

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

Board Members Present:

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

Board Members Absent:

None

Staff Present:

John Marez
Jo Ella Wagner
Nigel Gomez

Guests Present:

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

1. Call to Order.

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

2. Citizen Comments.

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

3. Water Financing Options.

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

The order of the agenda was changed.

5. Approval of Minutes.

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

6. Treasurer's Report/Payment of Bills.

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

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

The following outstanding invoices were presented for Board approval:

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

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

7. Operation and Maintenance Reports.

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

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

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

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

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

10. TCAP Board of Directors Ballot.

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

11. Revision of STWA Organizational Chart.

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

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

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

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

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

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

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

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

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

16. Evaluation of STWA Administrator.

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

17. Administration Report.

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

4. Election of Officers.

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

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

STWA Regular Meeting Minutes

December 20, 2022

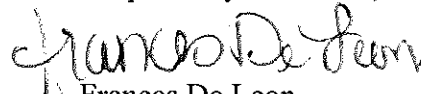
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Ms. Garza made a motion to nominate Ms. Garcia as Vice-President. Mr. Morales seconded. All voted in favor.

18. Adjournment.

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

Respectfully submitted,


Frances De Leon
Assistant Secretary