHMENT 8

Truck Bids

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: December 3, 2020
Re: FY 2021 - Purchase of ¾ Ton 4x4 Truck

Background:

Per the Board approved FY 2021 budget, enclosed are bids for the purchase of a ¾ ton 4x4 gas engine pickup truck with a long bed. Bid packets were delivered to local dealerships including Access Ford, AutoNation Chevy and Toyota, AutoNation Ford Mazda, Beck and Masten GMC, Caldwell Country Chevrolet, Hick's Family Nissan, Lithia Dodge, Neesen Chevy/GMC, Neesen Dodge, Sames Ford Kingsville, and Mike Shaw Toyota. In addition, staff utilized the BuyBoard online feature to reach out to dealerships.

Analysis:

Below is a chart of the bid prices and estimated delivery times:

Dealership	Year	Model	Delivery Days	Price
AutoNation Ford, CC, TX	2021	F250 4x4	140	\$30,150.00
Beck and Master GMC, Robstown, TX	2021	2500 HD Sierra	140	\$35,203.46
Caldwell Country Chevrolet, Caldwell, TX	2021	2500 HD Silverado	90	\$29,940.00
Sam Pack Five Star Ford, Carrollton, TX	2021	F250 4x4	120	\$31,556.42

Staff Recommendation:

The lowest responsible bid is Caldwell Country Chevrolet in the amount of \$29,940, which is as a result of issuing the request for bids through BuyBoard. Staff recommends awarding the bid to Caldwell Country Chevrolet.

Board Action:

Determine whether to award the bid to Caldwell Country Chevrolet in the amount of \$29,940 on a 2021 ¾ ton 4x4 gas engine pickup truck with a long bed.

Summarization:

As reported previously, this purchase is part of STWA's standard rotation of replacing a vehicle every year. There are currently two (2) haul trucks – one for the field crew and one for the CP crew, seven (7) field crew trucks – one which is used by the Site Maintenance staff person that is not taken home, and one (1) regular truck used by the second CP Tech which is also not taken home.

SOUTH TEXAS WATER AUTHORITY

Invitation to Bid

South Texas Water Authority will be accepting sealed bids for the following vehicle:

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

ALL BIDS MUST BE CLEARLY MARKED "SEALED BID".

The bids will be accepted through **2:00 p.m. on Wednesday, November 18, 2020**. Due to the COVID-19 pandemic, the sealed bids may be hand-delivered at the drive-through window at the Authority's office located at 2302 East Sage Road, Kingsville, Texas 78363 or may be sent Certified Mail to the same address. Specifications are enclosed. If you have any questions, call Dony Cantu at (361) 592-9323, extension 116.

THE SOUTH TEXAS WATER AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS.

THIS FORM MUST BE COMPLETED AND RETURNED AS PART OF YOUR BID.

Do not include Federal Tax or State Sales Tax. The necessary exemption certificate will be issued upon request.

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab \$ 30,150

Time needed for delivery from date of award: 140 days. APPROX

Bid includes the following additional incentives:

I certify that the Pickup Truck to be delivered under this proposal will meet or exceed all of the minimum specifications and conditions set forth by the South Texas Water Authority, Kingsville, Texas.

Dated this 10 day of November, 2020.

AutoNation Ford Mazda

Bill Johnson
Director Business Preferred
Fleet & Leasing Manager

AutoNation Ford Mazda
Corpus Christi
6250 South Padre Island Drive
Corpus Christi, TX 78412
361-906-3100 Main
361-442-8944 Mobile
361-561-5184 Fax
JohnsonWI@AutoNation.com
www.AutoNation.com



AutoNation Ford
BIDDING FIRM

By: Bill Johnson



VIRTCDP 741.58 3332

CNGP530
==>

VEHICLE ORDER CONFIRMATION

11/10/20 18:53:08

Dealer: F52068

Page: 1 of 2

2021 F-SERIES SD

Order No: B111 Priority: B1 Ord FIN: QM669 Order Type: 5B Price Level: 115
Ord PEP: 600A Cust/Flt Name: WATER AUTH PO Number:

	RETAIL		RETAIL
X2B F250 4X4 S/C	\$39565	TRAILER TOW PKG	
164" WHEELBASE		FLEET SPCL ADJ	NC
Z1 OXFORD WHITE		FRT LICENSE BKT	NC
A VNYL 40/20/40		10000# GVWR PKG	
S MEDIUM EARTH GR		425 50 STATE EMISS	NC
600A PREF EQUIP PKG		512 SPARE TIRE/WHL2	NC
.XL TRIM		52B BRAKE CONTROL	270
572 .AIR CONDITIONER	NC	525 CRUISE CONTROL	235
.AMFM/MP3/CLK			
996 .6.2L EFI V8 ENG	NC	TOTAL BASE AND OPTIONS	43085
44S 6-SPD AUTOMATIC	NC	TOTAL	43085
TCD LT265 OWL AT 17	455	*THIS IS NOT AN INVOICE*	
X37 3.73 REG AXLE	NC		
90L PWR EQUIP GROUP	865	* MORE ORDER INFO NEXT PAGE *	
JOB #1 BUILD		F8=Next	

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC04584

V1DP0147

2,6



VIRTC1DP V5.38 5432

CNGP530

VEHICLE ORDER CONFIRMATION

11/10/20 18:53:15

==>

Dealer: F52068

Page: 2 of 2

2021 F-SERIES SD

Order No: B111 Priority: B1 Ord FIN: QM669 Order Type: 5B Price Level: 115

Ord PEP: 600A Cust/Flt Name: WATER AUTH PO Number:

RETAIL

RETAIL

TELE TT MIR-PWR

JACK

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

DEST AND DELIV 1695

TOTAL BASE AND OPTIONS 43085

TOTAL 43085

THIS IS NOT AN INVOICE

F7=Prev

F3/F12=Veh Ord Menu

F1=Help

F2=Return to Order

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC04584

V1DP0147

2,6

SOUTH TEXAS WATER AUTHORITY

Invitation to Bid

South Texas Water Authority will be accepting sealed bids for the following vehicle:

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

ALL BIDS MUST BE CLEARLY MARKED "SEALED BID".

The bids will be accepted through **2:00 p.m. on Wednesday, November 18, 2020**. Due to the COVID-19 pandemic, the sealed bids may be hand-delivered at the drive-through window at the Authority's office located at 2302 East Sage Road, Kingsville, Texas 78363 or may be sent Certified Mail to the same address. Specifications are enclosed. If you have any questions, call Dony Cantu at (361) 592-9323, extension 116.

THE SOUTH TEXAS WATER AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS.

THIS FORM MUST BE COMPLETED AND RETURNED AS PART OF YOUR BID.

Do not include Federal Tax or State Sales Tax. The necessary exemption certificate will be issued upon request.

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab \$ 35,203.⁴⁶

Time needed for delivery from date of award: 140 days.

Bid includes the following additional incentives:

with a EAN #, all discounts are now in the price.

I certify that the Pickup Truck to be delivered under this proposal will meet or exceed all of the minimum specifications and conditions set forth by the South Texas Water Authority, Kingsville, Texas.

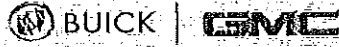
Dated this 4 day of November, 2020.

Beck + Masten Coastal Bend
BIDDING FIRM

By: [Signature]

BUICK - GMC

FLEET & COMMERCIAL
SALES AND SERVICE



Robstown

200 US-77
Robstown, TX 78380

(361) 387-2506

NEW VEHICLE QUOTATION FORM

South Texas Water Authority
(PURCHASER)

Carole Serrano
(CONTACT)

2302 Sage Rd
(ADDRESS)

361-592-9323
(TELEPHONE) (FAX)

Kingsville, TX 78363
(CITY, STATE & ZIP)

2021 GMC 2500 Double Cab 4x4
(MODEL)

MSRP Price \$ 46,505

VIN# _____

B&M Discount \$ 11,748.⁰⁰

G.V.W.R. _____

Price \$ 34,757.⁰⁰

Engine 6.6 V-8 gas

^{No Sales Tax}
Sales Tax & Vit \$ 94.⁹⁶

Trans 6 speed HD Auto

^{Vehicle Inventory Tax}
Title & Inspect \$ 28.⁰⁰

Wheelbase 8' box

Road & Bridge \$ 38.⁷⁵

Option 1 _____

License Fee \$ 134.⁷⁵

Option 2 _____

Doc Fee \$ 150.⁰⁰

Option 3 _____

Total Price \$ 35,203.⁴⁶

Total Delivered Price for 1 Vehicle(s) \$ 35,203.⁴⁶

Additional Comments:

Vehicle to be delivered in 20 weeks



John Dietz
BECK & MASTEN BUICK GMC ROBSTOWN

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010.

jvm008 | Logout

ORDER WORKBENCH Main > Order Vehicles > Configure a New Vehicle: Summary

PLAN & FORECAST ORDER VEHICLES MANAGE INVENTORY LOCATE VEHICLES DELIVER VEHICLES REPORTS & TOOLS

Configure a New Vehicle: Summary

| 2

BAC: 304619 BFC: 1 Name: BECK & MASTEN BUICK GMC ROBSTOWN

Choose Model Choose Options Summary

RELATED LINKS

- View My Allocation and Constraints
- View Stored Configurations
- US On-Line Order/Reference Guide

Review the vehicle configuration information in order to ensure that it is correct. If you need to make a change click "Back" to return to the Configure a New Vehicle: Select Options screen. Click "Submit as Preliminary Order" to submit this configuration as a preliminary order. Click "Save in Stored Configurations" in order to store this configuration. Click "Cancel" to cancel the entire configuration.

Note: A submitted preliminary order is at Event Code 1100 (Preliminary Order Accepted).

[View Customer Version](#) ▼

Model Information

Model Year: 2021 Division: GMC Allocation Group: GHDDBL

Model: TK20953 - 2500HD Sierra: Double Cab Long Box, 4WD Order Type: TRE-Retail Stock

DAN: UPDATE

Stock No: UPDATE Quantity: 1

MSRP: \$44,910.00 MSRP W/DFC: \$46,505.00

Preferred Equipment Group †

PEG: 1SA

Color

Primary Color: GAZ - Summit White

Trim

H2G: Jet Black, Vinyl seat trim

Options

- | | | |
|---|--|---|
| AE7: Seats, front 40/20/40 split-bench | L8T: Engine, 6.6L V8 | |
| AKO: Glass, deep-tinted | MYD: Transmission, 6-speed automatic, heavy-duty | |
| AU3: Door locks, power | NQF: Transfer case, two-speed, electronic shift | |
| BG9: Floor covering, rubberized-vinyl | PCI: Convenience Package | \$1,100.00 |
| C49: Defogger, rear-window electric | PQA: 1SA Driver Alert Package I | \$890.00 - Forward & rear collision alert |
| C7G: GVWR, 10,500 lbs. (4763 kg) | PYN: Wheels, 17" (43.2 cm) painted steel, Silver | |
| DWL: Mirrors, outside power-adjustable vertical trailing with heated and auto-dimming upper glass | QK1: Tailgate, standard | |
| E63: Pickup bed | QT5: Tailgate, gate function manual with EZ Lift | |
| FE9: Emissions, Federal requirements | QXT: Tires, LT265/70R17E all-terrain, blackwall | \$200.00 |
| G80: Auto-locking rear differential | UF2: LED Cargo Area Lighting | |
| GT4: Rear axle, 3.73 ratio | UVC: Rear Vision Camera | |
| IOR: Audio system, GMC Infotainment System with 7" diagonal color touch-screen | V46: Bumper, front chrome lower | |
| JL1: Trailer brake controller, integrated | V76: Recovery hooks, front, frame-mounted, Black | \$275.00 |
| K34: Cruise control, steering wheel-mounted w/ PCS | VJH: Bumper, rear chrome | |
| K47: Air filter, heavy-duty | VK3: License plate kit, front | |
| K14: Power outlet, instrument panel, 120-volt | Z82: Trailering Package | \$225.00 |
| KW7: Alternator, 170 amps | ZXT: Tire, spare LT265/70R17E all-terrain, blackwall | |

▶ Submit as Preliminary Order | ▶ Save in Stored Configurations

SPECIFICATION SHEET
2021 Work Truck
3/4 TON 4 x 4 PICKUP TRUCK
4-DOOR CAB LONG-BED (GAS ENGINE)
SUPERCAB, DOUBLE CAB or EXTENDED CAB – NOT CREW CAB

GVWR (lbs) Gross Vehicle Weight Rating: 9,500 minimum
 Payload (lbs) 1,690 minimum

Transmission: 4 speed automatic minimum
 Engine: 8-cylinder gas engine
 Alternator: Standard with 8-cylinder gas engine
 Steering: Power
 Battery: Standard with 8-cylinder gas engine
 Brakes: Power or Power vented disc

Wheel Base: 145 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 or light-colored neutral tone

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

Heater: Factory installed with defrosters.

- Accessories :
- Towing package including electric trailer brake controller
 - **Power Windows**
 - **Blue Tooth Technology**
 - Inside upper cab light.
 - Cigarette lighter.
 - Two (2) 12V plugs
 - 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.

PURCHASING SPECIFICATIONS ON
 $\frac{3}{4}$ TON TRUCK

- 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 East 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 most 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 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 than 200 miles at the time of delivery to the original destination point will not be considered new units and will not

be 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 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, cleaned 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 or 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 -- referred to as Supercab, Double-cab or extended cab with separate doors for front seat and back seat entry
 - a. Sun visors - Two - padded.
 - b. Seats - Bench type, with foam cushioned seat and back, covered with standard

truck vinyl material or stain resistant cloth, for three people. Seats shall be 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 with a towing package.
 4. Chassis:
 - a. Brakes - heavy duty, largest capacity and lining available. Standard 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.

SOUTH TEXAS WATER AUTHORITY

Invitation to Bid

South Texas Water Authority will be accepting sealed bids for the following vehicle:

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

ALL BIDS MUST BE CLEARLY MARKED "SEALED BID".

The bids will be accepted through **2:00 p.m. on Wednesday, November 18, 2020**. Due to the COVID-19 pandemic, the sealed bids may be hand-delivered at the drive-through window at the Authority's office located at 2302 East Sage Road, Kingsville, Texas 78363 or may be sent Certified Mail to the same address. Specifications are enclosed. If you have any questions, call Dony Cantu at (361) 592-9323, extension 116.

THE SOUTH TEXAS WATER AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS.

THIS FORM MUST BE COMPLETED AND RETURNED AS PART OF YOUR BID.

Do not include Federal Tax or State Sales Tax. The necessary exemption certificate will be issued upon request.

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

\$ 29,940

Time needed for delivery from date of award: 90 days.

Bid includes the following additional incentives: per attached

2021 Chevrolet 2500HD Double Cab 4x4 LWB CK20953

I certify that the Pickup Truck to be delivered under this proposal will meet or exceed all of the minimum specifications and conditions set forth by the South Texas Water Authority, Kingsville, Texas.

Dated this 13th day of November, 2020.

PO Box 27
Caldwell, TX 77836

Caldwell Country Chevrolet
BIDDING FIRM

aknapp@caldwellcountry.com

By: AKimm
Averyt Knapp
979-567-6155

SPECIFICATION SHEET
2021 Work Truck
3/4 TON 4 x 4 PICKUP TRUCK
4-DOOR CAB LONG-BED (GAS ENGINE)
SUPERCAB, DOUBLE CAB or EXTENDED CAB – NOT CREW CAB

GVWR (lbs) Gross Vehicle Weight Rating: 9,500 minimum
Payload (lbs) 1,690 minimum

Transmission: 4 speed automatic minimum
Engine: 8-cylinder gas engine
Alternator: Standard with 8-cylinder gas engine
Steering: Power
Battery: Standard with 8-cylinder gas engine
Brakes: Power or Power vented disc

Wheel Base: 145 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 or light-colored neutral tone

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

Heater: Factory installed with defrosters.

Accessories :

- Towing package including electric trailer brake controller
- Power Windows
- Blue Tooth Technology
- Inside upper cab light.
- Cigarette lighter.
- Two (2) 12V plugs
- 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.

PURCHASING SPECIFICATIONS ON
¾ TON TRUCK

- 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 East 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 most 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 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 than 200 miles at the time of delivery to the original destination point will not be considered new units and will not

be 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 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, cleaned 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 or 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 -- referred to as Supercab, Double-cab or extended cab with separate doors for front seat and back seat entry
 - a. Sun visors - Two - padded.
 - b. Seats - Bench type, with foam cushioned seat and back, covered with standard

truck vinyl material or stain resistant cloth, for three people. Seats shall be 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 with a towing package.
 4. Chassis:
 - a. Brakes - heavy duty, largest capacity and lining available. Standard 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.



Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (Complete)

Window Sticker

SUMMARY

[Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck

MSRP:\$40,100.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 6.6L V8

Transmission, 6-speed automatic, heavy-duty

OPTIONS

CODE	MODEL	MSRP
CK20953	[Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck	\$40,100.00
OPTIONS		
1WT	Work Truck Preferred Equipment Group	\$0.00
AE7	Seats, front 40/20/40 split-bench	\$0.00
AQQ	Remote Keyless Entry	Inc.
C7G	GVWR, 10,500 lbs. (4763 kg)	\$0.00
DBG	Mirrors, outside power-adjustable vertical trailing	Inc.
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JL1	Trailer brake controller, integrated	\$275.00
K34	Cruise control, electronic	Inc.
KC9	Power outlet, bed mounted, 120-volt	Inc.
KI4	Power outlet, instrument panel, 120-volt	\$225.00
L8T	Engine, 6.6L V8	\$0.00
MYD	Transmission, 6-speed automatic, heavy-duty	\$0.00

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Data Version: 12340. Data Updated: Nov 12, 2020 10:11:00 PM PST.



Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (✓
Complete)

PYN	Wheels, 17" (43.2 cm) painted steel, Silver		\$0.00
QT5	Tailgate, gate function manual with EZ Lift	Inc.	
QXT	Tires, LT265/70R17E all-terrain, blackwall		\$200.00
R9Y	Fleet Free Maintenance Credit.		(\$45.00)
VQ3	Fleet Processing Option		\$0.00
ZLQ	WT Fleet Convenience Package		\$760.00
ZXT	Tire, spare LT265/70R17E all-terrain, blackwall		\$0.00
SUBTOTAL			\$41,515.00
Adjustments Total			\$0.00
Destination Charge			\$1,595.00
TOTAL PRICE			\$43,110.00

FUEL ECONOMY

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

FAB Kingsville

29,940

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Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (✓ Complete)

Standard Equipment

Package

Trailer Package includes trailer hitch, 7-pin connector and (CTT) Hitch Guidance (Deleted when (ZW9) pickup bed delete is ordered.)

Mechanical

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, 6-speed automatic, heavy-duty (STD) (Requires (L8T) 6.6L V8 gas engine.)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)

Durabed, pickup bed (STD)

GVWR, 10,500 lbs. (4763 kg) (STD) (Included and only available with CC20943 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels or CK20953 and (L8T) 6.6L V8 gas engine with 17" wheels.)

Air filter, heavy-duty

Air filtration monitoring

Transfer case, two-speed electronic shift with push button controls (Requires 4WD models.)

Auto-locking rear differential

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Frame, fully-boxed, hydroformed front section and a fully-boxed stamped rear section

Recovery hooks, front, frame-mounted, Black

Suspension Package

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill (Requires (L8T) 6.6L V8 gas engine. Not available with (ZW9) pickup bed delete.)

Exterior

Wheels, 17" (43.2 cm) painted steel, Silver (STD)

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Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (✓
Complete)

Exterior

Tires, LT245/75R17E all-season, blackwall (STD)

Tire, spare LT245/75R17E all-season, blackwall (STD) (included and only available with (QH) LT245/75R17E all-season, blackwall tires with (E63) Durabed, pickup bed. Available to order when (ZW9) pickup bed delete and (QH) LT245/75R17E all-season, blackwall tires are ordered)

Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)

Bumpers, front, Black

Bumpers, rear, Black

CornerStep, rear bumper

BedStep, Black integrated on forward portion of bed on driver and passenger side (Deleted when (ZW9) pickup bed delete is ordered.)

Moldings, beltline, Black

Cargo tie downs (12), fixed rated at 500 lbs per corner (Deleted with (ZW9) pickup bed delete.)

Grille (Front grille bar with "CHEVROLET" molded in Black, includes Black mesh inserts with small Gold bowtie emblem.)

Headlamps, halogen reflector with halogen Daytime Running Lamps

Taillamps with incandescent tail, stop and reverse lights

Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel.

Mirrors, outside high-visibility vertical trailing lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black

Mirror caps, Black

Glass, solar absorbing, tinted

Tailgate and bed rail protection cap, top

Tailgate, locking, utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package is ordered. Not available with (ZW9) pickup bed delete.)

Tailgate, gate function manual, no EZ Lift (Deleted with (ZW9) pickup bed delete.)

Door handles, Black grained

Entertainment

Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, wired Apple CarPlay and Android Auto capable. (STD)

Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)

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Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (✓
Complete)

Entertainment

Bluetooth for phone connectivity to vehicle infotainment system

Interior

Seats, front 40/20/40 split-bench with upper covered armrest storage (STD)

Vinyl seat trim

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double cab model.)

Floor covering, rubberized-vinyl (Not available with LPO floor liners.)

Steering wheel, urethane

Steering column, Tilt-Wheel, manual with wheel locking security feature

Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Driver Information Center, 3.5" diagonal monochromatic display

Exterior Temperature Display located in radio display

Rear Seat Reminder (Requires Crew Cab or Double Cab model.)

Window, power front, drivers express up/down (Standard on Crew Cab and Double Cab models. On Regular Cab model, included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)

Window, power front, passenger express down (Standard on Crew Cab and Double Cab models. On Regular Cab model, included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)

Windows, power rear, express down (Not available with Regular Cab models.)

Door locks, power (Standard on Crew Cab and Double Cab models. On Regular Cab models, included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)

USB ports, 2 (first row) located on instrument panel

Power outlet, front auxiliary, 12-volt

Air conditioning, single-zone

Air vents, rear, heating/cooling (Not available on Regular Cab models.)

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

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Data Version: 12340. Data Updated: Nov 12, 2020 10:11:00 PM PST.



Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (✓
Complete)

Safety-Mechanical

StabiliTrak stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Rear Vision Camera (Deleted with (ZW9) pickup bed delete.)

Hitch Guidance dynamic single line to aid in trailer alignment for hitching (Deleted with (ZW9) pickup bed delete.)

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

Processing-Other

Trailer Information Label provides max trailer ratings for tongue weight, conventional, gooseneck and 5th wheel trailering (Not available with (ZW9) pickup bed delete.)

WARRANTY

Warranty Note: <<< Preliminary 2021 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance Note: 1 Year/1 Visit

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Data Version: 12340. Data Updated: Nov 12, 2020 10:11:00 PM PST.

SOUTH TEXAS WATER AUTHORITY

Invitation to Bid

South Texas Water Authority will be accepting sealed bids for the following vehicle:

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

ALL BIDS MUST BE CLEARLY MARKED "SEALED BID".

The bids will be accepted through **2:00 p.m. on Tuesday, December 2, 2020**. Due to the COVID-19 pandemic, the sealed bids may be hand-delivered at the drive-through window at the Authority's office located at 2302 East Sage Road, Kingsville, Texas 78363 or may be sent Certified Mail to the same address. Specifications are enclosed. If you have any questions, call Dony Cantu at (361) 592-9323, extension 116.

THE SOUTH TEXAS WATER AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS.

THIS FORM MUST BE COMPLETED AND RETURNED AS PART OF YOUR BID.

Do not include Federal Tax or State Sales Tax. The necessary exemption certificate will be issued upon request.

One (1) 2021 ¾ -Ton, 4 x 4 Truck, 4-Door, Long Bed, Gas Engine, Supercab, Double Cab or Extended Cab – Not Crew Cab

\$ 31,556.42

Time needed for delivery from date of award: 120 days.


Bid includes the following additional incentives:

All Gov GPC's.

I certify that the Pickup Truck to be delivered under this proposal will meet or exceed all of the minimum specifications and conditions set forth by the South Texas Water Authority, Kingsville, Texas.

Dated this 1 day of Dec, 2020.

Sam Pack Five Star Ford.
BIDDING FIRM

By: 

X2B

SPECIFICATION SHEETS
2021 Work Truck
3/4 TON 4 x 4 PICKUP TRUCK
4-DOOR CAB LONG-BED (GAS ENGINE)
SUPERCAB, DOUBLE CAB or EXTENDED CAB – NOT CREW CAB

F2A-X2B

GVWR (lbs) Gross Vehicle Weight Rating: 9,500 minimum
Payload (lbs) 1,690 minimum

Transmission: 4 speed automatic minimum
Engine: 8-cylinder gas engine
Alternator: Standard with 8-cylinder gas engine
Steering: Power
Battery: Standard with 8-cylinder gas engine
Brakes: Power or Power vented disc

F2A
\$19,985

Wheel Base: 145 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 or light-colored neutral tone

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

Heater: Factory installed with defrosters.

- Accessories :
- Towing package including electric trailer brake controller
 - **Power Windows**
 - **Blue Tooth Technology**
 - Inside upper cab light.
 - Cigarette lighter.
 - Two (2) 12V plugs
 - 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.

Custom Request for Quote Summary

Forwarded from Email

TITLE

Custom | South Texas Water Authority (12/1/2020)

DELIVERY LOCATION

2302 East Sage Rd., Kingsville, TX 78363

STATUS

1. Waiting

CUSTOMER

[South Texas Water Authority](#)

DUE DATE

12/01/2020

DUE TIME

2:00 PM

REQUESTED

11/16/2020

[RFQ \(REQUEST FOR QUOTE\) FILE](#)

[View File](#)

RESPONDER

Alan Rosner

[Cancel Update](#)

[Save Update](#)

[History](#)

Need more information? Ask a Question or add a Comment, below.

Question or Comment

[User Contact Details](#) X

[Empty text input area for question or comment]

Carola Serrato

ORGANIZATION

South Texas Water Authority

EMAIL

mcgserrato@stwa.org

PHONE

361-592-9323

PHONE EXTENSION

112

11/16/2020

[Carola Serrato Assigned](#)

Assigned: Alan Rosner with status Sent

4:37 PM

Description

No Customer description provided: see [RFQ \(Request for Quote\)](#) file, above.

Response

Waiting for response.

**PURCHASING SPECIFICATIONS ON
¾ TON TRUCK**

- 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.
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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 East 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 most 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.
- 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 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 than 200 miles at the time of delivery to the original destination point will not be considered new units and will not be 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 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, cleaned 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 or 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 – referred to as Supercab, Double-cab or extended cab with separate doors for front seat and back seat entry
 - a. Sun visors - Two - padded.
 - b. Seats - Bench type, with foam cushioned seat and back, covered with standard truck vinyl material or stain resistant cloth, for three people. Seats shall be 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 with a towing package.
4. Chassis:
 - a. Brakes - heavy duty, largest capacity and lining available. Standard 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 9

Resolution 20-35

SOUTH TEXAS WATER AUTHORITY

RESOLUTION 20-35

RESOLUTION AWARDING THE BID FOR THE PURCHASE OF ONE (1) 3/4 TON PICKUP TRUCK.

WHEREAS, the South Texas Water Authority solicited bids to acquire one (1) 3/4 ton pickup truck for the Authority's use, and

WHEREAS, the Board of Directors of the South Texas Water Authority has reviewed the bids and finds that _____ has submitted the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED that the South Texas Water Authority Board of Directors awards the bid for one (1) 3/4 ton pickup truck to _____.

Duly adopted this 8th day of December, 2020.

RUDY GALVAN, JR., PRESIDENT

ATTEST:

FILIBERTO TREVINO III, SECRETARY/TREASURER

ATTACHMENT 10

Ray Associates, Inc. Proposal

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Proposal for Recruitment Services – Ray Associates, Inc. (RAI) – Executive Director Retirement

Background:

Enclosed is the most recent email correspondence between Ms. Katherine Ray and me regarding a proposal for recruitment services. Per the Board's authorization a proposal was requested to assist STWA in a search for my replacement. The proposal provides information on RAI's qualifications, a description of their charge in performing the services, a proposed search process, a timeline, the cost of the services, an assurance statement and references.

Analysis:

As discussed in the emails, should the Board decide to engage the services of RAI, a special meeting is recommended sometime in January 2021. This process requires Board involvement and time. The Board will need to determine what are the most important characteristics being sought in a new executive director. It will be important for RAI to establish what are the Board's expectations of a new executive director. In addition, candidates should be fully informed of those expectations and what are his/her resources and authorities to accomplish those goals and tasks.

Ms. Ray anticipates this is a three-month process. The cost of the services includes a base fee of \$30,000 and possible reimbursable expenses estimated at \$2,000.

Staff Recommendation:

Consider approving the Ray Associates, Inc., proposal.

Board Action:

Determine whether to approve the Ray Associates, Inc. proposal and authorize execution of the document.

Summarization:

I will continue to emphasize that there needs to be a good fit between the job and my replacement. This is particularly important if the Board is hoping to hire someone who finds working for STWA rewarding, wants to stay a while and garner the Board's support and satisfaction with his/her performance.

From: Katherine Ray <kray@rayassociates.com>
Sent: Wednesday, November 25, 2020 3:36 PM
To: mcserrato@stwa.org
Cc: Jim Ray
Subject: RE: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director
Attachments: 2020_11-25_STWA Proposal_Ray Associates Inc.pdf

Thank you so much for your careful review of our proposal, Carola. I have responded to your questions after each question in your original email below. My responses are in blue.

Attached is the revised proposal. Please let me know if you need anything else before the December 8th Board meeting.

Katherine

Katherine B. Ray, SPHR
President/CEO
Ray Associates, Inc.
1304 Guadalupe Street
Austin, Texas 78701
Email: kray@rayassociates.com
Cell: (512) 913-0331

From: mcserrato@stwa.org <mcserrato@stwa.org>
Sent: Wednesday, November 25, 2020 9:05 AM
To: Katherine Ray <kray@rayassociates.com>
Cc: Jim Ray <jray@rayassociates.com>
Subject: RE: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director

Katherine,

First, thank-you for your response given your trying circumstances. I hope your brother's situation has improved. Thank you so much. He appears to be improving a little each day so far. We're told the next 5 days are critical.

I reviewed the proposal yesterday. There are a few questions and a couple of typos that you may want to know about.

I think the Board will ask about the staffing size of your company and if you or Jim are unavailable if there is another key staff person to provide services.

In the 43 years that we have been in business, I don't think there has been a time when either Jim or I was not available. Even when we had a sizeable staff, the two of us remained available. The advantage to that is that you are assured of having a seasoned, experienced professional working on your search. Jim and I are the only staff at our firm currently except for our accountant and occasional contract consultants for specific projects, but we don't use contract consultants for executive search contracts. We only take on a limited number of engagements each year to ensure that we can provide excellent service to each of our clients. We are careful not to overcommit so we can meet the time frames on each engagement.

If the decision is made as part of the December 8th Board meeting to contract for your company's services, would you expect to begin the three (3) month process immediately (as stated on page 8) or would January be the start date.

Typically, the latter part of the month of December is difficult for Board meetings and establishing a quorum – should any formal action be needed pertaining to the search process.

I totally agree that at least the latter part of December is difficult for board meetings and for getting responses from possible candidates, too. Since it sounds like STWA would be find with starting in January, that would be even better for us. I have changed page 8 to indicate starting in early January 2021.

Reading through the Section 1, A-I items on page 6, I thought the initial meeting would be dedicated solely to these subjects without any other typical business agenda items. The Board is scheduled to meet on January 26th; however, a special meeting earlier in the month could be called. With regards to Item H in that list, I am not certain what the “organizations and individuals to contact directly” means. Is this intended to mean that other organizations/persons will be asked to participate in the search process? Does it mean that STWA Board Members may have candidates already in mind?

Having the initial meeting with the Board of Directors be devoted strictly to this engagement absolutely would be the best way to approach this engagement. Thank you for recognizing that. What we meant by item H in Section 1 on page 6 was that if there were additional organizations and/or individuals that the Board wanted us to be sure to include in the recruitment process, in addition to the ones we listed on page 7 and our own resources database.

With regards to typos/comments:

On page 4, Corpus Christi is misspelled as Corpus Christie. Spell check did not find this. Thank you so much. Corrected.

On page 4, there are typically 14 additional staff members. Corrected. Thank you.

And, although it may be implied with a description about managing Nueces and Ricardo WSCs by contract, I am wondering if the search will be explicit that my replacement will be named General Manager for those two entities which have two separate boards. Each WSC has slightly more than 1000 connections.

I would think that since those two WSCs are managed by STWA because of contracts with STWA, the new Executive Director would be responsible for overseeing and managing those contracts. So the new person would be responsible for the work that STWA has typically done for those two WSCs unless the contracts are cancelled or some other contractual arrangements are negotiated by STWA. We will need to discuss this at that initial meeting with the Board of Directors because if the contracts are ongoing, this should be included as part of the job at STWA in both the job description and the position profile brochure.

We will be developing the agenda beginning Monday, November 30 and posting the agenda/packet by Friday, December 4th. Your proposal will be included in the agenda packet.

My prayers are with you and your family.

Thank you so very much, Carola. We are feeling hopeful about my brother's progress at this time.

Carola

Carola G. Serrato
Executive Director

South Texas Water Authority

2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Katherine Ray <kray@rayassociates.com>

Sent: Tuesday, November 24, 2020 2:47 AM

To: mcserrato@stwa.org

Cc: Jim Ray <jray@rayassociates.com>

Subject: RE: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director

Hello, Carola. Attached is Ray Associates' proposal for the executive search to find and hire a new Executive Director for the South Texas Water Authority to assume your role when you retire. If you have any questions about the proposal or if I can clarify the proposal in any way, please do not hesitate to give me a call.

The proposal is written in such a way that it can become our contract if it is agreeable with the Authority.

Thank you so much for calling on Ray Associates to propose on this work. We are looking forward to working with you and the Board of Directors of STWA to find the person who is the perfect fit for this important position.

Katherine

Katherine B. Ray, SPHR

President/CEO

Ray Associates, Inc.

1304 Guadalupe Street

Austin, Texas 78701

Email: kray@rayassociates.com

Cell: (512) 913-0331

From: mcserrato@stwa.org <mcserrato@stwa.org>

Sent: Thursday, November 12, 2020 10:45 AM

To: Katherine Ray <kray@rayassociates.com>

Cc: Jim Ray <jray@rayassociates.com>

Subject: RE: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director

Ms. Ray,

I am wondering if the proposal was already sent. I have not received it as of yet. There have been a few issues with emails being filtered by our email protection software. But, I have listed your address as "safe."

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

From: Katherine Ray <kray@rayassociates.com>

Sent: Wednesday, October 28, 2020 2:08 PM

To: mcserrato@stwa.org

Cc: Jim Ray <jray@rayassociates.com>

Subject: RE: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director

Thank you so much, Carola. I'll get a proposal off to you by the end of the week. We look forward to working with you on this important search.

Sincerely,

Katherine

Katherine B. Ray, SPHR

President/CEO

Ray Associates, Inc.

1304 Guadalupe Street

Austin, Texas 78701

Email: kray@rayassociates.com

Cell: (512) 913-0331

From: mogserrato@stwa.org <mogserrato@stwa.org>

Sent: Wednesday, October 28, 2020 10:25 AM

To: Katherine Ray <kray@rayassociates.com>

Subject: South Texas Water Authority - Proposal to Assist in Hiring New Executive Director

Good Morning Ms. Ray,

I am following up on a conversation we had several weeks ago. You were referred to STWA by Brian Williams with SPMWD.

The STWA Board met last night and authorized me to request a proposal from your company to assist STWA in finding my replacement. I hope to be retiring in August of next year.

STWA has only been in existence since 1979 and was not actually in operation until 1983. You may recall that I have been with STWA for 37 years and have been the ED since 1992. Prior to 1992, I was the Assistant Director, having served in that capacity since about 1983. So, this search will be a first.

The STWA Board is aware that some of the usual steps in this process may be different due to the pandemic; however, if your proposal could provide details on the tasks performed by your company, the kind of board member involvement that would be expected, any requirements from me and/or STWA staff and the cost of your services.

Please feel free to contact me if you would like to discuss the proposal. I recall that an information package will be needed when the recruitment process begins. Our office would be glad to furnish information or work on the package.

Sincerely,

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

*Professional
Services
Proposal*

Executive Search

for

**Executive Director
South Texas
Water Authority**

November 25, 2020

Prepared by:

***R*ay Associates, Inc.**

Strategic Leadership and Resource Management

1304 Guadalupe Street

Austin, Texas 78701

Cell: 512/913-0331

www.rayassociates.com

Email: kray@rayassociates.com

Professional Services Proposal



Executive Director Search for the **South Texas Water Authority**

Qualifications and Experience

Ray Associates, Inc. is uniquely qualified by its custom executive search capabilities, its experience in Texas local government, and its understanding of water districts and authorities and for other public clients, to assist the Board of Directors in successfully concluding its search for a new Executive Director for the South Texas Water Authority. Our custom executive search assignments are conducted for public entities and nonprofit organizations, almost exclusively in Texas. This executive search will be carried out by the two principals of Ray Associates, Inc. Katherine B. Ray will be the project manager and James F. (Jim) Ray will assist in the search activities.

Founded in 1977, Ray Associates works for public agencies, primarily local governments. Our assignments include executive searches, staffing level reviews, organizational performance reviews, and executive and employee compensation studies including salary surveys and internal pay equity reviews, as well as leadership training and retreat facilitation engagements.

We pride ourselves in custom search activities in which at least one of the Principals in the firm directly carries out the work and is responsible for results.

Clients. A few recent public clients of Ray Associates and points of contact include the following:

- North Texas Municipal Utility District (Don Gordon, Past President of the Board of Directors, or Terry Anderson, Chair of the Search Team for a new Executive Director)
- City of Fair Oaks Ranch (Joanna Merrill, Director of HR and Communications)

- City of Brownfield (Jeff Davis, City Manager)
- City of Boerne (recently retired City Manager Ron Bowman)

Through our work for these and other public entities, Ray Associates maintains contacts with executive directors, general managers, city managers and assistant city managers across Texas and outside the state, and other professionals who may be excellent candidates for the pool of possible executive director candidates.

Successful Executive Search Engagements. Some of Ray Associates' successful executive search engagements include the following:

- City of Bastrop – Police Chief, Finance Director, and Executive Director of the Bastrop Economic Development Corporation
- City of Granite Shoals – City Manager
- City of Lampasas – City Manager (assistance to Mayor)
- City of Livingston – City Manager
- Guadalupe-Blanco River Authority – Chief Operations Officer, Regional Economic Development Representative, and two Executive Manager positions
- West Central Texas Municipal Water District – General Manager
- San Antonio River Authority – Project Development Specialist
- San Patricio Municipal Water District – General Manager

Executive Search Team for Engagement. This engagement for the South Texas Water Authority will be conducted by the two principals in the firm: Katherine B. Ray and James F. Ray.

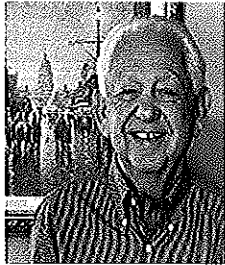


Katherine Ray (firm President/CEO and project manager).

Since 1980, most of Ms. Ray's consulting work has been for local governments, including special districts and cities throughout Texas. In her prior career she worked for public agencies including the Federal Equal Employment Opportunity Commission, the Texas Advisory Commission on Intergovernmental Relations, and the Texas Constitutional Revision Commission and Constitutional Convention. Her work for special districts and other public agencies concentrates in the human resources field including executive search, executive compensation and benefits, and leadership development and team-oriented training engagements.

Ms. Ray's recent clients include the North Texas Municipal Utility District, Edwards Aquifer Authority, and the cities of Boerne, Brenham, Brownfield, Fair Oaks Ranch, and Livingston. She also served by contract for 12 years as the Executive Director of the Texas Recreation and Park Society, a statewide organization of parks and recreation professionals from cities and other local governments across Texas. Ms.

Ray is certified as a Senior Professional in Human Resources (SPHR); a Human Behavior Consultant at the advanced level; and is certified in the use of Cultural Transformation Tools to build Values-Based Organizations. She holds a Bachelor's Degree in Public Administration from St. Edwards University.



Jim Ray (Principal). Mr. Ray has worked in or for local governments throughout his career. He held the Texas City Management Association's Clarence Ridley Scholarship in graduate studies and served as an administrative assistant in the office of the City Manager in Austin. He was a local government assistant and state planning officer in the Office of the Governor then Assistant Director of the Institute for Urban Studies at The University of Texas at Arlington, and then he was Executive Director of the Texas Advisory Commission on Intergovernmental Relations, which, with a board of local officials and state leaders, focused on best practices in Texas state and local government.

On leave from the Intergovernmental Relations Commission, Mr. Ray served as the Executive Director of the Texas Constitutional Revision Commission and Convention in 1973 and 1974. From 1977, the year Ray Associates was formed, until 2006, Mr. Ray served by contract as the Executive Director of the Texas Association of Regional Councils (councils of governments). This organization of regional councils of governments put him in regular contact with elected and appointed local government leaders throughout Texas. He holds a Bachelor's Degree in government from Trinity University, and a Master's Degree in Public Administration from The University of Texas at Austin.

Understanding of the Authority and the Engagement

The South Texas Water Authority is seeking professional assistance for a successful search for a new Executive Director. The person selected for this leadership position will be the successor to the current Executive Director who is retiring after 37 years of service to the Authority. Since the current Executive Director is retiring, the Board of Directors is ready to undertake a search for a new Executive Director.

The South Texas Water Authority was created by act of the Texas Legislature in 1979 to provide water to customers in central Kleberg County and western Nueces County. The central municipality of Kleberg County is Kingsville. The population of Kingsville was 25,345 in 2019. Headquarters for the famed King Ranch, serves rural areas of the county plus rural ranching counties to its south. Western Nueces County, on the other hand, is in the orbit of the City of Corpus Christi and includes several smaller cities and agricultural areas. The Authority is governed by a nine-member Board of Directors appointed by its

two member counties. The Authority's staff is the Executive Director and 14 additional staff members.

The Authority purchases water from the City of Corpus Christi and brings it 28 miles to Kingsville through a 42-inch water line and to western Nueces County through a smaller spur line. The Authority provides water resources to communities in the area it serves. The Authority also manages the Nueces Water Supply Corporation and the Ricardo Water Supply Corporation through contracts with those entities.

Importance of Candidate Profile. Ray Associates will assist the Board of Directors in developing a new candidate profile to document the qualifications, experience, and personal traits to be expected in a new Executive Director. Below are some of the characteristics the Board of Directors may be looking for in a new Executive Director:

- A self-starter and leader of people.
- An individual who understands improvement benchmarks for special districts and authorities and will work diligently to achieve them.
- A person dedicated to providing high quality customer service, both internal and external.
- A person of high moral character and integrity; trustworthy; honest.
- A person with the technical skills necessary to participate in today's water authorities with an understanding of best practices and how to implement them.
- A person who is organized and able to keep projects on schedule, identify reasonable deadlines and meet them, and manage others in meeting deadlines, as well.
- An individual who is professional in appearance and possesses a confident personality that can hold its own with other strong personalities.
- A communicator capable of representing the Authority's interests to the public.
- One who can demonstrate a consistent, positive, "can-do" attitude and a good sense of humor.
- A person who can consistently demonstrate loyalty to the Board of Directors, its staff, and the Authority's related organizations and constituents.
- One who is open and direct in communications with the Board of Directors, the Authority staff, and the public.
- An individual who is committed and willing to be an active part of the communities we serve.

Experienced Candidates. Ray Associates will initiate an aggressive outreach process to find new qualified candidates, starting with its own group of known qualified candidates with whom we maintain contact in both our executive search practice and our other human resources and management consulting projects for Texas local governments. It will be important to find a candidate who will be able to demonstrate success in developing

synergies with the Board of Directors and the Authority staff, as well as with community leaders, organizations, and businesses.

Proposed Search Process

Considerations. At the time this proposal was written, we had not discussed the search process with the members of the Board of Directors. A better understanding of their objectives will help us adjust this proposed process to assure that the search is successful. We have spoken only briefly by telephone with Carola Serrato, the Authority's long-time Executive Director.

With these considerations in mind, Ray Associates proposes the following search process:

1. **Meet with Board of Directors or its Representatives.** We will meet with the Board of Directors at the earliest opportunity via Zoom call due to COVID-19 limitations. Our objectives will be as follows:
 - A. To review, amend, and approve a final search and selection process and advertising plan;
 - B. To determine the compensation range and the benefits package that the Board of Directors will offer to a new Executive Director (Ray Associates will bring Executive Director compensation data from its recent surveys in Texas for use by the Board).
 - C. To conduct a detailed needs assessment to identify 1) future organizational direction; 2) challenges facing the position; 3) the working style and organizational climate; and 4) required core and job specific competencies as well as personal and professional characteristics.
 - D. To recruit non-job seeking talent. We recognize that the very best candidates for some types of positions may not be looking for a career change. Therefore, our recruitment team takes a very aggressive approach to identify and recruit the best candidates, whether they were seeking a change or not.
 - E. To finalize a complete job description for the position;
 - F. To encourage applicant diversity. We are sensitive to seek out and place highly qualified minority and female candidates.
 - G. To obtain community information which, along with essential job duties and the Board of Directors' expectations, will go into the Position Profile;
 - H. To obtain suggestions for organizations and individuals to contact directly; and
 - I. To establish the Board of Directors' expectations of the search firm regarding involvement of, and communications with, the Board of Directors as the search progresses.

2. **Execute Advertising Plan.** Immediate attention will be applied to execution of an advertising plan. This will include:
- A. Completion of the South Texas Water Authority Executive Director Profile;
 - B. Routine postings and advertising both external and internal to the South Texas Water Authority to meet basic requirements;
 - C. Targeted advertising in professional publications and on websites, which could include:

Potential Advertising Sources	
American Water works Association	LinkedIn
American Society of Civil Engineers	Texas Municipal League
American Public Works Association	WaterDistrictJobs.com
Texas Public Works Association	Local Government Hispanic Network
Texas Society of Professional Engineers	National Forum of Black Public Administrators
Southwest Stormwater Association	Women Leading in Government

- D. Individualized communication to recognized present and former public water organization professionals or others with pertinent expertise in water authority management in Texas communities.
3. **Initial Screening.** Ray Associates will conduct initial screening of all applicants using the following criteria:
- A. The requirements of the job description (knowledge, skills, abilities, relevant experience);
 - B. The desired personal qualities, communications skills, and leadership qualities established by the Board of Directors;
 - C. Compensation expectations; and
 - D. Initial reference and background information;
4. **Production of Initial Candidates List.** Ray Associates will produce an initial candidates list for the Board of Directors. We expect this list to contain 10 to 12 names with relevant information on each. At this point we would like the assistance of the Board of Directors in:
- A. Eliminating names from the preliminary list;
 - B. Adding names to the preliminary list; and
 - C. Directing us to initiate any additional search required.

-
5. ***Narrowing of Candidate List.*** Using the criteria in No. 3, above, we will focus on interviews with both listed and unlisted references, performance information about the organization that the individual currently and previously headed or for which s/he held major responsibility.

We also propose to ask each candidate to complete an on-line DISC personality assessment profile questionnaire, the results of which will be made available to the Board of Directors, along with an explanation of the individuals' personality types.

6. ***Recommendation of Short List.*** Based on all the above steps, Ray Associates will recommend a short list of three to five candidates to the Board of Directors. We will provide in writing the basis for our recommendations of these individuals to be on the short list.
7. ***Process with Candidates on Short List.*** For those candidates on the short list that the Board of Directors decides to interview, Ray Associates will proceed with the following activities:
- A. Contact each selected applicant to assure that he or she has a continuing interest in being a candidate for the position;
 - B. Conduct additional background checks on the applicants' qualifications, reputation, criminal background checks, credit checks, and checks regarding any outstanding delinquencies to the State of Texas or any other governmental organization;
 - C. Obtain additional feedback from colleagues, policy makers, and constituent organizations in the most recent communities served by the applicant;
 - D. Schedule, manage, and report to the Board of Directors on candidates' visits to the STWA community to include opportunities for each candidate to meet with and be interviewed by the Board of Directors and its team of interviewers (can be modified as needed based on pandemic);
 - E. Collaborate with the Board of Directors in structuring interviews in order that each interview meets legal requirements and provides an opportunity to address issues critical to the Board of Directors; and
 - F. Obtain any additional information identified by the Board of Directors as necessary before a choice is made.
8. ***Post-Selection Process.*** Following the Board of Directors' selection of a recommended candidate, Ray Associates will:
- A. Assist the Board, as needed, in employment negotiations;
 - B. Be available to respond to questions or gather additional information for the Board of Directors;
 - C. Prepare an informational packet on the candidate and assist, as requested, with any announcement of the Board of Directors' decision; and
 - D. Document the recruiting and selection process.

Timing

Ray Associates is prepared to begin this assignment the first week in January 2021 if that date is acceptable to the South Texas Water Authority Board of Directors. We expect the engagement to take three months to complete.

Cost Proposal

Ray Associates proposes to accomplish this executive search for the South Texas Water Authority for a fixed cost plus reasonable and necessary expenses. We propose a professional fee of \$30,000 plus reimbursement of necessary and reasonable expenses of the firm specific to this search, such as travel, the purchase of background check data, and the cost of the on-line DISC personality assessments. Reimbursable expenses expected not to exceed \$2,000.

This cost proposal does not include the cost of advertisements or travel costs of approved visits by candidates to interview for the position.

Invoices and short progress reports will be submitted monthly. The professional fee will be billed monthly along with any reimbursable expenses for that month.

Assurances

In carrying out this engagement, Ray Associates, Inc. will comply with all applicable state and federal laws, Authority policies and any applicable state, local, and Authority rules or policies.

Should the successful candidate for this position leave the South Texas Water Authority within 180 days of the date of hire by resignation or dismissal for cause, Ray Associates will reinitiate the search and selection process without additional professional fees.

Knowledgeable Persons

Persons who are knowledgeable of our firm's work are listed, along with contact information, in the table on the following page:

Mr. Don Gordon Board Member (Former Board President) North Texas Municipal Water District PO Box 2130 Rowlett, TX 75030 (214) 957-1711 (cell) (972) 412-9042 (business) dongordon@modularbank.com	Mr. Ronald D. Bowman City Manager (Recently Retired) City of Boerne 402 E Blanco Rd Boerne, TX 78006 (830) 249-9511 RBowman@ci.boerne.tx.us
Mr. Alvin Schuerg Senior Advisor to the General Manager Guadalupe-Blanco River Authority 933 East Court Street Seguin, TX 78155 830-379-5822, ext. 233 aschuerg@gbra.org	The Hon. Clarke Evans Alderman (Mayor during our search) City of Livingston 200 West Church Street Livingston, TX (936)327-5736 work (936) 328-1828 cell ace2c@eastex.net
Brian Williams General Manager/District Engineer San Patricio Municipal Water District P.O. Box 940 Ingleside, Texas 78362 361-777-4012 bgw@spmwd.net	Mr. Michael H. Talbot City Manager (Retired) 314 Nicole Way Bastrop, Texas 78602 personal cell: 512-718-8719 mike.talbot.4@gmail.com

Thank you for this opportunity to offer our services. Our contact information is as follows:

Search Team Leaders: Katherine B. Ray and James F. (Jim) Ray
Location: 1304 Guadalupe Street, Austin, Texas, 78701
Cell Phone: 512-913-0331 (Katherine)
E-mail: kray@rayassociates.com
Web Site: www.rayassociates.com;
Years in Business: 43
Principals: Katherine B. Ray, SPHR; James F. (Jim) Ray

Conclusion

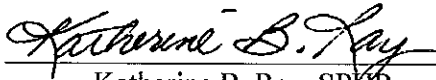
If you have any questions about this proposal or the contractual provisions, please do not hesitate to call Katherine Ray at 512-913-0331 (cell) or speak with Jim Ray at 512-913-2020.

Authorization to Proceed

If this proposal is satisfactory to the South Texas Water Authority, Texas, a copy signed below by the appropriate Authority representative can serve as our contract and agreement to proceed immediately on the work.

Submitted to the South Texas Water Authority, Texas by:

Approved:



Katherine B. Ray, SPHR
Ray Associates, Inc.

South Texas Water Authority, Texas

November 25, 2020

Date Signed

Date Signed

ATTACHMENT 11

City of Driscoll Payment Plan Agreement

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: City of Driscoll – Pay Plan Update

Background:

As reported in a recent update, the City of Driscoll accepted a revised payment plan. As authorized by the Board a payment plan with a \$5,000 per month payment in addition to the City's current water supply invoice and operations and maintenance invoice was offered. The payment plan charges the City interest and should be paid in full in approximately two (2) years. As stipulated in the previously offered plan, if the City fails to make payments as required, the agreement will be terminated.

Analysis:

This is an update only.

Staff Recommendation:

Keep the Board updated on any events related to the plan.

Board Action:

Provide feedback to staff.

Summarization:

Staff hopes the City will adhere to the plan and adjust its water rates as a means to pay its fiscal obligations.

WILLATT & FLICKINGER, PLLC
ATTORNEYS AT LAW

12912 HILL COUNTRY BLVD., SUITE F-232 • AUSTIN, TEXAS 78738 • (512) 476-6604 • FAX (512) 469-9148

October 26, 2020

VIA EMAIL TO MGMORRIS@OHMLEGAL.NET

Mr. Michael G. Morris
Ostarch Hilmy McCauley
P.O. Box 2888
Corpus Christi, Texas 78403-2888

Re: South Texas Water Authority; Payment Plan Agreement for City of Driscoll for Past Due Water Service

Dear Mr. Morris:

This law firm represents South Texas Water Authority (the "Authority").

THIS LAW FIRM IS ATTEMPTING TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.

The Board Directors of South Texas Water Authority has approved the City of Driscoll's recent request for a payment plan to pay the delinquent wholesale water service invoices. I am writing to outline the terms of that payment plan and ask that you present it to the City for approval.

The parties agree that as of October 26, 2020, the City owed South Texas Water Authority \$122,152.50 in delinquent wholesale water charges. The City agrees to pay South Texas Water Authority interest on the unpaid balance of \$122,152.50 at the rate of ten percent (10%) per annum. The City can prepay any amount due without penalty. The parties hereby agree to the following payment plan for the City of Driscoll to pay the delinquent amounts. Such payments will be in addition to paying future invoices for wholesale water charges and O&M charges as they are presented:

Beginning with the month of November, 2020 and through the month of January, 2023, the City shall pay to South Texas Water Authority 27 equal monthly payments of \$5,000 on the date the monthly wholesale invoices are due, and one final payment of \$2,156.18 in the month of February, 2023. Such payments shall consist of principal and interest as set forth on the attached amortization schedule.

October 26, 2020

Page 2

The monthly wholesale invoices to the City of Driscoll are issued pursuant to Section 8 (D) of the Water Supply Contract and are due by the end of each month.

Should the City fail to make timely payments pursuant to this payment plan agreement, all amounts will be immediately due and payable. In addition, South Texas Water Authority shall be entitled to enforce payment of those amounts by all remedies provided for in that certain Water Supply Contract by and between the parties dated April 29, 2020.

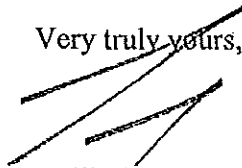
The parties also acknowledge that the water rates charged by the City to its retail water customers do not cover the cost of service. The City agrees that it will, by February 15, 2021, increase the rates it charges its retail water customers so that such rate revenue is at least equal to the wholesale water costs incurred from purchasing wholesale water from South Texas Water Authority.

If the City of Driscoll accepts the terms of this payment agreement, please indicate by signing below after which the Board President of South Texas Water Authority will sign the agreement.

This offer of a payment agreement shall expire if not executed by the City of Driscoll within 30 days of the date of this letter.

Please contact me should you have any questions or if any changes are required to this payment agreement. Thank you.

Very truly yours,



Bill Flickinger

Enclosure
BF/ff

AGREED AND ACCEPTED:

By: The City of Driscoll, Texas

By: 

Printed Name: MARK GONZALEZ

Title: MAYOR

Date: 11/18, 2020

October 26, 2020

Page 3

By: South Texas Water Authority

By: _____

Printed Name: _____

Title: Board President

Date: _____, 2020

cc: Ms. Carola Serrato
Executive Director
South Texas Water Authority
2302 E. Sage Road
Kingsville, Texas 78363
(via email only with enclosure)

Loan Summary

Loan Amount:	\$122,152.50	Number of Payments:	28
Annual Interest Rate:	10.0000%	Periodic Payment:	\$5,000.00
Loan Date:	10/01/2020	1st Payment Due:	12/01/2020
Payment Frequency:	Monthly	Last Payment Due:	03/01/2023
Total Interest Due:	\$16,021.62	Total All Payments:	\$138,174.12

Payment Schedule

#/Year	Date	Payment	Interest	Principal	Balance
Loan:	10/01/2020	1,017.94	1,017.94	0.00	122,152.50
1:1	12/01/2020	5,000.00	1,017.94	3,982.06	118,170.44
	2020 Totals:	6,017.94	2,035.88	3,982.06	
	Running Totals:	6,017.94	2,035.88	3,982.06	
2:1	01/01/2021	5,000.00	984.75	4,015.25	114,155.19
3:1	02/01/2021	5,000.00	951.29	4,048.71	110,106.48
4:1	03/01/2021	5,000.00	917.55	4,082.45	106,024.03
5:1	04/01/2021	5,000.00	883.53	4,116.47	101,907.56
6:1	05/01/2021	5,000.00	849.23	4,150.77	97,756.79
7:1	06/01/2021	5,000.00	814.64	4,185.36	93,571.43
8:1	07/01/2021	5,000.00	779.76	4,220.24	89,351.19
9:1	08/01/2021	5,000.00	744.59	4,255.41	85,095.78
10:1	09/01/2021	5,000.00	709.13	4,290.87	80,804.91
11:1	10/01/2021	5,000.00	673.37	4,326.63	76,478.28
12:1	11/01/2021	5,000.00	637.32	4,362.68	72,115.60
13:2	12/01/2021	5,000.00	600.96	4,399.04	67,716.56
	2021 Totals:	60,000.00	9,546.12	50,453.88	
	Running Totals:	66,017.94	11,582.00	54,435.94	
14:2	01/01/2022	5,000.00	564.30	4,435.70	63,280.86
15:2	02/01/2022	5,000.00	527.34	4,472.66	58,808.20
16:2	03/01/2022	5,000.00	490.07	4,509.93	54,298.27
17:2	04/01/2022	5,000.00	452.49	4,547.51	49,750.76
18:2	05/01/2022	5,000.00	414.59	4,585.41	45,165.35
19:2	06/01/2022	5,000.00	376.38	4,623.62	40,541.73
20:2	07/01/2022	5,000.00	337.85	4,662.15	35,879.58
21:2	08/01/2022	5,000.00	299.00	4,701.00	31,178.58
22:2	09/01/2022	5,000.00	259.82	4,740.18	26,438.40
23:2	10/01/2022	5,000.00	220.32	4,779.68	21,658.72
24:2	11/01/2022	5,000.00	180.49	4,819.51	16,839.21
25:3	12/01/2022	5,000.00	140.33	4,859.67	11,979.54
	2022 Totals:	60,000.00	4,262.98	55,737.02	
	Running Totals:	126,017.94	15,844.98	110,172.96	

Last payment decreased by \$2,843.82 due to rounding

Calculation method: Normal, 360 days per year

Payment Schedule

#/Year	Date	Payment	Interest	Principal	Balance
26:3	01/01/2023	5,000.00	99.83	4,900.17	7,079.37
27:3	02/01/2023	5,000.00	58.99	4,941.01	2,138.36
28:3	03/01/2023	2,156.18	17.82	2,138.36	0.00
2023 Totals:		12,156.18	176.64	11,979.54	
Running Totals:		138,174.12	16,021.62	122,152.50	

Last payment decreased by \$2,843.82 due to rounding

Calculation method: Normal, 360 days per year

financial-calculators.com

ATTACHMENT 12

City of Corpus Christi Water Supply Contract

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: City of Corpus Christi Wholesale Water Supply Contract

Background:

Enclosed are emails between Lisa Aguilar, Corpus Christi Assistant City Attorney, and me regarding the wholesale water supply contract between the City and STWA. As you can see, Ms. Aguilar provided a draft contract for the Board's consideration. This information was provided to legal counsel, Bill Flickinger. Mr. Flickinger and I have briefly discussed the contract and I have provided him a marked-up copy with my questions and concerns. At this time, Mr. Flickinger has not drafted a response to Ms. Aguilar. We have discussed having a response for the Board's consideration as part of the January 26th Board Meeting agenda.

Analysis:

It appears the offered contract was structured in a manner similar to the current contract. As such, there are several provisions that staff believes should be modified and which can be categorized as needing to be updated. In some cases, staff believes the City will need to grandfather areas that the NWSC is serving in terms of contract language related to compliance with governing bodies' regulations.

However, there is a major difference in the offered contract to the current one, specifically a take or pay provision. This take or pay provision is for a very large volume of water. Staff and legal counsel are uncertain how this number was calculated since it is far more water than STWA has historically purchased. In addition, since STWA's wholesale service is related almost entirely to municipal use, staff and legal counsel believe this type of provision is not appropriate. We have noted that this type of language is usually included in a contract with a wholesale provider such as the San Pat MWD whose industrial customers' contracts guarantee paying the City a take or pay fee.

Staff Recommendation:

This is an introduction of this subject. Staff recommends the Board provide feedback or questions on any items of concern. This topic will be placed on future agendas.

Board Action:

Provide feedback, questions or concerns for staff's and legal counsel's research and response.

Summarization:

This is an essential contract that is due to expire in April 2026. It will take time to negotiate and staff believes it is not too early to begin this process.

From: Lisa Aguilar [LGL] <LisaA@cctexas.com>
Sent: Friday, October 30, 2020 2:53 PM
To: mcserrato@stwa.org; 'bflickinger@wfaustin.com'
Cc: Kevin Norton; Gabriel Ramirez
Subject: Re: Executed Agreement City and STWA - Meter Relocation - 42" waterline
Attachments: 10-30-20 DRAFT OF TREATED WATER CONTRACT BETWEEN THE CITY OF CORPUS CHRISTI AND SOUTH TEXAS WATER AUTHORITY.docx

Good afternoon,

Here is a preliminary draft of a new treated water contract for your review, pending City staff review. Many of the sections are from the current agreement. Please review and let us know of some times you are available to discuss.

Thank you,

Lisa Aguilar
Senior Assistant City Attorney
City of Corpus Christi
1201 Leopard
Corpus Christi, Texas 78401
lisaa@cctexas.com
(361) 826-3378

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From: mcserrato@stwa.org <mcserrato@stwa.org>
Sent: Tuesday, October 13, 2020 9:35 AM
To: Lisa Aguilar [LGL] <LisaA@cctexas.com>
Cc: Bill Flickinger <bflickinger@wfaustin.com>; Kevin Norton <KevinN@cctexas.com>
Subject: FW: Executed Agreement City and STWA - Meter Relocation - 42" waterline

[[**WARNING:** External e-mail. Avoid clicking on links or attachments. We will **NEVER** ask for a password, username, payment or to take action from an email. When in doubt, please forward to SecurityAlert@cctexas.com.]]

Lisa,

Just a quick follow-up to my email from last week. Will STWA be receiving a draft document from your office?

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd

Kingsville, Texas 78363
361-592-9323 x112

From: mcgserrato@stwa.org <mcgserrato@stwa.org>
Sent: Wednesday, October 7, 2020 10:13 AM
To: 'Lisa Aguilar [LGL]' <LisaA@cctexas.com>
Cc: Bill Flickinger <bflickinger@wfaustin.com>; Kevin Norton <KevinN@cctexas.com>
Subject: FW: Executed Agreement City and STWA - Meter Relocation - 42" waterline

Good Morning Lisa,

I am wondering about the status of negotiating a renewal on STWA's wholesale water supply contract. It was agreed that efforts would begin on that matter as part of reaching an agreement on the meter relocation project.

Will STWA be receiving a draft document?

Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: mcgserrato@stwa.org <mcgserrato@stwa.org>
Sent: Monday, June 1, 2020 3:40 PM
To: 'Lisa Aguilar [LGL]' <LisaA@cctexas.com>
Cc: Bill Flickinger <bflickinger@wfaustin.com>; Frances Rosales <fvrosales@stwa.org>
Subject: Executed Agreement City and STWA - Meter Relocation - 42" waterline

Good Afternoon Lisa,

Attached are the executed Agreement, Bill of Sale and Assignment of Easements. The originals will be placed in the mail. Is PO Box 9277 the mailing address you want us to use?

Carola

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

**CONTRACT BETWEEN THE CITY OF CORPUS CHRISTI AND
SOUTH TEXAS WATER AUTHORITY FOR SUPPLY OF TREATED WATER
(Draft of 10/30/2020)**

This Contract for the supply of treated water, is made as of the date of last authorized signature by and between the City of Corpus Christi, ("City"), a Texas home-rule municipal corporation, whose address is P. O. Box 9277, Corpus Christi, Texas 78469-9277, and acting through its duly authorized City Manager, or the City Manager's designee ("City Manager"), and South Texas Water Authority a conservation and reclamation Authority and political subdivision of the State of Texas, having been created under Chapter 436 Acts of the 66th Legislature, Regular Session, 1979, of the laws of the State of Texas, all pursuant to Article XVI, Section 59 of the Texas Constitution (hereafter called "Authority") whose address is 2302 East Sage Road P.O. Box 1701 Kingsville, Texas 78364, acting by and through its duly authorized representative ("Authority's Representative").

The Authority wants to continue to divert and use treated water for resale for municipal and agricultural purposes, and the City desires to continue allowing or otherwise facilitating the delivery and use of treated water by the Authority.

In consideration of the above recitals and the mutual promises, covenants, and agreements, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. CONSTRUCTION OF FACILITIES.

- a. Authority has constructed or caused to be constructed at no expense to City, a water transmission main, pumping and storage facilities, and related appurtenances to permit taking water by Authority from the O. N. Stevens Water Treatment Plant to serve portions of Nueces and Kleberg Counties.
- b. For any new facilities to be constructed by Authority facilities shall be constructed in accordance with plans and specifications to be prepared by Authority and acceptable to City and may, at the option of Authority, be built in stages as the needs of Authority may require. Approval by City shall relate to those matters which might affect the potential rate and quantity of taking, and land owned by City.
- c. Authority shall be responsible for obtaining and maintaining any permits necessary for the construction, operation, and maintenance of the contemplated water main and related appurtenances of Authority.

d. The water main and related improvements constructed by Authority shall be maintained, operated, and repaired by Authority.

2. RIGHT OF WAY AND EASEMENTS.

a. Authority shall be responsible for the acquisition of all easements, rights-of-way, and land necessary for the construction, operation, and maintenance of the facilities to be built by Authority.

b. Access to and use of rights-of-way, land, or easements held by or belonging to City will be provided to Authority without cost where necessary as determined by plans and specifications of Authority facilities as prepared by Authority and acceptable to City.

3. RELOCATION.

a. If City determines that it is necessary to adjust or relocate facilities constructed by Authority in order that lands or easements belonging to City can be used for water treatment facility improvements, Authority shall bear the full cost of such facility adjustments or relocations.

b. City will give due and careful consideration to the location of Authority's facilities in planning new facilities and will, within the limits of sound engineering and ultimate total project cost to all agencies, minimize the required relocation of facilities by Authority.

4. QUANTITY OF TREATED WATER.

a. Subject to availability, the City agrees to sell Authority during the term of this contract or any renewal or extension thereof, subject to the conditions set forth herein, a supply of potable water to Authority not to exceed total of 22,400 acre feet in a calendar year (January 1 to December 31). However the City makes no guarantee that the water made available under this Contract will be available at any particular quantity, time or place.

b. Treated water is water to be made available to Authority from the City's O.N. Stevens Water Treatment Plant and may also include any other similar quality treated water available from any other City facility.

c. If an emergency situation arises, the City may deliver additional treated water. The City employee who serves as the Director with responsibilities over City utilities or designee, "Director", will determine how long the extra deliveries will last, the rate at which deliveries will be increased, and whether the increased deliveries will exceed 10,000 acre feet during a calendar year.

d. The Authority may request an increase in the amount of treated water delivered in a year based on the extent of then uncommitted available water. The Director will consider the City's planned needs, the needs of its other water customers, and the needs of other communities in the region before committing to any increase in the Authority's annual deliveries. However, the City is under no obligation to authorize an increase in the annual deliveries. In event an increase in the annual deliveries is authorized, this contract must be amended in writing to show the amount of increased deliveries.

e. Authority's Maximum Daily limit is _____ gallons.

f. Authority's Maximum hourly drafting rate is _____ gallons.

5. POINT(S) OF DELIVERY OF TREATED WATER; MINIMUM PRESSURE; TITLE TO WATER.

a. Until the new water meter is installed as referenced in Section 6c below, the City will deliver the treated water to Authority at the following delivery point: O. N. Stevens Treatment Plant high-service pump building on the 48-inch main and any other points the City and Authority agree to in written amendment to this Contract.

b. Minimum pressure will be at or near 50 p.s.i. at the point of delivery.

c. Title to and possession of the treated water passes to the Authority when the water passes through the meter at or near the point of delivery.

6. CONNECTION FEE. City will construct tap on City main upon payment of the full cost of the connection, consisting of the total cost of labor and materials required to make said tap, and upon application for service by a representative of Authority.

7. PRICE OF TREATED WATER.

a. The price to be charged for treated water sold by the City each calendar year to the Authority shall be determined as follows: [to be inserted]

8. QUALITY.

The City makes no representation as to the quality of the water made available under this Contract.

9. MAINTENANCE AND OPERATION OF FACILITIES.

- a. The water main and related improvements constructed by Authority shall be maintained, operated, and repaired by Authority subject to provisions herein contained.
- b. City shall have the right to require Authority to maintain its facilities on City property or easements in a manner comparable to the level of maintenance at similar City facilities.

10. MEASUREMENT OF TREATED WATER.

- a. The treated water delivered under this Contract must be measured in U.S. standard gallons by a suitable water meter or meters which shall be accurate within 2%, either plus or minus.
- b. The City shall have the right to specify the type of meter or meters to be used and to specify the installation design of the meter or meters.
- c. The parties previously entered into the separate Purchase Agreement Water Pipeline and Easements which provided for the City to purchase, install and maintain a new water meter at the location specified therein. A copy of the fully executed Purchase Agreement is attached as Exhibit and is incorporated by reference.
- d. Checks as to the accuracy of the meter or meters will be made annually by the City, at the City's expense. The Director will notify the Authority's Representative in writing 10 days in advance of all annual checks and tests in order that the Authority may have a representative present as a witness.
 - (1) If either the Director or Authority's Representative, at any time, notifies the other that it desires a special test of any meter, the parties will cooperate in arranging for a special test to be made by the City.
 - (2) The expense of the special test of the meter or meters will be paid by the party requesting such test.
 - (3) If, on any test, the meter tested is found to be inaccurate by an amount exceeding 2%, either plus or minus, then any previous readings of such meter will be corrected for any period of inaccurate measurement, which is definitely known or agreed upon, but no such correction will extend back over a period beginning more than 30 days prior to the time when such inaccuracy was first made know by either party to the other.
 - (4) If, for any reason, the meter or meters are out of service so that the volume of treated water delivered cannot be ascertained or computed, the treated water delivered during the period such meter or meters are out of service will be estimated by the Director, in consultation with the Authority's Representative, upon the basis of the best data available.

e. The City will read the meter or meters monthly and will determine from these readings the amount of treated water delivered to the Authority. All meter readings will be made available to the Authority's Representative during the City's reasonable office hours.

11. FIXED MINIMUM OBLIGATION OF TREATED WATER.

a. The Authority is obligated to purchase minimum of 22,400 Acre-feet of treated water from the City per calendar year, whether taken or not.

b. If the payment due the City from the Authority for treated water withdrawn during the billing period under consideration exceeds the minimum, then payment must be made for the full amount taken by Authority.

12. BILLING AND PAYMENTS.

a. All treated water taken in any one calendar month will be billed between the first and tenth of the next succeeding calendar month, and the Authority will pay the bill within 15 days of receipt of such bill. Any clerical error in the bill or minor question regarding the bill is not sufficient grounds to delay payment by the Authority to the City. Any such questions will be properly settled under the terms of this Contract and by the agreement of both parties. Any adjustments in the amount paid as a result of such agreement will be added to or deducted from the following month's bill.

b. Any failure by the Authority to pay the monthly billing within 30 days after such billing date shall authorize the City to discontinue furnishing water to Authority. In the event it becomes necessary to collect such charges through any Court procedure, the City is entitled to also recover reasonable attorney's fees. In the event it becomes necessary for the City to stop the selling of water, due to Authority's failure to pay its water bills, City may require the payment in advance of each monthly water bill based on the previous bill plus any adjustments as a condition to the resumption of furnishing water to the Authority.

13. Indemnity. Authority will indemnify City from any liability which might accrue of facilities constructed by Authority on land or right-of-way owned by City or Authority, and Authority assumes all responsibility for adequately maintaining and safeguarding said facilities. This provision is for the protection of City and Authority, and is not for the benefit of third parties.

14. RESTRICTIONS ON RESALE.

Authority agrees not to sell water directly or indirectly to any existing or future users located within City's five-mile extraterritorial jurisdiction in existence as of the effective date of this contract. Specific written approval by City Council of City will be required before Authority sells water which Authority has purchased from City to:

(a) A municipality, political subdivision, nonprofit corporation, special legislative Authority or authority located in Nueces County which is not legally constituted as of the effective date of this agreement.

(b) A municipality, political subdivision, nonprofit corporation, special legislative Authority or authority which is located outside Kleberg or Nueces County.

(c) Any private organization or person desiring to resell to others.

(d) Any subdivision or lot in any subdivision, whether designed for single-family, multiple-family, mobile home, commercial, industrial, or other uses, not included in the initial water line construction program of Authority in an unincorporated area within the area over which City maintains platting control, or to governmental unit for resale to or in such subdivision. Written City council approval will, in this case, be contingent upon the prior review and approval of the Planning Commission of City. In the event that written City approval is obtained by Authority to serve users within City five-mile extraterritorial jurisdiction Authority agrees to bind all of its customers within the five-mile extraterritorial jurisdiction of City to the standard water service contract in accordance with Section 55-111, City Code of Ordinances (non-agricultural use where partly or wholly beyond the City limits) or in accordance with Section 55-112 (agricultural use covenant). As a prerequisite for receiving water service from Authority at each individual water tap, each customer or property owner within the five-mile extraterritorial jurisdiction shall properly execute and file with the Director of Public Utilities of City a standard form contract for providing water to property beyond the City limits. As City five-mile extraterritorial jurisdiction is extended periodically, each individual customer or owner coming within such extended jurisdiction shall be bound by Authority to the execution of such contract as provided herein as a condition for continued water service.

Authority shall make available to City the names and tap locations of all direct and indirect customers of Authority who are located within City five-mile extraterritorial jurisdiction, and who are to execute contracts under Section 55-111, and those who are to execute contracts under Section 55-112, City Code of Ordinances, all as set forth herein.

(e) Any new subdivision or lot in any subdivision, whether designed for single-family, multiple-family, mobile home, commercial, industrial, or other uses, not included in the initial water line construction program of Authority or to governmental unit for resale to or in such subdivision, unless the plat of such subdivision has been approved by the governmental entity having platting jurisdiction and the developer of the subdivision has installed the subdivision improvements consistent with the standards set forth by said governmental entity. If no governmental entity

has such jurisdiction, approval of such plat by Planning Commission of City must be made prior to City granting written approval to Authority for sale of treated water to such subdivision or lot.

(f) Any private organization or person not included in the initial water line construction program of Authority within an area where no City has platting jurisdiction, or to governmental unit for resale to such organization.

Authority shall not sell water or allow its customers to resell water in violation of the restrictions herein set forth. In the event City determines that Authority and/or its customers are selling or reselling water in violation of such restrictions City shall notify Authority in writing stating specifically each violation. Thereupon Authority shall have thirty (30) days after service of the aforesaid notice in which to remedy or remove the cause or causes of each violation stated in the notice to City satisfaction as determined by the Director of Public Utilities of City. Authority agrees to bind all of its customers to the stipulations contained in this contract.

15. SALES TO AGRICULTURAL USERS: The aforementioned water sales restrictions notwithstanding, Authority shall be permitted to sell water to customers for agricultural use hereby defined as meaning cultivating the soil, harvesting crops, raising livestock, and pasture grazing, without obtaining prior written approval of City. Said agricultural users shall not be engaged in retail sales on the premises served by Authority except for retail sales of non-processed products grown on said premises. Said agricultural premises shall consist of no less than twenty (20) acres.

16. LIST OF CUSTOMERS. Authority shall furnish City with a list of all direct customers and the location of all taps at the time the initial water line construction is complete and the system put into operation. Upon completion of the initial phase of construction and commencement of operation of the system Authority shall from time to time at City request make available to City, at all reasonable office hours, the names and tap locations of all direct customers. Authority shall also make available to City the names and tap locations of all customers, direct and indirect, who are located within City's five-mile extraterritorial jurisdiction, and who are to execute contracts under Section 55-111, and Section 55-112, City Code of Ordinances. At such time as the system has been completed and is prepared to receive water from the City, Authority shall certify in writing that Authority, the transmission system, and all initial customers are in compliance with all requirements, terms, and conditions of this agreement.

17. CITY RIGHT TO SELL.

City retains the right to sell water at points and to customers not previously served by Authority that are located within the boundaries of Authority after furnishing written notice to Authority.

City agrees not to sell water directly to any customer located within Authority's boundaries to whom Authority is willing and able to provide water service at regular established and published Authority water rates. The City and the Authority retain the right to sell treated water at points and to customers that are located either within or outside of the boundaries of the Authority, consistent with applicable law, and they will consult with each other about plans for extensions into new areas.

18. STORAGE AND PUMPING REQUIREMENTS.

Authority shall construct and maintain or require each of its customers to construct and maintain ground or overhead water storage facilities, or a combination of both, in total capacity equal to one day's supply based on the highest daily use of each customer for any one day during the previous five years or a reasonable estimate of the highest daily use of Authority's customers for the upcoming year, whichever is greatest, or install rate controllers to assure an even daily rate of take. Pump intakes directly connected to the water lines of Authority's or City's supply main are prohibited. Each ground storage unit shall be equipped with pumps and filling devices and operated so that Authority's daily rate of take from the point of delivery will be even throughout each twenty-four hour period with peak hour demands over the daily average being supplied from Authority's ground and overhead water storage. The pumps shall be sized to meet the peak hourly demands. Authority shall require its customers of treated water to install the proper valves or rate controllers to insure an even rate of take from Authority's water line. The water supply of Authority and of each customer served by Authority shall meet the requirements of the State Department of Health for approval of the State Department of Health, if the customer is directly connected to Authority's water line.

19. WATER RIGHTS.

a. It is mutually agreed and understood that City shall have complete and exclusive rights to all water impounded by City reservoirs during the time this contract shall remain in force. City binds and obligates itself to take the necessary actions within its power and to make the necessary applications to obtain whatever additional water rights as might be necessary to adequately meet the needs of its existing contracts, this contract with Authority, and any future contractual obligations of City. It is also mutually agreed and understood that this contract is subject to City obtaining any necessary permission from the Texas Commission on Environmental Quality or other regulatory authority over such matters to sell water to Authority and Authority agrees to support any future City requests to the Texas Commission on Environmental Quality or other regulatory authority for said permission. Should it develop that Authority requires a permit

to distribute the water sold to Authority by the City hereunder, City agrees to support application by Authority to the regulatory authority for such permit.

b. It is mutually agreed and understood that Lake Corpus Christi and Choke Canyon Reservoir waters, any currently developed ground water, water acquired by the City from the Lavaca-Navidad River Authority, water rights obtained from the Garwood Irrigation Company, and other future waters, whether surface waters or ground waters, obtained by the City may be used to supply water during the time this Contract remains in force.

c. Further, that this Contract is subject to the City's responsibility and obligation to provide water to municipal and industrial consumers within the Corpus Christi city limits and other municipal and industrial consumers outside its city limits.

20. REMEDIES UPON DEFAULT.

a. If either party determines that the other party is in default under this Contract, the party claiming default by the other party shall give written notice to the other party, which states specifically the nature of the default and the remedy for the default that the party intends to seek. The notice must be mailed to the defaulting party at the address provided in Section ____ of this Contract.

b. The defaulting party has or will have thirty (30) days in which to cure the default, or if such default cannot be reasonably cured within such thirty (30) day period, the defaulting party shall use reasonable efforts to undertake to cure such default within such thirty (30) days, or if the default cannot be reasonably cured within such thirty (30) day period, if the defaulting party does not use reasonable efforts to undertake to cure the default and reimburse the party not in default for any and all costs incurred as a result of the breach within such thirty (30) day period, the party claiming default may seek any remedy available at law or equity, including an action in mandamus or for specific performance.

c. In case the party in default does not so remedy or remove the cause or causes of default or does not indemnify the party giving the notice for any and all consequences of such breach within said period of thirty days, then, at the option of the party giving notice of default, this contract shall become null and void from and after the expiration of said period. Any cancellation of this contract pursuant to the provisions of this Section shall be without prejudice to the right of either party hereto to collect any amounts then due it from the other party prior to the time of cancellation and without waiver of any remedy to which the party not in default may be entitled for violations of this contract.

d. No waiver of any breach or default by any party or of performance may be deemed a waiver in the future, nor may any waiver be deemed or construed to be a waiver of subsequent breach or default of any kind, character, or description, under any circumstances.

21. RATIONING OF WATER.

Authority and City agree to the following stipulations with regard to the rationing of water:

(a) All water sales agreements between Authority and its customers shall stipulate that should there be a shortage in the basic supply of water which requires the restriction or curtailing of any customer of water within the city limits of City that coincident with such restriction or limitation with City, Authority will limit and restrict all of its customers, both direct and indirect through resale, to the same extent. Such rationing by City shall be applied uniformly to all water customers of City.

22. RIGHT TO TERMINATE CONTRACT.

If after four (4) years from the date of this Contract Authority has not provided facilities for the taking of treated water under the terms hereof, City shall have the right to cancel this contract by giving written notice to the Authority of such intention, or City may, if it sees fit, extend the four (4) year period for any additional period or periods, retaining the right to terminate this contract at the end of any such extended period until such time as Authority may complete the first stage of its facilities and begins taking treated water.

If Authority's need for water from City should cease for a period of at least 30 days, then in such event Authority may, by giving at least 30 days written notice to City by registered mail, cancel and terminate this contract in its entirety. If Authority should elect to give and actually give City said written notice, then after the expiration of 30 days from the date said notice is mailed to City as above provided, this contract and all of its provisions shall become null and void.

23. FORCE MAJEURE

If the City or Authority is prevented, wholly or in part, from fulfilling its obligations under this Contract by reason of any act of God, unavoidable accident, acts of enemies, strikes, fires, floods, conservation of water for those with superior and legal rights to such water, governmental restraint or regulation, other causes of force majeure, or by reason of circumstances reasonably beyond its control, then the obligations of City or Authority, as provided in this Contract, are

temporarily suspended during continuation of such force majeure. No damage is recoverable by the Authority from City by reason of the temporary suspension of delivery of water due to any of the causes above mentioned. If the City's obligation is affected by any of such causes, the City will promptly notify the Authority's Representative in writing, giving full particulars of such force majeure as soon as possible after the occurrence of the cause or causes relied upon. If the Authority's obligation is affected by any of such causes, the Authority will promptly notify the City's Representative in writing, giving full particulars of such force majeure as soon as possible after the occurrence of the cause or causes relied upon.

24. ASSIGNABILITY.

This Contract may be assigned by Authority only with the written prior consent of the governing body of the City, but if assigned, this contract shall be binding upon parties hereto as well as their successors and assigns.

25. TERM OF AGREEMENT.

When this agreement shall have been approved by the parties hereto, the obligations of the parties hereto shall be binding and shall extend for a period of _____ years commencing on date of last signature. Upon request of either party, an extension of the term of this agreement will be the subject of negotiation between the parties and extended upon such terms as are agreed upon by the parties at that time, provided such request for negotiation is communicated in writing at least two years prior to the termination of this agreement.

26. AUTHORITY TO EXECUTE.

Both parties represent that the individual signing this Contract on behalf of each of the parties has been duly authorized to execute this Contract by proper ordinance or resolution of its governing body, and certified copies of the authorizations have been provided to the other party for attachment to this Contract.

27. WATER CONSERVATION AND DROUGHT CONTINGENCY MEASURES.

a. The Authority acknowledges the terms of the Texas Natural Resources Conservation Commission Agreed Order of April 28, 1995, which amended the operational procedures relating to Special Condition 5.B, Certificate of Adjudication No. 21-3214, and the City's responsibilities under both the Agreed Order and the Certificate of Adjudication No. 21-3214, and the City's responsibilities under both the Agreed Order and the Certificate of Adjudication.

b. The Authority recognizes that the Agreed Order and Certificate of Adjudication may be amended in the future. The Agreed Order requires the City to provide in any future contracts or any amendments, modifications, or changes to existing contracts the condition that all wholesale customers and any subsequent wholesale customers must develop and have in effect a water conservation and drought management plan consistent with the City plan as required by applicable state law.

c. The Authority agrees that during the term of this contract, it shall have in effect a water conservation and drought management plan consistent with the City's water conservation and drought management plan adopted by City ordinance. The Authority also agrees to bind future customers and its existing customers upon contract renewals to develop and have in effect a water conservation and drought management plan consistent with the City plan.

d. If the City implements any measures under its Water Conservation and Drought Contingency Plan, adopted under Chapter 55 of the City Code of Ordinances, as amended, the Authority shall, within 30 days of notice of the implementation of any restrictions, surcharges, or rationing by the City, impose similar restrictions, surcharges, or rationing measures on its customers.

e. Any contract for resale of water furnished by the Authority shall contain a similar condition. If for whatever reason the Authority, or its customer, is unable or unwilling to impose the required restrictions, surcharges, or rationing measures within the required time period, the Authority, or its customer, shall reduce its consumption of water from the system as follows:

(1) During Condition 1 – Mild Water Shortage Watch, deliveries from the system shall be reduced by 10% from the average deliveries for the same month of the year over the previous three years.

(2) During Condition 2 – Moderate Water Shortage Conditions, deliveries from the system shall be reduced by 15% from the average deliveries for the same month of the year over the previous three years.

(3) During Condition 3 – Critical Water Shortage Conditions, deliveries from the system shall be reduced by 30% from the average deliveries for the same month of the year over the previous three years.

(4) During Condition 4 – Emergency Water Shortage Conditions, deliveries from the system shall be reduced by 50% from the average deliveries for the same month of the year over the previous three years.

f. If for whatever reason the Authority, or its customer, is unable or unwilling to impose the required restrictions, surcharges, or rationing measures within the required time period, but relies upon other sources of water for all or a portion of its water requirements, the Authority,

or its customer, agrees not to request an increase in the amount of water being diverted from the system should the Authority's, or its customer's, other source(s) of water fail to continue to yield the amounts of water anticipated.

g. To the extent that the TCEQ or other regulatory agency requires rationing of water in a manner stricter than that imposed by the City, the Authority will comply with such stricter method of rationing water.

h. The Authority shall furnish a copy of any ordinances, orders, or rules adopted by it or its customers that is adopted to implement the required restrictions, surcharges, or rationing measures within the applicable jurisdiction. If for whatever reason the Authority, or its customer, is unable or unwilling to impose the required restrictions, surcharges, or rationing measures, the City may audit the records of the Authority to ensure that the Authority or its customer has reduced its diversions by the amount required by this Section.

i. The failure of the Authority to comply with this Section of the Contract is a "default" under Section ___ of this Contract.

28. BACKFLOW PREVENTION DEVICES AND OTHER REGULATORY REQUIREMENTS

a. Authority shall design construct operate and maintain its water system in compliance with all applicable Federal, State and local laws.

b. Authority shall ensure that all connections with the City water system contain backflow prevention device consistent with City Plumbing Code requirements and in compliance with State laws. Authority shall not allow any other party to connect with the City water system. The City reserves the right to immediately disconnect water connections in violation of this requirement without any notice to Authority and without any penalty or liability to City.

c. Authority grants the City and its officers, agents, and employees to go upon Authority property at any time to inspect for compliance with these requirements.

29. RESOLUTION OF DISPUTES.

In the event of any dispute between the parties under this Contract, the parties shall first attempt in good faith to settle and resolve such dispute. The party shall provide written notice of the dispute and allow at least 30 days for written response prior to initiating any further action. If dispute cannot be resolved by mutual agreement, then resolution shall be in accordance with applicable law.

30. NOTICES AND ADDRESSES.

Any notice, communication, or statement required to be given pursuant to this Contract will be in writing and deemed to have been received when delivered in person or three (3) days after mailing if sent by certified mail, postage prepaid, return receipt requested, to the address of the respective party indicated below:

CITY OF CORPUS CHRISTI

Attn: City Manager

P. O. Box 9277

Corpus Christi, Texas 78469-9277

South Texas Water Authority

Attn: Executive Director

2302 East Sage Road

P.O. Box 1701

Kingsville, Texas 78364

31. PERIODIC REVIEW OF CONTRACT PROVISIONS.

a. The Authority and the City shall review the terms of this Contract whenever a change in circumstances may require an amendment, but shall review the Contract at least every five (5) years to determine whether any changes should be made.

32. SEVERABILITY.

In case any one or more provisions contained in this Contract is for any reason held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability does not affect any other provision hereof, and this Contract will be construed as if such invalid, illegal or unenforceable provision had never been contained in this Contract.

33. CAPTIONS.

All titles of the sections of this Contract have been inserted for convenience of reference only and are not considered a part of this Contract and in no way will they affect the interpretation of any provisions of this Contract.

34. MODIFICATIONS.

Any amendments, or alternative or supplementary agreements, to this Contract must be made in writing and duly executed by an authorized representative or agent of each of the parties to this Contract.

35. PARTIES AT INTEREST.

This Contract is for the sole and exclusive benefit of the parties and shall never be construed to confer any benefit on any third party. This Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns where permitted by this Contract.

36. TEXAS LAW TO APPLY.

This Contract will be construed under and in accordance with the laws of the State of Texas.

37. VENUE.

Any action or proceeding relating to this Contract must be taken in Nueces County, Texas. The parties agree that the courts in Nueces County, Texas shall have exclusive jurisdiction over this agreement.

38. PRIOR AGREEMENTS SUPERSEDED.

This Contract constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements or settlement agreement between the parties respecting the within subject matters.

39. ALL AGREEMENTS CONTAINED IN THIS WRITTEN INSTRUMENT.

This Contract represents the entire agreement between the Authority and the City and supersedes all prior negotiations, representations, or agreements either oral or written.

40. IMPOUNDMENT OR DIVERSION OF WATER SUPPLY.

Before Authority undertakes any project for impoundment or diversion of the water provided under this Contract, City must be consulted by Authority to determine possible impact to the City's water system.

41. REQUIRED NOTICES

Authority shall notify City in writing at least two weeks prior to making any change in its planned diversion rates, not to exceed the maximum diversion rates specified in this Contract. Such notice shall include Authority's anticipated diversion rate.

42. AUTHORITY SERVICE OBLIGATIONS

Authority agrees to make its treated water available for sale to the City and treat the City as any other wholesale customer.

DRAFT

ATTACHMENT 13

NCWC&ID #5 Water Supply and O&M Contracts

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: December 1, 2020
Re: Nueces County Water Control and Improvement District #5 (NCWC&ID #5) Wholesale Water Supply Contract and Contract for Operation and Maintenance of Facilities

Background:

Enclosed please find emails exchange regarding STWA's wholesale service to NCWC&ID#5 (Banquete Water District) and more specifically whether Mr. Gerald Benadum is representing that District in the contract negotiations. Mr. Billy King is the District's acting chairman and he was contacted directly via email. It is our understanding that information sent to Mr. Benadum did not reach him due to an incorrect address. At this time, we believe he is reviewing the documents on behalf of the District. I spoke with Office Manager Anavi King this morning. A meeting of the District is scheduled for December 9, 2020. At this time, she does not know whether the contract will be on the agenda.

Analysis:

Nothing has changed in the previous analyses. The offered contract contains the same major provisions as STWA's other six (6) wholesale contracts with two (2) exceptions. Since the district is outside of STWA's boundaries, the contract includes a fee in lieu of taxes which was added at the request of the District. And, the contract includes provisions pertaining to the separation of service via the new Banquete pump station. However, staff can add, having confirmed that Mr. Benadum is the District's attorney, that their legal counsel should be very familiar with the contract as a result of his services to the City of Bishop.

Staff Recommendation:

Continue to contact District #5 to inquire about the status of the contract and their next meeting date.

Board Action:

Provide feedback to staff.

Summarization:

The NCWCID #5 Board will benefit from the elimination of the premium fee as well as securing a long-term supply. This is the last remaining wholesale contract that requires execution.

From: Billy King <b.king8085@yahoo.com>
Sent: Wednesday, October 28, 2020 5:52 PM
To: mcserrato@stwa.org
Subject: Re: STWA - NCWCID5- Banquete

We will be getting in touch with him tomorrow to figure out what went wrong. We agreed to let him represent us, and am unsure how there's a miscommunication but we will get to the bottom of the issue. And will be in touch.

Thank you

PS... I'm a truck driver, so I don't see emails right away so when I see them I'll respond.

Sent from Yahoo Mail for iPhone

On Wednesday, October 28, 2020, 4:43 PM, mcserrato@stwa.org wrote:

Mr. King:

My previous question about your legal counsel is also related to previous emails (below). Mr. Benadum has not contacted our attorney since September 8th to confirm that he is representing your district. Hence, we are wondering if there has been some miscommunication between your office and his.

Sincerely,

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

From: Bill Flickinger <bflickinger@wfaustin.com>
Sent: Wednesday, October 28, 2020 4:37 PM
To: Carola Serrato (mcgserrato@stwa.org) <mcgserrato@stwa.org>
Subject: FW: STWA - NCWCID5- Banquete

Carola:

Copied below is the last email I received from Mr. Benadum on his representation.

Very truly yours,

Bill Flickinger

Willatt & Flickinger, PLLC

Attorneys at Law

12912 Hill Country Blvd., Suite F-232

Austin, Texas 78738

Phone: (512) 476-6604

Faeximile: (512) 469-9148

Email: bflickinger@wfaustin.com

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From: Gerald Benadum <gbenadum2@gmail.com>
Sent: Tuesday, September 8, 2020 2:25 PM
To: Bill Flickinger <bflickinger@wfaustin.com>
Cc: Laura Cantwell <lcantwell8@gmail.com>
Subject: RE: STWA - NCWCID5- Banquete

Bill, I don't have an answer on that Q, and don't have a copy of their agenda

gbenadum2@gmail.com

On Sep 8, 2020, 1:54 PM -0500, Bill Flickinger <bflickinger@wfaustin.com>, wrote:

Dear Jerry:

I understand that NCWCID5 may be having a Board meeting tomorrow but am unsure if the STWA contract is on the agenda.

Have you been able to confirm your representation of that District and if you do represent that District, can you provide a copy of their agenda?

Thank you.

Very truly yours,

Bill Flickinger

Willatt & Flickinger, PLLC

Attorneys at Law

12912 Hill Country Blvd., Suite F-232

Austin, Texas 78738

Phone: (512) 476-6604

Facsimile: (512) 469-9148

Email: bflickinger@wfaustin.com

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From: Gerald Benadum <gbenadum2@gmail.com>
Sent: Thursday, August 27, 2020 2:33 PM
To: Bill Flickinger <bflickinger@wfaustin.com>
Cc: Laura Cantwell <lcantwell8@gmail.com>
Subject: RE: STWA - NCWCID5- Banquete

Hello, Bill. I don't know the status on that representation. I'll confirm and get back to you.
Have a good afternoon.
Jerry

gbenadum2@gmail.com

On Aug 27, 2020, 10:05 AM -0500, Bill Flickinger <bflickinger@wfaustin.com>, wrote:

Dear Jerry:

I have been informed that you are now representing Nueces County Water Control and Improvement District #5 (Banquete) in connection with the proposed water supply contract and maintenance and operations agreement with STWA.

Please confirm that is the case and advise if you have been provided with the draft documents by your client. The most recent drafts were sent to Alex Cavazos by letter from Carola Serrato dated April 3, 2020.

STWA would like to proceed to finalize the agreement as soon as possible. I look forward to hearing from you. Thank you.

Very truly yours,

Bill Flickinger

Willatt & Flickinger, PLLC

Attorneys at Law

12912 Hill Country Blvd., Suite F-232

Austin, Texas 78738

Phone: (512) 476-6604

Facsimile: (512) 469-9148

Email: bflickinger@wfaustin.com

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From: Billy King <b.king8085@yahoo.com>
Sent: Wednesday, October 28, 2020 4:04 PM
To: mcserrato@stwa.org
Subject: Re: Follow-up on Water Supply Contract/O&M Contract Conversation - Aug 18, 2020

Yes it is.

Sent from Yahoo Mail for iPhone

On Wednesday, October 28, 2020, 1:55 PM, mcserrato@stwa.org wrote:

Mr. King,

I had asked whether NCWCID#5's legal counsel is Gerald Benadum. Is that the attorney the district is using?

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

From: Billy King <b.king8085@yahoo.com>
Sent: Wednesday, October 28, 2020 1:01 PM
To: mcserrato@stwa.org
Subject: Re: Follow-up on Water Supply Contract/O&M Contract Conversation - Aug 18, 2020

Hello,

I had not seen this email until it was brought to my attention. We are waiting to hear back from the lawyer and as soon as we do a board meeting will be held so we can resolve this matter.

Thank you,

Billy King

Sent from Yahoo Mail for iPhone

On Monday, October 19, 2020, 5:27 PM, mogserrato@stwa.org <mogserrato@stwa.org> wrote:

Mr. King:

I spoke to Anavi this morning and she provided your email address. As you can see from the email below, I have been trying to follow-up on the status of the offered contract between South Texas Water Authority and NCWCID#5 for quite some time. Following this August email, I have called monthly to see if your board is meeting and whether the contract is an agenda item.

Up to the point of the email below, I thought there was progress being made in terms of answering Mr. Cavazos' questions. The NCWCID#5 is the only entity that does not have a wholesale contract with STWA and is therefore still being charged the Incremental Fee.

I feel compelled to add that events have transpired since the August email which further emphasize the need to formalize this matter. As you are probably aware, the construction of the new pump station is nearing completion. This new pump station will result in NCWCID#5 no longer sharing facilities with the Nueces Water Supply Corporation. The new station will be owned by the NWSC once the project is completed. The NWSC has already agreed to transfer title of the existing pumps at the original pump station to STWA which can in turn be transferred to the NCWCID#5 at no cost. With these major milestones scheduled to occur in the near future, the timing to enter into the offered contract is appropriate. The offered contract should be viewed as straight forward knowing that the facilities are being separated. In addition, the NCWCID#5 should be aware that all the major provisions in the offered contract are identical to STWA's six (6) wholesale water supply contracts with Kingsville, Bishop, Agua Dulce, Driscoll, Nueces WSC and Ricardo WSC.

Please let me know if there is any information required to get this matter resolved. Please feel free to contact me if you would like to discuss the contract.

Thanks and have a good evening,

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

From: mcgserrato@stwa.org <mcgserrato@stwa.org>
Sent: Tuesday, August 18, 2020 12:21 PM
To: NCWCID#5 (ncwcid5@aol.com) <ncwcid5@aol.com>
Cc: Jo Ella Wagner <wagner@stwa.org>; Frances Rosales <fvrosales@stwa.org>; Dony Cantu (dcantu@stwa.org) <dcantu@stwa.org>; Bill Flickinger <bflickinger@wfaustin.com>
Subject: Follow-up on Water Supply Contract/O&M Contract Conversation - Aug 18, 2020
Importance: High

Anavi,

As a follow-up to our conversation this morning:

- You indicated that Mr. Cavazos is no longer on the board and there is a vacancy. Based on the timing of my emails with Mr. Cavazos and the fact that the NCWCID #5 Board has not met in two (2) months, I am thinking that another board member has not been elected in his place. If that is not the case, please let me know in order for us to update our contact list. Also, should we direct communication to the vice-president? Could you please provide that person's name and an email address?
- You also indicated that the NCWCID #5 is no longer utilizing the services of Leo Villarreal as its attorney. Rather, Mr. Gerald Benadum is now the

district's counsel. I should have asked whether Mr. Benadum has received a copy of the offered contracts. Has he received the two (2) contracts?

- With regards to contract questions mentioned in previous emails, we reviewed several items from notes provided by Mr. Cavazos. This is my recollection of the review:
 - You indicated that there was a question about an analyzer on page 3. I could not find that reference. However, we discussed the chlorine analyzer and whether it was working. I reported that when the previous O&M Supervisor left STWA employment last September that many of the CL17 analyzers were not working. Armando Yruegas worked to get all of them in operation. I indicated that the analyzer may not be "on" because of the residual being boosted upstream of Banquete at the Central PS. We agreed you would ask Raul for an update and he could call me directly about anything not working.
 - On page 3, we also discussed the "air gap" requirement. I indicated that the existing ground storage tanks provide the necessary air gap and this would not change with the construction of the new pump station.
 - We also discussed the calibration of the meters. Mr. Cavazos wondered whether the meter would be calibrated with the signing of a contract. I stated that the meters are tested every year and if the test shows the meter is registering within the AWWA standard of +/-2% then a calibration is not needed and therefore not done. However, if the meter is outside the accepted range then the meter sometimes be calibrated to meet the standard – but is often replaced instead.
 - We also discussed the section pertaining to the annual budget and the notice from STWA with its proposed budget. You confirmed that NCWCID#5 had received the recent letter with a copy of the budget including the proposed rates. We also discussed how the budget is developed – historical costs, estimated expenses, and actual quotes for items such as insurances, etc.
 - We briefly discussed the SCADA (Supervisory, Control and Data Acquisition) system. I indicated that maintenance and operation of the SCADA system would remain as STWA's responsibility. I stated that the SCADA system is what provides our field personnel with alarms that hopefully allow us to address a problem before it becomes a failure. You asked whether STWA would take care of problems such as overflows of the tank and I confirmed that would still be done by STWA.
 - We also briefly discussed what entity would be responsible for equipment – I mentioned the O&M Contract listing the items that would be the district's responsibility – I should have clarified that those items would be the district's responsibility if the district did NOT sign that contract.
- Finally, you indicated that the NCWCID#5 Board would likely not meet in August and the next scheduled meeting would be on Wednesday, September 9th. Please provide a notice and copy of the agenda for your next meeting, whether in August or September.

Please let me know if you need any additional information. The STWA Board is scheduled to meet on Tuesday, September 8th – the day before your district's meeting.

Have a good day,

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd

Kingsville, Texas 78363

361-592-9323 x112

ATTACHMENT 14

Personnel Policy Revisions

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Personnel Policies – Selection of Sections for Possible Revisions

Please note this is a copy of the memo provided to the Board as part of the October agenda packet. Staff offered to place the item on the agenda when Mr. Fil Trevino was unable to attend the meeting. In addition, this item is related to the "Ray Associates, Inc. proposal for recruitment of Executive Director" agenda item.

Background:

Per the request during last month's meeting, this item has been placed on the agenda and attached are the Personnel Policies.

Analysis:

The Board has indicated prior to the hiring of a new Executive Director that a review of the current Personnel Policies may be in order. Recently, the Board has reviewed and modified sections related to employee grievances, hiring of management positions and interim staff salaries.

Staff Recommendation:

Review the Policies and determine which, if any, sections require closer examination and consideration as a specific future agenda item.

Board Action:

Create a list of specific policy sections to be listed as agenda items and brought before the Board for possible modification.

Summarization:

As suggested, rather than address the policies in a piecemeal process, it would be more efficient to review the policies as a whole. In addition, as I have mentioned previously, a new Executive Director should have a clear understanding of expectations and new policies should be in place prior to his/her employment.

ATTACHMENT 15
STWA Long-Term Goals

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Long-Term Goals

Please note this is also a copy of the memo provided to the Board as part of the October agenda packet. Staff offered to place the item on the agenda when Mr. Fil Trevino was unable to attend the meeting. In addition, this item is related to the "Board of Directors Training" agenda item.

Background:

In response to a request from Board President Rudy Galvan, a list of possible long-term goals is enclosed. Through the years, staff has made presentations and the Board has discussed such goals. An appreciated facet of Mr. Galvan's request was to include suggestions from other employees. As such, I met with office and field personnel and provided a list of possible items and asked them to provide their ideas.

Analysis:

The goals generally fall into four categories: Service Area, Expansions and Regionalization, Infrastructure and Equipment, STWA Authority and Procedures, and Staffing/Personnel:

1. **Service Area, Expansions, Regionalization** – Through the years there have been discussions as well as potential regional approaches involving STWA. Some examples are extending service south to Riviera and west to Bentonville. Other ideas are found in past Coastal Bend Regional Water Planning Group Plans described as interconnections to Alice, San Diego, Benavides, Falfurrias and Premont. The most obvious question associated with these ideas is how would these projects be funded? In addition, numerous details would be involved such as contracts for service (which could be the necessary security for issuing debt) and whether an annexation election would be the best option in providing wholesale service to another entity.
2. **Infrastructure and Equipment** – As mentioned in the memo pertaining to the ¾ ton pickup, STWA has routinely tried to budget for the replacement of a vehicle every year. The purchase of other equipment such as trackhoes, backhoes, mini-excavator and other items is brought to the Board as the items wear out and repeated repairs outweigh the cost of replacement. However, there are bigger ticket items that staff has mentioned in the past: a new office building, replacing galvanized tanks with steel reinforced concrete tanks, installation of a slip liner in the 42" line, construction of additional storage (possibly elevated) at the Central PS, a larger generator for the Kingsville office, splitting out electric service at shared pump stations and development of well fields or wells at pump stations for blending with City of Corpus Christi water.
3. **STWA Authority and Procedures** – During the last meeting, the Board discussed approaching local legislators regarding STWA's authority as it relates to the *number of Board members needed to take formal action*. The number according to enabling legislation is five (5), which is a simple majority of the nine-member Board. It warrants mention that reducing this number could be perceived as diminishing transparency and accountability to the public since votes of 4 to 1, 4 to 2, and 4 to 3 means less than half of the nine-member Board would be making a decision for the District.

Another item which is a personal bias is the *manner in which the Truth in Taxation information is calculated*. Having calculated the associated tax rates since 1992, I believe that a more accurate and truer picture of taxable values and tax rates is utilizing the entire tax base and new properties in a

calculation as compared to only the Average Home Value. Changing the calculation could be possible as part of a local bill.

Finally, with the execution of the final water supply contract between STWA and Nueces County Water Control and Improvement District #5 (Banquete), a true-up and recalculation of the Handling Charge will be needed. The purchase of the new Black Mountain accounting system should be very helpful in those efforts.

4. **Staffing/Personnel** – This category is possibly the most important of the four areas. In my opinion, staff is the most critical resource of an organization. Given the small overall number of employees, (only 13 without the CP crew and part-time clerk), the departure of a staff person can have a significant impact on operations and certainly on morale. The recent passing of O&M Supervisor Armando Yruegas is a tragic and prime example. Overall, staff recognizes whether they enjoy or dread coming to work is affected by the stability of our organization. As such, careful consideration should be given to Personnel Policies (a separate agenda item), Employee Benefits and Hiring Practices. One of the items that several staff members remarked on is the previously discussed continued medical coverage for retirees. The expansion of the $\frac{3}{4}$ time clerk to a full-time clerk is another item. It has been suggested that two – $\frac{1}{2}$ time clerks is an option; although, another employee has voiced concern that structure could result in “more room for error.”

Staff Recommendation:

I realize there is quite a bit of offered information and suggestions. Some of the items may be addressed as part of the Board’s review of Personnel Policies. Nonetheless, the Board may want to assign committees, of no more than 3 Board members, to review certain items or categories. Another option is to determine which category or suggestion is a priority.

Board Action:

Determine whether any action is necessary, including assignment of a long-term goals committee or several committees.

Summarization:

Staff is available to assist in making these thoughts into some form of organized, methodical action. However, the first steps should be a commitment from the Board to the overall process and prioritizing the goals.

ATTACHMENT 16

Pandemic Policy

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Pandemic Policy and Guidelines

Background:

As requested by Board President Rudy Galvan Jr. during the last meeting's discussion regarding policies, enclosed is a draft policy and guidelines pertaining to the ongoing pandemic. Although this is a first for South Texas Water Authority, the document is written in a manner intended to address COVID-19 as well as future wide-spread contagious diseases.

Analysis:

The document covers the following main topics:

- STWA's goal to continue providing essential services,
- Proper procedures to assist in preventing the spread of the disease and protecting employees' health,
- Definition of Potential Exposure,
- What an employee should do if potentially exposed to the disease,
- What procedures to follow if an employee has flu-like symptoms,
- What procedures to follow if an employee's temperature needs to be taken while at work,
- And, items that are part of our day-to-day concerns during a pandemic
 - Employees' Responsibilities
 - Normal Operations and accommodations
 - Limitation of Travel
 - Personal Travel
 - Remote Work
 - Stay Home when Ill
 - Medical Information/Documentation
 - Medical Confidentiality
 - Workplace Social Distancing

Staff Recommendation:

Provide feedback to staff. Determine whether the draft document is sufficient for STWA's needs.

Board Action:

Determine whether to adopt or modify the enclosed STWA COVID-19 or Other Pandemic/Infectious Disease Guidelines.

Summarization:

This pandemic has been a challenge from many different perspectives. Staff has modified procedures to limit personal interaction with the Board, amongst ourselves and business partners as well as with the public. Nonetheless, the situation is far more complex when we leave work and attempt to live with some degree of normalcy. As the guidelines state, we would hope that common sense dictates what type of contact employees engage in when they are not at work; but that is a decision for the employee to make.

South Texas Water Authority COVID-19 or Other Pandemic/Infectious Disease Guidelines

It has been a century since the last time this type of infectious disease outbreak occurred on a global scale. Although tremendous strides have been made in medicine and science, developments in this pandemic should be expected. As such, these guidelines are subject to change. All employees will be given as much advanced notice as possible when changes are made.

South Texas Water Authority (STWA) intends to continue providing all essential services for its wholesale customers as well as the services for the water supply corporations that it manages by contract. STWA intends to provide these services in a manner that protects its employees whether in the field or in our workplace. During a pandemic, the health and safety of STWA employees and their families is the number one goal. Each person's cooperation is crucial to this goal. Below are general guidelines. Additional information is found on page 2 of this document. Please note, however, this information is not intended to replace a physician's advice or order. Please consult with your doctor for a more personalized care plan. The following procedures are to be followed:

- Wear a face mask when working closer than 6 feet to other employees.
- Disinfect and sanitize your workspace routinely.
- Practice social distancing to limit prolonged exposure to other employees.
- Adopt all CDC recommendations with regard to social distancing and hygiene practices outside of work and in the community at large. Wear a face mask in public. Wash your hands frequently. Do not touch your face, mouth, eyes and nose.

What is considered "potential exposure"?

Potential exposure is defined as having contact or being within 6 feet of an individual with confirmed or suspected COVID-19 or other pandemic/infectious disease for a prolonged period of time (usually 15 or more minutes) or repeated contact. At this time for COVID-19, the CDC gives the timeframe for having contact with the individual as 48 hours prior to the individual becoming symptomatic or having a positive diagnosis.

What to do if you have had a potential exposure:

1. First, report your potential exposure immediately to your supervisor. Do NOT report to work.
2. Second, get tested for COVID-19 or other pandemic/infectious disease from a certified lab. STWA's medical insurance health plan covers the cost of testing at 100%.
3. Third, notify your supervisor immediately of test results and provide written proof of the results from the certified lab by text (photo) or scan (email) to the Business/Risk Manager.
4. Fourth, if your test results are negative, you may return to work provided you DO NOT have continued exposure to an individual that has tested positive, such as a family

member living in the same household. If that is the case, you may NOT return to work until that person has tested negative. Written proof of that person's negative test results will be required and provided to the Business/Risk Manager either by text or scan.

What if you have COVID-19/Flu-like symptoms:

1. If you become ill with COVID-19/Flu-like symptoms, you must immediately report your symptoms to your supervisor. If you are at work, you will be sent home. If you have not reported to work, STAY home.
2. You must get tested by a certified lab. STWA's medical insurance health plan covers the cost of testing at 100%.
3. Notify your supervisor immediately of test results and provide written proof of the results from the certified lab by text (photo) or scan (email) to the Business/Risk Manager.
4. Fourth, if your test results are negative, you may return to work provided:
 - a. You DO NOT have continued exposure to an individual that has tested positive, such as a family member living in the same household. If that is the case, you may NOT return to work until that person has tested negative. Written proof of that person's negative test results will be required and provided to the Business/Risk Manager either by text or scan; or
 - b. You are not sick with another contagious illness.

Should it become necessary to take your temperature at work, the following procedures should be followed when possible:

- The Business/Risk Manager should take your temperature. He or She should wear the appropriate PPE, a mask and gloves and maintain 6 feet distance.
- Ensure that the employee's privacy is secure when taking his/her temperature and that all temperature information is confidential.
- If the temperature is 100.4°F/38°C or higher, they have a fever. Send the employee to get tested and seek medical attention if necessary. Report this to the Executive Director and the employee's supervisor immediately.

Additional Precautions to Prevent the Spread of Infectious Diseases

To prevent the continued spread of COVID-19, all employees should practice:

- Frequent hand washing with warm, soapy water;
- Cover your mouth whenever you sneeze or cough – preferably it is covered with a mask or tissue.
- If you don't have a mask or tissue, use the "Dracula Sneeze/Cough" method by covering your mouth and nose with the inside crook of your elbow.
- Discard used tissues in wastebaskets.
- Use alcohol-based hand sanitizers whenever possible.

Employees' responsibility

Each employee should practice personal precautions to prevent the spread of this disease. This means practicing precautions during work hours and before/after working hours. Common sense dictates a person should avoid frequenting locations with large gatherings amongst persons that are not practicing social distancing and wearing masks. Your actions have the ability to affect you, your family, your co-workers and their families.

Normal Operations

Regular attendance and leave policies shall continue unless notified otherwise. Compliance with Federal, State and Local Orders will be implemented as received. However, as essential workers, staff will be expected to report for work whether limited to certain remote work sites or working from home. Efforts will be made to accommodate employees with special medical needs to limit their exposure.

Limiting Work Travel

All nonessential work travel shall cease until further notice. Essential work travel should be confirmed by the Executive Director. If work travel is required, employees should avoid crowded public transportation when possible.

Personal Travel

Employees are encouraged to limit personal travel if possible. If an employee has traveled to a "hot spot" area or traveled with large groups of people such as on a cruise, bus or airplane, the employee will not be allowed to physically return to work without being tested and written proof from a certified lab. STWA's medical insurance health plan covers the cost of testing at 100%. Proof should be provided to the Business/Risk Manager.

Telework – Remote Work

Telework requests will be handled on a case-by-case basis. Employees shall recognize that not all positions will be eligible for remote work. Requests to temporarily work remotely should be submitted to your supervisor for consideration.

Staying Home When Ill

If an employee feels ill, *stay home*. STWA provides paid sick leave. As an employee, it is your responsibility to use your sick leave hours wisely. If necessary, you may use your personal and vacation leave if you are ill. During the pandemic, it is imperative that employees do NOT report to work while they are ill and/or experiencing a fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills or fatigue. STWA intends to follow the recommendations of the Centers for Disease Control and Prevention (CDC). At this time, the CDC recommends that

people with an infectious illness such as the flu remain at home until at least 24 hours after they are free of fever (100 degrees F or 37.8 degrees C) or signs of a fever without the use of fever-reducing medications. As the pandemic evolves, these recommendations may change. Regardless, employees who report to work ill will be sent home.

Medical Information and Documentation

Per STWA's Personnel Policy, if you are unable to report to work for a period of three (3) days as a result of the pandemic or other illness, a written doctor's excuse will be required. In addition, as stated in this set of guidelines, if you have been unable to report to work due to the pandemic, proof from a certified lab that you and/or a family member has tested negative will be required.

Medical Confidentiality

STWA's policy is to treat medical information as a confidential medical record. However, due to the serious nature of this pandemic, employees must recognize that their co-workers will want assurances that STWA's workplace is safe. As such, it bears repeating that an employee cannot return to work until they have tested negative for the disease and provided written proof.

Workplace Social Distancing

Whenever possible, employees should practice the following during the workday:

1. Use the telephone, e-mail or instant messaging to conduct business as much as possible, even when participants are in the same building.
2. Refrain from entering another employee's office to deliver hard copy documents. Utilize the drop boxes located on the office door.
3. Minimize in-person meetings. Should this become necessary, make the meeting time as short as possible, meet in a large meeting room, and sit as far apart as possible.
4. Avoid all person-to-person contact such as shaking hands.

ATTACHMENT 17

Board of Director Training

Memorandum

To: South Texas Water Authority Board of Directors
From: Carola G. Serrato, Executive Director
Date: November 30, 2020
Re: Board Training – Texas Rural Water Association

Background:

Enclosed are the latest emails regarding possible board training. Included in the information is correspondence with Larry Bell, Texas Rural Water Association (TRWA). As outlined in my recent email to the Board, staff foresees several categories that could be helpful. However, in order to ensure that the Board is receiving information on topics of interest, this item has been placed on the agenda.

Analysis:

Staff has suggested training in four (4) categories. The TRWA would likely be able to assist in certain sections of each category.

1. STWA Enabling Legislation – the authorities, powers, and purpose of STWA. Since STWA is a water conservation and reclamation district, the TRWA would be familiar with that type of district from a general perspective.
2. Open Meeting/Open Records – a refresher course in the proper conduct of the Board and staff as it pertains to the public and transparency. The TRWA deals with this type of subject on a regular basis and should be able to provide quite a bit of information.
3. STWA Policies – this category would likely be the subject that TRWA has the least information. However, they would probably be able to provide information on how other districts typically conduct business as well as policies related to employee benefits, etc. They would very likely be able to provide information on the working relationship between a board and staff.
4. Regulations – This subject would definitely be a topic that TRWA can provide information. They would need assistance from STWA staff to fill in the specifics; but they could give an overview of TCEQ and EPA requirements.

Staff Recommendation:

Provide feedback to staff on subjects of interest.

Board Action:

Determine whether to pursue training through TRWA, in-house only or with another source of assistance.

Summarization:

As you can see from the emails, staff is of the opinion that this type of training would be best in an in-person setting. In addition, staff has offered these options to the RWSC and NWSC Board Presidents for their consideration. Staff has reported to the Board that TRWA offers board training classes. Regardless, Board members would need to invest time towards this training – I have noted that each one of the above sessions could easily take two (2) hours.

mcserrato@stwa.org

From: mcserrato@stwa.org
Sent: Tuesday, November 17, 2020 2:01 PM
To: 'Rudy Galvan'
Subject: RE: Training - I would like to maybe try to make some sort of training required to be a board member ! I believe it would make us better members to be aware of some regulations that govern STWA .
Thank you RGJ

Mr. Galvan,

Such a requirement would probably need to be a policy adopted by the STWA Board.

The only required training that all public officials must take is the Public Information Act Training. It covers Open Meetings and Open Records.

If the STWA Board is interested in creating training for board members, it might be helpful to survey the current members and ask what subjects they would like included in the curriculum.

In my opinion the following would be a good preliminary outline:

1. A review of STWA's enabling legislation would be a good place to start.
2. A refresher on the Open Meetings and Open Records would also be helpful.
3. Reviewing the adopted STWA Policies might also be included.
4. If you are thinking about regulations pertaining to water system operations, the TCEQ requirements such as discussed in the email exchanges between me and Mr. Bell would be appropriate.

The four items listed above could each easily be 2-hour training sessions.

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

-----Original Message-----

From: Rudy Galvan <rudybodyman@yahoo.com>
Sent: Tuesday, November 17, 2020 1:42 PM
To: Carola Serrato <mcserrato@stwa.org>
Subject: Training - I would like to maybe try to make some sort of training required to be a board member ! I believe it would make us better members to be aware of some regulations that govern STWA . Thank you RGJ

Sent from my iPhone

From: mcserrato@stwa.org
Sent: Tuesday, November 17, 2020 12:34 PM
To: Brandon Barrera (brandon.barrera2015@yahoo.com); 'Filiberto Trevino (ftrevinoiii@gmail.com)'; Jose Graveley (pipe-man@juno.com); 'Kathleen Lowman'; Lupita Perez (lupitap1414@gmail.com); 'Patsy Rodgers'; 'Rudy Galvan'
Subject: FW: South Texas Water Authority - Board Training

STWA Board:

This is the email sent to Mr. Galvan. As you can see, I began communicating with Mr. Bell in September. However, as indicated below, this type of training may be better suited to in person meetings. It could probably be arranged as remote presentations if the Board prefers to meet sooner rather than later.

Carola G. Serrato
Executive Director
South Texas Water Authority
2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: mcserrato@stwa.org <mcserrato@stwa.org>
Sent: Monday, November 16, 2020 10:50 AM
To: Rudy Galvan <rudybodyman@yahoo.com>; Rudy Galvan (galvan.jr.rudy@gmail.com) <galvan.jr.rudy@gmail.com>; Baldemar Garcia <bgarcia@gtek.biz>
Subject: FW: South Texas Water Authority - Board Training

Mr. Galvan and Mr. Garcia,

Please review the email chain below. I will send this information to Mrs. Black via regular US mail since she is no longer using an email address.

As you can see from my initial contact with Larry, I mention Armando's passing and my retirement in terms of staff transitions. Larry is inquiring on more specific topics for training. It was my understanding that the EPA has provided grant funds for board training particularly as it relates to proper water system operations – sampling, monitoring, flushing, etc.

My thoughts were to provide a separate meeting time for this training and not try to combine it with any board meetings. I also thought it would be an opportunity to cover the regulatory requirements and explain how this is accomplished by STWA, particularly in terms of assignments and staffing.

Larry also mentions another type of training associated with disasters and resiliency. This could also be done. But, in my opinion, the aforementioned topic should be considered as more of a priority.

I will call you to discuss Larry's email and to get an idea about timing. It would be great if this training could be done in person so Spring of 2021 may be possible.

Carola

From: Larry Bell <Larry.Bell@trwa.org>
Sent: Monday, November 16, 2020 9:22 AM

To: mogserrato@stwa.org

Subject: RE: South Texas Water Authority - Board Training

Carola,

Yes, I got side tracked by "pop ups" which started after I'd drafted most of the email to you and was not able to get back to it before the afternoon.

If the complete boards do not think they can attend a single meeting, maybe 2 or 3 of them can attend the initial meeting and we can follow up with the other two boards with some of this same or modified training sessions.

Thank you for your assistance and willingness to host this training.

Take care.

Larry Bell

Technical Assistance Director

Texas Rural Water Association

1616 Rio Grande

Austin, TX 78701

Phone 512- 472-8591

Cell 512-964-8133

Fax 512-472-5186

www.trwa.org

Larry.Bell@trwa.org

Please note: My email address was changed a while ago.

This message may contain information that is confidential. The information is intended solely for the use of the addressee(s). If you not an addressee, your disclosure, copying, distribution or use of the contents of this message is prohibited. If this message has been sent to you in error, please notify the sender by return e-mail. Thank you.

From: mogserrato@stwa.org <mogserrato@stwa.org>

Sent: Friday, November 13, 2020 5:17 PM

To: Larry Bell <Larry.Bell@trwa.org>

Subject: RE: South Texas Water Authority - Board Training

Larry,

Your morning and my morning are not the same – hope you just forgot to hit send this morning.

Anyway, let me think on your questions and discuss with my three board presidents. I should get back to you by the end of next week.

Have a good weekend. Stay Safe.

Carola

Carola G. Serrato

Executive Director

South Texas Water Authority

2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

From: Larry Bell <Larry.Bell@trwa.org>
Sent: Friday, November 13, 2020 4:48 PM
To: mogserrato@stwa.org
Subject: RE: South Texas Water Authority - Board Training

Carola,

Good Morning to you and I pray all is well with you and the staff during this continuing pandemic.

I'm sorry for the long delay since we last spoke.

Remind me again, was this Board Training to be at a regular board meeting, during an afternoon, one evening, or morning?

The short Board Training session is 2-hours long which will cover several topics including but not limited to Succession Planning, Operator Certification requirements, On-Boarding new Staff or board members, Reviews of the SDWA regulations as they relate to the board's responsibility to plan the ways to fund and implement improvements to maintain compliance.

The other part of this type training is another 2-hours of instruction on Risk Resiliency Assessments for the smaller rural type systems. This training is designed to educate the boards, managers and operators on what to do in advance of any natural or manmade disaster which may cause water or wastewater services to be interrupted for a short or long term electrical power outage or other event.

Would any of these training topics mentioned above be along the lines of what you'd been thinking about? Or were you just thinking of a 1-hour or so "Q&A" with maybe some structured topics to keep the discussion going?

If possible, please suggest some topics you'd like for me to address and I'll create a presentation/discussion around those issues.

Again, I'm sorry for the delay.

Take care.
Larry Bell
Technical Assistance Director
Texas Rural Water Association
1616 Rio Grande
Austin, TX 78701

Phone 512- 472-8591
Cell 512-964-8133
Fax 512-472-5186
www.trwa.org
Larry.Bell@trwa.org

Please note: My email address was changed a while ago.

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From: Larry Bell

Sent: Friday, September 18, 2020 1:45 PM

To: mcgserrato@stwa.org

Subject: RE: South Texas Water Authority - Board Training

Carola,

It was great to visit with you again.

I'll try to get with our attorney to see if he has a few references he could provide me to include in this "board training".

Inviting these other system's board members would be great if we can work out the social distancing if that is a concern by the time we have this meeting.

I'll get back to you with some available dates.

Meanwhile, if you think of something else we need to cover/address please let me know.

Take care.

Larry Bell

Technical Assistance Director

Texas Rural Water Association

1616 Rio Grande

Austin, TX 78701

Phone 512- 472-8591

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Fax 512-472-5186

www.trwa.org

Larry.Bell@trwa.org

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From: mcgserrato@stwa.org <mcgserrato@stwa.org>

Sent: Monday, September 14, 2020 3:21 PM

To: Larry Bell <Larry.Bell@trwa.org>

Subject: South Texas Water Authority - Board Training

Larry,

Thank-you for the suggestions on Board training.

As we discussed, South Texas Water Authority has experienced a terrible loss with the passing of our O&M Supervisor, Armando Yruegas. Armando's replacement should be complete before the end of 2020. In addition, I have announced my retirement, which I am hoping will be by my 65th birthday at the end of August 2021. These changes, given the small size of STWA's staff, could have an impact on STWA's operations and compliance. And, as you know, STWA manages the Nueces and Ricardo Water Supply Corporations, which must also comply with proper monitoring, sampling, record keeping and distribution system operations.

Therefore, STWA would very much appreciate TRWA's assistance in arranging Board training to ensure that the next 6+ months are as trouble-free as possible and any transition of staff positions/responsibilities occur in the most efficient and productive way possible.

Finally, although we didn't discuss the participation of the NWSC and RWSC Boards, there are five and seven directors respectively that may also benefit from training in addition to the current seven members of the STWA Board.

Please let me know how we can help in making arrangements for this training.

Many thanks – take care – stay safe,
Carola

Carola G. Serrato
Executive Director

South Texas Water Authority

2302 East Sage Rd
Kingsville, Texas 78363
361-592-9323 x112

ATTACHMENT 18
Management Hourly Pay

Memorandum

To: South Texas Water Authority Board of Directors
 From: Carola G. Serrato, Executive Director
 Date: November 30, 2020
 Re: Management Hourly Pay

Background:

Following the November 17th Special Meeting to consider making a job offer to one of the O&M Supervisor applicants, I was approached by an office manager regarding the salary range authorized by the Board. I indicated that under the circumstances and recent Board actions that the matter would be presented to the Board. I contacted Board President Rudy Galvan, Jr. He requested four years of salary information on the two (2) positions, shown below.

		Bus./Risk				Finance			
		Manager	Diff.			Manager	Diff.		
End FY 17	30-Sep-17	\$26.25	} \$0.55			\$29.65	} \$0.50		
Begin FY 18	1-Oct-17	\$26.80				\$30.15			
End FY 18	30-Sep-18	\$26.80	} \$0.50			\$30.15	} \$0.50		
Begin FY 19	1-Oct-18	\$27.30				\$30.65			
End FY 19	30-Sep-19	\$27.66	} \$0.60	\$27.30-\$27.66		\$30.65	} \$0.57		
Begin FY 20	1-Oct-19	\$28.26		15 YR - 36¢		\$31.22			
End FY 20	30-Sep-20	\$28.26	} \$0.51			\$31.70	} \$0.57	\$31.22 - \$31.70	
Begin FY 21	1-Oct-20	\$28.77				\$32.27		25 YR - 48¢	
			\$2.16			\$2.14			
			<u>\$0.36</u>			<u>\$0.48</u>			
			\$2.52			\$2.62			

Analysis:

The salary adjustments each year were very similar with the exception of longevity milestones for the Business/Risk Manager's fifteen-year anniversary and the Finance Manager's twenty-fifth-year anniversary which are set by the Board adopted policy. The recently received Texas Rural Water Association (TRWA) 2020 Salary Survey Report, found as an FYI in the Board packet, provides some limited information on salary ranges for this region (Area 6 – which includes the RGV) as well as the entire state of Texas. However, I believe that there is a difference between the other 212 responding entities and STWA. Although there are likely some entities providing regional services by managing and operating more than one type of entity, I believe STWA is unique in its management of three entities with both wholesale and retail service. Nonetheless, the Response Demographics data provides insightful information on the diverse nature of the 213 responding entities.

It should also be noted that the job descriptions included in the TRWA Salary Survey Report appear to be geared towards field positions. Although there are descriptions for a Bookkeeper and Accounting Clerk, there is not a description for a Finance Manager. In addition, there is not a description that includes IT, insurance, record retention, record organization, and purchasing agent tasks such as those performed by the Business/Risk Manager. Other than the General Manager and Assistant General Manager, the only other managerial-type position included in the report is the Office Manager. For Area 6, the Office Manager salary range is about \$30,000 to approximately \$71,500.

Staff Recommendation:

Ordinarily the recent hiring of an O&M Supervisor and salary negotiations would have been handled by me as the Executive Director. In fact, it warrants noting that the first sentence of the TWRA Salary Survey Report's General Manager job description reads as follows:

This position is responsible for office and field administration, planning, reporting and policy administration, hiring and terminating employees and for determining compensation packages.

With that in mind, the following is not meant to be interpreted as my preference and are rather my *suggestions* as ways to address this type of situation by authorizing the incoming executive director some guidance and flexibility. One suggestion is to adopt a step and grade system. A second suggestion is to adopt a salary range for each managerial position. The Board may prefer to adopt a salary range for all positions. I feel compelled to add, however, that typically a step and grade system is used by entities with much larger staff numbers as compared to STWA's 14 employees (not counting the ED position).

Board Action:

Consider whether to make any salary adjustments to the Finance Manager and/or Business/Risk Manager.

Summarization:

This matter is also pertinent to the recruitment proposal from Ray Associates, Inc. The duties of hiring/terminating employees and setting salaries is a crucial responsibility that any executive director will need to know just where he or she stands in terms of assembling a high-grade, productive staff.

FOR YOUR INFORMATION



Texas Rural Water Association

2020 Salary Survey Report

Texas Rural Water Association 2020 Salary Survey Report

In May 2020, TRWA distributed a salary survey to all our member utilities; we received 213 responses by the August 15 deadline. The responses were compiled into a database and analyzed with Microsoft Excel. Results were then re-analyzed at random to assure accuracy. In order to protect the privacy of the respondents, all surveys were destroyed prior to the publication of this report.

Enclosed are summaries of the survey data concerning salary ranges and averages. The summaries list the highest and lowest percentiles, along with the average and median number in each category.

The 10th percentile represents the point at which 90 percent of the respondents answered higher and the 90th percentile represents the point at which 90 percent of the respondents answered lower. The average is calculated by dividing the sum of the values in the set by the total number in the set, and the median is the actual middle point in the set, or the 50th percentile.

Each summary sheet provides salary information for one of the primary personnel positions and delineates the data based on the utility type, location and size. Demographic information, as well as summaries of benefits and company equipment are also provided.

Please note: We did not receive enough responses from participating systems for the position of Wastewater Collections Operator to be able to provide accurate and representative data, so a summary sheet for that position is not included.

We would like to extend our sincere gratitude to those who participated in this survey.

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2020 Salary Survey Response Demographics

System Type		Residential Meters		Annual Operating Budget	
WSC	65.67%	< 500	49	Average	\$1,810,321
District	29.05%	500-1000	54	Median	\$809,407
Municipality	5.24%	1001-1500	35	10th Percentile	\$200,000
Privately Owned	0.04%	1501-3000	44	90th Percentile	\$4,075,014
Total	100.00%	> 3000	28	
.....		Average	1846	Number of FT Employees	
Source		Median	1022	0	22
Ground	63.96%	10th Percentile	240	1-3	66
Surface	3.55%	90th Percentile	4320	4-5	33
Purchase Only	18.78%		6-10	50
Combination	13.71%	Residential WW Meters		11-15	15
Total	100.00%	< 500	22	16-20	7
.....		500-1000	6	21-25	4
Revenue % Spent on Payroll		1001-1500	5	> 25	6
0-3%	3	1501-3000	3	N/A	6
3.01-9.99%	13	> 3000	1	Average	6
10-15%	14	0/N/A	173	Median	4
15.01-20%	23	Average	890	10th Percentile	0
20.01-25%	40	Median	482	90th Percentile	14
25.01-30%	24	10th Percentile	60	
30.01-40%	39	90th Percentile	1530	Number of PT Employees	
40.01-50%	13		0	95
> 50%	4	Commercial Meters		1-2	78
N/A	37	0	50	3-5	20
Average	25.95%	1-5	28	>5	2
Median	25.00%	6-10	18	N/A	18
10th Percentile	10.00%	11-20	15	Average	1
90th Percentile	40.00%	21-50	41	Median	1
.....		51-100	21	10th Percentile	0
TRWA District	Participation	101-300	16	90th Percentile	3
1	18	> 300	2	
2	14	N/A	19	Does the System Sell Water Wholesale?	
3	27	Average	40	Yes	28
4	15	Median	10	No	173
5	8	10th Percentile	0	N/A	9
6	10	90th Percentile	100	
7	25	Commercial WW Meters		If Yes, % of Total Sales	
8	12	0	143	< 10%	14
9	9	1-10	11	10-50%	7
10	8	11-50	8	51-100%	3
11	22	501-300	6	N/A	2
12	19	> 300	0	Does the System Treat Wholesale Wastewater?	
13	12	N/A	42	Yes	16
14	11	Average	5	No	176
		Median	0	N/A	18
		10th Percentile	0		
		90th Percentile	7		

2020 Salary Survey
Benefits Information for Full-Time Employees

Healthcare Insurance		If Yes, Percentage Paid By Employer	
Yes	61.00%	100%	82.95%
No	28.40%	75-99%	04.65%
N/A	10.60%	50-74%	01.55%
		<50%	00.78%
		N/A	10.07%
Healthcare Insurance for Dependents		If Yes, Percentage Paid By Employer	
Yes	32.38%	100%	19.12%
No	58.11%	75-99%	19.12%
N/A	09.51%	50-74%	14.71%
		<50%	38.24%
		N/A	08.81%
Retirement Plan		If Yes, Percentage Paid By Employer	
Yes	55.73%	>50%	00.00%
No	35.73%	9.1-50%	08.54%
N/A	08.53%	6.1-9%	11.11%
		3.1-6%	23.07%
		0-3%	47.86%
		N/A	09.41%
Dental Insurance		If Yes, Percentage Paid By Employer	
Yes	42.86%	100%	73.12%
No	47.14%	75-99%	06.45%
N/A	10.00%	50-74%	00.00%
		<50%	15.05%
		N/A	05.38%
Health Reimbursement Account		Health Savings Account	
Yes	12.21%	Yes	03.76%
No	76.99%	No	86.38%
N/A	10.80%	N/A	09.86%
Offer Other Benefits?		If Yes, Please Describe	
Yes	45.07%	Life Insurance	88.54%
No	45.54%	Short-term Disability	34.38%
N/A	09.39%	Long-term Disability	26.04%
		Flexible Spending Accounts	04.17%
		Other	21.88%
Paid Sick Leave		Days Per Year	
Yes	70.95%	1-5	17.45%
No	19.04%	6-9	25.50%
N/A	10.01%	10-14	43.62%
		>15	04.70%
		N/A	08.72%

2020 Salary Survey
Benefits Information for Full-Time Employees

Paid Holidays		Days Per Year	
Yes	80.28%	1-5	01.75%
No	09.39%	6-9	38.60%
N/A	10.33%	10-15	53.80%
		N/A	05.84%
Paid Vacation		Days Per Year (Starting if specified)	
Yes	79.34%	1-5	05.65%
No	11.27%	6-10	25.19%
N/A	09.39%	11-15	50.61%
		>16	08.33%
		N/A	10.12%
Other Leave Days?		If Yes, Days Per Year	If Yes, Types of Leave Cited
Yes	27.70%	1-2	33.90%
No	60.09%	3-4	25.42%
N/A	12.21%	>4	16.95%
		As Needed	10.17%
		Not Indicated	13.56%
			Bereavement 46.67%
			Civil Leave 16.94%
			Emergency 03.40%
			Personal 33.90%
			Birthday 03.30%
			Other 10.00%
Paid Training		Paid Licensing Exams	
Yes	83.80%	Yes	83.33%
No	01.50%	No	09.05%
N/A	14.70%	N/A	07.61%
Mileage Reimbursement		Mileage Rate	
Yes	72.38%	<0.545	06.58%
No	17.84%	.545-.564	11.18%
N/A	09.78%	.565-.575	51.32%
		>.575	17.11%
		N/A	13.81%
Benefits for Part Time Employees?		If Yes, are they the same?	
Yes	11.90%	Yes	56.00%
No	77.14%	No	44.00%
N/A	10.95%		

2020 Salary Survey Company Equipment

Company Vehicle		If Yes, Authorized for Personal Use?	
Yes	69.05%	Yes	19.31%
No	26.19%	No	80.69%
N/A	04.75%		
Are Vehicles Clearly Marked as Utility Property?			
Yes	88.28%		
No	11.72%		
Company Computer/Laptop/Tablet Provided		If Yes, Authorized for Personal Use?	
Yes	50.95%	Yes	32.71%
No	44.76%	No	64.49%
N/A	04.30%	N/A	02.80%
Other Equipment		If Yes, Equipment Cited:	
Yes	31.91%	Cellphones/Smartphones	77.61%
No	59.05%	Tools/Maintenance Equipment	23.88%
N/A	09.04%	Other Technology	10.45%
		Other	16.40%

2020 Salary Survey General Manager / System Superintendent

	10th Percentile	90th Percentile	Average	Median
Total	\$46,862.06	\$120,800.00	\$78,302.27	\$75,000.00
Bonuses	\$500.00	\$7,000.00	\$3,797.10	\$2,000.00
Overtime	\$2,640.00	\$19,733.60	\$9,885.93	\$5,339.00

By TRWA District

District	10th Percentile	90th Percentile	Average	Median
1&2	\$30,240.00	\$107,683.60	\$72,874.00	\$73,285.00
3&7	\$47,984.62	\$126,000.00	\$82,154.55	\$78,290.50
4&9	\$41,256.00	\$101,139.60	\$68,981.00	\$68,150.00
5&6	\$69,740.00	\$125,000.00	\$95,384.08	\$90,313.60
8&12	\$40,812.30	\$110,750.00	\$75,021.50	\$71,994.00
10&13	\$53,178.60	\$93,340.00	\$76,717.01	\$80,400.00
11&14	\$49,430.11	\$110,000.00	\$71,894.09	\$60,460.39

Residential Meters

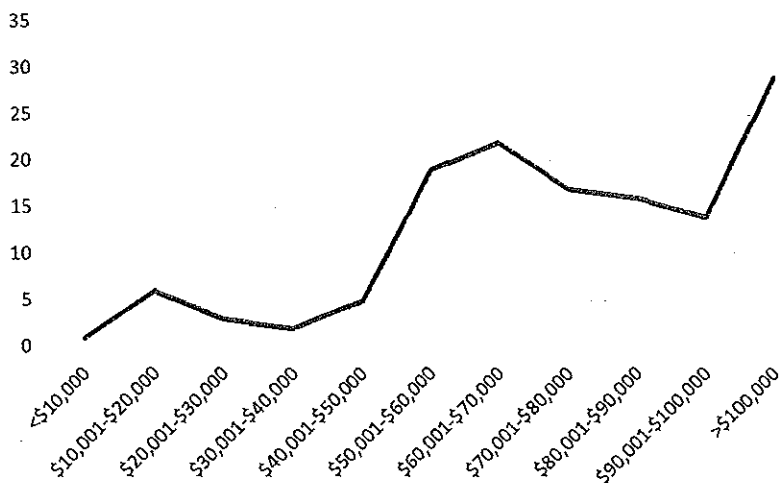
Meters	10th Percentile	90th Percentile	Average	Median
<500	\$18,000.00	\$131,000.00	\$64,050.56	\$54,100.00
500-1000	\$50,308.00	\$90,337.60	\$68,222.33	\$66,480.00
1001-1500	\$53,320.00	\$89,019.52	\$71,920.00	\$66,780.00
1501-3000	\$49,814.06	\$102,008.10	\$74,026.10	\$74,027.50
>3000	\$82,315.00	\$153,232.20	\$112,539.50	\$111,000.00

Type of Utility

Utility Type	10th Percentile	90th Percentile	Average	Median
WSC	\$24,000.00	\$114,888.80	\$72,668.56	\$70,613.00
Districts	\$55,980.00	\$125,300.00	\$87,403.49	\$81,500.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status

Employee	123
Contract	13
Full time	120
Part time	10
N/A	6

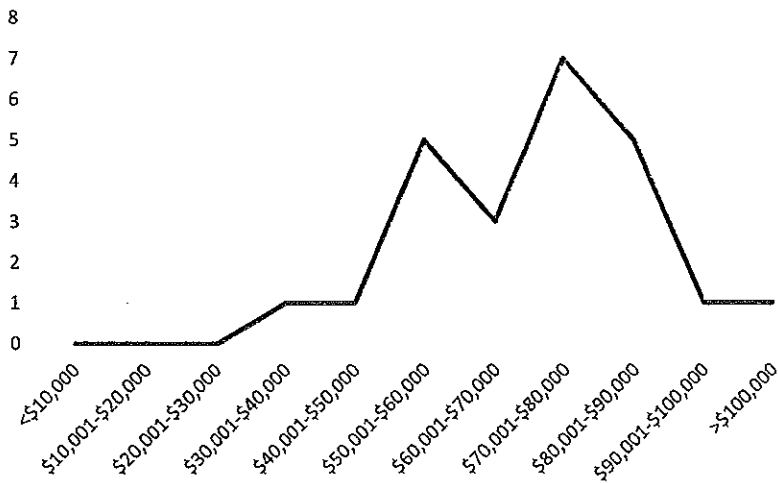
Education	License	W	WW	Number Supervised	Experience (in years)	
High School/GED	A	16	5	0-2	13.88%	
Some College	B	24	6	3-5	32.85%	
Associate's Degree	C	60	10	6-10	24.85%	
Bachelor's Degree	D	5	2	11-20	18.25%	
Graduate Degree	None	2	21	>20	5.16%	
N/A	N/A	29	92	N/A	5.01%	
					0-5	5.83%
					5.5-10	11%
					10.5-15	9.48%
					15.5-20	16.79%
					20.5-30	20.44%
					>30	36.51%
					N/A	5.83%

2020 Salary Survey Assistant General Manager

	10th Percentile	90th Percentile	Average	Median
Total	\$51,910.00	\$86,283.30	\$71,897.34	\$75,170.00
Bonuses	\$700.00	\$5,060.00	\$2,567.00	\$2,100.00
Overtime	*	*	*	*
By TRWA District				
1&2	*	*	*	*
3&7	*	*	*	*
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	*	*	*	*
>3000	*	*	*	*
Type of Utility				
WSC	*	*	*	*
Districts	\$55,000.00	\$86,283.30	\$74,627.00	\$74,385.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	24
Contract	0
Full time	
Full time	23
Part time	0
N/A	1

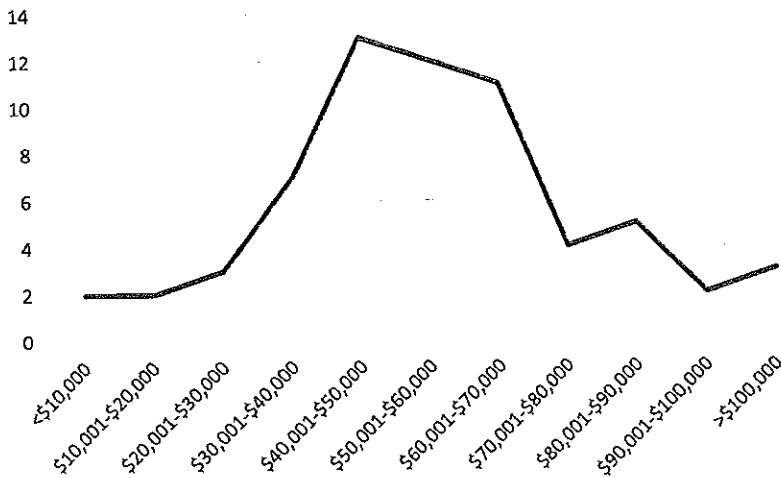
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	3	1	0-2	0-5
Associate's Degree	B	6	1	3-5	5.5-10
Some College	C	10	0	6-10	10.5-15
Bachelor's Degree	D	0	0	11-20	15.5-20
Graduate Degree	None	0	1	>20	20.5-30
N/A	N/A	5	21	N/A	>30
					N/A

2020 Salary Survey Manager / Operator

	10th Percentile	90th Percentile	Average	Median
Total	\$28,682.00	\$87,086.00	\$55,376.00	\$53,886.00
Bonuses	\$250.00	\$2,460.00	\$1,431.57	\$700.00
Overtime	\$2,390.14	\$11,820.00	\$7,119.39	\$7,944.00
By TRWA District				
1&2	\$34,008.00	\$73,091.00	\$53,750.55	\$52,759.00
3&7	\$47,894.00	\$95,384.20	\$68,848.25	\$63,000.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	\$8,786.29	\$64,851.20	\$43,850.89	\$46,860.00
10&13	*	*	*	*
11&14	\$36,200.00	\$61,225.65	\$49,673.69	\$48,000.00
Residential Meters				
<500	\$15,600.00	\$72,000.00	\$46,759.98	\$48,646.00
500-1000	\$37,296.00	\$81,076.40	\$53,143.67	\$46,800.00
1001-1500	*	*	*	*
1501-3000	\$44,720.00	\$79,474.00	\$61,440.64	\$58,128.00
>3000	\$48,900.00	\$91,605.80	\$74,888.21	\$76,828.00
Type of Utility				
WSC	\$29,443.20	\$85,952.00	\$54,004.41	\$53,177.00
District	\$42,140.00	\$94,153.50	\$62,364.07	\$61,161.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	61
Contract	5
Full time	
Part time	2
N/A	6

Education		License		W		WW		Number Supervised		Experience (in years)	
High School/GED	59.11%	A	2	2	0-2	39.39%	0-5	9.16%			
Some College	10.61%	B	8	1	3-5	33.33%	5.5-10	16.67%			
Associate's Degree	1.50%	C	48	3	6-10	6.07%	10.5-15	10.64%			
Bachelor's Degree	10.60%	D	3	2	10-20	4.54%	15.5-20	24.25%			
Graduate Degree	0.00%	None	0	4	>20	1.51%	20.5-30	19.76%			
N/A	18.18%	N/A	5	54	N/A	15.15%	>30	12.15%			
							N/A	7.36%			

2020 Salary Survey Plant Manager / Plant Superintendent

	10th Percentile	90th Percentile	Average	Median
Total	\$40,836.59	\$85,300.00	\$60,195.02	\$59,120.00
Bonuses	\$952.50	\$6,000.00	\$2,870.90	\$2,025.00
Overtime	*	*	*	*

By TRWA District

1&2	*	*	*	*
3&7	*	*	*	*
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*

Residential Meters

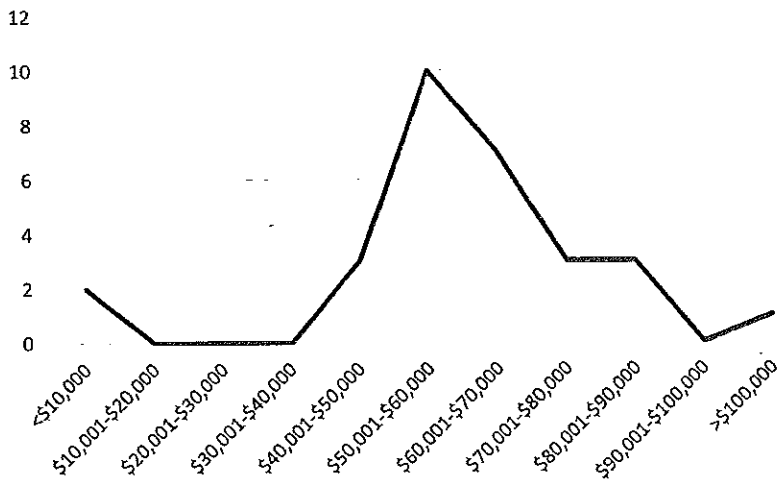
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	*	*	*	*
>3000	*	*	*	*

Type of Utility

WSC	\$34,163.56	\$86,600.00	\$62,903.45	\$65,520.00
District	*	*	*	*
Municipality	*	*	*	*
Private	*	*	*	*

*Insufficient responses for these categories

Salary Range



Status

Employee	29
Contract	0
Full time	26
Part time	3

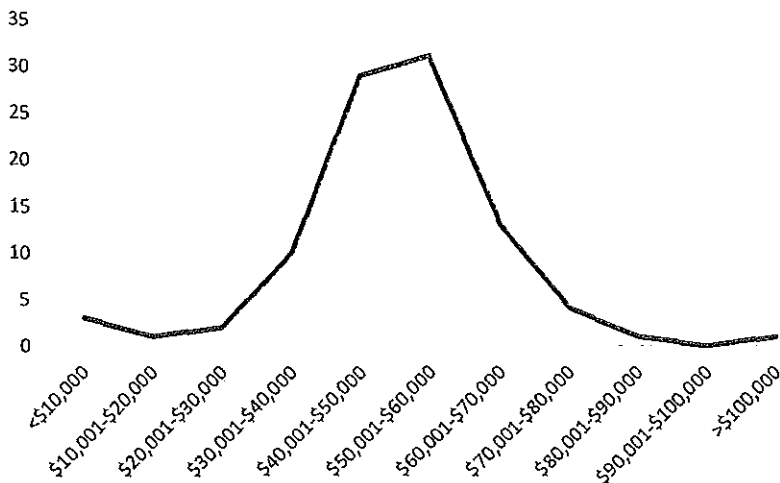
Education	License	W	WW	Number Supervised	Experience (in years)		
High School/GED	A	6	1	0-2	17.24%	0-5	3.44%
Some College	B	8	1	3-5	34.48%	5.5-10	17.24%
Associate's Degree	C	12	3	6-10	17.24%	10.5-15	27.59%
Bachelor's Degree	D	1	0	10-20	20.69%	15.5-20	17.24%
Graduate Degree	None	1	2	>20	0.00%	20.5-30	24.14%
N/A	N/A	1	22	N/A	10.34%	>30	6.90%
						N/A	3.44%

2020 Salary Survey Lead Operator / Field Manager

	10th Percentile	90th Percentile	Average	Median
Total	\$35,240.00	\$67,266.00	\$51,032.79	\$50,297.00
Bonuses	\$500.00	\$3,448.00	\$1,485.53	\$1,000.00
Overtime	\$645.30	\$15,486.72	\$6,661.00	\$3,018.33
By TRWA District				
1&2	\$45,718.91	\$69,260.80	\$58,259.04	\$56,000.00
3&7	\$38,600.00	\$59,696.00	\$49,827.45	\$50,740.00
4&9	\$3,382.00	\$63,944.00	\$44,747.25	\$53,486.00
5&6	*	*	*	*
8&12	\$38,706.00	\$69,220.94	\$49,549.77	\$46,495.00
10&13	*	*	*	*
11&14	\$33,529.60	\$51,102.00	\$46,160.54	\$46,000.00
Residential Meters				
<500	\$20,765.76	\$65,428.00	\$44,289.53	\$46,000.00
500-1000	\$30,917.76	\$64,993.00	\$46,608.40	\$48,654.54
1001-1500	\$39,088.00	\$58,208.00	\$47,723.97	\$48,880.00
1501-3000	\$39,156.00	\$60,088.00	\$49,793.91	\$49,802.60
>3000	\$43,680.00	\$70,545.78	\$60,522.98	\$58,156.00
Type of Utility				
WSC	\$33,188.00	\$67,228.00	\$49,361.70	\$50,000.00
District	\$41,600.00	\$67,300.00	\$52,906.41	\$51,291.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status

Employee	90
Contract	5
Full time	88
Part time	4
N/A	3

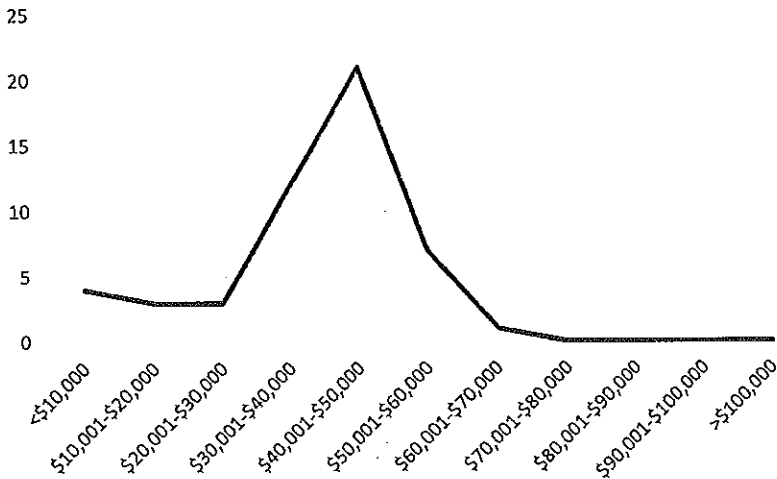
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	2	3	0-2	0-5
Some College	B	11	1	3-5	5.5-10
Associate's Degree	C	73	10	6-10	10.5-15
Bachelor's Degree	D	4	1	10-20	15.5-20
Graduate Degree	None	0	2	>20	20.5-30
N/A	N/A	5	78	N/A	>30
					N/A

2020 Salary Survey Plant Operator

	10th Percentile	90th Percentile	Average	Median
Total	\$12,000.00	\$51,400.00	\$38,882.97	\$41,600.00
Bonuses	\$500.00	\$3,220.00	\$1,421.67	\$1,025.00
Overtime	\$2,300.00	\$16,520.00	\$8,135.02	\$5,000.00
By TRWA District				
1&2	*	*	*	*
3&7	\$14,004.00	\$49,900.00	\$39,986.35	\$44,340.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	\$9,600.00	\$45,224.19	\$31,506.74	\$37,000.00
500-1000	\$33,360.00	\$47,882.00	\$39,130.20	\$39,760.00
1001-1500	*	*	*	*
1501-3000	\$9,000.00	\$55,000.00	\$33,928.38	\$38,245.16
>3000	\$35,032.00	\$54,384.40	\$45,836.57	\$46,200.00
Type of Utility				
WSC	\$13,950.00	\$53,200.00	\$39,590.02	\$43,125.00
District	\$24,589.57	\$49,240.00	\$39,453.15	\$41,600.00
Municipality	*	*	*	*
Private	*	*	*	*

*Insufficient responses for these categories

Salary Range



Status	
Employee	46
Contract	5
Full time	43
Part time	7
N/A	1

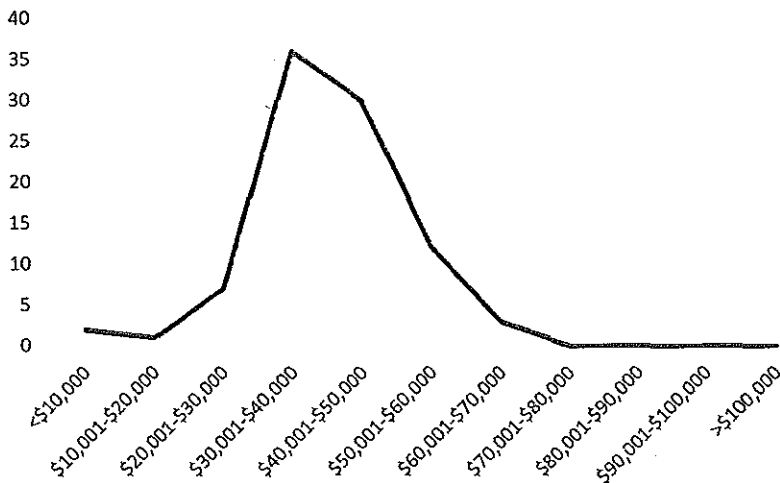
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	2	1	0-2	0-5
Some College	B	6	0	3-5	5.5-10
Associate's Degree	C	35	6	6-10	10.5-15
Bachelor's Degree	D	5	2	10-20	15.5-20
Graduate Degree	None	0	0	>20	20.5-30
N/A	N/A	3	42	N/A	>30
					N/A

2020 Salary Survey Distribution of Field Operator

	10th Percentile	90th Percentile	Average	Median
Total	\$29,150.00	\$53,000.00	\$39,853.13	\$39,997.00
Bonuses	\$255.00	\$1,751.30	\$1,027.52	\$907.00
Overtime	\$1,000.00	\$12,500.00	\$6,958.76	\$6,079.00
By TRWA District				
1&2	\$31,699.00	\$53,435.00	\$41,982.90	\$40,990.00
3&7	\$32,130.00	\$49,814.10	\$41,052.68	\$40,250.00
4&9	\$34,944.00	\$61,019.28	\$45,072.50	\$41,329.50
5&6	*	*	*	*
8&12	\$32,406.50	\$50,430.00	\$40,628.92	\$39,315.99
10&13	\$31,300.00	\$49,337.60	\$36,713.83	\$36,000.00
11&14	\$24,132.00	\$51,413.86	\$34,897.10	\$34,845.58
Residential Meters				
<500	*	*	*	*
500-1000	\$26,000.00	\$43,582.68	\$37,101.74	\$37,500.00
1001-1500	\$27,035.00	\$50,100.00	\$36,436.99	\$36,710.40
1501-3000	\$35,836.20	\$53,951.04	\$43,180.78	\$41,600.00
>3000	\$32,110.00	\$54,630.44	\$44,275.16	\$44,128.85
Type of Utility				
WSC	\$31,616.00	\$53,348.16	\$41,204.03	\$40,000.00
District	\$26,240.00	\$51,901.00	\$38,254.87	\$37,470.00
Municipality	5	*	*	*
Private	1	*	*	*

*Insufficient responses for these categories

Salary Range



Status	
Employee	89
Contract	2
Full time	83
Part time	6
N/A	2

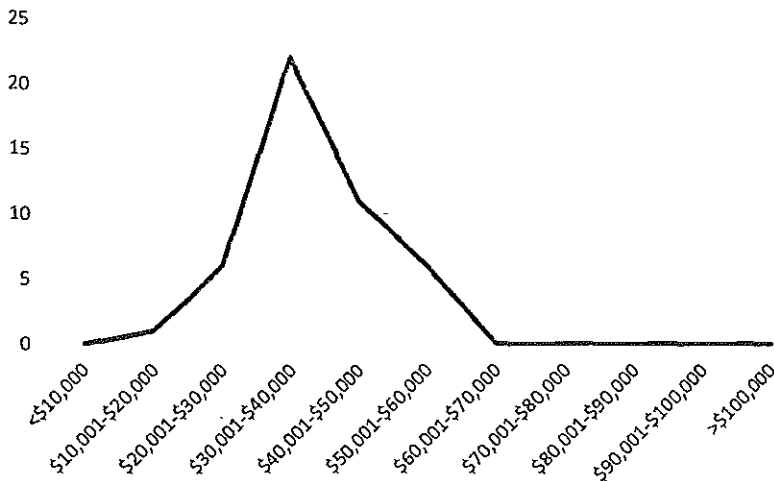
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	2	0	0-2	0-5
Some College	B	2	2	3-5	5.5-10
Associate's Degree	C	66	4	6-10	10.5-15
Bachelor's Degree	D	13	2	10-20	15.5-20
Graduate Degree	None	3	4	>20	20.5-30
N/A	N/A	5	79	N/A	>30
					N/A

2020 Salary Survey Maintenance Technician

	10th Percentile	90th Percentile	Average	Median
Total	\$27,948.48	\$50,692.80	\$38,196.71	\$37,440.00
Bonuses	\$250.00	\$2,140.00	\$1,050.00	\$1,000.00
Overtime	\$963.81	\$11,850.00	\$5,445.02	\$3,726.07
By TRWA District				
1&2	*	*	*	*
3&7	\$35,000.00	\$52,392.00	\$41,845.41	\$41,600.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	\$31,641.60	\$52,392.00	\$41,314.19	\$41,600.00
>3000	\$31,200.00	\$50,462.41	\$40,518.61	\$39,282.50
Type of Utility				
WSC	\$28,142.72	\$50,539.21	\$36,577.05	\$35,360.00
District	\$29,350.00	\$50,437.60	\$40,262.20	\$41,600.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	45
Contract	1
Full time	44
Part time	2

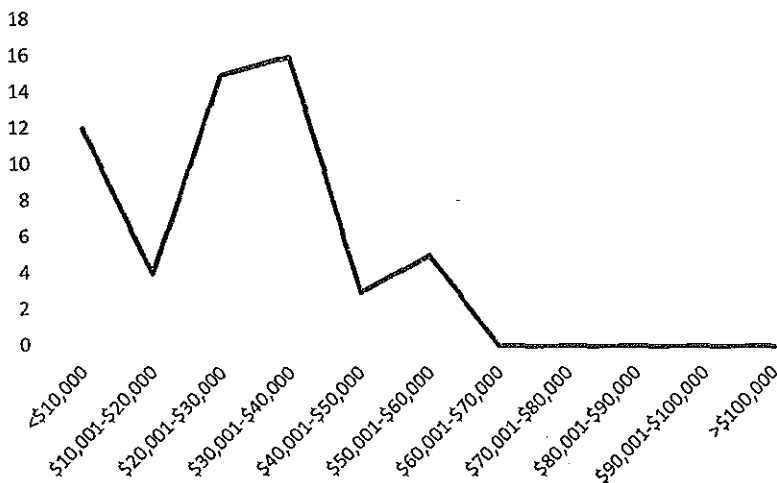
Education	License	W	WW	Number Supervised	Experience (in years)		
High School/GED	A	1	0	0-2	56.52%	0-5	41.30%
Some College	B	2	0	3-5	10.87%	5.5-10	26.09%
Associate's Degree	C	19	2	6-10	0.00%	10.5-15	8.70%
Bachelor's Degree	D	8	1	10-20	0.00%	15.5-20	6.52%
Graduate Degree	None	2	1	>20	0.00%	20.5-30	8.70%
N/A	N/A	14	42	N/A	32.61%	>30	6.52%
						N/A	2.17%

2020 Salary Survey Meter Reader

	10th Percentile	90th Percentile	Average	Median
Total	\$6,480.00	\$43,590.40	\$27,383.69	\$29,120.00
Bonuses	\$350.00	\$1,420.00	\$898.95	\$978.40
Overtime	\$992.99	\$7,611.86	\$3,960.82	\$2,860.99
By TRWA District				
1&2	\$5,683.20	\$40,944.00	\$25,917.76	\$27,850.80
3&7	\$8,520.00	\$39,416.00	\$28,271.54	\$32,000.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	\$1,160.00	\$33,988.07	\$12,848.16	\$6,661.00
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	\$8,040.00	\$41,696.00	\$28,131.11	\$29,120.00
>3000	\$27,750.00	\$52,456.71	\$37,686.09	\$36,950.00
Type of Utility				
WSC	\$3,993.60	\$43,590.40	\$25,376.35	\$27,500.00
District	\$9,800.00	\$44,118.56	\$31,828.46	\$32,594.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	44
Contract	14
Full time	36
Part time	15
N/A	7

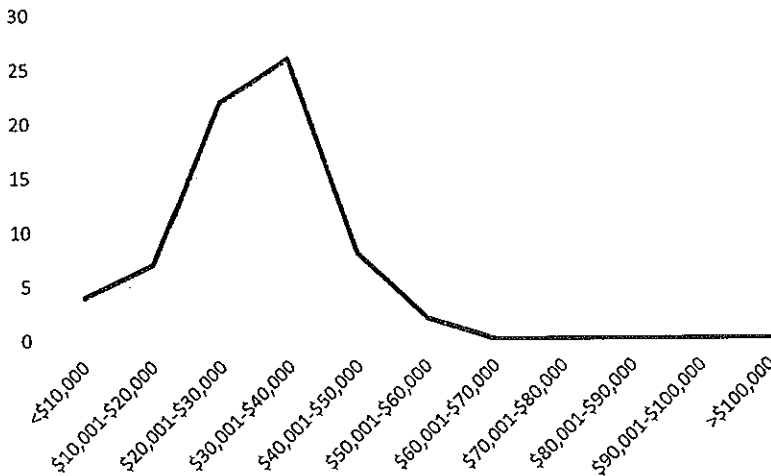
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	11	0	6-10	10.5-15
Bachelor's Degree	D	10	0	10-20	15.5-20
Graduate Degree	None	3	4	>20	20.5-30
N/A	N/A	34	54	N/A	>30
					N/A

2020 Salary Survey Laborer / Utility Service Worker

	10th Percentile	90th Percentile	Average	Median
Total	\$17,520.00	\$41,792.00	\$29,123.09	\$31,000.00
Bonuses	\$230.00	\$2,333.33	\$1,016.53	\$500.00
Overtime	\$743.20	\$8,040.00	\$4,298.63	\$4,000.00
By TRWA District				
1&2	*	*	*	*
3&7	\$22,920.00	\$37,460.00	\$30,379.19	\$31,200.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	\$3,293.10	\$33,885.12	\$24,712.62	\$31,200.00
1001-1500	\$21,216.00	\$40,977.00	\$30,049.33	\$28,050.00
1501-3000	\$23,540.00	\$37,356.00	\$30,578.85	\$31,200.00
>3000	\$21,411.83	\$50,049.40	\$32,843.96	\$31,640.00
Type of Utility				
WSC	\$15,080.00	\$41,823.20	\$28,152.04	\$29,556.50
District	\$24,330.00	\$41,920.00	\$31,767.41	\$31,350.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	69
Contract	3
N/A	2
Full time	60
Part time	11
N/A	3

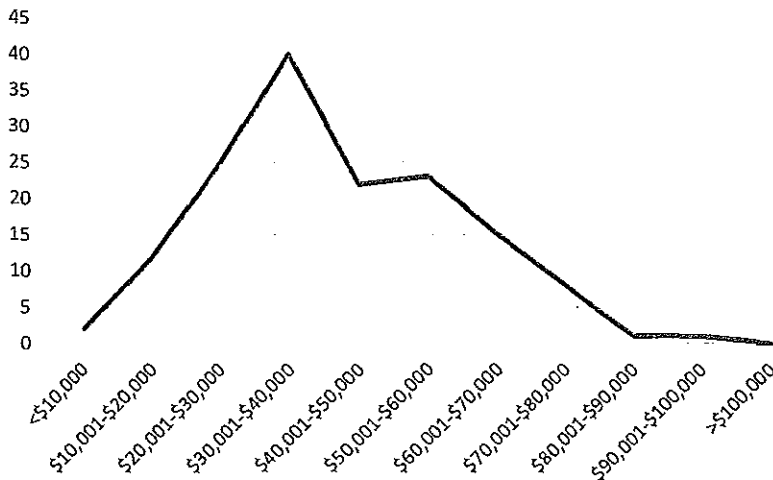
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	5	1	6-10	10.5-15
Bachelor's Degree	D	11	0	10-20	15.5-20
Graduate Degree	None	11	7	>20	20.5-30
N/A	N/A	47	66	N/A	>30
					N/A

2020 Salary Survey Office Manager

	10th Percentile	90th Percentile	Average	Median
Total	\$20,904.00	\$66,073.60	\$41,649.98	\$39,500.00
Bonuses	\$250.00	\$2,500.00	\$1,284.40	\$1,000.00
Overtime	\$443.20	\$7,040.00	\$3,078.81	\$1,500.00
By TRWA District				
1&2	\$13,450.00	\$59,400.00	\$37,141.00	\$34,224.00
3&7	\$21,956.00	\$66,744.80	\$45,138.39	\$45,500.00
4&9	\$25,700.00	\$51,680.00	\$40,759.21	\$38,750.00
5&6	\$29,739.49	\$71,494.60	\$50,916.06	\$54,150.00
8&12	\$28,056.90	\$64,240.00	\$44,687.27	\$41,908.00
10&13	\$19,740.00	\$54,650.00	\$36,606.73	\$32,820.00
11&14	\$19,198.50	\$49,213.95	\$34,676.44	\$35,204.00
Residential Meters				
<500	\$12,000.00	\$50,000.00	\$30,405.18	\$28,012.04
500-1000	\$21,060.00	\$51,000.00	\$35,739.91	\$33,280.00
1001-1500	\$26,508.50	\$55,265.60	\$40,424.91	\$38,750.00
1501-3000	\$32,620.80	\$66,051.80	\$48,672.67	\$46,573.95
>3000	\$48,000.00	\$75,272.50	\$61,272.50	\$60,050.00
Type of Utility				
WSC	\$18,427.10	\$64,064.10	\$38,521.96	\$35,700.00
District	\$30,840.00	\$67,010.00	\$47,724.79	\$48,826.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	143
Contract	6
N/A	2
Full time	117
Part time	28
N/A	6

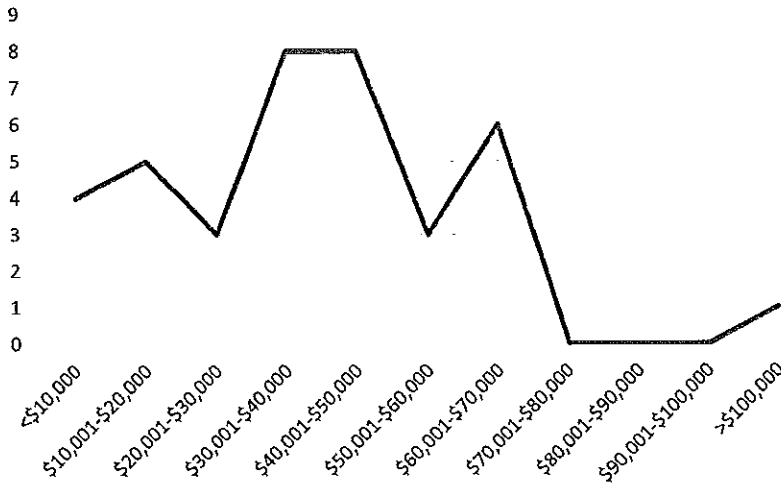
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED 39.74%	A	1	0	0-2 62.25%	0-5 24.50%
Some College 16.56%	B	0	0	3-5 13.90%	5.5-10 16.56%
Associate's Degree 11.26%	C	8	1	6-10 2.65%	10.5-15 21.11%
Bachelor's Degree 14.57%	D	7	0	10-20 1.99%	15.5-20 16.65%
Graduate Degree 2.64%	None	14	6	>20 0.00%	20.5-30 13.90%
N/A 15.23%	N/A	121	144	N/A 19.21%	>30 4.63%
					N/A 2.65%

2020 Salary Survey Bookkeeper

	10th Percentile	90th Percentile	Average	Median
Total	\$8,318.00	\$66,900.00	\$38,486.88	\$39,000.00
Bonuses	\$250.00	\$2,107.00	\$985.55	\$962.00
Overtime	*	*	*	*
By TRWA District				
1&2	*	*	*	*
3&7	*	*	*	*
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	*	*	*	*
>3000	\$35,000.00	\$69,986.00	\$55,188.64	\$52,000.00
Type of Utility				
WSC	\$7,665.00	\$67,000.00	\$35,758.33	\$35,779.00
District	\$32,000.00	\$62,373.50	\$46,108.50	\$42,320.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	35
Contract	3
Full time	29
Part time	8
N/A	1

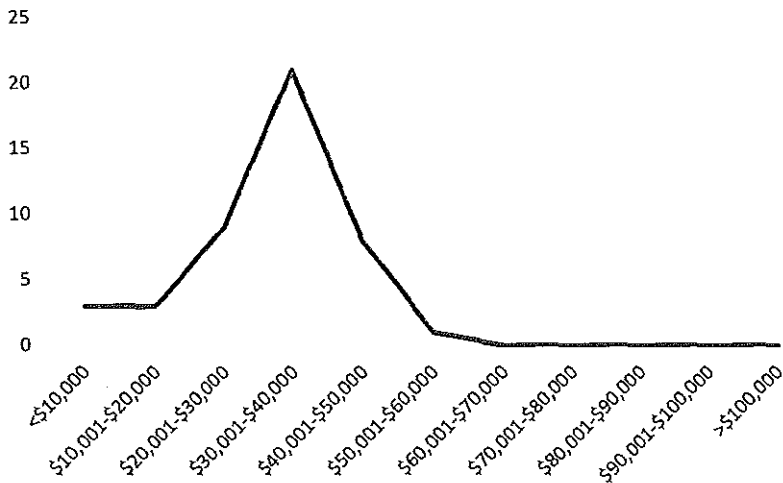
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	0	0	6-10	10.5-15
Bachelor's Degree	D	0	0	10-20	15.5-20
Graduate Degree	None	38	38	>20	20.5-30
N/A	N/A	0	0	N/A	>30
					N/A

2020 Salary Survey Accounting Clerk

	10th Percentile	90th Percentile	Average	Median
Total	\$14,956.80	\$42,390.00	\$31,950.99	\$34,000.00
Bonuses	\$250.00	\$2,107.00	\$985.55	\$962.00
Overtime	*	*	*	*
By TRWA District				
1&2	*	*	*	*
3&7	\$29,000.00	\$41,475.00	\$33,694.29	\$36,500.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	\$15,900.00	\$41,627.50	\$30,517.94	\$36,327.20
>3000	\$31,408.00	\$49,386.80	\$38,220.44	\$37,003.22
Type of Utility				
WSC	\$14,400.00	\$47,339.80	\$32,355.82	\$34,143.20
District	\$19,603.20	\$41,100.60	\$31,257.95	\$34,000.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	44
Contract	2
Full time	39
Part time	4
N/A	3

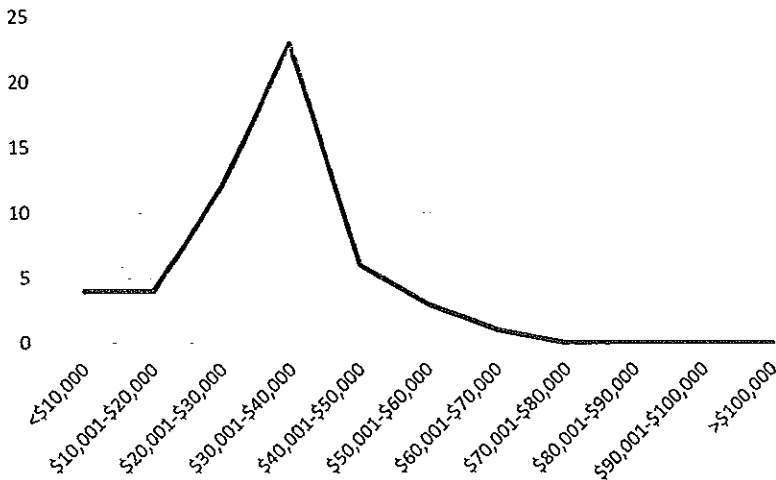
Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	1	0	6-10	10.5-15
Bachelor's Degree	D	0	0	10-20	15.5-20
Graduate Degree	None	4	4	>20	20.5-30
N/A	N/A	41	42	N/A	>30
				86.96%	N/A
					43.48%
					28.26%
					13.04%
					8.70%
					4.35%
					0.00%
					2.17%

2020 Salary Survey Administrative Assistant

	10th Percentile	90th Percentile	Average	Median
Total	\$17,366.40	\$46,339.84	\$32,353.12	\$33,280.00
Bonuses	\$420.00	\$2,500.00	\$1,273.79	\$1,000.00
Overtime	*	*	*	*
By TRWA District				
1&2	*	*	*	*
3&7	\$15,888.56	\$44,032.00	\$33,943.46	\$34,660.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	\$14,371.20	\$35,807.20	\$27,249.18	\$28,278.00
1001-1500	\$9,328.80	\$39,208.00	\$28,474.80	\$34,000.00
1501-3000	\$20,747.08	\$37,674.00	\$31,758.72	\$33,764.20
>3000	\$31,594.89	\$55,507.80	\$40,511.56	\$38,134.00
Type of Utility				
WSC	\$18,885.15	\$54,872.57	\$32,610.87	\$32,745.00
District	\$17,280.00	\$45,760.00	\$33,727.97	\$36,800.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	53
Contract	0
Full time	45
Part time	8

Education	License	W	WW	Number Supervised	Experience (in years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	1	0	6-10	10.5-15
Bachelor's Degree	D	0	0	10-20	15.5-20
Graduate Degree	None	6	2	>20	20.5-30
N/A	N/A	46	51	N/A	>30
					N/A

2020 Salary Survey Customer Service Representative

	10th Percentile	90th Percentile	Average	Median
Total	\$17,472.00	\$41,600.00	\$31,243.83	\$31,200.00
Bonuses	\$230.00	\$1,394.40	\$779.33	\$750.00
Overtime	\$93.38	\$3,000.00	\$1,667.29	\$1,000.00

By TRWA District

TRWA District	10th Percentile	90th Percentile	Average	Median
1&2	*	*	*	*
3&7	\$15,059.20	\$41,760.00	\$29,976.02	\$32,000.00
4&9	*	*	*	*
5&6	*	*	*	*
8&12	\$14,169.20	\$37,404.00	\$26,736.84	\$29,227.05
10&13	*	*	*	*
11&14	*	*	*	*

Residential Meters

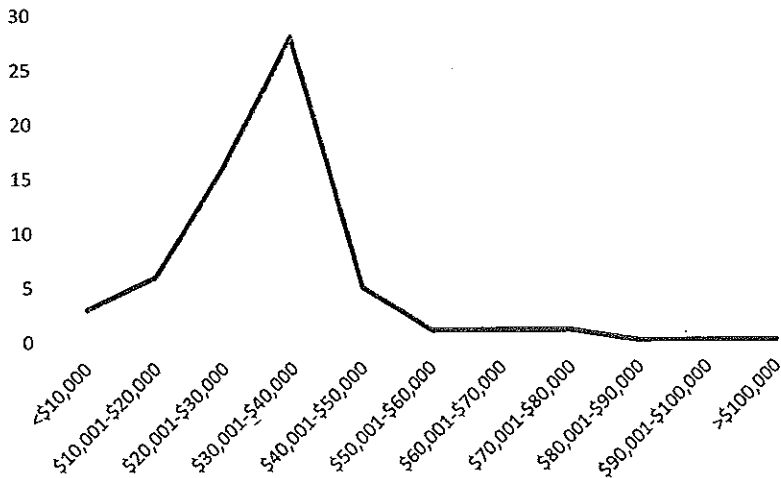
Residential Meters	10th Percentile	90th Percentile	Average	Median
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	\$14,569.20	\$36,732.62	\$26,126.42	\$27,000.00
1501-3000	\$24,024.90	\$41,720.00	\$33,131.57	\$31,580.00
>3000	\$26,896.00	\$42,787.73	\$34,438.38	\$33,640.00

Type of Utility

Type of Utility	10th Percentile	90th Percentile	Average	Median
WSC	\$16,420.00	\$38,841.00	\$31,589.00	\$32,274.50
District	\$17,565.60	\$41,580.00	\$31,322.61	\$30,680.00
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status

Employee	60
Contract	1
Full time	49
Part time	10
N/A	2

Education

High School/GED	72.13%
Some College	3.28%
Associate's Degree	4.92%
Bachelor's Degree	8.19%
Graduate Degree	0.00%
N/A	11.48%

License

License	W	WW
A	0	0
B	0	0
C	0	0
D	0	0
None	7	7
N/A	54	54

Number Supervised

0-2	63.93%
3-5	0.00%
6-10	0.00%
10-20	0.00%
>20	0.00%
N/A	36.07%

Experience (in years)

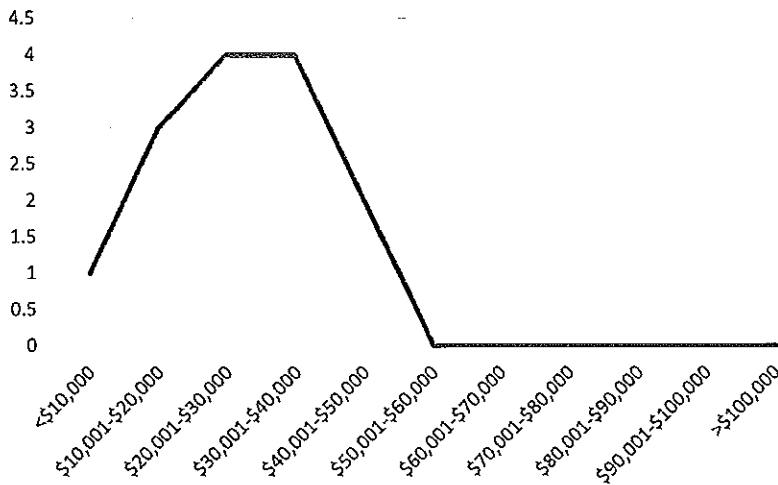
0-5	57.38%
5.5-10	21.31%
10.5-15	9.84%
15.5-20	3.28%
20.5-30	4.92%
>30	1.63%
N/A	1.64%

2020 Salary Survey Receptionist

	10th Percentile	90th Percentile	Average	Median
Total	\$13,156.00	\$39,997.81	\$27,435.81	\$28,625.39
Bonuses	*	*	*	*
Overtime	*	*	*	*
By TRWA District				
1&2	*	*	*	*
3&7	*	*	*	*
4&9	*	*	*	*
5&6	*	*	*	*
8&12	*	*	*	*
10&13	*	*	*	*
11&14	*	*	*	*
Residential Meters				
<500	*	*	*	*
500-1000	*	*	*	*
1001-1500	*	*	*	*
1501-3000	*	*	*	*
>3000	*	*	*	*
Type of Utility				
WSC	*	*	*	*
District	*	*	*	*
Municipality	*	*	*	*
Private	*	*	*	*

**Insufficient responses for these categories*

Salary Range



Status	
Employee	14
Contract	0
Full time	10
Part time	3
N/A	1

Education	License	W	WW	Number Supervised	Experience (In years)
High School/GED	A	0	0	0-2	0-5
Some College	B	0	0	3-5	5.5-10
Associate's Degree	C	0	0	6-10	10.5-15
Bachelor's Degree	D	0	0	10-20	15.5-20
Graduate Degree	None	3	2	>20	20.5-30
N/A	N/A	11	12	N/A	>30
					N/A

General Manager or System Superintendent:

This position is responsible for office and field administration, planning, reporting and policy administration, hiring and terminating employees and for determining compensation packages. Additionally, this position is responsible for the utility's public relations and must be familiar with corporate, local, state and federal compliance policies. The general manager/superintendent reports directly to the board of directors or the council and may supervise office, plant, distribution and operations employees, contractors and other management personnel. This position is also responsible for implementing the utility's long-range plans and policies.

Assistant General Manager:

The assistant general manager reports directly to the general manager and may assist with all the general manager duties or be responsible for specific assigned projects and acts in a supervisory capacity in the absence of the general manager.

Manager/Operator:

Manager/operators are responsible for most of the duties associated with general managers and lead operators. This position is more common in smaller systems with limited staff. Manager/operators are responsible for supervising utility operations and operations personnel. These individuals also are responsible for the oversight, operations and maintenance of water and/or wastewater facilities. This position requires a state operator's license.

Plant Manager or Plant Superintendent:

This position is responsible for all aspects of the plant's operations, process controls, delegation of shift duties, and human resources and evaluation recommendations for plant employees. Plant superintendents coordinate with the general manager, system superintendent, manager/operator, or public works director and special consultants to make decisions regarding plant upgrades, construction and installation of plant modifications. Plant superintendents are responsible for compliance and monitoring reports and must possess a state operator's license.

Lead Operator or Field Manager:

In addition to the duties of operators (see below), this position is responsible for managerial tasks for the field operators, including oversight and collection of regulatory water or wastewater samples, compiling data for monthly operating reports, oversight of the other operators and providing human resources recommendations for the hiring, termination and performance evaluations of field staff. This position requires a state operator's license.

Plant Operator:

Plant operators are responsible for routine operation and maintenance of water and wastewater facilities including treatment, processes, facility repairs, compliance sampling and testing, and possibly repairs in the distribution or collection area. Additionally, plant operators may provide supervision for contract and non-licensed workers. This position requires a state operator's license.

Distribution or Field Operator:

Distribution operators are responsible for routine operation and maintenance of water facilities, including possible additional disinfection treatment processes, facility repairs, compliance sampling and testing, collecting meter readings, conducting line locates for other utilities doing construction near the distribution lines, flushing water mains and repairs in the distribution system. Additionally, distribution operators may provide supervision for contract and non-licensed workers. This position requires a state operator's license.

Wastewater Collections Operator:

Collection operators are responsible for routine maintenance of the wastewater collection system including locating, inspecting, and clearing or repairing manholes and sewer lines. In addition they are responsible for locating, identifying, and repairing inflow & infiltration in the system and conducting dye or smoke tests on sewer lines and manholes. This position requires a state operator's license.

Maintenance Technician:

Maintenance technicians are responsible for planning, scheduling and performing preventative and regular maintenance work. Maintenance technicians may operate the treatment plant under the supervision of a licensed operator or maintain an operator's license. Maintenance technicians must possess strong working knowledge of line maintenance, valves, meters, chemicals, controls and other treatment procedures.

Meter Reader:

Meter readers are responsible for accurately reading water meters and recording water usage. Typically, meter readers must hold a valid Texas driver's license with an acceptable driving record. A meter reader may also be responsible for detecting and reporting system problems such as leaks, defects and illegal connections and for locking meters for nonpayment.

Laborer (Utility Service Worker):

Laborers may be responsible for grounds maintenance, system repairs, excavation equipment operation or meter installations or replacements. Laborers must be directly supervised by a licensed operator.

Office Manager:

The office manager serves in a supervisory role for all other administrative personnel. This position is responsible for the supervision of all administrative functions at the utility, including financial management, billing, customer service, maintaining office supplies and coordinating administrative schedules. If the system does not employ a bookkeeper or accounting clerk, the office manager may also handle certain accounting activities, including maintenance of financial records, billing, bank deposits, processing payroll, etc. May also make direct reports to the board/council in systems with no general manager/system superintendent.

Bookkeeper:

The bookkeeper is responsible for maintaining the system's financial accounts. The bookkeeper typically pays vendor and utility bills, processes receivables and deposits and maintains accurate records of all financial transactions. The bookkeeper is not required to be a certified public accountant.

Accounting Clerk:

Accounting clerks are responsible for assisting the bookkeeper or the office manager with billing functions. The accounting clerk typically assists customers who pay utility bills in person by collecting cash and checks, processing credit cards, issuing receipts and fielding questions and complaints. The accounting clerk may also collect and process the meter readers' reports.

Administrative Assistant:

The administrative assistant is responsible for performing administrative and secretarial duties for their direct supervisor. This may include correspondence, word processing, scheduling and event planning. If the system does not employ an accounting clerk, the administrative assistant may also be responsible for certain accounting activities.

Customer Service Representative:

This position's primary role is interfacing with the system's customer base. Primary responsibilities include assisting customers with their inquiries and requests, as well as fielding complaints. Duties can also include answering phones, processing new accounts, account changes, helping with new service or transfer service requests, and assisting customers with making payments, and processing reports.

Receptionist:

The receptionist is responsible for answering phones, referring callers to the appropriate person, taking messages and greeting visitors. Additionally, the receptionist may be responsible for typing correspondence for the general manager or other office staff along with other clerical duties.



Texas Rural Water Association