

MEMORANDUM

TO: South Texas Water Authority Industrial Development Corporation Board of Directors

FROM: Brandon Barrera, President

DATE: December 12, 2022

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 20, 2022

5:30 p.m.

South Texas Water Authority Boardroom
2302 East Sage Road
Kingsville, Texas

Agenda

1. Call to Order.
2. Approval of Minutes.
3. Treasurer's Report.
4. Old Business.
5. New Business.
6. Adjournment.

BB/JM/fdl

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
4:15 am on December 16, 2022
Francisco De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION

Annual Meeting

December 7, 2021

(This meeting was held remotely by phone and Zoom.)

MINUTES

Board Members Present:

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

Board Members Absent:

Staff Present:

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

Guests Present:

None

1. Call to Order.

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

2. Approval of Minutes.

Ms. Lowman made a motion to accept the minutes from the December 8, 2020 Annual Meeting. Ms. Rodgers seconded. All voted in favor.

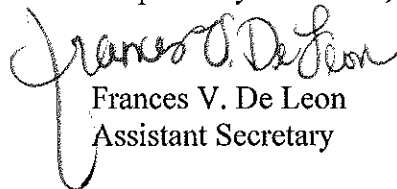
3. Treasurer's Report.

The Treasurer's Report was presented and reported that the STWA IDC received no funds nor made any expenditures during the fiscal year ending September 30, 2021 and all account balances remained at zero. Mr. Graveley made a motion to accept the Treasurer's Report as presented. Mr. Galvan seconded and the motion passed unanimously.

4. Adjournment.

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

Respectfully submitted,



Frances V. De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY INDUSTRIAL DEVELOPMENT CORPORATION

Treasurer's Report

For the Period Ending September 30, 2022

The STWA Industrial Development Corporation received no funds nor made any expenditures for the fiscal year ending September 30, 2022. All account balances are -0-.

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Brandon Barrera, President
DATE: December 12, 2022
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 20, 2022

Immediately following the 5:30 p.m. STWA Industrial Development Corporation Meeting
South Texas Water Authority
2302 East Sage Road
Kingsville, Texas

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

Agenda

1. Call to order.
2. Citizen comments. This is an opportunity for citizens to address the Board of Directors concerning an issue of community interest that is not on the agenda. Comments on the agenda items must be made when the agenda item comes before the Board. The President may place a time limit on all comments. The response of the Board to any comment under this heading is limited to making a statement of specific factual information in response to the inquiry, or, reciting existing policy in response to the inquiry. Any deliberation of the issue is limited to a proposal to place it on the agenda for a later meeting.
3. Water Financing Options. (Attachment 1)
4. Election of Officers. (Attachment 2)
5. Approval of Minutes. (Attachment 3)
6. Treasurer's Report/Payment of Bills. (Attachment 4)
7. Operation and Maintenance Reports. (Attachment 5)
 - O&M Report
 - CP Update
8. Bids for purchase of Fiscal Year 2023 pickup truck. (Attachment 6)
9. **Resolution 22-17.** Resolution awarding the bid for the purchase of one pickup truck. (Attachment 7)
10. TCAP Board of Directors Ballot. (Attachment 8)

11. Revision of STWA Organizational Chart. (Attachment 9)
12. Authorization to solicit bids for rectifier and improvements at CR28/Hwy 77. (Attachment 10)
13. Petition for Addition of Certain Lands to the South Texas Water Authority and setting of public hearing date, time and place. (Betty Gracia, SW ½ of Tract 20, Cyndie Park Unit 2 in Nueces County, Texas) (Attachment 11)
14. **Resolution 22-18.** Resolution of determination of validity of Petition for Addition of Certain Lands to the South Texas Water Authority and setting the date, time and place for a public hearing and authorizing publication of public hearing notice. (Betty Gracia) (Attachment 12)
15. Buyout of excess 2022 Vacation and Personal Leave balances. (Attachment 13)
16. Evaluation of STWA Administrator. (Attachment 14)
17. Administration Report.
18. 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.

BB/JM/fdl
Attachments

This meeting notice was posted on
STWA's website, www.stwa.org, and on
indoor and outdoor bulletin boards at
STWA's administrative offices,
4302 East Sage Road, Kingsville, Texas at
4:15 am on December 16, 2022
James De Leon
Assistant Secretary

ATTACHMENT 1

Water Financing Options

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: Presentation by Water Finance Exchange

Background:

The Water Finance Exchange (WFX) is a 501(c)(3) non-profit organization that maintains a national network of experts in the water and wastewater industry. WFX assist water utilities with capital planning to focus on existing and imminent necessities for water systems. These state and nationally recognized specialists control, a revolving source of Pre-Development Fund for projects, and a exceptional skill set, each used to bond communities to the best funding and expertise in the public, private, and philanthropic sectors.

Analysis:

Consider the options WFX offers to the needs of the entire STWA wholesale system.

Staff Recommendation:

Join with the WFX as partners to pursue improvements for the entire STWA system.

Board Action:

Direct staff to draft a formalized agreement with WFX to coordinate for on-going and future water projects.

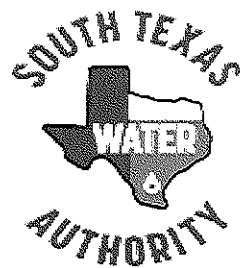
Summary:

The Water Finance Exchange is a premier organization with experts that have held leadership roles in local, state and federal level water, environmental and financial institutions. Applying the staff of WFX will provide the STWA access to experts that we do not have the budget or workforce to obtain. The WFX has selected the STWA as their partners and that is an exclusive club of only four in the entire state.



WEX
WATER FINANCE EXCHANGE
NO COMMUNITY LEFT BEHIND

Rogelio Rodriguez
210-843-3900
rrodriguez@waterfx.org



South Texas Water Authority

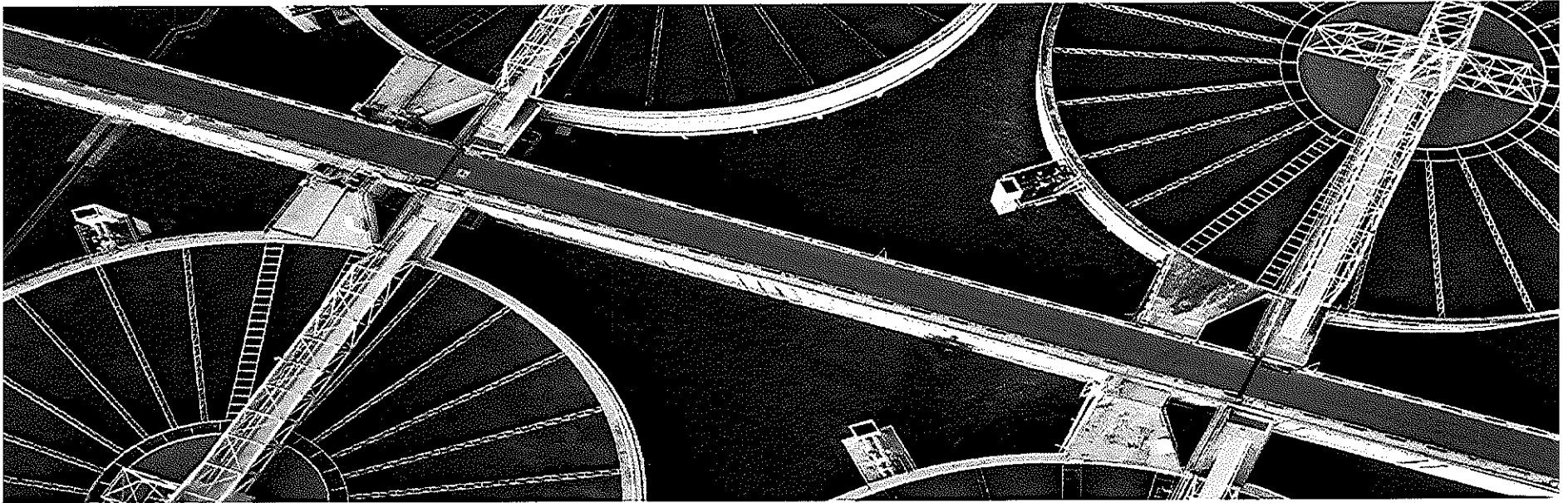
Committed to Providing Clean, Safe Water for All Our Residents



G-17 Disclaimer:

Water Finance Exchange is not as a municipal advisor, financial advisor or fiduciary to the municipality or any other person or entity in connection with the issuance of municipal securities by the municipality. The information provided is not intended to be and should not be construed as “advice” within the meaning of Section 15B of the Securities Exchange Act of 1934. The municipality should consult with its own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate. If the municipality would like a municipal advisor in any transaction that has legal fiduciary duties to the municipality, then the municipality is free to engage a municipal advisor to serve in that capacity.

Who We Are



- The Water Finance Exchange (WFX) is a 501(c)(3) organization. As an honest broker, our vision is to demonstrate funding solutions and regional solutions that can enable communities to develop sustainable and safe drinking water and/or wastewater systems.
- WFX possesses a nationwide network of experts, a revolving Pre-Development Fund, and a unique knowledge base, each used to connect communities to the best funding and expertise in the public, private, and philanthropic sectors.
- We work hand-in-hand with communities to build scalable solutions.
- WFX assists with on capital planning to address current and future needs with a focus on affordability.

WFX What We Do

Community Support - In 2022 helped to secure more than \$30MM in capital for diverse communities

- Unlocked \$13 million of water and wastewater infrastructure funding with two-predevelopment loans that have been issued and are on track for timely repayment within one year of issuance.
- Supported Hazlehurst, Mississippi successfully to access \$6.5 million of state funding for water infrastructure in forgivable loans .
- Catalyzed countywide collaborations in Presidio County, where seven communities and nearby colonias have received \$12.8 million to advance comprehensive water infrastructure solutions - \$9 million of grant funding.
- Helped to design and support an emerging One Water partnership between a private water utility and neighboring community systems in Texas Hill Country.
- Advanced a reuse project with the U.S. EPA and regional communities in Idaho to implement a water reuse and nutrient reduction project.

Partnerships and Collaboration

- Built, in partnership with state regulatory agencies, a substantial pipeline of more than one hundred communities in Texas needing pre-development support.
- Organized and led 3 statewide workshops with state, NGO, and local leaders in Texas
- Partnered with Communities Unlimited in four major southern states to build a broad Community of Practice for intermediaries to capture learnings, data, and ideas for achieving scale.

Internal Operations

- Built a strong multidisciplinary team of national leaders within the water and economic development sectors.
- Refined a project development process that includes a strong network of state and federal funding and financing leaders; establishing a disciplined approach to screening candidates and developing partnerships with elected officials and stakeholders.
- Built proprietary financial and analytical tools and databases focused on funding structures, rates, and affordability to create sustainable results and inform communities of relevant benchmarks.

The WFX STWA Team and Experts

WFX Core STWA Team

Hank Habicht
Managing Co-Founder

Legal, Policy, Engagement

Brent Fewell
Co-Founder, General Counsel

Legal, Policy, Engagement

Rogelio Rodriguez
Director
WFX Infrastructure Fund

Capital Planning, Affordability

Brendan McGinnis
Chief Operations Officer

Resource Allocation,
Accounting

Josh Clement
Senior Program Manager

Organizing, Applications,
Funding

Carlos Rubinstein
Partner, RSH2O
Former: Chairman, TWDB
Commissioner, TCEQ

Technical, Funding, Engagement

Walter "Buzz" Pishkur
Former: CEO, Arlington
Water Utility

Operations, Planning,
Management

GOVERNING BOARD

- Hank Habicht, Managing Co-Founder, WFX
- Adam Krantz, Executive Director, National Association of Clean Water Agencies
- Jennifer Kurz, Strategy Lead, Water Funder Initiative and Senior Strategist, Susan Bell & Associates
- Patricia (Pat) Mulroy, President and CEO, Sustainable Strategies and former CEO Southern Nevada Water Authority
- Nathan Ohle, CEO, Rural Community Assistance Partnership
- Bill Teichmiller, CEO, EJ Water Cooperative, Inc.
- Brent Fewell, Co-Founder, General Counsel, WFX (non-voting)
- Laura Huffman, President & CEO, Austin Chamber of Commerce

ADVISORY COUNCIL

- ❖ **Brian Oakley, Executive Vice President, Jones Lang LaSalle (JLL); Advisor, U.S. EPA's WIFIA (additional resources)**
- Carlos Rubinstein, Former Chair, Texas Water Development Board
- Walter (Buzz) Pishkur, Former CEO, Arlington Texas Water Utility
- George Hawkins, CEO, Moonshot Missions, LLC
- Felicia Marcus, Former Chair, California Water Resources Board
- Michael Curley, Former Visiting Scholar, Environmental Law Institute
- Jim Good, Former Director, Pittsburgh Water and Sewer Authority
- Deirdre Finn, Executive Director, Council of Infrastructure Financing
- Eric Letsinger, CEO, Quantified Ventures
- Debra Coy, Executive in Residence, XPV Partners
- Chuck Chaitovitz, Vice President, Environmental Affairs and Sustainability, U.S. Chamber of Commerce
- Ellen Gilinsky, Former Associate Deputy Administrator for Water, U.S. EPA

The WFX Approach – Focus on Communities



Build Trust

- Structured as 501(c)(3) to serve as a trusted intermediary.
- Focused on positive social and health impacts, financial viability and affordability.

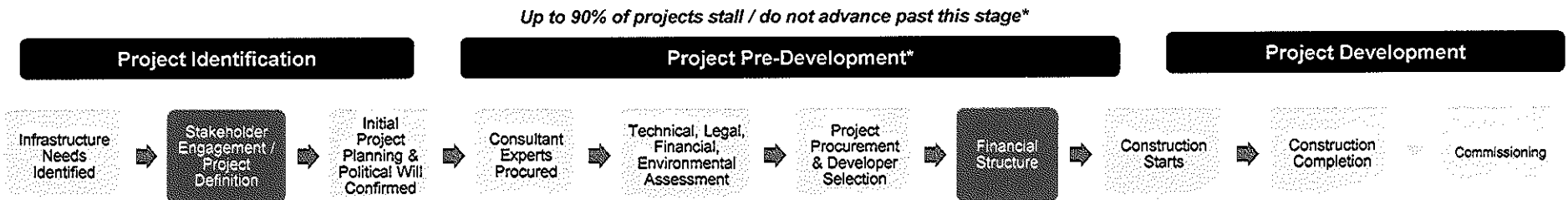
Reduce Fragmentation

- Link communities to professional and financial resources needed to develop fundable projects.
- Work with and through local champions and community leaders.

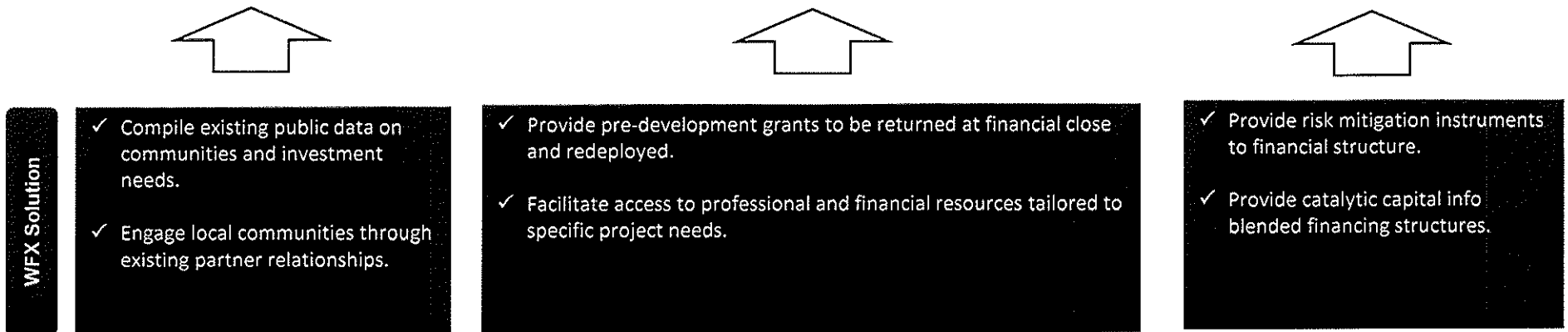
Catalyze Fundable Investments

- Revolving fund to support pre-development/development costs and interim bridging solutions.
- Blend de-risking capital with other funding sources to close deals and create replicable templates.

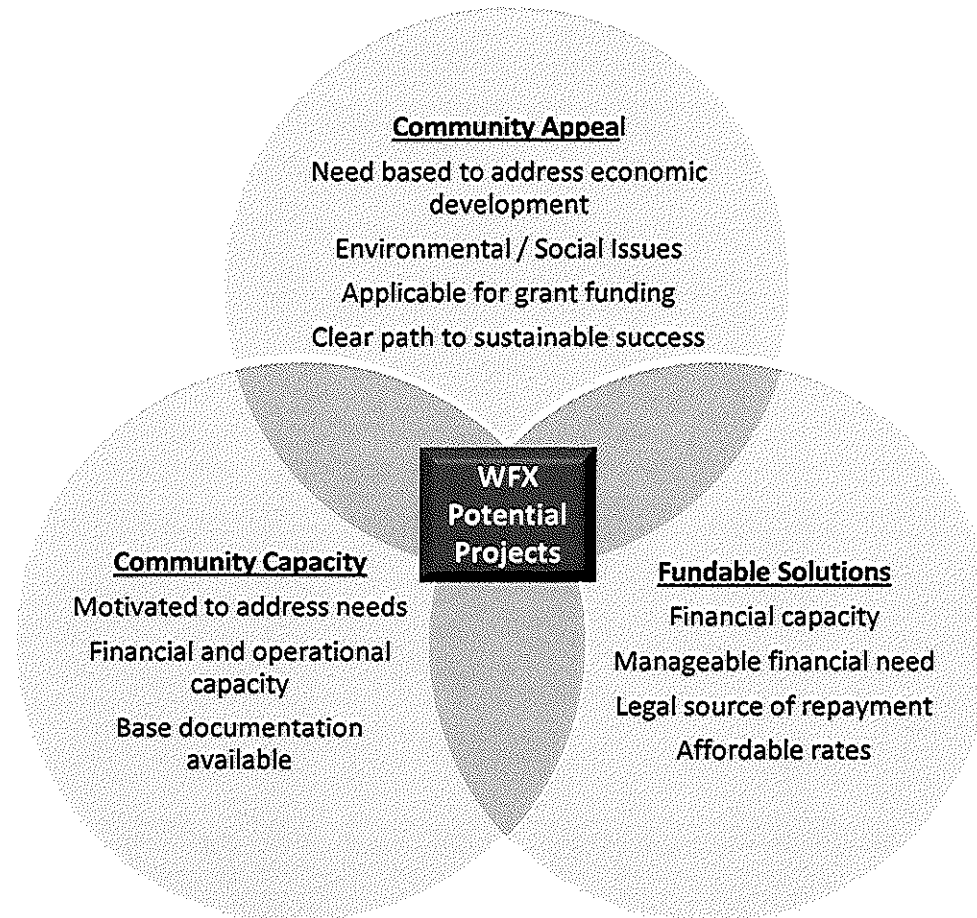
Operating Model



** Significant number of water projects fail to undergo appropriate levels of in-depth analysis*

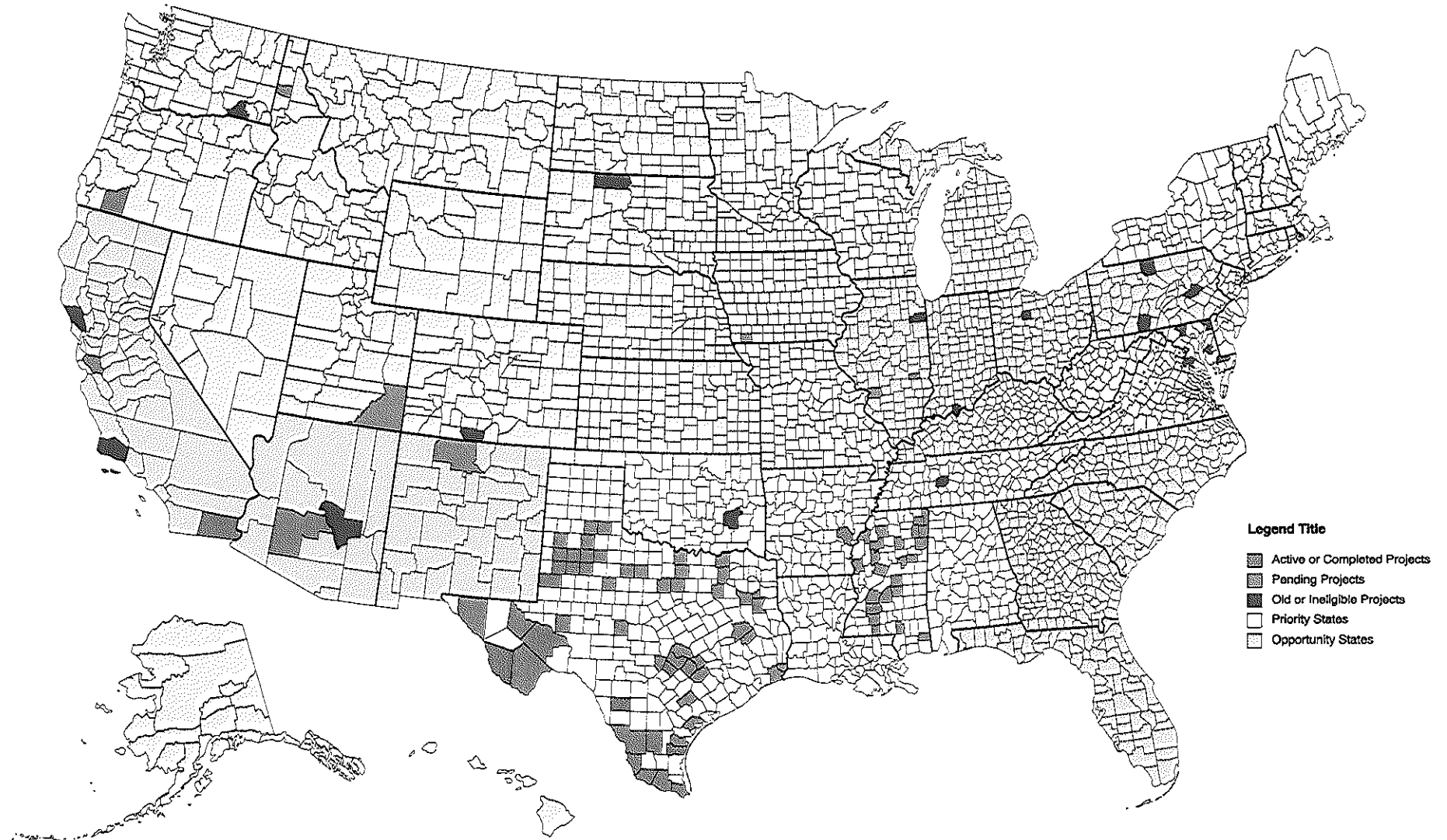


WFX Community Screening Philosophy



WFX seeks projects that address recognized challenges and possess characteristics that facilitate progress and closing.

WFX Community Map – December 2022



Legend Title

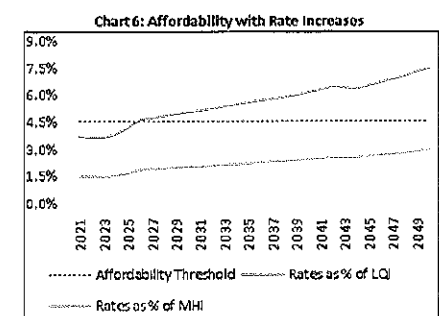
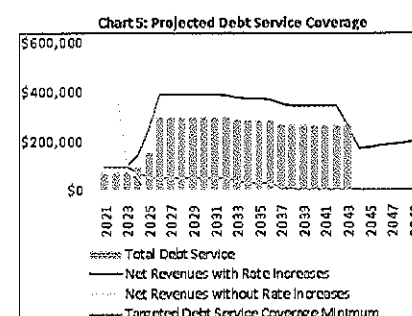
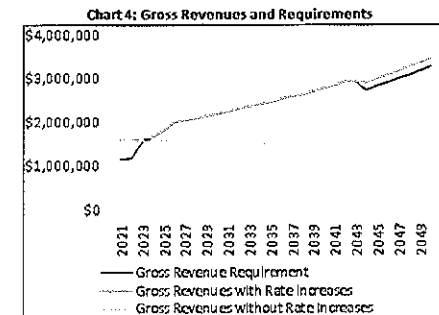
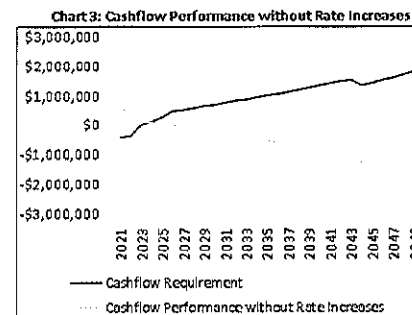
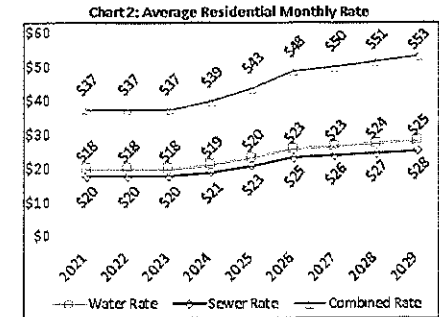
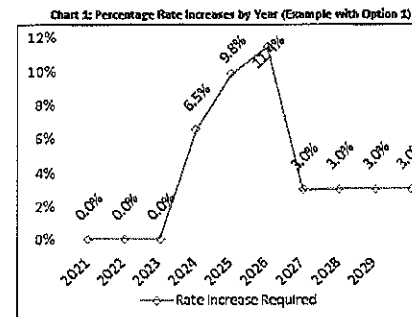
- Active or Completed Projects
- Pending Projects
- Old or Ineligible Projects
- Priority States
- Opportunity States

Financial Tools and Innovation Ideas

WFX has developed proprietary financial tools to assist communities in:

- Cash flow modeling
- Rate transparency
- Affordability
- Capital planning
- Model provides for the analysis of **blended financing** from different sources and with different terms for the life of the capital plan
 - Grants versus loans
 - Forgivable loans
 - Asset to liability matching
 - Ongoing rate adjustments
 - Cost / Benefit of terms and conditions

Illustrative charts and graphs within the WFX proprietary financial model



Innovative Financial Tools Under Review

Investment Grade Bond Enhancement Program	Allows broader access to lending
Bridge Funding	Provides continuity in project construction
Municipal Advisory	Creates book ends to financing plan and innovation in debt sculpting for affordability

- Capital planning (for today and tomorrow), needs, economic development, resilience, sustainability
- Financial assessment rates, capacity, affordability
- Innovative funding, pre-development funding, bridge lending
- Funding opportunities, ex: TWDB, USDA, Dept. of Interior, Public-Private Partnerships and Public-Public Partnerships
- Elevate communication and visibility
- Operational analysis
- National view of models and systems that work

Thank You

Contact

WFX is calling for information about communities that have an identified need and a funding gap to be screened as potential early deal candidates.

To review the Letter of Interest requirements,
visit www.waterfx.org or Contact us at info@waterfx.org.

WFX is made possible through the financial contributions of:



ATTACHMENT 2

Election of Officers

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: Readjustment of Board Officers

Background:

On November 8, 2022, Board President Brandon Barrera was elected to the office of Justice of the Peace, Precinct 2 for Kleberg County. As a result of STWA Enabling Legislative language, President Barrera is required to step down from office once he is sworn into office on January 1, 2023.

Since this step is required the board is allowed to restructure its Officers for the remaining unexpired term, which ends in April 2023.

Analysis:

Since President Barrera must step down from holding a position with the STWA the board can restructure its Board of Office since a vacancy will be held for one of three positions.

Staff Recommendation:

Should Mr. Barrera wish to step down at the December 6th meeting then a vote and change of officers is allowed. If not, then this action will take place at the next regularly scheduled board meeting in January 2023.

Board Action:

Take action and vote on a new board officer.

Summary:

The enabling legislation set for the STWA is more stringent than what state provisions allow. If Mr. Barrera decides to step down on December 6, 2022 then the board should take action to vote on a new officer.

John Marez

From: Bill Flickinger <bflickinger@wfaustin.com>
Sent: Friday, November 11, 2022 9:16 AM
To: John Marez
Cc: Allison Nix
Subject: RE: STWA Place 3 Position
Attachments: STWA Creation - Codified.pdf

John:

You are correct.

Section 11006.102(a)(2)(A) of the codified creation legislation (see attached) provides that a director may not hold another public office. The office of justice of the peace is a public office.

Even though the office of justice of the peace is exempted from the constitution prohibition against dual office holding, the Authority's creation legislation is more restrictive and therefore controlling.

When Mr. Barrera is sworn in as justice of the peace, he will be deemed to have automatically resigned his position as director of STWA.

Very truly yours,

Bill Flickinger

Willatt & Flickinger, PLLC
Attorneys at Law

Texas Office:
12912 Hill Country Blvd., Suite F-232
Austin, Texas 78738
Phone: (512) 476-6604
Facsimile: (512) 469-9148

Michigan Office:
28 W. Chicago Street, Suite 2-E
Coldwater, Michigan 49036
Phone: (517) 781-5005
Facsimile: (517) 781-5006

Email: bflickinger@wfaustin.com

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From: John Marez <jmarez@stwa.org>
Sent: Wednesday, November 9, 2022 4:16 PM
To: Bill Flickinger <bflickinger@wfaustin.com>
Cc: Allison Nix <anix@wfaustin.com>
Subject: STWA Place 3 Position

Bill:

Yesterday evening our Board President Brandon Barrera was elected as the new Justice of the Peace for Precinct 2 in Kleberg County. Based on our organizing language it appears Judge-Elect Barrera will automatically be removed from the board effective once he takes the oath of office. I am requesting your written opinion on this matter in order to reference by our next regularly scheduled STWA meeting set for December 6th.

Thanks in advanced for your assistance on this matter.

John



John Marez, Administrator
South Texas Water Authority
2302 E. Sage Rd
Kingsville, Texas 78363
Office: 361-592-9323

ATTACHMENT 3

Approval of Minutes

SOUTH TEXAS WATER AUTHORITY
Regular Board of Directors Meeting
October 25, 2022
Minutes

Board Members Present:

Brandon Barrera
Jose Graveley
Imelda Garza
Frances Garcia
Kathleen Lowman
Joe Morales

Board Members Absent:

Rudy Galvan, Jr.
Angela Pena (via Zoom)
Patsy Rodgers

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner
Nigel Gomez

Guests Present:

Justin Guerra – TRWA
(via Zoom)

1. Call to Order.

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

2. Citizen Comments.

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

3. Approval of Minutes.

Mr. Graveley made a motion to approve the minutes of the September 27, 2022 Regular Meeting as presented. Ms. Garza seconded. 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, 2022
Treasurer's Report for period ending August 31, 2022
Revenue Fund Income Statement for period ending August 31, 2022
Tax Fund Income Statement for period ending August 31, 2022
Special Services Income Statement for period ending June 30, 2022
STWA Revenue Fund Balance Sheet – August 31, 2022
STWA Revenue Fund Trial Balance for August, 2022
STWA Debt Service Fund Income Statement for period ending August 31, 2022
STWA Debt Service Fund Balance Sheet – August 31, 2022
STWA Debt Service Fund Trial Balance – August, 2022

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

The following outstanding invoice was presented for Board approval:

- Kleberg County Appraisal District \$ 5,513.19
- City of Corpus Christi \$ 135,479.08

Ms. Wagner noted that the balance sheet for August and September were out of balance and corrections will be presented at the next meeting. Mr. Morales made a motion to approve the Quarterly Report, Treasurer’s Reports with the exception of the August and September balance sheets and payment of the bills as presented, Ms. Lowman seconded and all voted in favor.

5. Operation and Maintenance Reports.

Newly formatted O&M and Cathodic Protection Reports were presented to the Board. Mr. Gomez reported that he is working on scheduling classes for field staff in preparation for TCEQ licensing exams. Ms. Garcia made a motion to approve the reports. Ms. Garza seconded. All voted in favor.

6. Ratification of Tax Year 2022 tax roll/levy for the South Texas Water Authority’s district in Kleberg County.

Ms. Wagner reported that the values previously presented on the Kleberg County tax roll/levy were actually for Tax Year 2021. After the last meeting she brought the error to the attention of the Kleberg County Tax Assessor/Collector who then provided the correct report. The corrected taxable value is \$1,412,441,702 and a calculated tax levy of \$1,109,833.24. Ms. Lowman made a motion to ratify the updated tax roll/levy for South Texas Water Authority’s district in Kleberg County for tax year 2022. Mr. Morales seconded the motion and all voted in favor.

7. Authorization to request bids for purchase of Fiscal Year 2023 pickup truck.

Mr. Marez requested authorization to resubmit requests for bids to available dealerships since the Board voted to reject the bids presented at the last meeting. He explained that approaching the

dealerships at this time of year could improve chances for better pricing and availability of newer models. In addition, the specifications will be broadened by including ½ ton trucks as a bidding option. Mr. Morales made a motion to authorize staff to resubmit requests for bids for a 2023 truck to dealerships. Ms. Garza seconded and all voted in favor.

8. GIS Mapping Contract with Texas Rural Water Association.

Mr. Marez presented a GIS mapping contract for services sponsored by Texas Rural Water Association. He explained that GIS mapping can be very beneficial in locating drinking water infrastructure. In addition, information can be easily shared with large companies seeking to locate in the area. He noted that \$10,000 was included for these services in this year's budget but the proposal is actually much less at \$3,731.25 and he recommended acceptance of the proposal. Mr. Graveley made a motion to accept the GIS proposal by TRWA GIS Mapping Services at the cost of \$3,731.25. Ms. Garcia seconded and all voted in favor.

9. STWA Board of Directors Meeting Schedule for 2023.

Mr. Marez reviewed the proposed 2023 meeting schedule provided in the Board packet. Mr. Graveley made a motion to approve recommended dates. Ms. Garza seconded. All voted in favor. The approved schedule is as follows:

January 17, 2023	May 23, 2023	September 26, 2023
February 28, 2023	June 20, 2023	October 24, 2023
March 28, 2023	August 1, 2023	December 5, 2023
April 25, 2023	September 5, 2023	

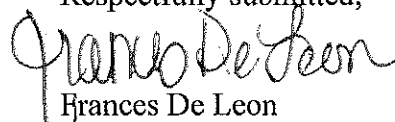
10. Administration Report.

Mr. Marez reported that staff evaluations have been completed and his evaluation by the Board will be at the December meeting. He also reported that he plans to present the Board with a self-evaluation accompanied by long and short term goals and mission statement at the December meeting. He added that staff will work on filling the two Field Technician vacancies. The employee who transferred from Cathodic Protection Technician to Field Technician should be able to participate in the apprenticeship program beginning in January. There were no other updates to report.

11. Adjournment.

With no further business to discuss, Mr. Graveley made a motion to adjourn the meeting at 6:17 p.m. Ms. Garza seconded. All voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Special Board of Directors Meeting
November 17, 2022
Minutes

Board Members Present:

Brandon Barrera
Jose Graveley
Imelda Garza
Rudy Galvan, Jr.
Joe Morales
Patsy Rodgers

Board Members Absent:

Kathleen Lowman
Frances Garcia
Angela Pena

Staff Present:

John Marez
Jo Ella Wagner
Nigel Gomez
Frances De Leon

Guests Present:

None

1. Call to Order.

Mr. Brandon Barrera, Board President, called the Special Meeting of the STWA Board of Directors to order at 5:30 p.m. A quorum was present.

2. Citizen Comments.

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

3. ERCOT Membership.

Mr. Marez presented a memorandum from ERCOT including their 2023 Membership Application and Agreement for Membership. He requested that the Board approve membership renewal with ERCOT and direct staff to designate a proxy vote if the Board cannot convene prior to the voting deadline. Mr. Morales made a motion to approve the membership renewal and designate a proxy vote if needed. Mr. Graveley seconded. All voted in favor.

4. Nomination for Texas Coalition for Affordable Power (TCAP) Board of Directors.

Mr. Marez presented an email from Texas Coalition for Affordable Power (TCAP) seeking nominations for the TCAP Board of Directors. He stated that a vacancy exists for small utilities and Ms. Wagner has expressed interest in the position. Mr. Graveley made a motion to nominate Ms. Jo Ella Wagner for the position on the TCAP board. Mr. Galvan seconded. All voted in favor.

5. Discussion and action on proposed Legislative Agenda.

Mr. Marez presented a proposed Legislative Agenda to serve as the framework to follow and advocate during January's start of the 88th Legislative Session. He stated that it matches what

other utility and water organizations are currently doing. He requested the Board's feedback so that he can present a final legislative agenda at the December 6th Board meeting. Mr. Barrera said that he would like to change STWA's enabling legislation on the part that prevents public officials from being appointed to the board. Mr. Galvan made a motion to amend the legislative agenda to include striking the line in STWA's Enabling Legislation which prevents elected officials from serving on the STWA Board. Ms. Rodgers seconded. All voted in favor.


6. Administration Report.

Mr. Marez stated that since Mr. Barrera will no longer be serving on the Board in January, election of officers will be included on the December agenda. He also reported that TRWA GIS representatives completed mapping of the 42" waterline. The project was completed in three days at a lower cost than expected. The Ricardo Water Supply Corporation Board also approved the GIS mapping services. Additionally, Field Technician interviews are being scheduled in order to fill the two current vacancies. There were no other updates to report.

7. Adjournment.

With no further business to discuss, Mr. Graveley made a motion to adjourn the meeting at 5:48 p.m. Ms. Garza seconded. All voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary

ATTACHMENT 4

Treasurer's Report/Payment of Bills

Will be provided prior to the meeting

ATTACHMENT 5

Field Reports

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Nigel Gomez, O&M Supervisor
Date: November 17, 2022
Re: O&M Activities

During the Week of October 3rd:

Admin:

- Review GPS records
- City Gallons Report
- DLQOR Report
- Evaluations
- Meeting w/ ICE – Vaquero Ventures
- Meeting w/Rain For Rent

Operations:

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

Safety & Maintenance:

Safety Meetings:

“Don’t Let Chemicals Get You!”

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

During the Week of October 10th:

Admin:

- Columbus Day Holiday
- Review GPS records
- Water Loss Report
- Meeting w/ Odessa Pumps

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC
Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on
the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run &
RWSC Meter Run @ Office
Collect Bac-T Samples
Weekly CL17 Verification
Read Meters – RWSC
Remote Readings – NWSC
Completed service orders for NWSC and RWSC
Flushing – NWSC & RWSC
Taps & Bores
DR900 Calibration

Safety & Maintenance:

Safety Meetings:
“Climb Into Confined – Space Safety”
Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Disinfect Pump Stations
Daily Vehicle Maintenance Report - Interior, Exterior & Under The Hood
Inspections
Office AC Maintenance

During the Week of October 17th:

Admin:

Staff Meeting
Review GPS records
Board Meeting Report

Operations:

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

Safety & Maintenance:

Safety Meetings:
“Message to Self: Distracted Driving Is Dangerous”
Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment

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

During the Week of October 24th:

Admin:

Review GPS records
NWSC – County Permits

Operations:

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

Safety & Maintenance:

Safety Meetings:

“Listen Up To Protect Your Hearing”

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

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Nigel Gomez, O&M Supervisor
Date: November 30, 2022
Re: O&M Activities

During the Week of November 1st:

Admin:

- Review GPS records
- City Gallons Report

Operations:

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

Safety & Maintenance:

Safety Meetings:

“Climb Onto Ladder Safety”

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

During the Week of November 7th:

Admin:

- Veterans Day Holiday
- Review GPS records
- Water Loss Report

Operations:

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

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

Safety & Maintenance:

Safety Meetings:

“Working at Altitude: Don’t Fall Into Danger”

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

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

Inspections

Office AC Maintenance

During the Week of November 14th:

Admin:

Review GPS records

Board Meeting Report

Water License Updates

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC

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

Collect Bac-T Samples

Weekly CL 17 Verification

Completed service orders for NWSC and RWSC

Exercise Sablatura Park Pump Station Valves

DR900 Calibration

Flushing – NWSC & RWSC

Lockouts – NWSC

Safety & Maintenance:

Safety Meetings:

“The Safe Use of Compressed Air”

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

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

Inspections

During the Week of November 21st:

Admin:

Thanksgiving Day Holiday
Review GPS records
NWSC – County Permits

Operations:

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

Safety & Maintenance:

Safety Meetings:
“Temperature Extremes: Hypothermia and Heat Exhaustion”
Generators – Exercise Transfer Switch
Weekly Preventative Maintenance – Heavy Equipment
Daily Vehicle Maintenance Report - Interior, Exterior & Under The Hood
Inspections

During the Week of November 28th:

Admin:

Review GPS records
Board Meeting Report
NWSC Board Meeting
Meeting w/Ardurra – RWSC

Operations:

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

O&M Supervisor Report

11/30/22

Page 4 of 2

Safety & Maintenance:

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment

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

To: John Marez,

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

Date: November 30, 2022

Re: CP Update

As of the November 30, 2022 report, no changes to contract 2 at this time. Martin Marietta, has started cleaned up our easement so that we have access to install anodes but not completed. CP crew has installed 576 anodes on 397 joints on Contract 2 of the 42" water line. We have replaced 46 old test stations since the beginning of the project. We have completed 45,259 feet out of 51,511 feet in Contract 2. In the meantime, the CP crew has relocated to Contract 3. We have been working in Calallen south of Hummingbird Lane and have now installed 112 anodes on 86 joints and 3 test station on the 42" water line. Compared to last month's report of 99 anodes and 79 joints. We have completed 3,424 feet out of 46,324 feet in Contract 3. Once all Contracts are complete, we can contact to submit quotes for a survey to determine continuity throughout the 42" water main, but the crew has remained busy with other CP related tasks and assisting with other field work for all three entities.

We continue 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.
- Exercised valves on 42" water main @ FM 2826, Driscoll, Bishop, Cr 36 and Steven's plant and Kingsville valve.
- Performed locates for the 42" water main.
- Continue to assist O&M with ongoing operations.
- Worked with Justin Guerra from TRWA with GIS mapping on the 42" water main from Steven plant to the office.
- Met with Martin Marietta's Supervisor David Lopez about repositioning the material on top of STWA's 42" easement to perform installation of anodes. Now waiting on material to be removed.
- Martin Marietta's has cleared 1740' of material out of 2640' to gain access.
(See photo attachments of gained access)



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ATTACHMENT 6

Truck Bids

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: FY 2023 – Purchase of ½ or ¾ Ton 4x4 Truck

Background:

With Board approval of FY 2023 budget the purchase of a replacement work truck was authorized. In October the board took action to reject all bids for a prior bid award based on all the bids were overpriced compared to previous years' winning bids. Enclosed are bids for the purchase of a ½ or ¾ ton 4x4 diesel engine pickup truck. Bid packets were delivered to regional dealerships. In addition, staff utilized the BuyBoard online feature to reach out to dealerships.

Analysis:

Chart of the Dealership, Make/Model, Estimated delivery times & Price:

Dealership	Year	Model	Estimated Date of Delivery	Price
Mike Shaw Toyota	2023	Tundra 4x4 SR5 CrewMax 5.5	60-120 Days	\$48,752
Auto Nation Ford	2023	F250 4x4	150 Days	\$50,000
Hicks Family Nissan	2023	Titan XD 4x4	30 Days	\$58,495

Staff Recommendation:

The lowest responsible bid is Mike Shaw Toyota in the amount of \$49,101, which is as a result of issuing the request for bids through BuyBoard. Staff recommends awarding the bid to Mike Shaw Toyota. This recommendation is minus VIT Tax of \$109.06. If that is amount is not excluded due to the STWA tax exempt status then the amount will total \$49,210.06.

Board Action:

Determine whether to award winning bid to the lowest submitted bid, select another bid or reject all bids.

Summary:

This purchase is part of previous STWA standards to purchase and replace a new truck each fiscal year.

Our current truck inventory comprises: 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 member 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 BID FORM

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) 2022 or 2023 Truck – ½ Ton or ¾ Ton 4x4 4-Door Cab	\$ <u>48,752.00</u>
Pickup Truck (Gas or Diesel Engine)	VIT TAXS 109.06
Supercab, Double Cab or Extended Cab or Crew Cab	Req. Fee 349.00

Time needed for delivery from date of award: 60-120 days.

Bid includes the following additional incentives:

None

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 2nd day of DECEMBER, 2022.

Mike Shaw Toyota
BIDDING FIRM

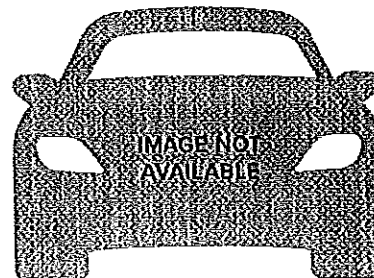
By: KENNETH STONEY



Mike Shaw Toyota
 3232 US Highway 77
 Corpus Christi TX 78380
 361-316-3355

2023 TUNDRA 4X4 SR5 CREWMAX 5.5

Model: 8361A
 VIN: 5TFLA5DB1PX063368
 Engine: V35A
 Transmission: 10AT



EXTERIOR
 MAGNETIC GRAY METALLIC INTERIOR
 BOULDER

PRICE

Vehicle base model (MSRP *)	\$47,520.00
Distributor Installed Packages & Accessories	\$2,116.00
Delivery processing / handling	\$1,795.00
Total Price	\$51,431.00

Fuel Economy



TOTAL INSTALLED PACKAGES & ACCESSORIES

50 State Emissions	FIO	\$0.00
Tailgate Insert - Black	LIO	\$119.00
Premium Carpet Mats	LIO	\$255.00
Connectivity Kit	LIO	\$75.00
Integrated Dashcam	LIO	\$499.00
Vehicle Fueling	LIO	\$0.00
PDS - with Texas State Inspection	LIO	\$0.00
Vehicle Protection Package:	LIO	\$399.00
Dual-Step Running Board - Black	LIO	\$769.00
Total Optional Equipment		\$2,116.00
Vehicle base model (MSRP *)		\$47,520.00
Delivery processing / handling		\$1,795.00

SOUTH TEXAS WATER AUTHORITY BID FORM

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) 2022 or 2023 Truck – ½ Ton or ¾ Ton 4x4 4-Door Cab \$ 50⁰⁰⁰
Pickup Truck (Gas or Diesel Engine)
Supercab, Double Cab or Extended Cab or Crew Cab

Time needed for delivery from date of award: 150 days.

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 30th day of November, 2022.

Automation Ford
BIDDING FIRM
By: Bill Johnson



Preview Order B130 - X2B 4x4 Super Cab SRW: Order Summary Time of Preview: 11/30/2022 15:12:18 Receipt: NA

Dealership Name: AutoNation Ford Corpus Christi

Sales Code : F52068

Dealer Rep.	WILLIAM JOHNSON	Type	Fleet	Vehicle Line	Superduty	Order Code	B130
Customer Name	SO TX WATER	Priority Code	A2	Model Year	2023	Price Level	315

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 SUPERCAB PICKUP/148	\$49095	LT245/75R17E BSW ALL-TERRAIN	\$165
148 INCH WHEELBASE	\$0	3.73 RATIO REGULAR AXLE	\$0
TOTAL BASE VEHICLE	\$49095	JOB #1 ORDER	\$0
OXFORD WHITE	\$0	10000# GVWR PACKAGE	\$0
VINYL 40/20/40 SEATS	\$0	50 STATE EMISSIONS	\$0
MEDIUM DARK SLATE	\$0	JACK	\$0
PREFERRED EQUIPMENT PKG.600A	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.XL TRIM	\$0	FUEL CHARGE	\$0
.AIR CONDITIONING -- CFC FREE	\$0	PRICED DORA	\$0
.AM/FM STEREO MP3/CLK	\$0	ADVERTISING ASSESSMENT	\$0
.6.8L DEVCT NA PFI V8 ENGINE	\$0	DESTINATION & DELIVERY	\$1795
10-SPEED AUTO TORQSHIFT-G	\$0		
TOTAL BASE AND OPTIONS			MSRP \$51055
DISCOUNTS			NA
TOTAL			\$51055

\$ 50,000

ORDERING FIN: QM669 END USER FIN: QM669

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.

SOUTH TEXAS WATER AUTHORITY BID FORM

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) 2022 or 2023 Truck – ½ Ton or ¾ Ton 4x4 4-Door Cab \$ 58,495⁰⁰
Pickup Truck (Gas or Diesel Engine)
Supercab, Double Cab or Extended Cab or Crew Cab

Time needed for delivery from date of award: 30 days.

Bid includes the following additional incentives:

THIS TRUCK WILL BE A 2023 TITAN XD,
SV MODEL WHICH WILL MEET OR EXCEED ALL SPECIFICATIONS
OF THE BID REQUIREMENTS.

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 26TH day of NOVEMBER, 2022.

HICKS FAMILY NISSAN
BIDDING FIRM

By: [Signature]
TRAVIS TADLOCK
GENERAL MANAGER

ATTACHMENT 7

Resolution 22-17

SOUTH TEXAS WATER AUTHORITY

RESOLUTION 22-17

RESOLUTION AWARDING THE BID FOR THE PURCHASE OF ONE (1) ___-TON
4x4 PICKUP TRUCK.

WHEREAS, the South Texas Water Authority solicited bids to acquire one (1) 3/4 ton or
(1) 1/2 ton 4x4 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) ___ ton 4x4 pickup truck to _____.

Duly adopted this 20th day of December, 2022.

BRANDON BARRERA, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

ATTACHMENT 8

TCAP Election

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: November 14, 2022
Re: TCAP Board Ballot 2023

Background:

On November 14, 2022 the board was asked to support the nomination of Assistant Executive Director and Finance Manager JoElla Wagner to The Texas Coalition of Affordable Power (TCAP) Board of Directors. On December 1, 2022 the STWA received the official ballot from TCAP to cast our votes for High, Medium and Low Consumption users and Ms. Wagner was listed as one of twelve candidates.

The deadline to vote is set in early January 2023 so it is import for the STWA Board to cast a vote in the December 2022 meeting to avoid missing the deadline set next month.

Analysis:

Each year the STWA is asked by TCAP to cast votes for Board of Director representatives to help provide policy direction to their staff and Executive Director. Supporting Ms. Wagner's candidacy would be advantageous to the STWA so we can have active participation with TCAP.

Having a staff member sit on the TCAP board will provide us access to a leading energy advocacy organization. The TCAP board president is also from Kingsville so adding another member from the same area would give the STWA and Kleberg County influence for this statewide group.

Staff Recommendation:

Cast support for JoElla Wagner as the Low Consumption representative to the TCAP Board of Directors.

Board Action:

Make a motion to support Ms. Wagner for LC. Make additional motions to vote for the MC and HC ballot positions.

Summary:

All official ballots must be made and delivered by Friday, January 6, 2023 to be considered for next year's board. Ms. Wanger can serve as a vital member representing STWA and low consumption users throughout the state.

John Marez

From: Margaret Somereve <msomereve@tcaptx.com>
Sent: Thursday, December 1, 2022 1:51 PM
To: jmarez@stwa.org; jwagner@stwa.org
Subject: 2023-2024 TCAP Board Ballot for TCAP Board of Directors
Attachments: 2023 TCAP BOARD BALLOT.pdf

TCAP Member,

Attached to this email is the ballot for the election of **eight** members to the TCAP Board of Directors for the 2023-2024 term of office.

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

Again this year, the ballot is a fillable pdf form that allows you the option to click on your selections, electronically sign your name and click on submit to email back to TCAP.

Your involvement in selecting directors is very important. **Only one ballot per member city/entity.**

I encourage you to complete the ballot and mail or scan/email the signed ballot to me before the **Friday, January 6, 2023 deadline**. Ballots can also be presented at the annual membership on Friday, January 13, 2023 11:00 a.m. at the Hilton Austin Airport.

The seating of the board will occur at the TCAP annual membership meeting.

Should you have any questions concerning the election process, please contact me.

Margaret

Margaret Somereve
Executive Director

.....
972 764-3136
msomereve@tcaptx.com
.....

2023/2024 TCAP Board Ballot

BALLOT – 2023/2024 TCAP BOARD OF DIRECTORS

Instructions for Voting:

Only one ballot per member city/entity. The member representative is entitled to cast nine for the eight current positions and one special election position to be filled. PLEASE BE SURE THAT NO MORE THAN EIGHT CANDIDATES HAVE BEEN CHECKED! Ballots with more than nine cast votes will be rejected. No more than one vote may be cast for the same nominee. Places 1, 3, and 5 will be filled by the three candidates in the high consumption (HC) category receiving the most votes. Places 7 and 9 will be filled by the candidate in the medium consumption (MC) category receiving the most votes. Place 11 will be filled by the candidate in the low consumption (LC) category receiving the most votes. Places 13 and 15 will be filled by the two candidates receiving the most votes but who were not elected to a particular consumption category. The exception to this rule is the requirement in TCAP Bylaws that stipulates the board of directors include at least one member from each of the four ERCOT zones (North, South, West, and Houston). Nominees who are incumbents (I) are noted on the ballot.

(Vote for eight)

Names were randomly drawn for ballot order

<input type="checkbox"/> Joe Compian, La Marque - LC	<input type="checkbox"/> Jo Ella Wagner, Southwest Texas Water Authority- LC
<input type="checkbox"/> Alan Guard, Anna – LC	<input type="checkbox"/> Chris Steubing, Sugar Land – HC (I)
<input type="checkbox"/> Carey D. Neal, Jr., Lancaster – MC(I)	<input type="checkbox"/> William Linn, Kenedy – LC
<input type="checkbox"/> Clifford Howard, Lewisville – HC (I)	<input type="checkbox"/> Clayton Fulton, Hurst – MC(I)
<input type="checkbox"/> Jo Ann Ehmann, Ingleside on the Bay - LC	<input type="checkbox"/> Mark Dempsey, Grand Prairie – HC (I)
<input type="checkbox"/> Gilbert P. Reyna, Jr., Victoria- HC (I)	<input type="checkbox"/> Michael Marrero, Odessa - HC (I)

Submitted by (MUST BE COMPLETED):

Please complete and return by 5 p.m. C.S.T.,

Friday, January 6, 2021 to:

Margaret Somereve, Executive Director

15455 Dallas Parkway, Suite 600

Addison, TX 75001

or msomereve@tcaptx.com

Printed Name

Signature

Member City/Entity:

Submit Form

2023/2024 TCAP Board Biographies

(alphabetical order)



Joe Compain, City of La Marque

Joe Compain serves as La Marque Mayor Pro Tem & District B Councilmember - La Marque's fastest growing district. Born on Galveston Island, Joe has deep roots in Galveston County. He is a 60 year resident of La Marque. Before being elected to the La Marque City Council, Joe served as a Justice of the Peace, precinct judge and Chairman of the award winning Keep La Marque Beautiful Commission.

As an engaged civic minded citizen, Joe collaborated with other governmental and non-profit organizations in organizing and directing resources to the most impacted Hurricane Ike neighborhoods. Joe was part of a Galveston County long term disaster response group that worked closely with local, state and federal entities including the Houston Galveston Council of Governments. This leadership resulted in effective public advocacy that resulted in securing over 200 million dollars of additional disaster social services block grant funding that benefit the H-GAC area. Joe remains focused on disaster response as a 15+ year Community Leadership Volunteer; External Relations Supervisor; and, Disaster Action Team Supervisor with the Texas Gulf Coast American Red Cross.

Mr. Compian has a law degree from The Catholic University of America, his undergraduate degree in international relations and economics from the School of Foreign Service at Georgetown University and additional studies in developmental economics at The University of the Americas Puebla (Mexico).



Mark Dempsey, City of Grand Prairie

Mark Dempsey is a Deputy City Attorney for the City of Grand Prairie. Prior to joining the City in 2017, he served as an assistant and deputy city attorney for the City of Garland for almost 30 years, having been extensively involved with electric utility and regulatory matters in connection with providing legal services to Garland's municipally owned electric utility. Mark's current duties include supervising the transactional practice of the city attorney's office and its attorneys, and providing legal advice and services to the City and its departments on various matters including utility and regulatory matters, zoning and land use, municipal and environmental law, eminent domain, telecommunications, purchasing, civil service, open records, contracts, right of way management, and related matters. He has served as a member of the TCAP Board since 2019.



Jo Ann Ehmman, City of Ingleside on the Bay

Jo Ann Ehmman was elected Mayor in 2016 after serving on the council since 2005. A graduate of Texas A&M Corpus Christi (formerly CCSU) with a degree in Math and Computer Science, she started a bookkeeping and tax service in 1986 and also had a business with her husband that combined his professional engineering services and her tax services.

Ingleside on the Bay became a city in 1991 and Jo Ann has been active in the city administration and volunteer work since that time. She also served as a volunteer in the Ingleside on the Bay Volunteer Fire Department and is currently the financial director of the fire department and liaison to the city council on all fire department matters. Jo Ann is currently the Chairman of the San Patricio County Economic Development Company and is involved in the San Patricio County Emergency Plan as well as being very active and involved with the industry partners in the South Texas Region.

2023/2024 TCAP Board Biographies

(alphabetical order)

A resident of Ingleside on the Bay since 1973, Jo Ann was married to Richard until his passing in 2019 and has 2 daughters living in the San Patricio area, 1 daughter in Washington state and one that passed from breast cancer in 2012. She has 12 grandchildren and 12 great grandchildren.



Clayton Fulton, City of Hurst

Clayton Fulton graduated with a Master's in Public Administration from the George W. Romney Institute of Public Service and Ethics in Brigham Young University's Marriott School of Management in 2008 with an emphasis in local government and financial analysis. Upon graduation he received the Stuart L. Grow award from the MPA program for integrity, academic excellence, concern for others, and devotion to public service. Clayton has also received a bachelor's degree from BYU in Sociology, holds associates degrees in Business and General Studies, completed the Texas Tech Institute of Governmental Finance and is a Certified Government Finance Officer.

Clayton has been working for the City of Hurst since October 2016 and was promoted to ACM in early 2019. Clayton has been instrumental in incorporating the Council's strategic priorities into the annual budget process and oversees Finance, Information Technology, Public Works, Utility Billing, and Solid Waste Services. He also partners with Atmos and Oncor for any customer issues faced by the citizens and coordinating on rate cases that involve the City. Prior to working for the City of Hurst, Mr. Fulton worked as the Finance Director for the City of Anna overseeing all financial operations for the city as well as managing the municipal court, utility billing, information technology, and human resource operations for the City. Mr. Fulton brought the GFOA distinguished budget award to the City of Anna and also received recognition from the State of Texas Comptroller's Office for financial transparency.

Clayton has also held positions with the State of Utah's Division of Housing and Community Development where he developed increasing responsibility over the execution and management of various Federal HUD, USDA, and HHS grants in addition to overseeing additional State grant programs. In his spare time he volunteers with his church and enjoys spending time in the great outdoors and finding adventure in everyday life. Clayton lives in NRH with his wife and 5 children.



Alan Guard, City of Anna

Alan Guard is experienced at guiding elected officials and stakeholders in the formation of a community vision and leading an organization in implementing that vision. Alan has extensive experience in municipal finance, economic development, strategic planning and building a culture of servant leadership.

Currently the Finance Director for the City of Anna since 2020, Alan modernized the City's technology and processes and improved the City's bond rating from Aa3 to Aa2.

Prior to being with Anna, Alan served as City Manager of Pilot Point Texas where he prepared the first strategic plan and organization work plan in more than 5 years. As City Manager of Chickasha, Oklahoma, Alan negotiated the installation of electrical systems for the Chickasha Airport Industrial Park. Alan has also serviced as Chief Financial Officer for the Cities of Rowlett and, Davenport, Iowa as well as Interim Finance Director for the Cities of Murphy and Fate.

Receiving a BA from the University of Texas at El Paso and an MA from the University of Texas at Dallas, Alan added to those honors with a Certificate of Completion State and Local Government

2023/2024 TCAP Board Biographies

(alphabetical order)

Executive Leadership Training, John F. Kennedy School of Government, Harvard University and is a certificated Government Finance Officer as well as being a member of ICMA, TCMA, GFOA and GFOAT.



Clifford Howard, City of Lewisville

Clifford Howard is the Fiscal Services Manager for the City of Lewisville and has served the City's Finance Department in multiple capacities in his 34 years of service. Clifford's area of expertise is utility rate studies, utility collection and billing services, as well as banking and investments.

For the past 18 years, Clifford has served on the Dallas Water Utility Cost of Service rate subcommittee. Prior to being elected to the Texas Coalition for Affordable Power Board (TCAP) he served TCAP on their Technology committee. Since joining the TCAP Board he has served every year on the Finance committee. He is an active member of the Government Finance Officers Association, Government Finance Officers Association of Texas, and Government Treasurers' Organization of Texas.

Clifford is a graduate of Midwestern State University in Wichita Falls and holds a Bachelor's degree in Accounting.



William Linn, City of Kenedy

Mr. Linn is the current City Manager of Kenedy, Texas and a well-seasoned professional within the business and government industries. Mr. Linn and his wife have been married for over 24 years and have 5 children. When not working, Mr. Linn enjoys spending time with his family, travelling, reading, and watching football.

Mr. Linn attended Indiana University's Southeast campus in New Albany, Indiana where he earned his Bachelor of Science Degree in Business. After graduating with his Bachelor's Degree, Mr. Linn enrolled in Southern New Hampshire University where he earned his Master of Business Administration and Master of Science in Organizational Leadership degrees concurrently. In addition to his degrees, Mr. Linn is a Certified Fraud Examiner, a Certified Public Manager, and holds a Certification in Supply Chain Procurement.



Michael Marrero, City of Odessa

Michael Marrero is the City Manager for the City of Odessa. He has been with the City of Odessa since 1995. Mr. Marrero was named City Manager in May 2018. Prior to his current role as City Manager, he served as Deputy City Manager, Assistant City Manager and Community Development Director. As City Manager, Mr. Marrero is responsible for all municipal functions for the City of Odessa. Mr. Marrero reports to a seven-member city council, and he serves as the chief executive officer for the municipal organization, providing direction to approximately 1,000 city employees across several departments and divisions.

Michael received his B.A. from the University of Texas Permian Basin in Political Science and has also received a Masters in Public Administration from Sul Ross State University. Mr. Marrero has been involved with several local not for profit organizations in Odessa and is also a member

2023/2024 TCAP Board Biographies

(alphabetical order)

of the International City Manager's Association and the Texas City Manager's Association. Mr. Marrero has served on the board of TCAP since May of 2018.



Carey D. Neal, Jr., City of Lancaster

Carey joined the City of Lancaster in July of 2019. He obtained a Bachelor of Science degree from the University of Texas at Arlington and a Masters in Public Administration from American University -Washington D.C.. Carey is currently working on his PhD from Liberty University. Prior to joining the City of Lancaster, Carey worked for seven years as a Human Resources Director for Walmart Stores Inc. His passion for public service began with an internship opportunity for State Representative Yvonne Davis-District 111.

Carey is responsible for the operations of Administration, Economic Development, Development Services, Neighborhood Services, Community Services, and all nine City of Lancaster Public Improvement Districts (PIDS).

Carey is a member of several professional organizations such as the International City/County Management Association (ICMA), Emerging Local Government Leaders (ELGL), National Forum for Black Public Administrators (NFBPA), North Texas City Management Association (NTCMA), Texas City Manager Association (TCMA), Urban Management Assistant of North Texas (UMANT) and an Executive Board Member on the Texas Coalition for Affordable Power (TCAP). Carey also volunteers with Dallas ISD- Professional Development Course, Big Brother Big Sister of America, and the Lancaster Lions Club.



Gilbert P. Reyna, Jr., City of Victoria

Graduating Cum Laude from the University of Houston in Houston with a Bachelor of Accounting Degree, I obtained my Certified Public Accountant certificate in September 1988, 2 years after completing college.

In 1986 I began employment with the accounting firm, Harrison, Waldrop & Uherek (HWU), an accounting firm which consists of 15-19 professionals, serving as an Audit Manager in charge of several large governmental entities, private and public enterprises. I remained with HWU until January 1995 when I was hired as the Assistant Director of Finance for the City of Victoria, and within the first year, I was appointed as the City of Victoria Director of Finance. I am also serving as the treasurer of the Victoria Sales Tax Development Corporation, Victoria Housing Finance Corporation, Victoria Health Facilities Development Corporation, Victoria Public Facility Corporation, and the Victoria Development Commission. In August 2020, I was appointed Chief Financial Officer for the City of Victoria and continue serving as treasurer of the various boards listed above. For the period March 2009 until October 2009, I acted as interim representative to the Electric Reliability Council of Texas (ERCOT).

I was a board member of the South Texas Aggregation Project Board (STAP) representing the City of Victoria from March 2009 until the end of 2010, at which time I was elected to the Texas Coalition for Affordable Power Board (TCAP). I have served on the board of TCAP for the terms of January 2011 through December 2022.

2023/2024 TCAP Board Biographies

(alphabetical order)



Chris Steubing, P.E., CFM, City of Sugar Land

Chris Steubing, P.E., CFM, Assistant City Manager is a professional engineer with 25 years of city, county and private-sector experience in the field of engineering, program/project management and construction management. He was named assistant city manager in May of 2017 and leads the City of Sugar Land as the Chief Operating Officer working to improve efficiency, performance and accountability within the organization. Prior to this, he served as Sugar Land's city engineer from December 2006, providing oversight of new development, construction of civil infrastructure, development and delivery of the capital improvement program, floodplain administration oversight, thoroughfare planning and land acquisition.

He provided leadership and oversight for the delivery of the Smart Financial Centre at Sugar Land, the largest capital improvement project in the City's history, and is currently overseeing the City's initiatives as executive sponsor for a new Enterprise Resource Program (ERP) and the Comprehensive Mobility Plan.

Prior to Sugar Land, Steubing spent the first 10 years of his career in the Dallas/Fort Worth area in leadership positions with Denton County, the cities of Decatur and Colleyville and Racetrac Petroleum.

He received a bachelor's degree in civil engineering from Texas A&M University in 1996, earned a Texas engineering license in 2002, became a certified floodplain administrator in 2004 and completed the LBJ School of Public Affairs Public Executive Institute in April 2016. He currently serves as a board member for the Texas Coalition for Affordable Power and is a member of the several professional organizations representing the fields of engineering, city management and floodplain administration.



Jo Ella Wagner, Southwest Texas Water Authority

Jo Ella Wagner is the Assistant Executive Director/Finance Manager at South Texas Water Authority (STWA) in Kingsville, Texas. She has worked for South Texas Water Authority for 27 years and was promoted to Finance Manager and Co-Investment Officer in 1998 and Assistant Executive Director last year. Upon STWA joining STAP in 2004 and then joining TCAP in 2011, she was instrumental in converting the various electric accounts and continues to analyze the benefits and savings of STWA's TCAP membership and advocates for TCAP participation.

Ms. Wagner received her BBA in Finance and an MBA in General Business from Texas A & I University (Texas A & M Kingsville) and also obtained a secondary teaching certificate from the State of Texas. Ms. Wagner has worked in banking, accounting and business management before taking her accounting position with STWA. She is currently a Registered Texas Assessor/Collector, STWA's Investment Officer, and holds a D Water License with TCEQ. Ms. Wagner is a member of the Texas Association of Assessing Officers, Texas Association of Appraisal Districts, and Texas Rural Water Association.

Ms. Wagner has been married for 30 years and is the mother of two. In her off-time she volunteers as the Council Advisor for the 4-H Clubs in Kleberg and Kenedy counties and the 4-H Consumer Education Coach. She has been active with 4-H for over 25 years and is a recipient of the Texas 4-H Salute to Excellence Award.

ATTACHMENT 9

STWA Organizational Chart

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: STWA Organization Chart - Revision

Background:

Changes within organizations should always be reviewed. Whether this determines a need to make significant changes of personnel or job duties analyzing how the group as a whole performs is needed to ensure we meet our customer's needs. Last year and now this year I am presenting for your review a org chart that matches how our jobs specifically line up for reporting purpose to direct supervisors and is a snapshot of our priorities as a water provider and how those services are met.

Analysis:

Review the updated chart to understand how our positions are allocated in the areas of field operations, office and management staff.

Staff Recommendation:

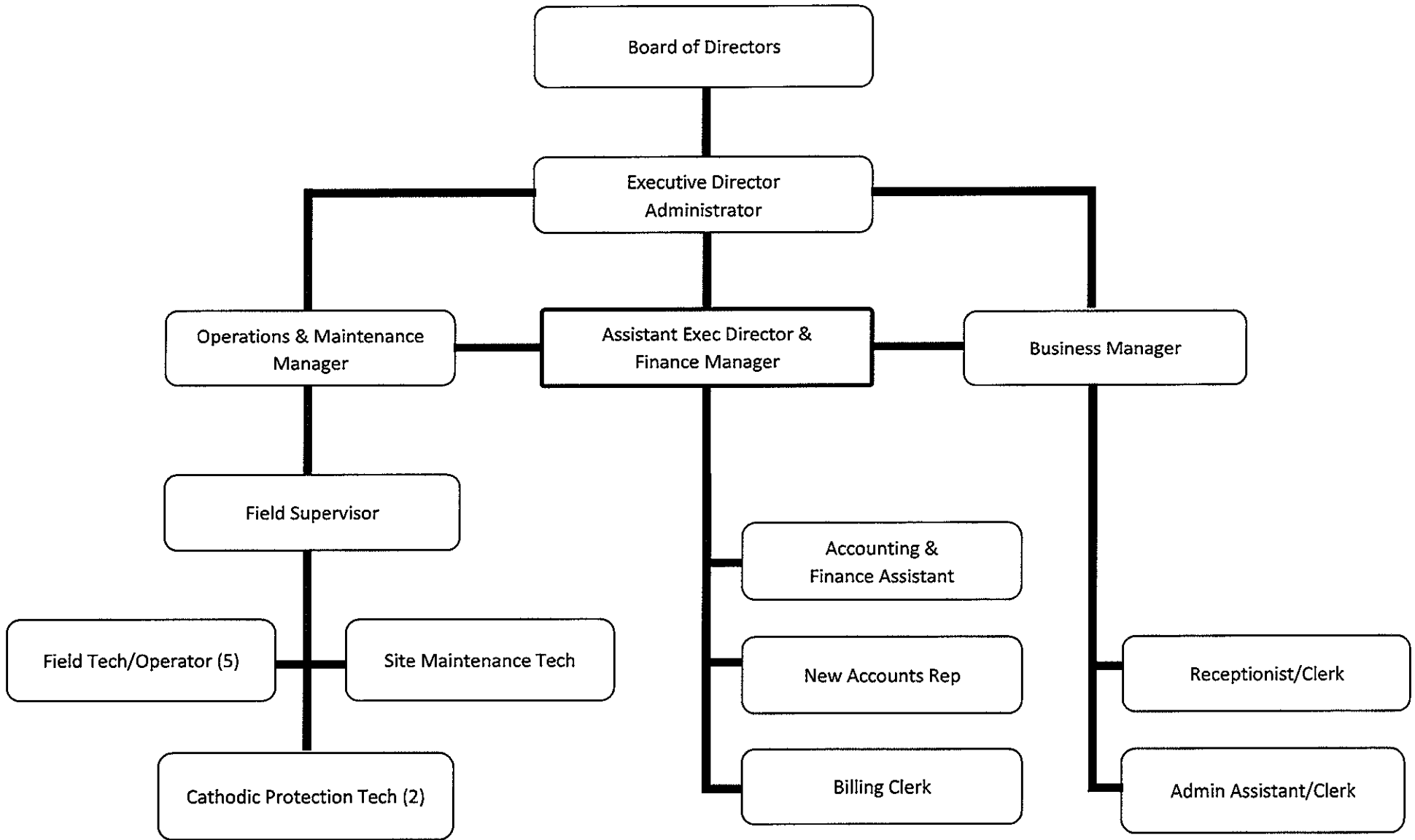
If needed, provide feedback on how staffing levels are arranged.

Board Action:

Accept the Organization Chart.

Summary:

Organization charts should at least be reviewed annually to determine if positions are adequately assigned.



South Texas Water Authority
Organization Chart

ATTACHMENT 10
Bids – Rectifier & Improvements

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: Bid Specs for Rectifier and Cathodic Protection near CR28 & I69

Background:

Water lines are inherently prone to corrosion. That is, the corrosion is a process where chemical reactions take place through the exchange of electrons. By preventing the exchange of electrons, cathodic protection systems prevent the corrosion reactions which would otherwise naturally occur. This is the constant struggle our Cathodic Protection staff face to prevent the erosion of our transmission lines which would leave our water delivery inoperable.

The STWA currently maintains a CP program to decelerate the pace of the actual destruction of our water lines especially our 42" Transmission line running from the Corpus Christi Water O.N. Stevens Plant in Calallen to our offices in Kingsville.

Analysis:

Repairs must be made to eroding Transmission Line. A Request for Proposal will allow for companies with interest and expertise in this field to openly bid on the services that will repair this water line along our 42" Transmission Line.

Staff Recommendation:

Allow for RFP to be provided for public review and bid.

Board Action:

Begin the bid process and allow for the specs presented to be part of a formal bid to be awarded in January.

Summary:

Rectifiers used for cathodic protection commonly use a transformer, rectifier stacks, meters to indicate output current and voltage, circuit breakers, lightning arrestors and transformer tap connections all in one case. The function of the rectifier is to convert alternating current into controlled direct current. Authorizing this bid today will allow the board to receive and award bids by our January 2023 regular scheduled meeting.

Fixing this area is of the upmost importance since the Transmission Line is the sole artery to our wholesale customers throughout the STWA system and may tie into future large scale economic development projects.

REQUEST FOR PROPOSAL



RECTIFIER and CATHODIC PROTECTION GROUND BED FOR COUNTY ROAD 28 & INTERSTATE-69

STWA-RFP-2022-12 FDL

DECEMBER 2, 2012

REQUEST FOR PROPOSALS (RFP)

South Texas Water Authority

ISSUE DATE: December 6, 2022

RFP No.: STWA-RFP-2022-12

TITLE: REPLACEMENT RECTIFIER SYSTEMS CATHODIC PROTECTION GROUND BED FOR COUNTY ROAD 28 & INTERSTATE-69

ISSUED BY: South Texas Water Authority, 2302 E. Sage Road; Kingsville, TX 78363

PURPOSE: The Organization is soliciting proposals to replace the rectifier system that provides Cathodic Protection for the 42" Transmission Line located at GPS Coordinates 27.71072 N, 97-72470 W.

The contract resulting from this Request for Proposal will include:

Install of 20-volt dc/ 30-amp dc 120/240 VAC, 1 Phase Rectifier or equal qualification.

- Non – Metallic Conduit (optional)
- Install meter loop for electrical service.
- Install junction box for anode cables.
- Establish bond from proposed rectifier & anode wiring onto 42" pipeline.
- One set of six (6), 1"x40" Sacrificial anodes with #8 Halar cables on 10-foot centers, with longest lead of 290 feet or equal qualifications.
- 1" solid single vent pipe setup. (optional)
- #2 HMWPE cable for positive and negative connections to the rectifier.

Install Vertical Ground Bed Anode

- Drill a 10" diameter hole to a depth of 100' to 400' well.
- Install predetermined number of Sacrificial anodes vertically in the soil at a fixed anode to anode horizontal spacing of 20 to 25 feet, pump coke breeze in the active column and backfill with bentonite to the surface.
- Designed to 35 to 50 Year Life Expectancy.

and Provide Documentation

- Certificate Of Insurance
- Certification & Complete TRRC GW-1/GW-2 Reports.
- As Builds
- Manual (optional)
- Diagram of Rectifier
- Standards Operating Procedures

Additional Information

- Driller will utilize portable pit for drilling operations.
- South Texas Water Authority is not responsible for disposal of non-hazardous drilling mud and cuttings, on-site.
- South Texas Water Authority is not responsible for placing 811 notification call(s).
- South Texas Water Authority is not responsible for any equipment such as vacuum truck, backhoe etc.
- TRRC may require Hydrovac for running negative and positive cables.
- All AC power services to rectifier will be provided by others.

(See Attachment)

PERIOD OF CONTRACT: The original period of this contract will be for 90 Days from date of last signature on resulting contract. The contract price shall be firm for the initial contract period. The implementation time should be one week and shall not exceed four weeks.

COMPETITIVE PROPOSALS WILL BE RECEIVED UNTIL: 2:00 PM on Thursday, January 19, 2023.

All Requests for Information should be directed to: Frances DeLeon,

Phone: 361-592-9323, ext. 105 Email: fvrosales@stwa.gov or to the address noted above.

All questions must be submitted in writing to Ms. DeLeon before 2:00 PM on date noted above. If necessary, an addendum will be posted on the following website at: www.stwa.org

It shall be the responsibility of the prospective offeror to monitor the website, or request a copy to be sent to them, for published addenda and to have all addenda signed by an authorized representative of the company. All fully executed addenda must be returned to the Organization along with the signed proposal.

IF PROPOSALS ARE MAILED, SEND DIRECTLY TO THE OFFICE AT THE ADDRESS SHOWN ABOVE. IF HAND-DELIVERED, DELIVER TO:

Receptionist, Front Lobby

STWA Building

2303 E. Sage Rd.

Kingsville, Tx 78363

Bid Specs for Rectifier and Cathodic Protection Ground Bed

New Rectifier Installation Location - HWY77/CR28 Robstown TX
(GPS Coordinates 27.71072 N, 97-72470 W)

- **Install 20-volt dc / 30-amp dc 120/240 VAC, 1PHASE Rectifier or equal qualifications.**
 - Non – Metallic Conduit (optional)
 - Install meter loop for electrical service.
 - Install junction box for anode cables.
 - Establish bond from proposed rectifier & anode wiring onto 42" pipeline.
 - One set of six (6), 1"x40" Sacrificial anodes with #8 Halar cables on 10-foot centers, with longest lead of 290 feet or equal qualifications.
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- **Install Vertical Ground Bed Anode.**
 - Drill a 10" diameter hole to a depth of 100' to 400' well.
 - Install predetermined number of Sacrificial anodes vertically in the soil at a fixed anode to anode horizontal spacing of 20 to 25 feet, pump coke breeze in the active column and backfill with bentonite to the surface.
 - Designed to 35 to 50 Year Life Expectancy.

- **Documentation:**
 - Certificate Of Insurance
 - Certification & Complete TRRC GW-1/GW-2 Reports.
 - As Builds
 - Manual (optional)
 - Diagram of Rectifier
 - Standards Operating Procedures

Additional Information

- Driller will utilize portable pit for drilling operations.
- South Texas Water Authority is not responsible for disposal of non-hazardous drilling mud and cuttings, on-site.
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- South Texas Water Authority is not responsible for any equipment such as vacuum truck, backhoe etc.
- TRRC may require Hydrovac for running negative and positive cables.
- All AC power services to rectifier will be provided by others.



T.S. - 433+36 T.S. - 443+60

T.S. - 475+36

ARV Manhole 519+20

T.S. 508+64

T.S. - 546+79

T.S. - 558+31 T.S. - 570+19

42 VALVE DRISCOLL METER/BOOSTER

Manhole 625+07 T.S. - 640+16

T.S. - 653+08 T.S. - 662+71

T.S. - 701+20 KB METER

T.S. - 749+92

T.S. - 784+76 MANHOLE T.S. - 784+76

T.S. - 784+78

T.S. - 806+74 La Paloma-Loski Creek

ARV Manhole 851+70

ARV T.S. - 888+90

42 VALVE T.S. - 901+86

T.S. - 935+47 CENTRAL METER SPURLINE TO BQ/AD/SP

T.S. - 981+05

Manhole/T.S. - 981+05

Manhole 1025+00 T.S. - 981+47

Manhole 1052+00

RV Manhole 1052+00

42 VALVE

Tierra Verde

Petronilla

TEECO Contracting

US-Ecoligy

Co 28

ATTACHMENT 11

Annexation Petition

Memorandum

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director
Date: December 15, 2022
Re: Annexation Petition - Set Time and Date for Public Hearing:
Resolution 22-18 – Betty Gracia – SW ½ of Tract 20, Cyndie Park Unit 2, in Nueces County, Texas

Background:

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

Resolution 22-18 sets the date and time for the required public hearing. The public hearing will be scheduled immediately prior to the next regular STW A Board meeting.

Analysis:

Adoption of Resolution 22-18 begins the annexation process and enables the NWSC to provide retail service to Betty Gracia.

Staff Recommendation:

Adopt Resolution 22-18.

Board Action:

Determine whether to adopt Resolution 22-18.

Summary:

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

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

STATE OF TEXAS :
COUNTY OF NUECES :

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

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

I.

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

II.

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

III.

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

IV.

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

V.

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

WHEREFORE, Petitioner prays that this petition be properly filed, as provided by law; that the Board of Directors of South Texas Water Authority hear and consider the petition in keeping with the provisions of Section 11006.052, Special District Local Laws Code and that this petition in all things be granted and that the territory described in Exhibit "A" be added to and become a part of the established South Texas Water Authority; that after this petition is granted the Board's order thereon be filed of record and be recorded in the Deed Records of Nueces County, Texas; and that the area described in Exhibit "A" be thereafter a component part of South Texas Water Authority.

[Signatures and Acknowledgement on following page.]

EXECUTED this 17th day of November, 2022.

Betty Gracia
Betty Gracia

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY of Harris

Subscribed and sworn to before me Betty Gracia on this the
17th day of November, 2022

[Signature]

Notary Public

My Commission Expires: 11/5/2023

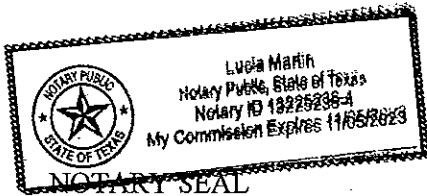


Exhibit "A"

To

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

Property Description:

The Southwest one-half (SW ½) of Tract Twenty (20), CYNDIE PARK UNIT 2 in Nueces County, Texas being a tract of land containing 0.32 acres, more or less and Tract Twenty-One (21) CYNDIE PARK UNIT 2 in Nueces County, Texas, being a tract of land containing 0.64 acres more or less, out of a 29.59 acres Unit No. 2 out of 59.59-acre tract out of 238.79 acres standing in the names of John S. MacGregor and C. C. Speed by Deed recorded in Volume 1840, Page 1017 of 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 acre in Nueces County, Texas according to map or plat recorded in Volume 2, Page 57 of the Map Records of Nueces County, Texas and being more particularly described by metes and bounds of the Substitute Trustee's Deed recorded under Document No. 2013017972 of the Official Records of Nueces County, Texas.

ATTACHMENT 12

Resolution 22-18

SOUTH TEXAS WATER AUTHORITY

Resolution 22-18

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

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

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

WHEREAS, the Board of Directors hereby sets a public hearing to hear evidence for or against the proposed annexation of this property to be held on January 17, 2023 at 5:30 p.m. at the South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the South Texas Water Authority hereby authorizes the publication of the attached Notice of Public Hearing on Annexation for a public hearing to be held on January 17, 2023 at 5:30 p.m. at South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas. At such hearing all interested persons may appear and offer evidence for or against the proposed annexation of the property described in Exhibit A of the Petition.

Duly adopted this 20th day of December, 2022.

BRANDON BARRERA, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

NOTICE OF PUBLIC HEARING ON ANNEXATION

THE STATE OF TEXAS
SOUTH TEXAS WATER AUTHORITY

Pursuant to a Resolution adopted by the Board of Directors of South Texas Water Authority, a hearing shall be held at the South Texas Water Authority, 2302 East Sage Road, Kingsville, Texas, on January 17, 2022 at 5:30 p.m. with respect to the Petition filed by Betty Gracia 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 20th day of December, 2022.

Brandon W. Barrera, 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:

The Southwest one-half (SW ½) of Tract Twenty (20), Cyndie Park Unit 2 in Nueces County, Texas being a tract of land containing 0.32 acres, more or less and Tract Twenty-One (21) Cyndie Park Unit 2 in Nueces County, Texas being a tract of land containing 0.64 acres more or less, out of a 29.59 acres Unit No. 2 out of 59.59-acre tract out of 238.79 acres standing in the names of John S. McGregor and C. C. Speed recorded in Volume 1840, Page 1017 of 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 acre in Nueces County, Texas according to map or plat recorded in Volume 2, Page 57 of the Map Records of Nueces County, Texas and being more particularly described by metes and bounds of the Substitute Trustee's Deed recorded under Document No. 2013017972 of the Official Records of Nueces County, Texas.

ATTACHMENT 13

Leave Buyout

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director
Date: December 16, 2022
Re: Buyout of Excess 2022 Vacation and Personal Leave Balances

Background:

In Chapter III – Leave, Section A, Sub Section 6 of the STWA Personnel Policy, employees are allowed to “sell” their time back to the organization. A total of up to 20 hours leave in the Spring and an additional 20 hours in the Fall are part of our “Buy Back” program. This policy allows the employees to monetize their leave balances, earn financial compensation for those balances and help reduce the amount of leave used throughout the year reducing workers available to maintain the operations of our small utility system. This allows for the STWA to reduce the impact of potentially hundred hours of work hours being taken when employees would rather not use all their accumulated time/leave.

Analysis:

This item allows any staff that may potentially lose leave balances by December 31, 2022 to sell back their time to the STWA. Currently there are only three employees who fall into this category.

Staff Recommendation:

Approve buying back leave balances presented.

Board Action:

Determine whether to approve buy back or allow the balances to rollover into calendar 2023.

Summary:

This buyback program will allow the impacted employees from being forced to find leave to take prior to the close of 2022.

- c. Prior to requesting annual leave, the employee must use all accrued compensatory time.
 - d. The approval or disapproval of annual leave shall not be used as a means of disciplinary action.
 - e. Normally, annual leave shall be requested and approved in advance, with a period of notice equal to the duration of leave requested.
4. Deficit Annual Leave -- of separated employees shall be offset against earned salary or repaid in cash to the STWA; however, repayment shall not be required under any of the following circumstances: death, retirement for disability, or inability to return to duty because of disability as evidenced by an acceptable medical certificate. Emergency leave will be at the discretion of the Executive Director.
5. Unused Annual Leave - Upon termination of employment, an employee shall be paid for unused annual leave at a rate of compensation not less than:
- a. The average regular rate received by such employee during the last three years of employment, or
 - b. The final regular rate received by such employee, whichever is higher.

Any funds owed to the Authority shall be deducted from the separated employee's final unused annual leave compensation.

6. Vacation Buy Back

In the event that all accrued Annual (Vacation) Time is not used by the beginning of April or the beginning of October, employees may elect to be paid for accrued Annual (Vacation) Time as of the date of the submitted written request whichever is the *lesser* number of hours. In addition, the request must be for a *minimum* of ten (10) hours; employees with less than 20 hours of accrued Annual (Vacation) Time are not eligible to submit a "buy back" request.

The request to "buy back" the accrued Annual (Vacation) Time shall be made using the appropriate request form provided by the South Texas Water Authority's Finance Manager. The request to "buy back" the accrued Annual (Vacation) Time is available twice a year; however, the total amount that can be requested in a fiscal year cannot exceed the maximum of 40 hours.

Requests for "buy back payments can be made throughout the months of April and October. The calculated "buy back" amount will be added to the employee's ACH deposit in the next regularly scheduled payroll deposit provided that the required form is submitted at least two (2) weeks in advance of said payroll date (Wednesday).

The rate of compensation for the "buy back" payment is the employee's current hourly rate at the time of the submitted written request. The "buy back" payment will be calculated in straight time, in other words regular time – not overtime or holiday rate.

All applicable taxes and withholding, including but not limited to retirement, shall apply

Approved 12/03/2019

B. Sick Leave

Sick leave is a period of absence with pay granted to employees in any of the following circumstances:

When incapacitated for duty by sickness, injury, pregnancy, or confinement for medical, dental or optical examination or treatment.

When a member of the immediate family of an employee is afflicted with a contagious disease or other major illness and requires the care and attendance of the employee.

When, through exposure to contagious disease, the presence of the employee at his post of duty would jeopardize the health of others. "Contagious" is defined as a disease subject to quarantine or requiring isolation of the patient by health authorities having jurisdiction.

1. Accrual of Sick Leave - Sick leave shall be accrued by regular or probationary full time employees at the rate of 2 hours for each full week. No credit shall be given for a fractional part of a week at either the beginning or the end of an employee's period of service. There is no provision for advanced sick leave. Part-time employees working 20 hours or more per week shall accrue at half the rate of full-time employees, unless otherwise stipulated as a condition of employment.
2. Accumulation of Sick Leave - Sick leave not used during the leave year in which it accrues shall accumulate and be available for use in succeeding years. No maximum accumulation shall be prescribed.
3. Approval of Sick Leave - The Executive Director or the Assistant Director in his/her absence shall initially approve sick leave.
 - a. Sick leave is to be approved in all bona fide cases in which the employee has leave to his credit. The approving official shall bear the responsibility for ascertaining that an absence is properly chargeable to sick leave. If the employee has no sick leave to his credit, annual leave can be substituted for sick leave.
 - b. Sick leave for medical, dental or optical appointments shall be requested in advance by completing an authorized leave application form. In all other situations, the employee shall notify (or cause to be notified) the Executive Director as early as practicable on the first day of absence, and complete the form immediately upon his/her return to duty. Failure to give such notice may result in a charge to annual leave or leave of absence without pay.
 - c. An absence in excess of three working days must be supported by a medical certificate, if requested by the Executive Director; however, if the illness was of such a nature that medical treatment was not required, the Executive Director may accept a statement signed by the employee in lieu of a medical certificate.

ATTACHMENT 14
STWA Administrator Evaluation

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: December 2, 2022
Re: Evaluation of STWA Management

Background:

Board policy allows for the review of each staff member directly under their employment to receive regular reviews of job performance. The positions that can be hired and terminated by the Board or Selection committee include; Exec Dir/Administrator, Assistant Exec Dir/Finance Manager, O&M Supervisor and Business Manager. All other positions by policy are excluded from direct board control in regards to employment issues.

Analysis:

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

Staff Recommendation:

Allow management staff to provide input regarding their job review to give insight regarding strengths, weakness, challenges or opportunities.

Board Action:

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

Summary:

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