

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Jose M Graveley, President
DATE: May 16, 2025
SUBJECT: Meeting Notice and Agenda for the South Texas Water Authority

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

Thursday, May 22, 2025
5:30 p.m.
Courthouse Annex Law Enforcement Center
1500 E. King
Kingsville TX 78363

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

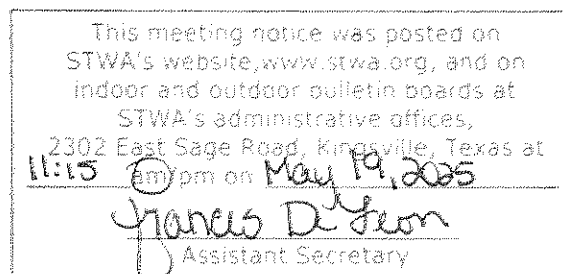
Agenda

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. New Board member's oath of office.
4. Approval of Minutes. (Attachment 1)
5. Professional Services Contract – Lynn Yaklin, Realtor. (Attachment 2)
6. Budget Workshop: Pay Study. (Attachment 3)
 - Classification and Compensation Study Presentation by Evergreen Solutions, LLC.
 - Finances FY 2025 and FY 2026
7. Quarterly Report/Treasurer's Report/ Payment of Bills. (Attachment 4)
8. Operation and Maintenance Reports. (Attachment 5)
 - O&M Technical Report
 - Cathodic Protection Report

9. **Resolution 25-17.** Resolution appointing Jo Ella Wagner, Assistant Executive Director, to serve as Chief Tax Assessor for the South Texas Water Authority and Alternate Frances De Leon in her absence. (Attachment 6)
10. **Resolution 25-18.** Resolution appointing Kevin Kieschnick, Nueces County Tax Assessor/Collector, to serve as the South Texas Water Authority Tax Collector in Nueces County. (Attachment 6)
11. **Resolution 25-19.** Resolution appointing Maria Victoria Valadez, Kleberg County Tax Assessor/Collector, to serve as the South Texas Water Authority Tax Collector in Kleberg County. (Attachment 6)
12. **Resolution 25-20.** Resolution establishing tax exemptions for residence homesteads, for property owners who are 65 years of age or older, for persons who are disabled, and for disabled veterans. (Attachment 6)
13. Preliminary Nueces and Kleberg County Appraisal District Values. (Attachment 7)
14. Clarification on April 22, 2025 STWA Personnel Policy Amendment. (Attachment 8)
15. Administration Report.
 - Upcoming Board Meeting Dates
 - Corpus Christi Water Contract
 - Finance Manager
16. Adjournment.

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

JMG/JM/fdl
Attachments



ATTACHMENT 1

Approval of Minutes

SOUTH TEXAS WATER AUTHORITY
Minutes – Special Board of Directors Meeting
April 15, 2025

Board Members Present:

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

Board Members Absent:

Patsy Rodgers

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner

Guests Present:

Kasy Stinson, Seven Seas
Myra B. Alaniz
Aidee Hernandez
Morgan Smith
Clarissa Vargas
August Patroelj

1. Call to Order.

Mr. Jose Graveley, Board President, called the Special Meeting of the STWA Board of Directors to order at 5:32 p.m. at the STWA Boardroom in Kingsville, Texas. A quorum was present.

2. Citizen Comments.

Mr. Graveley opened the floor to citizen's comments. Mr. Kasy Stinson of Seven Seas stated that the lease agreement for the well location has been signed. Well drillers are mobilizing on site and should start drilling on Monday, April 21st.

3. New Board Members' Oaths of Office.

Ms. Wagner administered the Oath of Office to Mr. Graveley and Ms. Garza who were re-appointed to their current positions on the Board by the Kleberg County Commissioner's Court and Ms. Pena who was re-appointed by Nueces County Commissioner's Court.

4. Any and all actions necessary or convenient to facilitate the new finance manager recruitment process.

Mr. Graveley announced that the Board would convene in Closed Session at 5:36 p.m. pursuant to Section 551.074 of the Government Code to discuss recruitment of a Finance Manager. The Board reconvened in Open Session at 7:45 p.m. No action was taken during Closed Session. Mr. Rodriguez made a motion to direct Mr. Marez to begin negotiations with a candidate. Ms. Garza seconded. All voted in favor.

5. Adjournment.

With no further business to discuss, Ms. Garza moved to adjourn the meeting at 7:46 p.m. Mr. Graveley seconded. The motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Frances De Leon".

Frances De Leon
Assistant Secretary

SOUTH TEXAS WATER AUTHORITY
Minutes – Regular Board of Directors Meeting
April 22, 2025

Board Members Present:

Jose Graveley
Frances Garcia
Joe Morales
Angela Pena
Arturo Rodriguez
Patsy Rodgers

Board Members Absent:

Imelda Garza
Tanya Lawhon

Staff Present:

John Marez
Frances De Leon
Victor Gutierrez
Patrick Sendejo
Clarissa Vargas

Guests Present:

Ivan G. Luna, I.C.E.
Ansar Palakkal, I.C.E.
Emma Letke
Marina Mills
Evelyn Graveley

1. Call to Order.

Mr. Jose Graveley, Board President, called the Regular Meeting of the STWA Board of Directors to order at 5:30 p.m. at the Courthouse Annex Law Enforcement Center, 1500 E. King, Kingsville, Texas. A quorum was present.

2. Citizen Comments.

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

3. New Board Members' Oaths of Office.

Oaths of Office were not administered.

4. Election of officers.

Mr. Rodriguez made a motion to re-elect the current slate of officers. Ms. Rodgers seconded and all voted in favor.

The officers remain as follows:

Mr. Graveley – President
Ms. Garcia – Vice-President
Ms. Garza – Secretary/Treasurer

5. Approval of Minutes.

Mr. Morales made a motion to approve the minutes of the March 25, 2025 Regular Meeting as presented. Ms. Rodgers seconded. The motion passed by unanimous vote.

6. Treasurer's Report/Payment of Bills.

No Treasurer's Reports were presented. The following outstanding invoices were presented for Board approval:

• Hawkins	\$ 13,987.00
• Hawkins	\$ 22,500.00
• International Consulting Engineers	\$ 39,725.38
• International Consulting Engineers	\$ 6,747.50
• International Consulting Engineers	\$ 2,175.00
• International Consulting Engineers	\$ 2,482.25
• International Consulting Engineers	\$ 2,952.00
• Charles W. Zahn, Jr.	\$ 5,310.00

Ms. Garcia made a motion to approve payment of the bills as presented. Mr. Rodriguez seconded. The motion passed unanimously.

7. Operation and Maintenance Reports.

- O&M Technical Report
- Cathodic Protection Report

Mr. Sendejo presented the O&M Technical Report for the weeks of March 24 through April 14, 2025. He reported that clearing of the 42" waterline easement has been completed and Mr. Barbosa will begin focusing on areas that require attention. He added that he is scheduling personnel for needed training.

8. Declaration of surplus property.

Mr. Marez presented a list of items no longer in use and ready to be declared surplus. The items include a 16' dump trailer, a 20' gooseneck trailer, two printers, two rolling map carts, five 2" trash pumps, 10 truck bed toolboxes, eight truck head racks, two leaf blowers, two chop saws, a 5-gallon pump sprayer, a shop vac and eight tires.

9. Resolution 25-12. Resolution authorizing the sale of surplus property of the South Texas Water Authority.

Mr. Graveley made a motion to adopt Resolution 25-12 declaring the items as surplus and authorizing sale. Mr. Rodriguez seconded and all voted in favor.

10. Amendment of South Texas Water Authority Personnel Policies – Leave.

Mr. Marez requested that the Board consider establishing a six-month waiting period for newly hired employees to use Sick Leave and Personal Leave. He explained that leave is currently available for immediate use but the proposed change would align usage with the current six-month probationary period.

11. **Resolution 25-13.** Resolution adopting revised South Texas Water Authority Personnel Policies – Leave.

Mr. Morales made a motion to adopt Resolution 25-13 adopting the revised South Texas Water Authority Policies – Leave. Mr. Rodriguez seconded the motion. All voted in favor.

12. **STWA Master Plan.**

Mr. Ivan Luna of I.C.E reviewed the updated STWA Master Plan. He stated that the updated plan takes into consideration alternative water sources and potential future customers. The plan also includes updated construction costs and prioritization of projects. Mr. Morales asked if the EV Ranch is considered a viable project and if STWA would be partnering with anyone. He added that it seems that this would be a project for the Coastal Bend Water Alliance so that the cost can be shared. Mr. Marez stated that there has only been a presentation by EV Ranch and it remains a potential source but there is no formal agreement in place. Other updates include population growth and demand projections, State Water Plan projects, external water management strategy projects, groundwater feasibility, cathodic protection studies, asset management strategies and engineering recommendations. Mr. Luna stated that if needed, he can present further information in a workshop.

13. **Appointment of STWA Director to serve as STWA's Coastal Bend Council of Governments representative.**

Mr. Marez stated he had been contacted by the Coastal Bend Council of Governments about designating a representative. Mr. Morales stated that he has more time available and is willing to represent the Authority. Mr. Graveley said he can serve as a backup. Ms. Pena said she is willing to attend if Mr. Graveley is not available. Mr. Graveley made a motion to appoint Mr. Morales as the primary member and Ms. Pena as an alternate. Mr. Rodriguez seconded and all voted in favor.

14. **Resolution 25-14.** Resolution of appreciation for Mr. Brandon Barrera for his dedicated service as a director of the South Texas Water Authority from 2019 – 2022.

15. **Resolution 25-15.** Resolution of appreciation for Mr. Rudy Galvan, Jr. for his dedicated service as a director of the South Texas Water Authority from 2002 – 2025.

16. **Resolution 25-16.** Resolution of appreciation for Ms. Kathleen Lowman for her dedicated service as a director of the South Texas Water Authority from 2000 – 2025.

Mr. Rodriguez made a motion to adopt Resolutions 25-14, 25-15 and 25-16, Ms. Rodgers seconded and the motion passed by unanimous vote.

17. Administration Report.


- Pay/Compensation Update
- Upcoming Board Meeting Dates

Mr. Marez reported that work continues on the compensation study and a final report should be presented at the next meeting on May 22nd. He also stated that he had a visit from a Seven Seas representative who informed him that they expect the cost for a turnkey project to be \$40 million. Mr. Marez thanked the Board for their participation in the finance manager hiring process. The expected start date for the selected applicant is May 5th.

18. Adjournment.

With no further business to discuss, Mr. Rodriguez moved to adjourn the meeting at 6:23 p.m. Ms. Garcia seconded. The motion carried.

Respectfully submitted,


Frances De Leon
Assistant Secretary

ATTACHMENT 2

Professional Services Contract – Lynn Yaklin, Realtor

Memo

To: South Texas Water Authority, Board of Directors
From: John Marez, Executive Director/Administrator
Date: May 19, 2025
Topic: Professional Services Agreement – Realtor Services

Background:

The South Texas Water Authority (STWA) has occupied its current building for over four decades. In recent years, the facility has shown signs of increasing deterioration, including structural wear and persistent leaks. Given these issues, STWA is considering both short-term and long-term property options to ensure a functional and sustainable workspace for our office and staff.

Analysis:

To facilitate the property search, STWA proposes engaging Lynn Yaklin, a licensed realtor, under a Professional Services Agreement. Ms. Yaklin will assist in identifying properties suitable for temporary relocation or permanent acquisition. Her expertise will provide valuable market insights, facilitate property tours, and support negotiations.

A structured approach to securing new office space is critical to ensuring long-term stability and operational efficiency. Ms. Yaklin's services will help STWA evaluate cost-effective solutions while maintaining flexibility in future decisions.

Staff Recommendation:

- Approve the attached Professional Services Agreement with Lynn Yaklin to provide real estate consulting services.
- Authorize the Executive Director to oversee the property evaluation process and collaborate with Lynn on identifying potential locations.
- Consider the financial implications of acquiring or leasing a new property and prioritize locations that align with STWA's operational needs.

Board Action:

The Board is requested to:

1. **Approve** a Professional Services Agreement and allow the Executive Director or designee to sign the contract.
2. **Authorize** the Executive Director to engage Lynn Yaklin in the property search process.
3. **Provide updates** on budgetary considerations for relocation or acquisition.

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Summary:

STWA must begin exploring property options due to the increasing deterioration of its current office building. Engaging Lynn Yaklin as a realtor will provide professional support in evaluating suitable locations. The attached agreement outlines the scope of her services, and board approval is recommended to proceed with this initiative.

Lynn Yaklin

Licensed Texas Real Estate Broker

Kingsville, TX 78363

lynn@listitlynn.com | (361) 720-0743

May 22, 2025

Board of Directors

South Texas Water Authority

Dear Members of the Board,

I appreciate the opportunity to speak with you today and share more about my background in hopes of earning your trust to represent the South Texas Water Authority in identifying a suitable location—whether existing property or vacant land—for your operational needs. With 21 years of licensed experience in real estate and a lifelong commitment to Kingsville and the South Texas region, I bring both the market expertise and community-driven perspective necessary to serve your mission with excellence.

My professional foundation began with a degree in Speech Communications (Radio/Television) from Texas A&M University–Kingsville, followed by a decade of work in media marketing and regional advertising. Since 2004, I have represented buyers and sellers throughout Kleberg and surrounding counties as a REALTOR®, earning my Broker license in 2019 and maintaining top-producing status within Coldwell Banker Pacesetter Steel. I have successfully marketed and negotiated transactions on a wide range of properties, including residential, commercial buildings, and raw land.

In addition to my real estate credentials, I have served on numerous boards and committees that reflect my long-standing commitment to public service, including 8 years on the Kleberg County Appraisal District Board and 8.5 years as a Kingsville ISD Trustee.

I would be honored to bring my experience, diligence, and advocacy to your project and help you identify and secure a site that serves both your operational requirements and long-term goals. Thank you for considering my qualifications, and I look forward to the opportunity to contribute to the future success of South Texas Water Authority.

Sincerely,

Lynn Yaklin

LYNN YAKLIN

Licensed Texas Real Estate Broker | Marketing Strategist | Community Advocate
Kingsville, TX | lynn@listitlynn.com | (361) 720-0743

EDUCATION

Texas A&M University – Kingsville

Bachelor of Science in Speech Communications (Radio/Television), 1991

PROFESSIONAL EXPERIENCE

Coldwell Banker Pacesetter Steel – Kingsville, TX

Texas Real Estate Broker | 2004–Present

- Licensed Broker since 2019 with 21 years of real estate experience in residential, land, and commercial transactions across South Texas
- Specializes in buyer/seller negotiations, custom marketing plans, and representation for public and private entities
- Consistent Top Producer and Coldwell Banker International Diamond Society recipient

Yaklin Marketing – Kingsville, TX

Founder/Media Consultant | 2001–2011

- Created and managed media campaigns across newspaper, radio, and television platforms
- Supported a wide range of South Texas clients with messaging, budget planning, and campaign placement

CableTime/CableRep/Cox Communications – Kingsville, Alice, Corpus Christi DMA

Marketing & Ad Sales Executive | 1994–2001

- Developed and scheduled commercial advertising campaigns on cable networks including CNN, ESPN, TNT, USA, Lifetime, and A&E
- Coordinated production of custom TV commercials and implemented strategic media buys for local businesses

AWARDS & RECOGNITION

- REALTOR® of the Year -- Corpus Christi Association of REALTORS (2023)
- REALTOR® of the Year -- Kingsville Association of REALTORS
- Coldwell Banker International Diamond Society – Multiple years
- Top Listing and Selling Agent – Coldwell Banker Pacesetter Steel

INDUSTRY & PUBLIC SERVICE

TREPAC – Texas REALTORS® Political Action Committee

- Currently 2nd Vice Chair, Statewide
- TREPAC Trustee (3 years), Local Chair (2x)

Corpus Christi Association of REALTORS (CCAR)

- South Texas MLS Chair
- Ex Officio Board Member
- Committees: Governmental Affairs, Education, Member Engagement

Community & Public Boards

- Kingsville Chamber of Commerce – Member, Executive Team, 20+ Years
- Kingsville Economic Development Council -- Board Member, Executive Team, 10 Years
- Kleberg County Appraisal District Board – Director, 8 Years
- Kingsville ISD Board of Trustees – Elected Trustee, 8.5 Years
- TAMUK President's Legacy Society – Committee Member



Information About Brokerage Services

Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

2-10-2025



TYPES OF REAL ESTATE LICENSE HOLDERS:

- A **BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- A **SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

AS AGENT FOR OWNER (SELLER/LANDLORD): The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent. **An owner's agent fees are not set by law and are fully negotiable.**

AS AGENT FOR BUYER/TENANT: The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent. **A buyer/tenant's agent fees are not set by law and are fully negotiable.**

AS AGENT FOR BOTH - INTERMEDIARY: To act as an intermediary between the parties the broker must first obtain the written agreement of each party to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
 - that the owner will accept a price less than the written asking price;
 - that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
 - any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

AS SUBAGENT: A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

LICENSE HOLDER CONTACT INFORMATION: This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

Pacesetter Builders Inc	455879	afmagnuson@corpuschristi-homes.com	(361)992-9231
Licensed Broker /Broker Firm Name or	License No.	Email	Phone
Primary Assumed Business Name			
April F Magnuson	338468	afmagnuson@corpuschristi-homes.com	(361)992-9231
Designated Broker of Firm	License No.	Email	Phone
April F Magnuson	338468	afmagnuson@corpuschristi-homes.com	(361)992-9231
Licensed Supervisor of Sales Agent/ Associate	License No.	Email	Phone
Lynn Yaklin	524273	lynn@listitlynn.com	(361)592-4343
Sales Agent/Associate's Name	License No.	Email	Phone

Buyer/Tenant/Seller/Landlord Initials

Date

Regulated by the Texas Real Estate Commission

Information available at www.trec.texas.gov

IABS 1-1

TXR 2501



COMMERCIAL BUYER/TENANT REPRESENTATION AGREEMENT

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS®, INC. IS NOT AUTHORIZED.
©Texas Association of REALTORS®, Inc. 2022

1. PARTIES: The parties to this agreement are:

Client: South Texas Water Authority

Address: 111 E Sage Rd

City, State, Zip: Kingsville, TX 78363

Phone: (361)592-9323

Mobile: _____

Fax or E-Mail: lmarez@stwa.org

Broker: Coldwell Banker Pacesetter Steel

Address: 515 E King

City, State, Zip: Kingsville, TX 78363

Phone: (361)592-4343

Mobile: (361)720-0743

Fax or E-Mail: lynn@listitlynn.com

2. APPOINTMENT: Client grants to Broker the exclusive right to act as Client's real estate agent for the purpose of acquiring property in the market area.

3. DEFINITIONS:

A. "Acquire" means to purchase or lease.

B. "Closing" in a sale transaction means the date legal title to a property is conveyed to a purchaser of property under a contract to buy. "Closing" in a lease transaction means the date a landlord and tenant enter into a binding lease of a property.

C. "Market area" means that area in the State of Texas within the perimeter boundaries of: Kingsville, TX or Bishop, TX.

D. "Property" means any interest in real estate. Client intends to acquire 1 properties in the market area. If Client intends to acquire more than one property, the terms "property", "price", "purchase", and "lease" will be read to include the plural.

4. TERM: This agreement begins on May 22, 2025 and ends at the earlier of:

A. 11:59 p.m. on December 31, 2025; or

B. the closing of the transaction of the last property that Client intends to acquire.

5. BROKER'S OBLIGATIONS: Broker will:

A. use Broker's best efforts to assist Client in acquiring property in the market area;

B. assist Client in negotiating the acquisition of property in the market area; and

C. comply with other provisions of this agreement.

6. CLIENT'S OBLIGATIONS: Client will:

A. work exclusively through Broker when acquiring property in the market area and negotiate the acquisition of property in the market area only through Broker;

- B. inform other brokers, salespersons, sellers, and landlords with whom Client may have contact that Broker exclusively represents Client for the purpose of acquiring property in the market area and refer all such persons to Broker; and
- C. comply with other provisions of this agreement.

7. REPRESENTATIONS:

- A. Each person signing this agreement represents that the person has the legal capacity and authority to bind the respective party to this agreement.
- B. Client represents that Client is not now a party to another buyer or tenant representation agreement with another broker for the acquisition of property in the market area.
- C. Client represents that all information relating to Client's ability to acquire property in the market area Client gives to Broker is true and correct.

8. INTERMEDIARY: (Check A or B only.)

- ☒ A. **Intermediary Status:** If Client wishes to acquire one of Broker's listings, Client authorizes Broker to act as an intermediary and Broker will notify Client that Broker will service the parties in accordance with one of the following alternatives.
- (1) If the owner of the property is serviced by an associate other than the associate servicing Client under this agreement, Broker may notify Client that Broker will: (a) appoint the associate then servicing the owner to communicate with, carry out instructions of, and provide opinions and advice during negotiations to the owner; and (b) appoint the associate then servicing Client to the Client for the same purpose.
 - (2) If the owner of the property is serviced by the same associate who is servicing Client, Broker may notify Client that Broker will: (a) appoint another associate to communicate with, carry out instructions of, and provide opinions and advice during negotiations to Client; and (b) appoint the associate servicing the owner under the listing to the owner for the same purpose.
 - (3) Broker may notify Client that Broker will make no appointments as described under this Paragraph 8A and, in such an event, the associate servicing the parties will act solely as Broker's intermediary representative, who may facilitate the transaction but will not render opinions or advice during negotiations to either party.
- ☐ B. **No Intermediary Status:** Client does not wish to be shown or acquire any of Broker's listings.

Notice: If Broker acts as an intermediary under Paragraph 8A, Broker and Broker's associates:

- ♦ may not disclose to Client that the seller or landlord will accept a price less than the asking price unless otherwise instructed in a separate writing by the seller or landlord;
- ♦ may not disclose to the seller or landlord that Client will pay a price greater than the price submitted in a written offer to the seller or landlord unless otherwise instructed in a separate writing by Client;
- ♦ may not disclose any confidential information or any information a seller or landlord or Client specifically instructs Broker in writing not to disclose unless otherwise instructed in a separate writing by the respective party or required to disclose the information by the Real Estate License Act or a court order or if the information materially relates to the condition of the property;
- ♦ shall treat all parties to the transaction honestly; and
- ♦ shall comply with the Real Estate License Act.

- 9. COMPETING CLIENTS:** Client acknowledges that Broker may represent other prospective buyers or tenants who may seek to acquire properties that may be of interest to Client. Client agrees that Broker may, during the term of this agreement and after it ends, represent such other prospects, show to the other prospects the same properties that Broker shows to Client, and act as a real estate broker for such other prospects in negotiating the acquisition of properties that Client may seek to acquire.

10. CONFIDENTIAL INFORMATION: Broker may not knowingly disclose information obtained in confidence from Client except as authorized by Client or required by law. Broker may not disclose to Client any information obtained in confidence regarding any other person Broker represents or may have represented except as required by law.

11. BROKER'S FEES:

A. Broker's fees under this agreement are as follows: *(Check all that apply.)*

☒ (1) Commission: Broker will receive a commission calculated as follows:

if Client purchases a property:

3.000 % of the sales price; or

and if Client leases a property:

_____% of all base rents to be paid over the term of the lease and the same percentage of the following items to be paid over the term of the lease:

☐ expense reimbursements based on initial amounts;

☐ _____; or

(a) Source of Commission Payment:

☒ (1) Broker will seek to obtain payment of the commission specified in Paragraph 11A(1) first from the seller, landlord, or their agents. If such persons refuse or fail to pay Broker the amount specified, Client will pay Broker the amount specified less any amounts Broker receives from such persons.

☐ (2) Client will pay Broker the commission specified in Paragraph 11A(1).

(b) Earned and Payable: A person is not obligated to pay Broker a commission until such time as Broker's commission is *earned* and *payable*.

(1) Broker's commission is *earned* when Client enters into an agreement to acquire property in the market area.

(2) Broker's commission is *payable*, either during the term of this agreement or after it ends, upon the earlier of:

(A) the closing of the transaction to acquire property in the market area;

(B) Client's breach of a written contract to acquire property in the market area; or

(C) Client's breach of this agreement.

(3) If Client acquires more than one property, Broker's commissions for each property acquired are earned as each property is acquired and are payable at each closing.

(c) Additional Compensation: If a seller, landlord, or their agents offer compensation in excess of the amount stated in Paragraph 11A(1) (for example, marketing incentives or bonuses to cooperating brokers) Broker may retain the additional compensation in addition to the commission specified above. Client is not obligated to pay any such additional compensation to Broker.

(d) Acquisition of Broker's Listing: Notwithstanding any provision to the contrary, if Client acquires a property listed by Broker, Broker will be paid in accordance with the terms of Broker's listing agreement with the owner and Client will have no obligation to pay Broker unless specified by a subsequent separate agreement.

☐ (2) Hourly Fees: Client will pay Broker fees at the rate of \$ _____ per hour. If Broker also receives fees under Paragraph 11A(1) or if Client acquires one of Broker's listings, Broker will

refund the hourly fees upon receipt of the fees under Paragraph 11A(1) or the listing. Broker's hourly fees are earned when Broker's services are rendered and are payable when billed.

- ☐ (3) Advance Fee: Before this agreement begins, Client will pay Broker an advance fee of \$ _____. The advance fee is earned at the time it is paid. Broker will credit the advance fee against any other fee Broker receives under this agreement at the time Broker receives the other fee.

- ☐ (4) Client's Purchase of Property Leased by Client: If Client agrees to lease property in the market area during the term of this agreement or any applicable protection period, and subsequently, during the term of the lease, including any renewal, extension, or expansion of the lease, Client agrees to purchase all or part of the property in which the leased property is located by oral or written agreement or option, Client assures Broker that the seller or Client will pay Broker, at the time the sale closes, a fee of:

- ☐ (i) _____ % of the sales price; or
☐ (ii) _____.

This Paragraph 11A(4) survives termination of this agreement. This Paragraph 11A(4) does not apply if another Texas-licensed real estate broker represents Client in the negotiations for the purchase and the other broker receives a fee for negotiating the purchase.

- ☐ (5) Renewals, Extensions, or Expansions of Property Leased by Client: If Client agrees to lease property in the market area during the term of this agreement or any applicable protection period, and subsequently, during the primary term of the lease, Client and the landlord agree to renew, extend, or expand the lease, Client assures Broker that the landlord or Client will pay Broker, at the time the renewal, extension, or expansion becomes effective, a fee of:

- ☐ (i) _____ % of all base rents to be paid over the term of the renewal or extension and the same percentage of the following items to be paid over the same term: ☐ expense reimbursements based on initial amounts _____;
☐ (ii) _____ % of all base rents to be paid over the term of the expansion and the same percentage of the following items to be paid over the same term: ☐ expense reimbursements based on initial amounts _____; or
☐ (iii) _____.

This Paragraph 11A(5) does not apply if another Texas-licensed real estate broker represents Client in the negotiations for the renewal, extension, or expansion and the other broker receives a fee for negotiating the renewal, extension, or expansion. In addition to their ordinary meanings, "extensions," "renewals," and "expansions" include new leases for more, less, or different space in the building or complex in which the property is located.

- ☐ (6) Construction: If Client uses Broker's services to procure or negotiate the construction of improvements to property that Client owns or may acquire, Client will pay Broker at the time the construction is substantially complete a fee equal to: _____.

_____. This Paragraph 11A(6) does not apply if the contractor pays Broker the amount specified in this paragraph under a separate agreement.

- ☐ (7) Service Providers: If Broker refers Client or any party to a transaction contemplated by this agreement to a service provider (for example, mover, cable company, telecommunications provider, utility, or contractor) Broker may receive a fee from the service provider for the referral.

- ☐ (8) Other: _____

B. Protection Period: "Protection period" means that time starting the day after this agreement ends and continuing for 45 days. Not later than 10 days after this agreement ends Broker may send Client written notice identifying the properties in the market area called to Client's attention during this agreement. If during the protection period Client agrees to acquire all or part of any such property, Client will pay Broker, upon closing, an amount equal to the fees Broker would have been entitled to receive had Client acquired the property during the term of this agreement. This Paragraph 11B survives termination of this agreement.

C. Excluded Properties: Under a prior representation agreement Client is obligated to pay another Texas licensed broker a fee if Client acquires, before _____, any of the following properties in the market area: _____

(excluded properties). If Client enters into a contract to acquire all or part of an excluded property before the date specified, Broker will not be entitled to receive the compensation specified in this agreement, but Client will pay Broker, upon closing, a fee equal to _____ % of the sales price if Client buys an excluded property and _____ % of all rents to be paid for the term of the lease if Client leases an excluded property.

D. County: All amounts payable to Broker are to be paid in cash in _____ **Nueces** County, Texas.

E. Escrow Authorization: Client authorizes, and Broker may so instruct, any escrow or closing agent authorized to close a transaction for the acquisition of property contemplated by this agreement to collect and disburse to Broker all amounts payable to Broker.

NOTICE: Under Chapter 62, Texas Property Code, Broker is entitled to claim a lien against the Property to secure payment of an earned commission

12. MEDIATION: The parties agree to negotiate in good faith in an effort to resolve any dispute that may arise related to this agreement or any transaction related to or contemplated by this agreement. If the dispute cannot be resolved by negotiation, the parties will submit the dispute to mediation before resorting to arbitration or litigation and will equally share the costs of a mutually acceptable mediator.

13. DEFAULT: If either party fails to comply with this agreement or makes a false representation in this agreement, the non-complying party is in default. If Client is in default, Client will be liable for the amount of compensation that Broker would have received under this agreement if Client was not in default; Broker may also terminate this agreement and exercise any other remedy at law. If Broker is in default, Client may exercise any remedy at law.

14. ATTORNEY'S FEES: If Client or Broker is a prevailing party in any legal proceeding brought as a result of a dispute under this agreement or any transaction related to or contemplated by this agreement, such party will be entitled to recover from the non-prevailing party all costs of such proceeding and reasonable attorney's fees.

15. LIMITATION OF LIABILITY: Neither Broker nor any other broker, or their associates, is responsible or liable for Client's personal injuries or for any loss or damage to Client's property that is not caused by Broker. Client will hold broker, any other broker, and their associates, harmless from any such injuries or losses. Client will indemnify Broker against any claims for injury or damage that Client may cause to others or their property.

16. ADDENDA: This agreement will be automatically amended to include the legal description of any properties Client acquires or attempts to acquire under this agreement. Addenda and other related documents which are part of this agreement are:

- ☒ A. **Information about Brokerage Services (TXR-2501)**
☐ B. _____
☐ C. _____
☐ D. _____

17. SPECIAL PROVISIONS:

18. AGREEMENT OF THE PARTIES:

- A. Entire Agreement: This document contains the entire agreement of the parties and may not be changed except by written agreement.
- B. Assignment: Neither party may assign this agreement without the written consent of the other party.
- C. Binding Effect:
(1) Client's obligations to pay Broker earned fees are binding upon Client and Client's heirs, administrators, executors, successors, and permitted assigns.
(2) If Client does not acquire a property under this agreement, but a related party of Client acquires (within the applicable periods under this agreement) a property that Broker brings to Client's attention, Broker will be entitled to all compensation under this agreement as if Client had acquired property. "Related party" means any assignee of Client, any family member or relation of Client, any officer, director, or partner of Client, any entity owned or controlled, in whole or part, by Client, and any entity that owns or controls Client, in whole or part.
- D. Joint and Several: All Clients signing this agreement are jointly and severally liable for the performance of all its terms.
- E. Governing Law: Texas law governs the interpretation, validity, performance, and enforcement of this agreement.

- F. Severability: If a court finds any clause in this agreement invalid or unenforceable, the remainder of this agreement will not be affected and all other provisions of this agreement will remain valid and enforceable.
- G. Notices: Notices between the parties must be in writing and are effective when sent to the receiving party's address, fax, or e-mail specified in Paragraph 1.

19. ADDITIONAL NOTICES:

- A. **Broker's fees and fees between brokers are not fixed, controlled, recommended, or suggested by Texas REALTORS®, its local affiliates, or any listing service. Broker's fees are negotiable.**
- B. **Broker's services are made available without regard to race, color, religion, national origin, sex, disability, or familial status. Local ordinances and the National Association of REALTORS® Code of Ethics may provide for additional protected classes (e.g., creed, status as a student, marital status, sexual orientation, or age).**
- C. **Broker is not a property inspector, surveyor, engineer, or environmental assessor. Client should seek experts to render such services for any property Client seeks to acquire.**
- D. **If Client purchases property, Client should have an abstract covering the property examined by an attorney of Client's selection, or Client should be furnished with or obtain a title policy.**

CONSULT AN ATTORNEY: Broker cannot give legal advice. This is a legally binding agreement. **READ IT CAREFULLY.** If you do not understand the effect of this agreement, consult your attorney **BEFORE** signing.

Client: South Texas Water Authority

Broker:
Broker / Company Name: Coldwell Banker
Pacesetter Steel

By: _____

License No. 455879

By: (signature) _____

By: (signature) _____

Printed Name: John Marez

Printed Name: Lynn Yaklin

Title: _____ Date: _____

Title: _____ License No. 524273

By: _____

Date: 05/19/2025

By: (signature) _____

Printed Name: _____

Title: _____ Date: _____

ATTACHMENT 3

Budget Workshop/Pay Study

Memo

To: South Texas Water Authority, Board of Directors
From: John Marez, Executive Director/Administrator
Date: April 17, 2025
Topic: BUDGET WORKSHOP: Pay Study Evergreen Solutions LLC

Background:

As part of the Board's directive to ensure STWA remains competitive in employee compensation, Evergreen Solutions LLC was engaged to conduct a comprehensive classification and compensation study. The purpose of this study is to assess STWA's current salary structure in comparison to market minimums and develop a compensation framework that supports recruitment, retention, and internal equity.

Analysis:

Based on the preliminary findings presented by Evergreen Solutions (attached), several key takeaways have emerged:

- Position Alignment: All current positions have been reviewed and retitled where appropriate to reflect standard market equivalents (e.g., "Business Manager" recommended as "Administrative Services Manager").
- Grade Structure: Evergreen has recommended a new pay grade system ranging from Grade 107 to 111, with an Executive Director classification designated as "UNG" (ungraded).
- Market Comparison: Many proposed minimum salaries fall below the market minimum. For example:
 - o The proposed minimum for the Finance Manager (\$69,856) is approximately 29% below the market minimum (\$97,994).
 - o The Operations & Maintenance Manager position is also approximately 29% below market.
 - o Conversely, some field-level roles are slightly above market, such as the Field Technician III position, which is 15% above market minimum.
- These disparities suggest that STWA may need to realign salaries to remain competitive and prevent talent attrition, especially in critical management and technical roles.

Staff Recommendation:

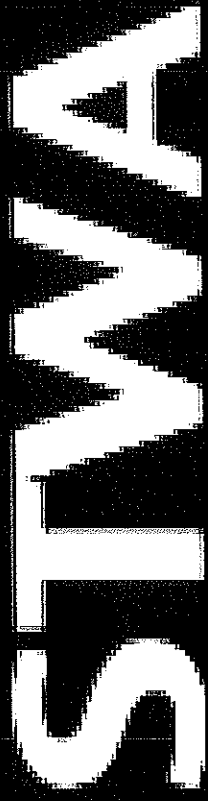
Staff recommends the approval of one overall pay increase based on: tenure, average salary based on market study, or a hybrid combination of the two.

Board Action:

Consider and adopt a Pay Grade increase that can be voted to take place during the upcoming Budget Adjustment (Effective July 1), October 1 or spread the increases over a two year Fiscal Year span 10/1/25 and 10/1/26.

Summary:

The compensation study confirms that while some field positions are competitively placed, key management roles are significantly below market. Addressing these gaps will be essential to STWA's future workforce stability. Staff will continue working with Evergreen Solutions to develop a sustainable compensation plan for Board review.



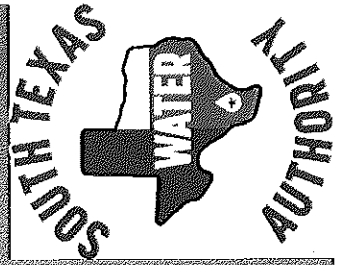
STWA

Classification and Compensation Study for South Texas Water Authority

Presentation of Results

Presented by: Rob Williamson

May 22, 2025



Evergreen Solutions, LLC

Agenda

- Study Purpose and Process
- Compensation Philosophy
- Classification Review
- Compensation Outlook
- Compensation Review
- Implementation Recommendations and Costs
- Next Steps



Study Purpose and Importance

Purpose:

- Standardize and Modernize the Compensation Structure.
- Provide recommendations to achieve a fair and competitive compensation plan.

Importance:

- Recommendations address market conditions to reestablish the desired competitive market position.
- Provide remedies to update compensation structure and retain high turn-over classifications.



Collaborative Study Process

Completed Tasks:

- ✓ Conducted Kickoff call w/ Authority Project Team.
- ✓ Assessed conditions of the current pay system and historical context.
- ✓ Onsite Orientation, Leadership Interviews and Focus Group sessions.
- ✓ Conducted internal equity analysis using a Job Assessment Tool employee survey.
- ✓ Conducted external equity analysis by surveying the market for salary to determine equitable salary ranges.

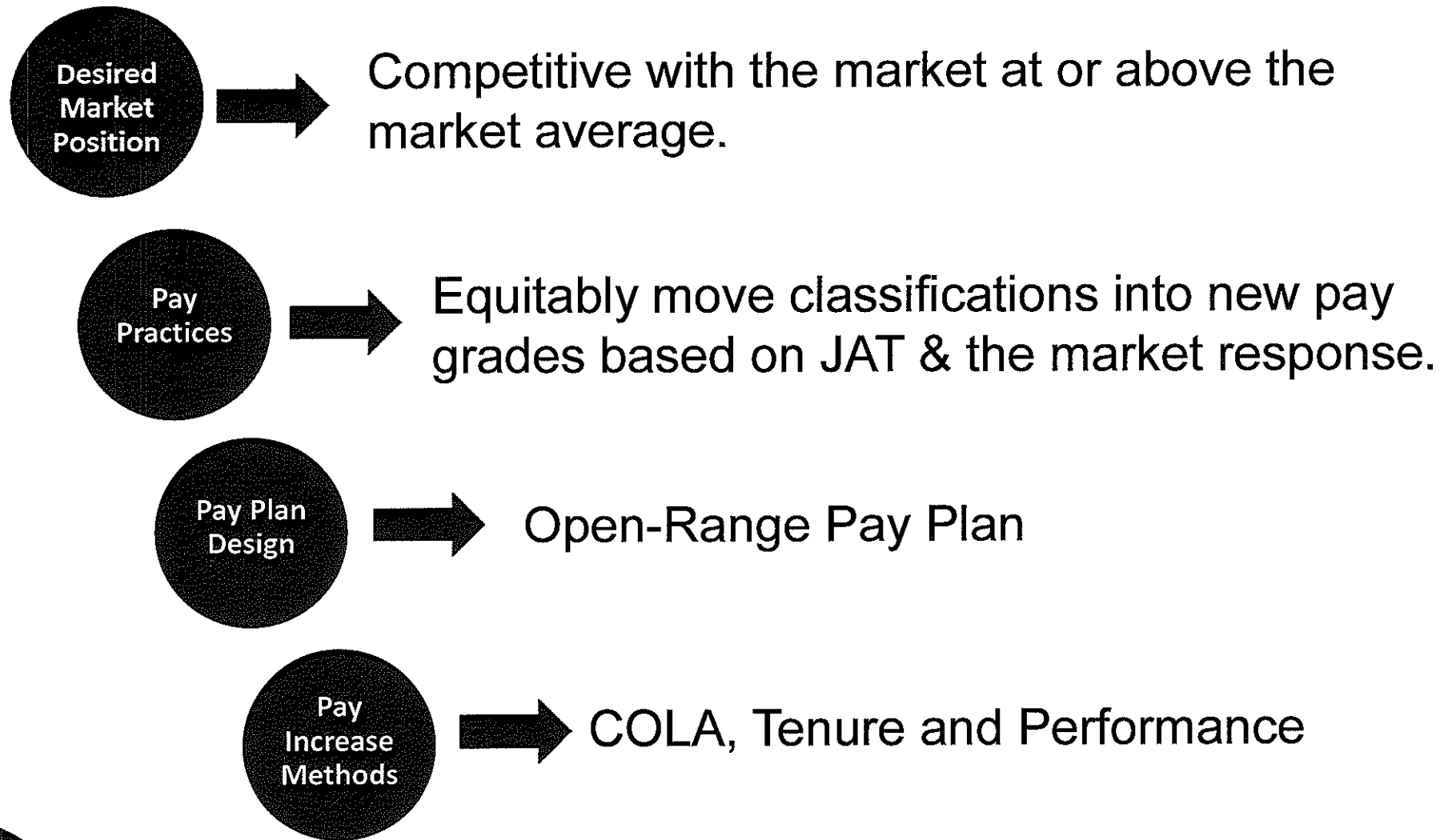
Study Process (Continued)

- ✓ Developed optional methods for moving employees into the proposed pay range assignments.
- ✓ Estimated annualized salary cost for implementing the revised plan.
- ✓ Presentation and Acceptance of Study Findings. (This meeting)
- ✓ Written Report of Study Findings. (Next Steps)
- ✓ Job Force Manager Training. (Next Steps)
- ✓ Job Description Update. (Next Steps)
- ✓ Project Close Out



Compensation Philosophy

Reviewed the compensation philosophy:



Classification Employee Participation

Conducted a Job Assessment Tool survey offered to all STWA employees and participation was extraordinary, exceeding the national average.

Results help determine internal equity and career progression.

Employee Summary		Supervisor Summary	
# Of Employee Surveys Complete	# Of Employee Surveys Incomplete	# Of Supervisor Reviews Complete	# Of Supervisor Reviews Incomplete
15	0	14	1
% Complete	% Incomplete	% Complete	% Incomplete
100.00%	0.00%	93.33%	6.67%

Classification Summary	
# of Classifications with a JAT	# of Classifications without a JAT
14	0
% Complete	% Incomplete
100.00%	0.00%

Compensation Outlook - National

National Economic Forces and shifts in post-election Policy Priorities will continue to impact Public Sector Labor Market

- Most recent Dept. of Labor report shows wages still increasing slightly, hiring slowing but steady and inflation decreasing but remaining “sticky” placing continued pressure on employee earnings. *Market forecasting 4 Fed rate cuts in 2025.*
- Dept of Labor - Year over year wage increases averaging 3.8% (March 2024). More than 28% of Americans are searching for new jobs – highest rate in 10 years. *Pool of applicants for Public Sector increasing slightly with Federal reduction in workforce. (DOL April Report: -11% Feb & -3% March *This does not include voluntary layoffs.)*
- Consumer price inflation rose 3.0% between January 2024 and January 2025 down from peak inflation of 9% in June 2022. **March 2.7% and April 2.4%*



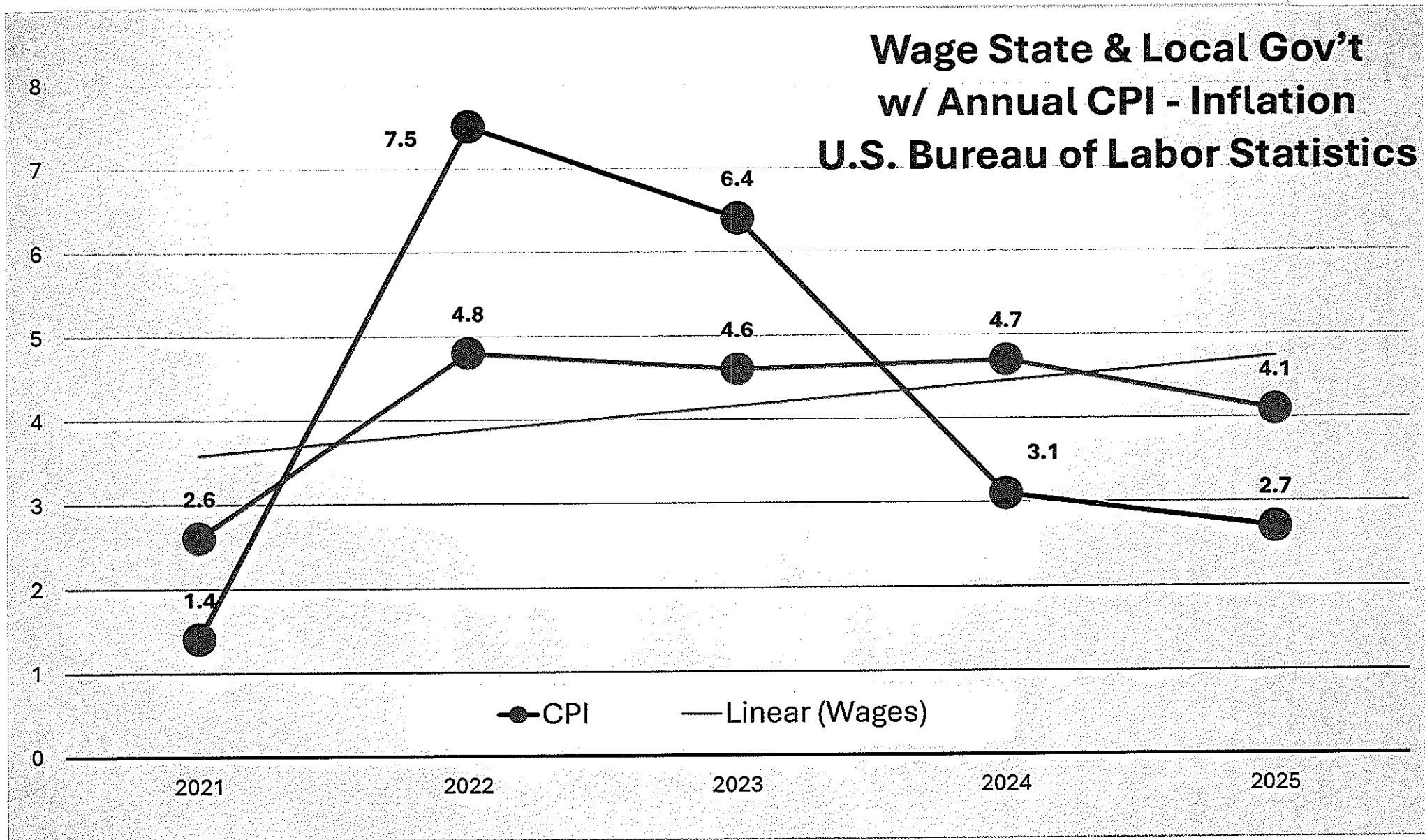
Compensation Outlook – National/State

Public Sector Labor Market Trends

- Shift in policy (D.O.G.E.) impacting staffing levels in Federal Government could see trickle down to State and Local.
 - Texas is home to approx. 129,738 federal employees. Approximately 9000 in the 34th Congressional District.
 - *Likely expect flexible scheduling if changing from Fed to Local.*
 - *Predict local governments will see more qualified applicants/Less Federal Support w/ more services absorbed by State/Local Gov't.*
- Is the Labor Market Frozen? Don't want to layoff, Don't want to change jobs, Don't want to leave home...
 - *2024 saw the first decrease in # of open jobs in public sector since 2019.*
- Agencies across the United States battling burnout, short staffing, and low engagement.
- Next Gen Talent: *Career progression, culture, work/life balance, career development, retention, flexible scheduling, community impact/connection, flexible benefits more important.*



Compensation Outlook – National



Compensation Review

*Conducted a salary survey;
collected salary range data from 12
approved market peers:*

- Survey included all job classifications.*
- average number of peer matches for each classification of 9.2.*
- For peers outside the area, data was adjusted for cost of living.*
- Data used to establish market competitive pay ranges for each job classification using the market average.*

Approved Target Peer

Alice, TX
Aransas Pass, TX
Corpus Christi Water Dept
Corpus Christi, TX
Kingsville Utilities
Kingsville, TX
New Braunfels Utilities, TX
Port Arthur, TX
Portland, TX
San Patricio Munpl Wtr Dsrct
Victoria, TX (Water Utilities)
Nueces County, TX



Market Averages – Min vs. Avg Actual

***This exhibit shows the market pay ranges at the minimum of the range compared to current average actual salaries.*

Classification	% Diff	Survey Minimum Average
ACCOUNTING ASSISTANT	-38%	\$55,360.70
BILLING CLERK	12%	\$42,453.20
BUSINESS MANAGER	5%	\$81,703.21
FIELD SUPERVISOR	-18%	\$59,403.70
FIELD TECHNICIAN I	-16%	\$40,657.52
FIELD TECHNICIAN II	2%	\$45,089.03
FINANCE MANAGER/ASSISTANT	-11%	\$97,994.55
EXECUTIVE DIRECTOR		
NEW ACCOUNTS REPRESENTATIVE	12%	\$46,207.36
O&M MANAGER	-40%	\$87,681.42
OFFICE ASSISTANT	-15%	\$39,143.60
RECEPTIONIST	-15%	\$39,143.60
SITE MAINTENANCE	-13%	\$50,829.46
CATHODIC PROTECTION TECHNICIAN	-10%	\$49,319.25
ASSISTANT CATHODIC PROTECTION TECHNICIAN	-8%	\$41,379.97
Overall Average	-11%	

Key Considerations

1. Evergreen does not recommend the reduction of individual employee salaries.
2. Desired market position will be achieved using a phased approach to bring pay ranges in alignment with market average.
3. Costs reflect a 15% cap on increases in implementation year.
4. Implementation first aligns positions with pay ranges based on JAT and the market response. Employees are then placed equitably into new pay ranges based on job classification and methodology calculation, not personalities or performance.
5. The implementation costs refers to the annual base salary cost only. Total budget impact will be provided by staff.

New Pay Plan

- 11 pay grades
- Standardize pay ranges to align with market response
- Progression increases to align with job progression

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Progression
101	\$ 37,440.00	\$ 46,800.00	\$ 56,160.00	50.0%	-
102	\$ 39,312.00	\$ 49,140.00	\$ 58,968.00	50.0%	5.0%
103	\$ 41,277.60	\$ 51,597.00	\$ 61,916.40	50.0%	5.0%
104	\$ 43,341.48	\$ 54,176.85	\$ 65,012.22	50.0%	5.0%
105	\$ 45,508.55	\$ 56,885.69	\$ 68,262.83	50.0%	5.0%
106	\$ 47,783.98	\$ 59,729.98	\$ 71,675.97	50.0%	5.0%
107	\$ 51,128.86	\$ 63,911.08	\$ 76,693.29	50.0%	7.0%
108	\$ 54,707.88	\$ 68,384.85	\$ 82,061.82	50.0%	7.0%
109	\$ 61,819.91	\$ 77,274.88	\$ 92,729.86	50.0%	13.0%
110	\$ 69,856.49	\$ 87,320.62	\$ 104,784.74	50.0%	13.0%
111	\$ 78,937.84	\$ 98,672.30	\$ 118,406.76	50.0%	13.0%
UNG	-	-	-	-	-

Key Recommendations

1. **Adopt** the proposed new compensation structure.
2. **Reassign** all job classifications to pay grades based on internal equity and the market results.
3. **Place** employees within their newly recommended pay grades based on implementation methodology with a 15% cap in year one to maintain fiscal responsibility.
4. **Select** an implementation methodology that aligns with the compensation philosophy and financial means of the City.

*Evergreen is recommending a 100/25 Hybrid Parity methodology.



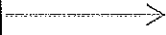
Recommendation & Costs

Implementation Option	Total Salary-Only Cost	Number of Employees Adjusted	% of Payroll
Option 1 - Hybrid Parity No cap	\$131,013.12	18	15.5%
Option 2 - 15% Cap (Year One)	\$103,388.56	18	12.2%
Year Two - Pay Range Move to Market Avg + remaining adjustment	\$75,083.51	18	8.88%

- Cost displayed is for one-time base salary adjustment at implementation of 10/1/25
- Hybrid Parity – align employees into new, market competitive pay ranges by giving 100% credit for time in current role and 25% credit for any remaining time regardless of job title.
 - Helps reduce/eliminate wage compression.
 - Values employee tenure and career progression.
 - Caps any adjustment at 15%
 - Subsequent years would move pay ranges to align with market average.

Option 2 - Phased Approach

Phase 1 – initial
placement of
employees into the
new structure



Phase 2 – move
ranges closer to
market average

Thank You!



Rob Williamson
Project Manager
Evergreen Solutions, LLC



ATTACHMENT 4

Quarterly Report/Treasurer's Report/Payment of Bills

DATE: 5-25



HAWKINS

STRONG CHARACTER QUALITY SERVICE

ALVIN OFFICE

Alvin, TX

Phone (281) 331-2739
Fax (281) 585-4295

HUNTSVILLE OFFICE

Huntsville, TX

Phone (936) 295-2739
Fax (936) 295-2741

SOUTH TX OFFICE

Alice, TX

Phone (361) 664-4295
Fax (361) 664-4293

WEST TX OFFICE

Carrizo Springs TX

Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" TREE MULCHING
INST BY: HECTOR B

ST-030080+

Invoice

S325110

Date: Mar 10, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16149	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/10/25	4/9/25

Quantity	Item	Description	Unit Price	Amount
1.00	ASERVICES	ST-030080 - 3-10-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030082 -3-11-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030085 -3-12-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030087 - 3-13-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030084 -3-14-2025 SERVICES: HAWKINS MULCHING	4,500.00	4,500.00

Subtotal
Sales Tax (8.25%)

TOTAL

22,500.00

22,500.00

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512



HAWKINS

STRONG CHARACTER QUALITY SERVICE

15,759.00

ALVIN OFFICE

Alvin, TX
Phone (281) 331-2739
Fax (281) 585-4295

HUNTSVILLE OFFICE

Huntsville, TX
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Fax (936) 295-2741

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Carriizo Springs TX
Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR B

ST-030079+

Invoice

S325111

Date: Mar 10, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/10/25	4/9/25

Quantity	Item	Description	Unit Price	Amount
		ST-030079 - 3-10-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00
2.00	ACIIOT	Class II Laborer (3 yr)-	45.00	90.00
		OT/HOL		
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE	53.50	428.00
		W/5' FORKS		
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80

		ST-030081 -3-11-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

Remit to: Hawkins Lease Service, Inc.

P.O. Box 1699 Alvin, TX 77512



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Page: 2

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Sales Rep ID	Shipping Method	Ship Date	Due Date
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Quantity	Item	Description	Unit Price	Amount
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00
2.00	ACIIOT	Class II Laborer (3 yr) -	45.00	90.00
		OT/HOL		
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE	53.50	428.00
		W/5' FORKS		
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFUEL	FUEL	168.80	168.80

		ST-030083 - 3-12-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

Remit to: Hawkins Lease Service, Inc.

P.O. Box 1699 Alvin, TX 77512



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Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/10/25	4/9/25

Quantity	Item	Description	Unit Price	Amount
2.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	90.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE W/5' FORKS	53.50	428.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80

		ST-030086 - 3-13-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00
2.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	90.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512



HAWKINS

STRONG CHARACTER QUALITY SERVICE

ALVIN OFFICE

Alvin, TX
Phone (281) 331-2739
Fax (281) 585-4295

HUNTSVILLE OFFICE

Huntsville, TX
Phone (936) 295-2739
Fax (936) 295-2741

SOUTH TX OFFICE

Alice, TX
Phone (361) 664-4295
Fax (361) 664-4293

WEST TX OFFICE

Carrizo Springs TX
Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR B

ST-030079+

Invoice

S325111

Date: Mar 10, 2025

Page: 4

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/10/25	4/9/25

Quantity	Item	Description	Unit Price	Amount
8.00	ABH420	420 CAT IT LOADER / BACKHOE W/5' FORKS	53.50	428.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80

		ST-030088 -3-14-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr) - OT/HOL	45.00	180.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE W/5' FORKS	53.50	428.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

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Phone (361) 664-4295
Fax (361) 664-4293

WEST TX OFFICE

Carrizo Springs TX
Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" TREE MULCHING
INST BY: HECTOR B

ST-030100+

Invoice

S325119

Date: Mar 24, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16149	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/17/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
1.00	ASERVICES	ST-030100 - 3-17-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030104 - 3-18-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030108 - 3-19-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030114 - 3-20-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030117 - 3-21-2025 SERVICES: HAWKINS MULCHING	4,500.00	4,500.00

Subtotal

22,500.00

Sales Tax (8.25%)

TOTAL

22,500.00

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512



HAWKINS

STRONG CHARACTER QUALITY SERVICE

At
Maricopa

17,513.70

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Alvin, TX
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Huntsville, TX
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Fax (361) 664-4293

WEST TX OFFICE

Carrizo Springs TX
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Fax (830) 876-1102

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SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR

ST-030099+

Invoice

S325120

Date: Mar 24, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/17/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
		ST-030099 - 3-17-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
16.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	632.00
4.00	AEQII	EQUIPMENT OPERATOR HEAVY	59.25	237.00
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	180.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE W/5' FORKS	53.50	428.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80

		ST-030102 - 3-18-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50

Subtotal
Sales Tax (8.25%)

TOTAL

Continued
Continued
Continued

Remit to: Hawkins Lease Service, Inc.
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Alvin, TX
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KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR

ST-030099+

Invoice

S325120

Date: Mar 24, 2025

Page: 2

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/17/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr) - OT/HOL	45.00	180.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE W/5' FORKS	53.50	428.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80
		***** ST-030107 - 3-19-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

Remit to: Hawkins Lease Service, Inc.
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Fax (361) 664-4293

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KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR

ST-030099+

Invoice

S325120

Date: Mar 24, 2025

Page: 3

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
S3065	OUR TRUCK	3/17/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
2.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	90.00
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	58.00	58.00

		ST-030113 - 3-20-2025		
16.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	632.00
4.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	237.00
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	180.00
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE w/5' FORKS	53.50	428.00

Subtotal

Continued

Sales Tax (8.25%)

Continued

TOTAL

Continued

Remit to: Hawkins Lease Service, Inc.

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Fax (361) 664-4293

WEST TX OFFICE

Carriizo Springs TX
Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR

ST-030099+

Invoice

S325120

Date: Mar 24, 2025

Page: 4

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/17/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00
1.00	AFSUR	FUEL SURCHARGE	168.80	168.80

		ST-030116 - 3-21-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
16.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	632.00
4.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	237.00
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr) -	45.00	180.00
		OT/HOL		
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE	53.50	428.00
		W/5' FORKS		
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
8.00	A850DOZER	850 DOZER	85.00	680.00

Subtotal

Sales Tax (8.25%)

TOTAL

Continued

Continued

Continued

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512



At Maria's



HAWKINS

STRONG CHARACTER QUALITY SERVICE

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Alvin, TX

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Huntsville, TX

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Fax (936) 295-2741

SOUTH TX OFFICE

Alice, TX

Phone (361) 664-4295

Fax (361) 664-4293

WEST TX OFFICE

Carizo Springs TX

Phone (830) 876-2739

Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" TREE MULCHING
INST BY: HECTOR

ST-030120+

Invoice

S325122

Date: Mar 24, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16149	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/24/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
1.00	ASERVICES	ST-030120 - 3-24-2025 SERVICES: HAWKINS MULCHING *****	4,500.00	4,500.00
1.00	ASERVICES	ST-030123 - 3-25-2025 SERVICES: HAWKINS MULCHING	4,500.00	4,500.00

Subtotal

Sales Tax (8.25%)

TOTAL

9,000.00

9,000.00

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512



HAWKINS

STRONG CHARACTER QUALITY SERVICE

4,254.90

ALVIN OFFICE

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Phone (281) 331-2739
Fax (281) 585-4295

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Huntsville, TX
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Fax (936) 295-2741

SOUTH TX OFFICE

Alice, TX
Phone (361) 664-4295
Fax (361) 664-4293

WEST TX OFFICE

Carrizo Springs TX
Phone (830) 876-2739
Fax (830) 876-1102

Sold To:

SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR B

ST-030119+

Invoice

S325123

Date: Mar 24, 2025

Page: 1

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
83065	OUR TRUCK	3/24/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
		ST-030119 - 3-24-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	ACII	Class II Laborer (3 yr)	30.00	240.00
2.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	90.00
10.00	A1/2TT	1/2 TON TRUCK/TOOLS	26.00	260.00
10.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	15.00
1.00	ACS	CHAINSAW	99.19	99.19
1.00	AFSUR	FUEL SURCHARGE	35.91	35.91

		ST-030122 - 3-25-2025		
8.00	AF	FOREMAN	39.50	316.00
2.00	AFOT	OVERTIME FOREMAN	59.25	118.50
8.00	AEQII	EQUIPMENT OPERATOR HEAVY	39.50	316.00
2.00	AEQIIOT	OVERTIME EQUIPMENT OPER HEAVY	59.25	118.50
16.00	ACII	Class II Laborer (3 yr)	30.00	480.00
4.00	ACIIOT	Class II Laborer (3 yr)- OT/HOL	45.00	180.00

Subtotal
Sales Tax (8.25%)

TOTAL

Continued
Continued
Continued

Remit to: Hawkins Lease Service, Inc.
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Fax (936) 295-2741

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Alice, TX
Phone (361) 664-4295
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Carriazo Springs TX
Phone (830) 876-2739
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SOUTH TEXAS WATER AUTHORITY
2302 E SAGE ROAD
KINGSVILLE, TX 78363

Ship To

SOUTH TEXAS WATER AUTHORITY
42" CLEARING
INST BY: HECTOR B.

ST-030119+

Invoice

S325123

Date: Mar 24, 2025

Page: 2

Customer ID	Customer PO	Payment Terms	
S24	16139	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
53065	OUR TRUCK	3/24/25	4/23/25

Quantity	Item	Description	Unit Price	Amount
10.00	A3/4UT	3/4 TON UTILITY/TRUCK	32.00	320.00
8.00	ABH420	420 CAT IT LOADER / BACKHOE	53.50	428.00
		W/5' FORKS		
10.00	ATGT	TRUCK/GOOSENECK TRAILER	63.50	635.00
20.00	A4WDV	4 WHL DR VEH, ADD ON	1.50	30.00
1.00	AFSUR	FUEL SURCHARGE	138.30	138.30

Subtotal

4,254.90

Sales Tax (8.25%)

TOTAL

4,254.90

Remit to: Hawkins Lease Service, Inc.
P.O. Box 1699 Alvin, TX 77512

ATTACHMENT 5

Field Reports

Memorandum

To: South Texas Water Authority Board of Directors and John Marez, Administrator
From: Patrick Sendejo, O&M Manager / Victor Gutierrez, Field Supervisor
Date: May 19th 2025
Re: O&M Technical Report

During the Week of April 21st 2025:

Admin:

- Review GPS Records
- Update Daily Water Loss
- TRWA Apprenticeship Weekly Hours Update (Noe Moreno).
- Basic Water Training/Locate Training/CSI Training/Standard Operation Procedure Training.

Operations:

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42” line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
- Weekly CL 17 Verification
- Bac T Samples STWA/NWSC/RWSC
- Locates – STWA, RWSC & NWSC
- Completed service orders for NWSC & RWSC.
- Completed Taps – (1)

Safety & Maintenance:

- Safety Meeting: **Implement new Job Safety Analysis form for safety meetings to discuss preventative procedures to address safety concerns before they occur. Also to verify staff has all safety equipment needed to complete task safely.**
- (Open crew discussion of safety concerns, and Crew discussions on all aspects of preventative maintenance, which includes time for any Q&A.)**
- Generators – Exercise Transfer Switch
- Weekly/Monthly Preventative Maintenance – Heavy Equipment, Lawn care equipment, Leak equipment, Pump-station equipment.
- Daily Vehicle Maintenance Report – Interior, Exterior & Under the Hood Inspections

Cathodic Protection:

- Weekly Monitoring of Rectifiers
- Assist with GIS system updates for 42” line and the Corporations
- Continue to assist with locates for STWA, NWSC, RWSC
- Updating diamond maps to assist with correcting water line locations etc.

During the Week of April 28th 2025:

Admin:

- Review GPS records
- Update Daily Water Loss
- City Gallons Report
- TRWA Apprenticeship Weekly Hours Update (Noe Moreno)
- Basic Water Training/Locate Training/CSI Training/ Standard Operation Procedure Training.

Operations:

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42" line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
- Weekly CL17 Verification
- Meter Lockouts – NWSC, RWSC
- Locates – STWA, RWSC, NWSC
- Completed Service Orders for NWSC and RWSC
- Completed Taps - (2)

Safety & Maintenance:

Safety Meeting:

(Open Crew discussions on all aspects of preventative maintenance, which includes time for any Q&A.) (JSA preventative hazard safety meeting to address any potential hazard.)

Generators – Exercise Transfer Switch.

Weekly Preventative Maintenance – Heavy Equipment, Lawn care equipment, Leak equipment, Pump-station equipment.

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

Cathodic Protection:

Weekly Monitoring of Rectifiers

Assist with GIS system updates for 42" line and the Corporations

Continue to assist with locates for STWA, NWSC, RWSC

Updating diamond maps to assist with correcting water line locations etc.

During the Week of May 5th 2025:

Admin:

Review GPS records
Update Daily Water Loss
TRWA Apprenticeship Hour Updates (Noe Moreno)
Basic water course attended by Hector Barbosa and Victor Deleon
Basic Water Training/Locate Training/CSI Training/Standard Operation
Procedure Training.

Operations:

Collect/Monitor NAP samples – STWA, RWSC & NWSC
Monitor Residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42" line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
Weekly CL 17 Verification.
NWSC/RWSC Meter Readings
Locates – STWA, RWSC, NWSC
Completed service orders for NWSC and RWSC
Completed Taps – (Scheduled for week of 5/12/2025)

Safety & Maintenance:

Safety Meeting:

Training on locates/and technical operational pumpstation troubleshooting techniques.

(Open crew discussion of safety concerns, Crew discussions on all aspects of preventative maintenance, which includes time for any Q&A.) (JSA preventative hazard safety meeting to address any potential hazard.)

Attended Hurricane Conference 2025

Certified stop the bleed course completed at Hurricane Conference.

Generators – Exercise Transfer Switch

Weekly Preventative Maintenance – Heavy Equipment, Lawn care equipment, Leak equipment, Pump-station equipment.

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

Cathodic Protection:

Weekly Monitoring of Rectifiers

Assist with GIS system updates for 42" line and the Corporations

Continue to assist with locates for STWA, NWSC, RWSC

Updating diamond maps to assist with correcting water line locations etc.

During the Week of May 12th 2025

Admin:

- Review GPS records
- Update Daily Water Loss
- TRWA Apprenticeship Hour Updates (Noe Moreno)
- Basic Water Training/Locate Training/CSI Training/Standard Operation Procedure Training.

Operations:

Repaired (2) transmission line on CR38 between CR103 and FM70 Agua dulce.

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor Residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42" line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
- Weekly CL 17 Verification
- Locates – STWA, RWSC, NWSC
- Completed service orders for NWSC and RWSC
- Completed Taps/Extensions – (scheduled for week 5/12/2025)

Safety & Maintenance:

Safety Meeting:

(Open crew discussion of safety concerns, Crew discussions on all aspects of preventative maintenance, which includes time for any Q&A.) (JSA preventative hazard safety meeting to address any potential hazard.)

- Generators – Exercise Transfer Switch
- Weekly Preventative Maintenance – Heavy Equipment, Lawn care equipment, Leak equipment, Pump-station equipment.
- Daily Vehicle Maintenance Report - Interior, Exterior & Under the Hood Inspections

Cathodic Protection:

- Weekly Monitoring of Rectifiers
- Called in locates for Visual inspection of locations in question that need attention.
- Assist with GIS system updates for 42" line and the Corporations
- Continue to assist with locates for STWA, NWSC, RWSC
- Updating diamond maps to assist with correcting water line locations etc.

During the Week of May 19th 2025

Admin:

- Review GPS records
- Update Daily Water Loss
- TRWA Apprenticeship Hour Updates (Noe Moreno)
- Basic Water Training/Locate Training/CSI Training/Standard Operation Procedure Training.

Operations:

- Collect/Monitor NAP samples – STWA, RWSC & NWSC
- Monitor Residuals (Total, Free, Mono, FAA) for the Driscoll Booster Station on the 42" line – Driscoll Before, Ave G, CR 16, Kingsville Meter Run & RWSC Meter Run @ Office
- Weekly CL 17 Verification
- Locates – STWA, RWSC, NWSC
- Completed service orders for NWSC and RWSC
- Completed Taps/Extensions – (Scheduled for week of 5/19/2025)

Safety & Maintenance:

- Safety Meeting:
(Open crew discussion of safety concerns, Crew discussions on all aspects of preventative maintenance, which includes time for any Q&A.) (JSA preventative hazard safety meeting to address any potential hazard.)
- Generators – Exercise Transfer Switch
- Weekly Preventative Maintenance – Heavy Equipment, Lawn care equipment, Leak equipment, Pump-station equipment.
- Daily Vehicle Maintenance Report - Interior, Exterior & Under the Hood Inspections

Cathodic Protection:

- Weekly Monitoring of Rectifiers
- Called in locates for Visual inspection of locations in question that need attention.
- Assist with GIS system updates for 42" line and the Corporations
- Continue to assist with locates for STWA, NWSC, RWSC
- Updating diamond maps to assist with correcting water line locations etc.

Current Projects:

Working with ICE on Master plan surveys and preparations for repairs.
Continue to revise GIS Digital maps to improve coordinates of water lines and meter locations.

Working on improvements of SCADA system for quick response time for alerts to address issues before they occur.

Replacement of Master meter at Kingsville due to meter malfunction. Currently waiting on part.

Replacement of RWSC PS1 Master Meter due to meter malfunction.
(COMPLETED as of 5/5/2025)

Working on RWSC TCEQ inspection resolutions. Complete by 6/1/2025.

Working on residual concerns in Agua Dulce, after tank collapse at Central PS. chlorine booster not available to assist with boosting to Agua Dulce. Need replacement booster asap. (currently have a temporary resolution in the meantime).

Working on a Field Guide with SOP procedures for field staff in training to have a checklist to help guide them during an emergency situation. (nothing in place before).

Preparing field staff in training for water courses to get them licensed to become water operators to better serve our customers and build a more reliable team with knowledge of basic water treatment.

Preparing myself and field supervisor for courses to obtain a Class B water license to expand our knowledge to better serve STWA and its customers.

Obtaining this license will improve our knowledge and experience moving forward into our managerial duties.

CP Report 4-30 to 5-16-25

42 main Line Digs

The CP Department has been working on locating and marking areas of concern and making one calls to prepare for digs on the 42" line based on a Survey done in 1995

I found parts of this report in an Assessment report by Russell corrosion company after doing some research on the **1995 report** a follow up study had not been addressed. The analysis that was done in 1995 by Harco (CORRPRO) was due to the failure in 1994. The locations were part of an 11 site digs by CORRPRO

Broken bonds were found but not repaired as seen on pictures. I have since made preparations to excavate the 11 locations and verify and or repair if needed.

Possible active corrosion may be present at these locations please see **(reports and pics)**

Dig at Martin Marietta property began on 5-12-25 Dig #s 6,7,8,9

ARV Valves

ARV vaults have been cleaned up for future inspections and line of sight visibility. ARV valves corrosion is still of high concern and a plan is in the works to rehab valves and prevent further corrosion.

42" line at Martin Marietta Materials Yard

Some gravel still remains on our ROW but not as deter mental as before
CP will remove as time permits

Creek and Drainage Ditch Crossings

CP is working on marking all water crossings with very visible signs

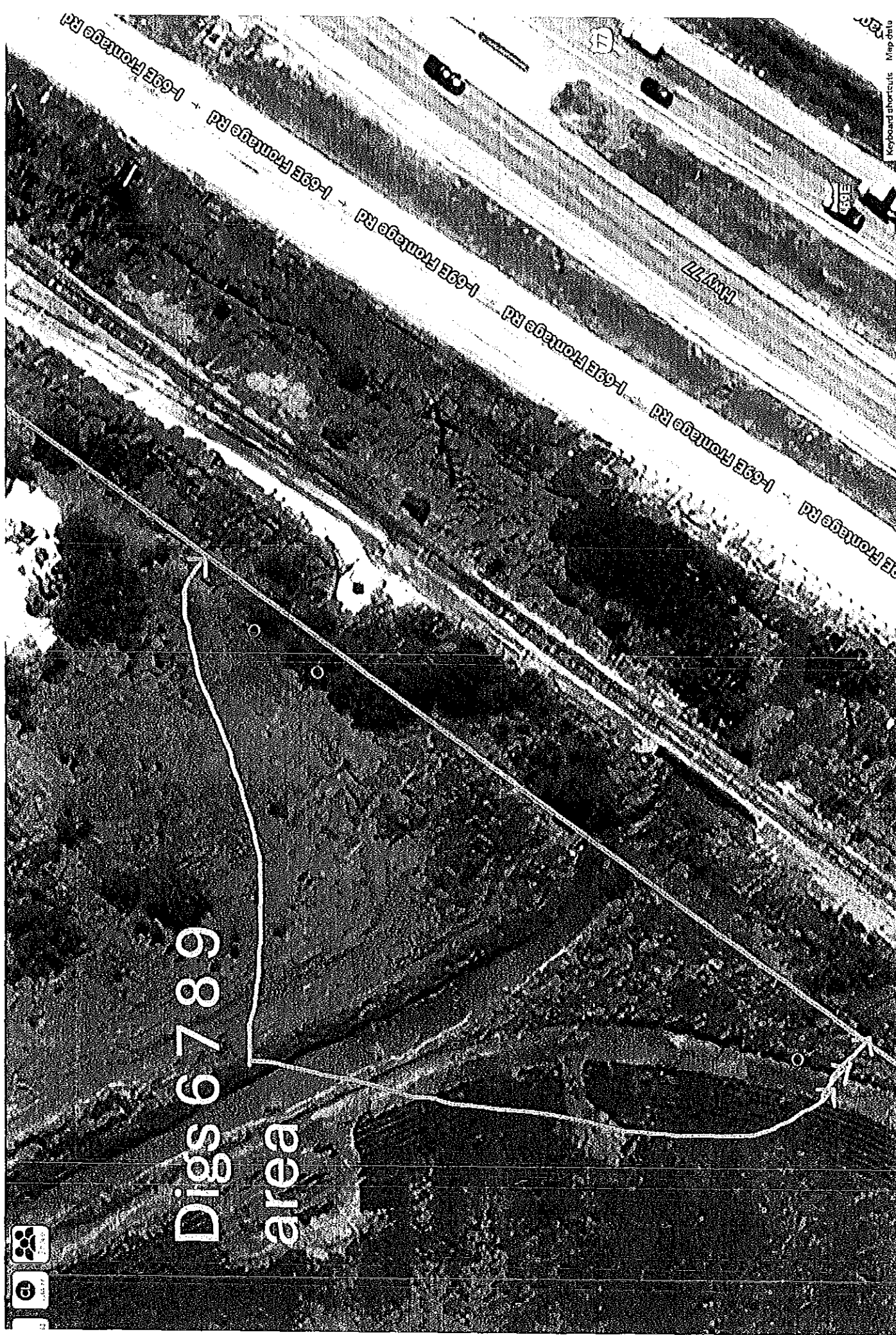
San Fernando Creek valve. CP is planning to excavate valve to evaluate if corrosion is present.

Thank you, Hector Barbosa,

NACE Cp Technologist



Digs 6789
area



42-Inch Water Pipe Line

May 4, 1995

Contract #2

HB

Should Be at 1011+27

In Reference to picture

I Excavation No. 9 This
Station No. 1007+25 (Corpro Survey SN)

at
Martin Marietta

Potential Measurements in Volts - North to South

	Top of Pipe	West Side	East Side	Bottom
North End	-0.313	-0.308	-0.333	
Joint	-0.296	-0.358	-0.350	
	-0.342	-0.366	-0.333	
	-0.379	-0.374	-0.344	
	-0.368	-0.346	-0.382	
	-0.485	-0.388	-0.381	
	-0.569	-0.411	-0.409	
	-0.447	-0.362	-0.378	
Flow	-0.271	-0.390	-0.308	
	-0.288	-0.380	-0.314	
	-0.307	-0.350	-0.333	
	-0.331	-0.511	-0.358	
	-0.249	-0.384	-0.307	
	-0.263	-0.384	-0.356	
	-0.267	-0.413	-0.338	
	-0.330	-0.403	-0.351	
South End	-0.354	-0.436	-0.376	
Joint	-0.373	-0.484	-0.348	-0.443

27.761044

97.683866

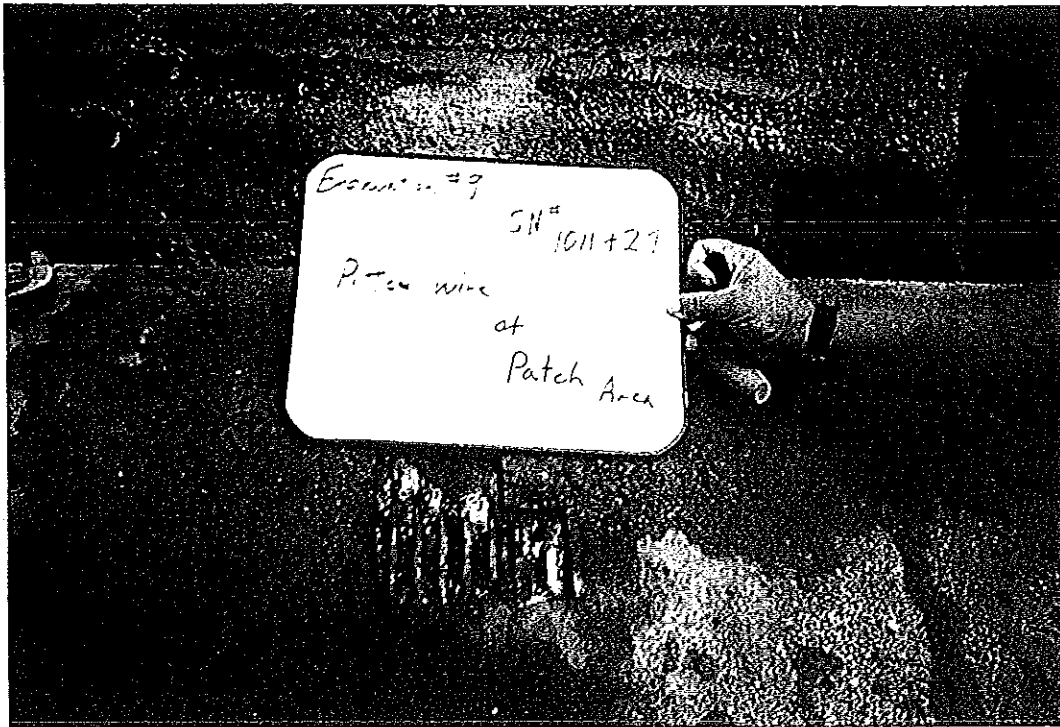
Pipe-to-soil potential - -0.533 volts CSE at North End.

Results of soil sample analysis. Three samples obtained:

pH	7.7 to 8.9
Chlorides	5 to 68 ppm
Resistivity	1,005 to 2,227 ohm-cm

II. Comments

1. Corrosion rust stains at both ends near joints and at patch area 15 feet South of North Joint.
2. Wires and cylinder were exposed for inspection at the patch area. Corrosion pitting found on wire.
3. Mortar thickness at point of contact is 3/4-inch.
4. Pipe joint was tested for delaminations. Some delamination has occurred at the patch area.



EXCAVATION NO. 9
CORRODING REINFORCING WIRE

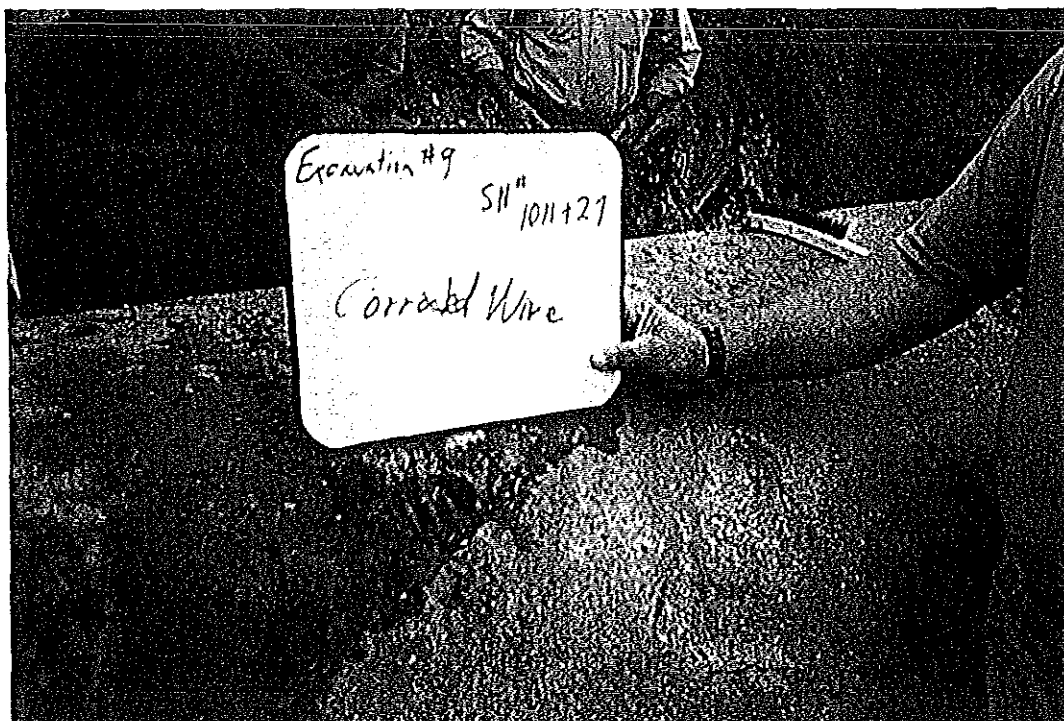


EXCAVATION NO. 9
NORTH TO SOUTH



EXCAVATION NO. 9

NORTH JOINT



EXCAVATION NO. 9

CORRODING REINFORCING WIRE

42-Inch Water Pipe Line

29.761148
- 97.683812

May 3, 1995

This makes no
Reference
to picture
Excavation No. 8
Station No. 1030+00 ?
?

1011+53
Pictures are
1011/53
SIA no
Marten Marrietta
Property
an
Entsment

Potential Measurements in Volts - North to South

	Top of Pipe	West Side	East Side	Bottom
North End Joint	-0.658	-0.447	-0.508	-0.488
	-0.655	-0.561	-0.551	
	-0.516	-0.525	-0.554	
	-0.650	-0.625	-0.594	
	-0.667	-0.643	-0.618	
	-0.669	-0.648	-0.650	
	-0.667	-0.643	-0.653	-0.585
	-0.660	-0.645	-0.651	
Flow	-0.667	-0.642	-0.610	-0.448
	-0.670	-0.652	-0.625	
	-0.675	-0.645	-0.654	
	-0.658	-0.641	-0.660	
	-0.663	-0.643	-0.669	
	-0.656	-0.657	-0.650	
	-0.650	-0.641	-0.656	
	-0.658	-0.654	-0.674	
South End Joint	-0.659	-0.652	-0.670	
	-0.657	-0.654	-0.675	-0.487

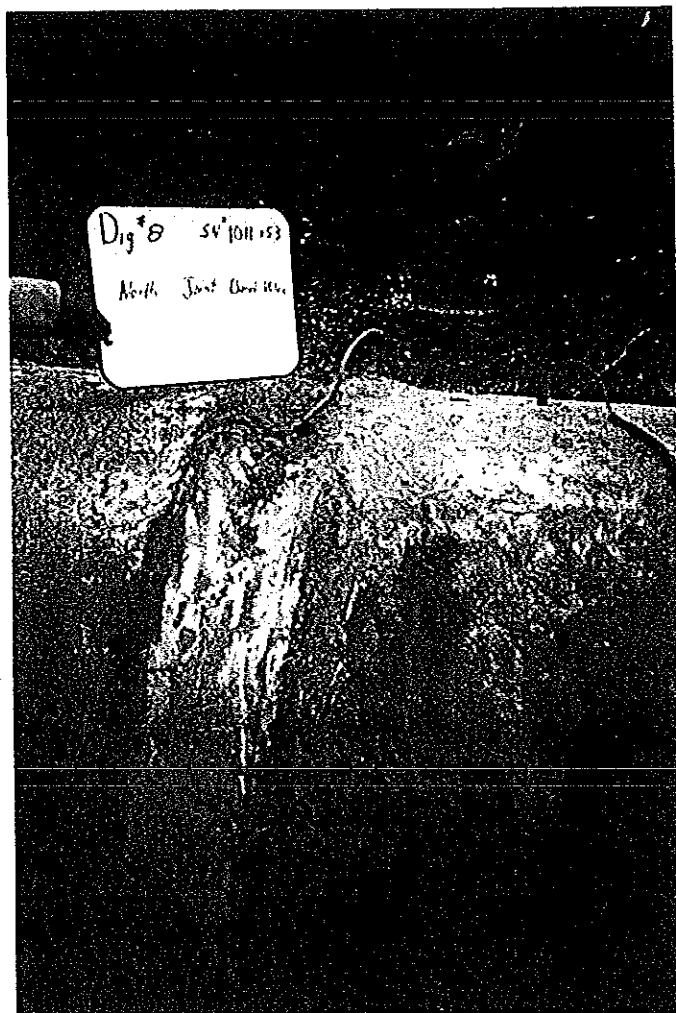
Pipe-to-soil potentials - -0.625 volts CSE at North end and -0.536 CSE at South end.

Results of soil sample analysis. Three samples obtained:

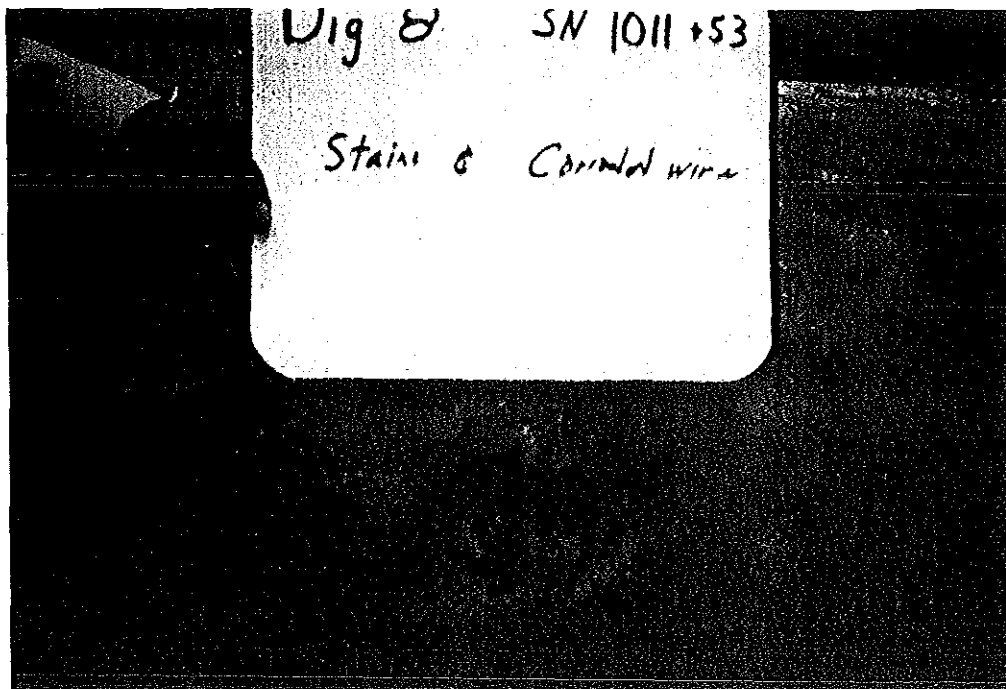
pH	8.1 to 8.5
Chlorides	4 to 137 ppm
Resistivity	591 to 2,865 ohm-cm

II. Comments

1. Some rust staining near North joint and 6 feet North of South Joint.
2. Continuity bond cables appear to be intact at both ends.
3. Pipe joint was tested for delaminations. None were found.
4. Mortar thickness at point of contact was approximately 3/4-inch.

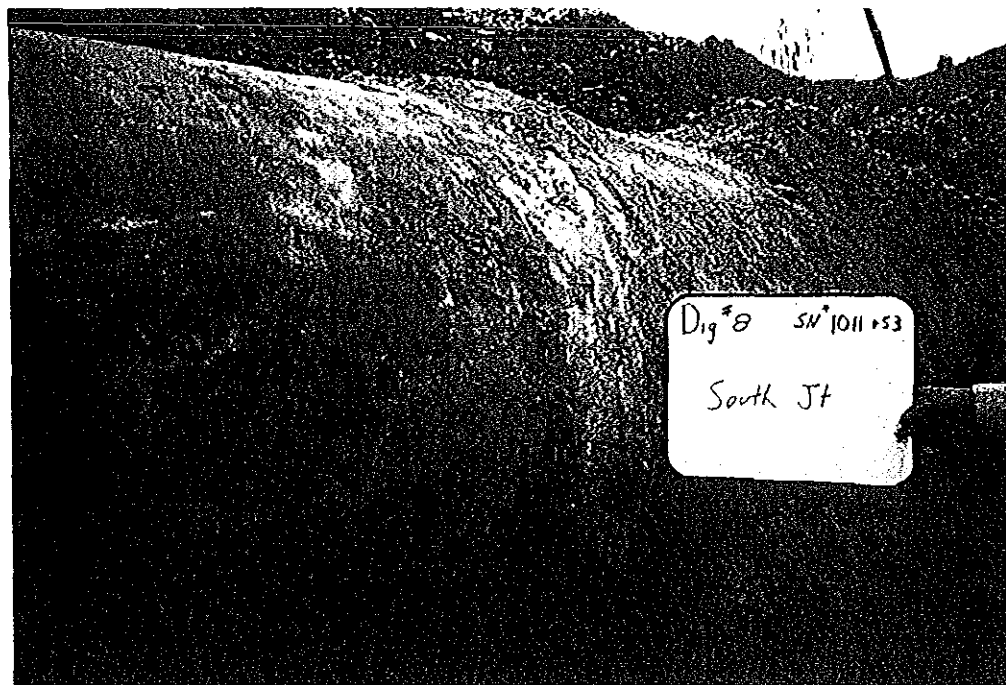


EXCAVATION NO. 78
NORTH JOINT



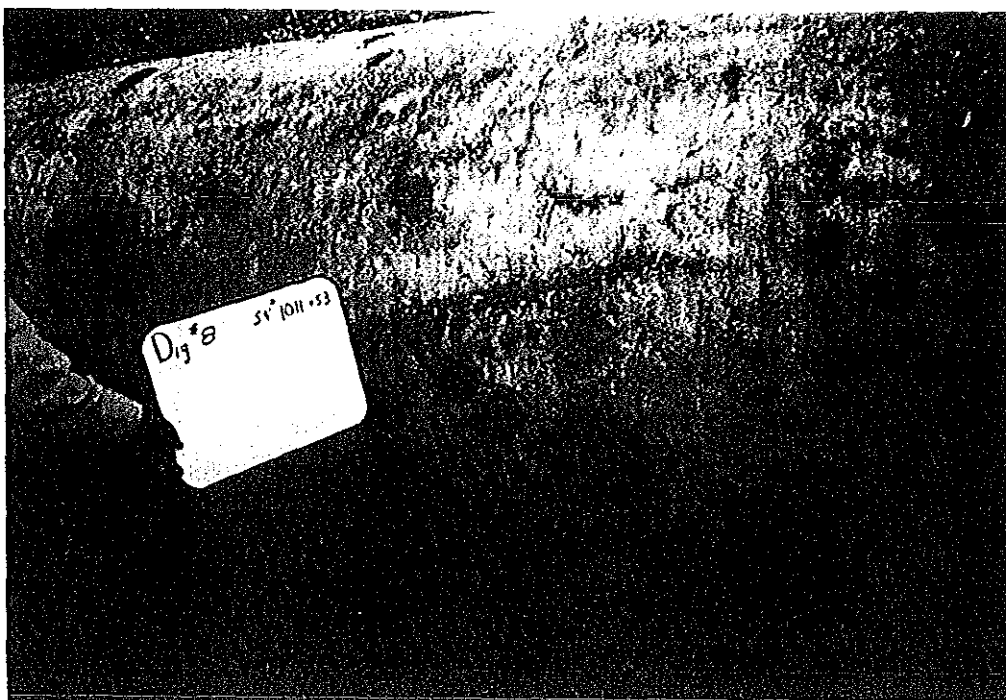
EXCAVATION NO. 7 8

CORROSION OF REINFORCING WIRE



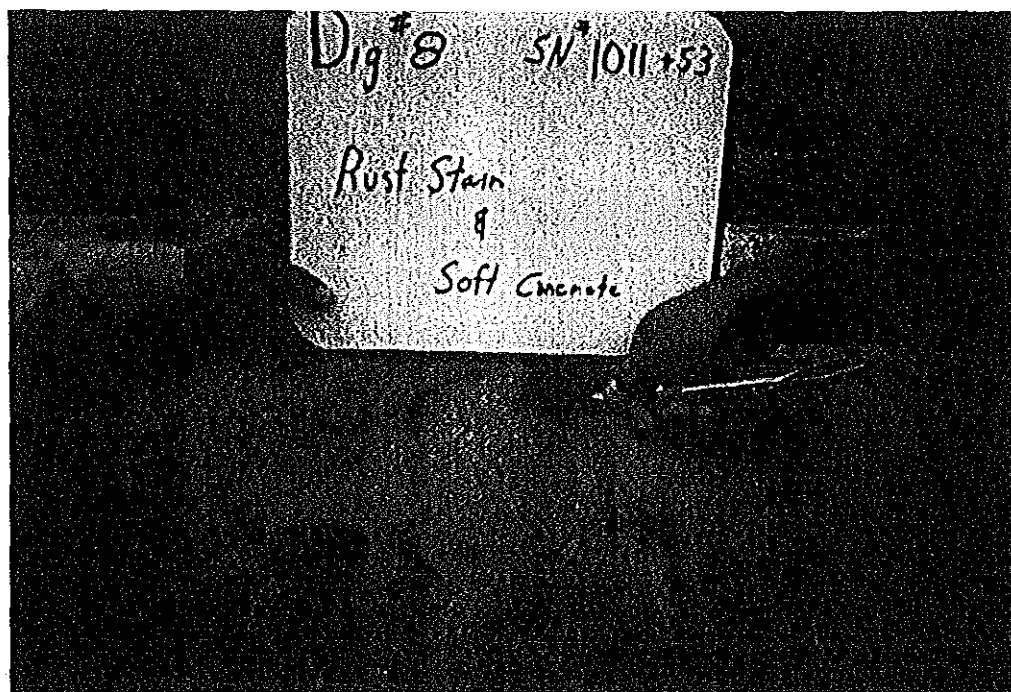
EXCAVATION NO. 7 8

SOUTH JOINT



EXCAVATION NO. 7-8

EAST SIDE



EXCAVATION NO. 7-8

42-Inch Water Pipe Line

May 3, 1995

AREA AS BOLT

= to 1011+53 MIN AREA

I Excavation No. 7
Station No. 1024+03
733

Potential Measurements in Volts - North to South

	<u>Top of Pipe</u>	<u>West Side</u>	<u>East Side</u>	<u>Bottom</u>
North End	-0.364	-0.487	-0.383	-0.466
Joint	-0.425	-0.464	-0.310	
^	-0.412	-0.438	-0.342	
	-0.419	-0.456	-0.149	
	-0.356	*-0.518	-0.215	
	-0.188	*-0.573	-0.188	
	-0.496	-0.307	-0.270	
	*-0.544	-0.449	-0.298	-0.360
Flow	*-0.611	*-0.661	-0.187	-0.423
	-0.480	-0.532	-0.436	-0.562
	-0.445	-0.552	-0.267	0-.638
	-0.567	-0.528	-0.248	
	-0.548	-0.428	*-0.526	
	*-0.564	-0.464	-0.529	
	-0.575	-0.368	-0.496	
	-0.578	*-0.632	-0.520	
South End	-0.446	*-0.576	-0.527	
Joint	-0.290	-0.578	*-0.601	

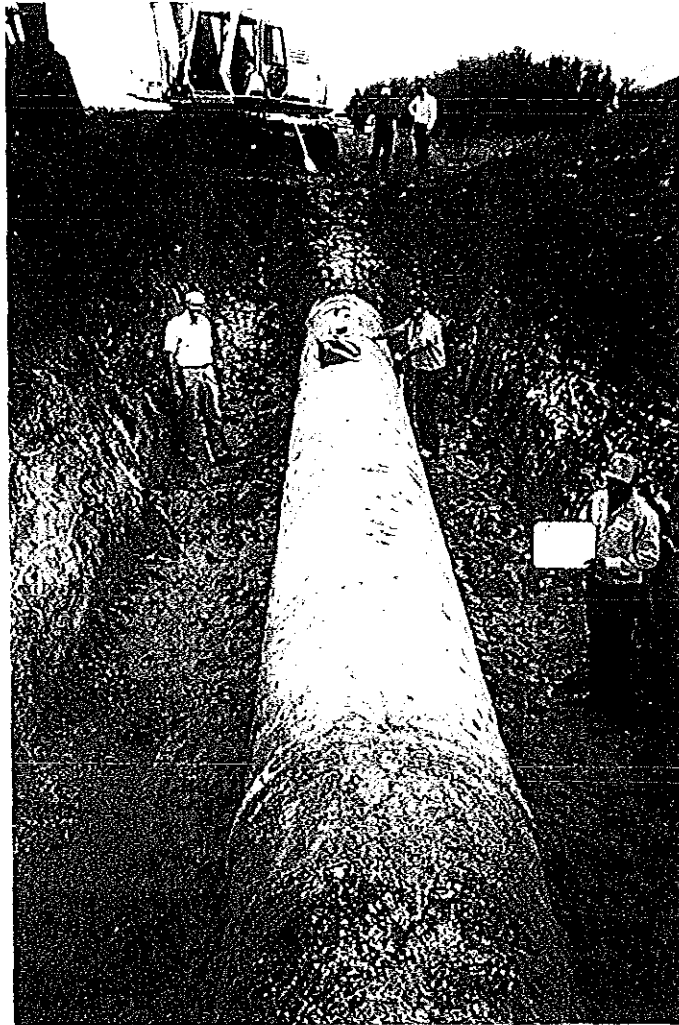
Pipe-to-soil potentials - -0.495 CSE North end and -0.524 CSE South end. (*) indicates points of apparent active corrosion.

Results of soil sample analysis. Three samples obtained:

pH	7.9 to 9.6
Chlorides	7 to 70 ppm
Resistivity	1,049 to 3,401 ohm-cm

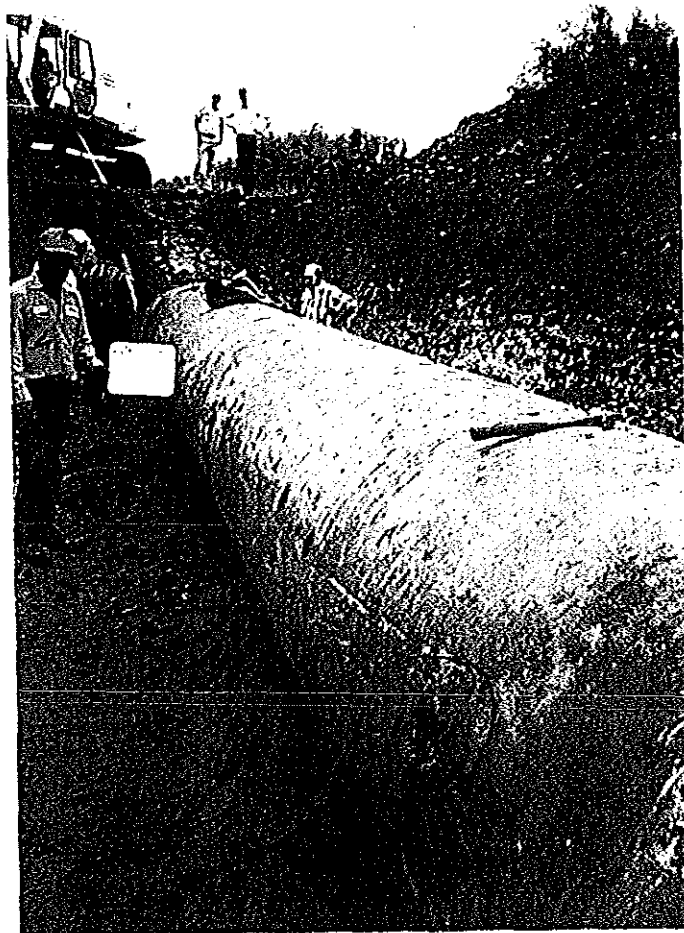
II. Comments

1. Pipe joint is apparently poor condition. Many corrosion areas showing significant rust staining.
2. Pipe was tested for delaminations. None were found.
3. Continuity joint bond cable at North end was broken.
4. Mortar thickness at point of contact was 3/4-inch.



EXCAVATION NO. 7

AS-BUILT SN 1024+03, SURVEY SN 1011+53, SOUTH TO NORTH



EXCAVATION NO. 7

WEST SIDE

42-Inch Water Pipe Line

Contract 2

May 3, 1995

Diaper Bonds
not coated

I Excavation No. 6
Station No. 1019+20

IN Reference to pic
Should be at
1007 + 25 as built

Potential Measurements in Volts - North to South

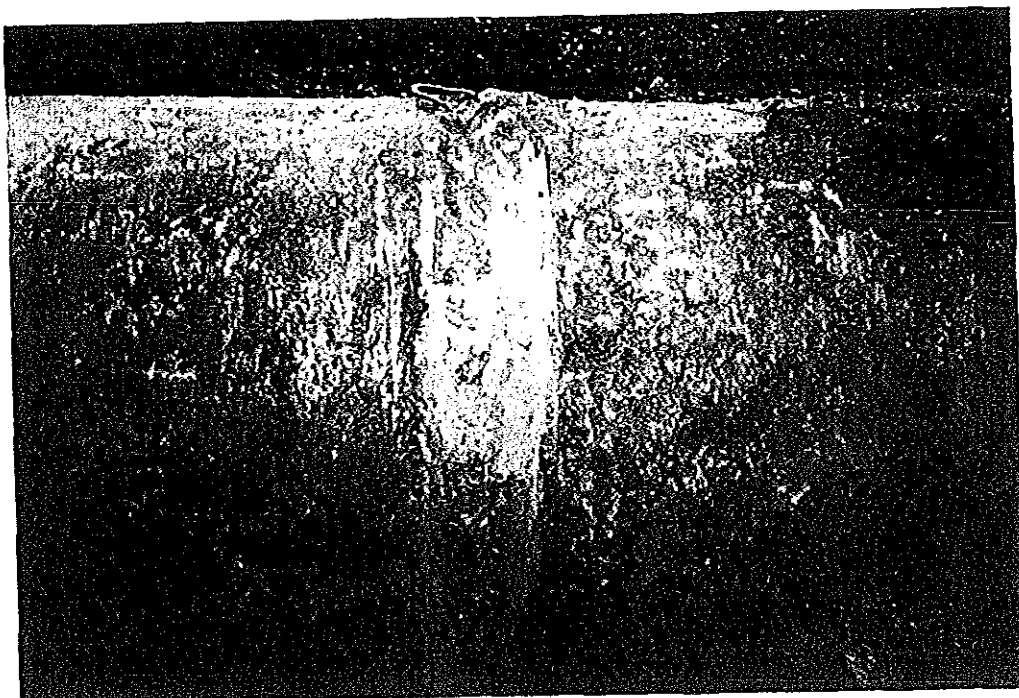
	Top of Pipe	West Side	East Side	Bottom
North End	-0.391	-0.382	-0.392	-0.292
Joint	-0.317	-0.304	-0.233	
^	-0.343	-0.351	-0.311	
	-0.363	-0.385	-0.393	
	-0.399	-0.378	-0.383	
	-0.402	-0.396	-0.383	
	-0.406	-0.402	-0.383	
	-0.328	-0.369	-0.335	
Flow	-0.303	-0.351	-0.376	
	-0.351	-0.374	-0.364	-0.356
	-0.540	-0.391	-0.445	-0.360
	-0.294	-0.345	-0.295	-0.328
	-0.355	-0.377	-0.379	-0.300
	-0.341	-0.376	-0.339	-0.349
	-0.311	-0.319	-0.299	
South End	-0.263	-0.250	-0.218	
Joint	-0.296	-0.284	-0.227	
	-0.323	-0.309	-0.279	
	-0.318	-0.326	-0.262	-0.294

Results of soil sample analysis. Three samples obtained:

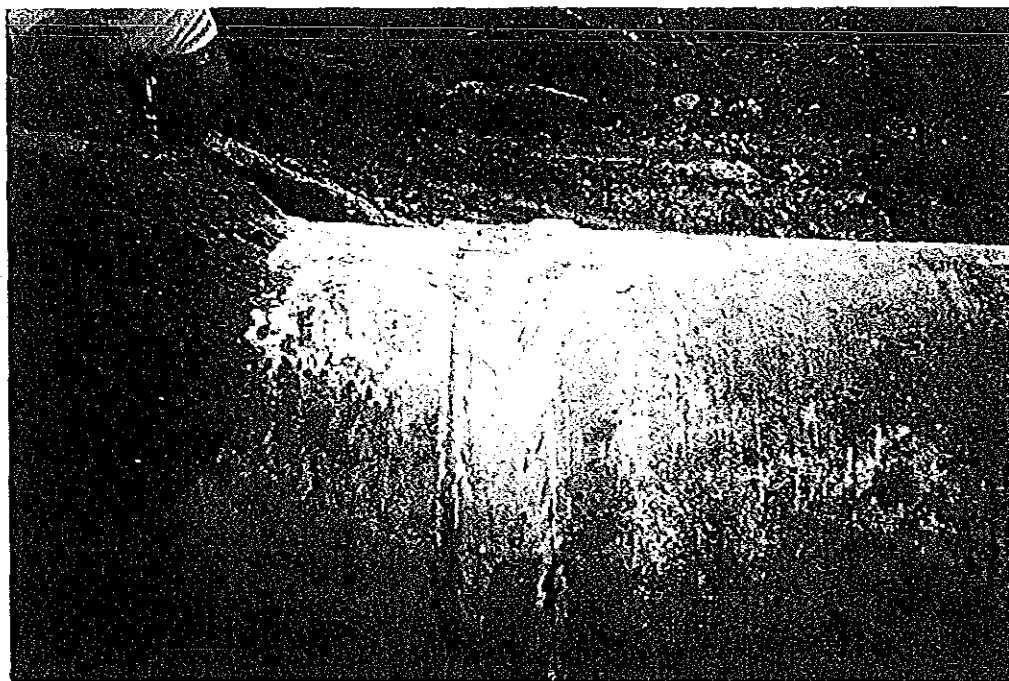
pH	7.7 to 8.9
Chlorides	5 to 68 ppm
Resistivity	1,073 to 2,227 ohm-cm

II. Comments

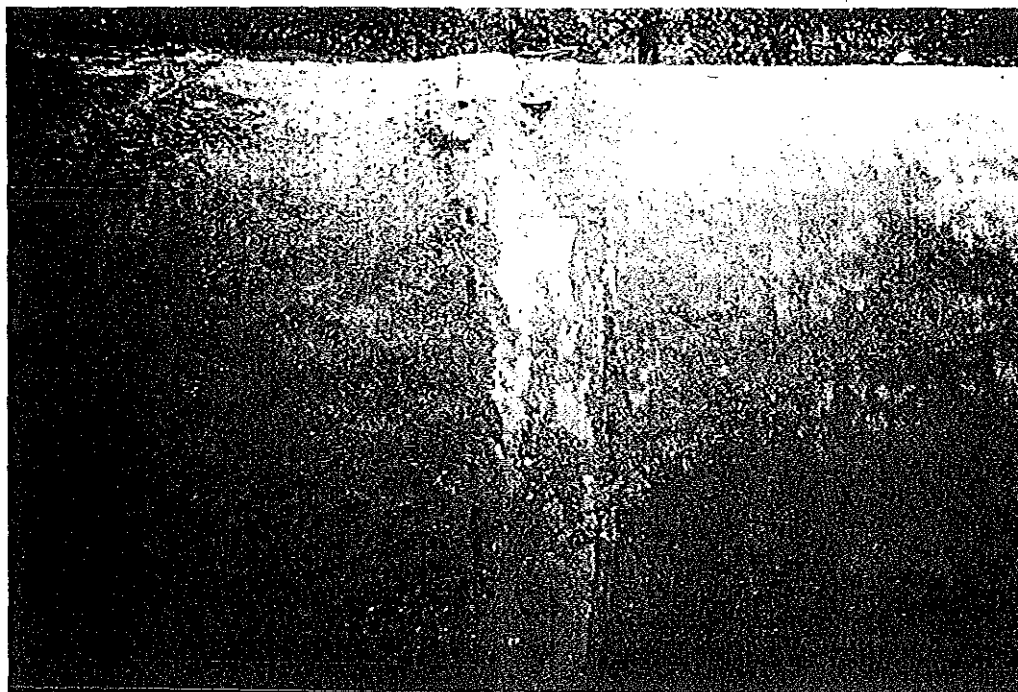
1. Pipe joint appears to be in good condition. No apparent corrosion except at diaper bonds.
2. Pipe was tested for delaminations. None were found.
3. Mortar thickness at point of electrical contact is 3/4-inch.
4. Continuity jumper bonds at both ends were exposed but appear to be intact.
5. Many of the steel-to-concrete potentials are more negative than -0.350 volts CSE. Potentials in this range indicate a more than 90% probability that corrosion is occurring on the embedded steel cylinder and reinforcing wires.



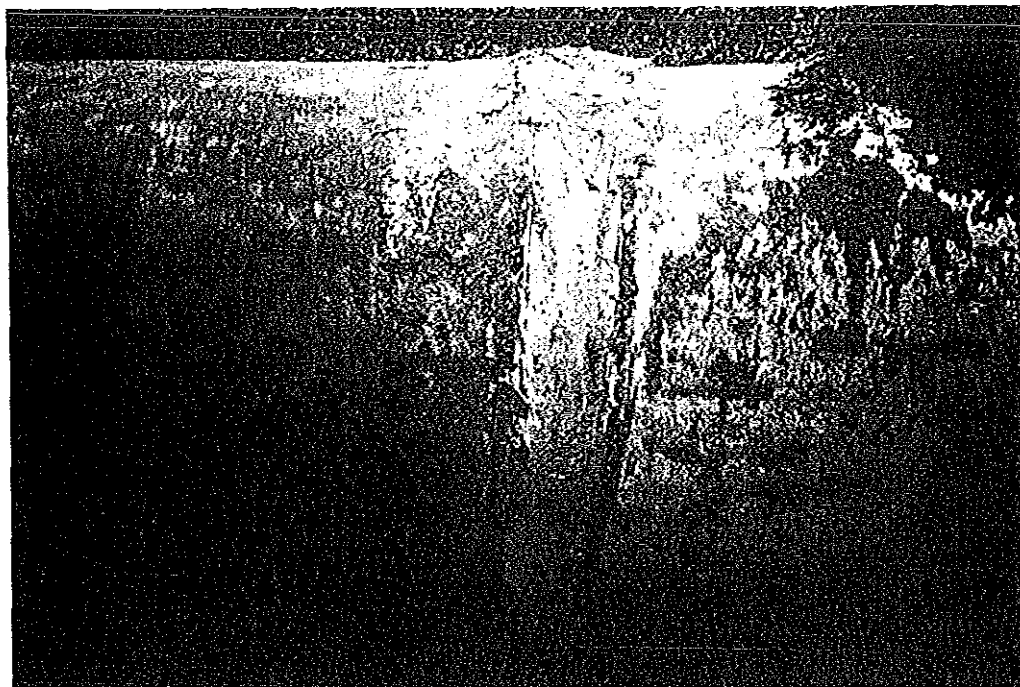
EXCAVATION NO. 6
SOUTH JOINT - WEST SIDE



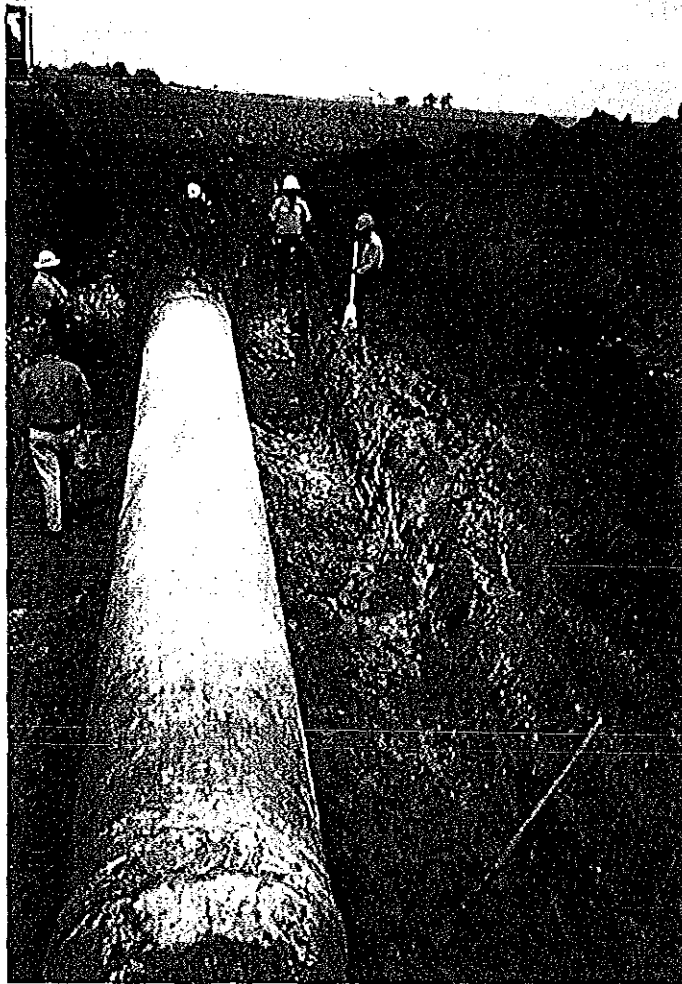
EXCAVATION NO. 6
NORTH JOINT - WEST SIDE



EXCAVATION NO. 6
SOUTH JOINT - EAST SIDE

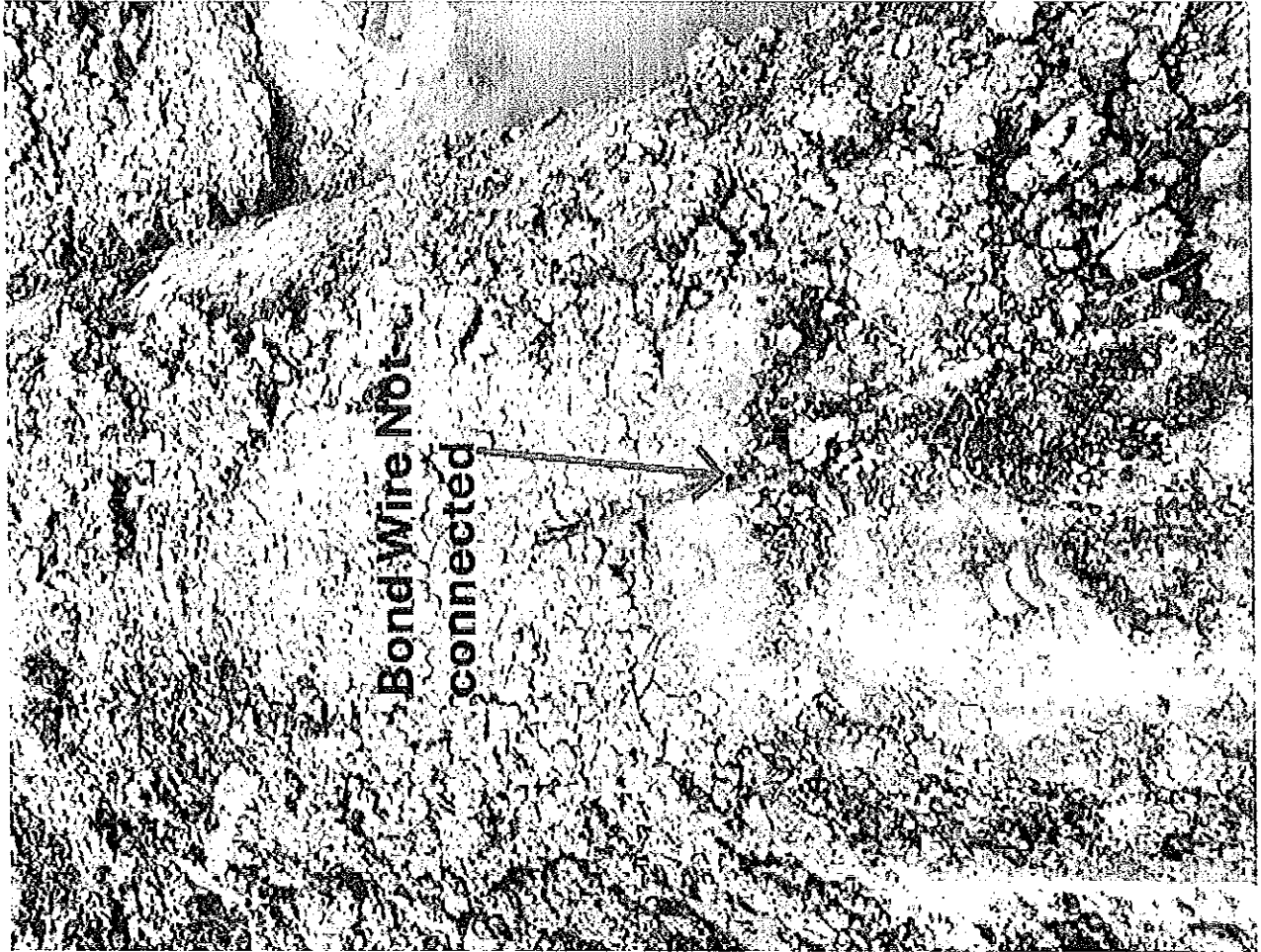


EXCAVATION NO. 6
NORTH JOINT - EAST SIDE

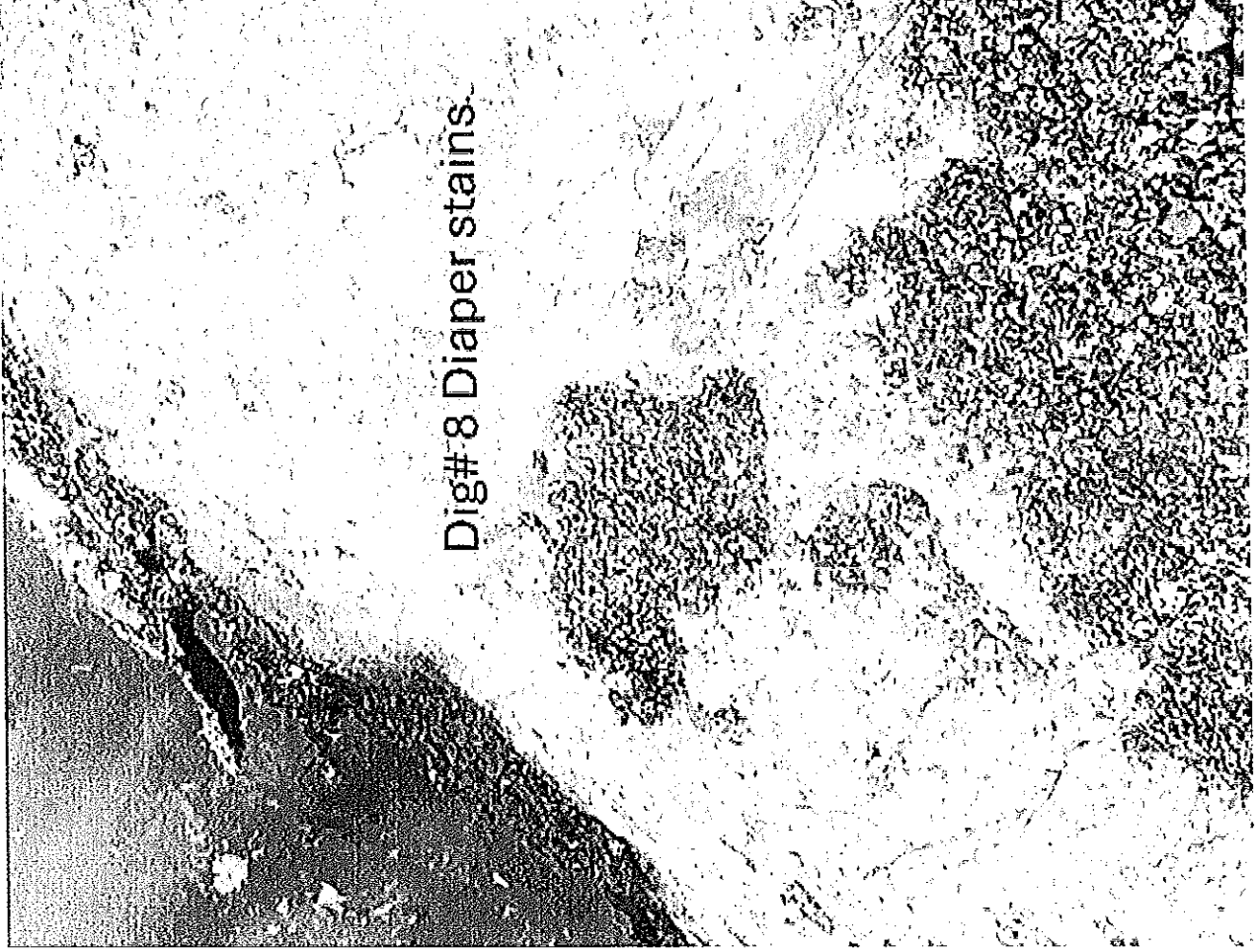


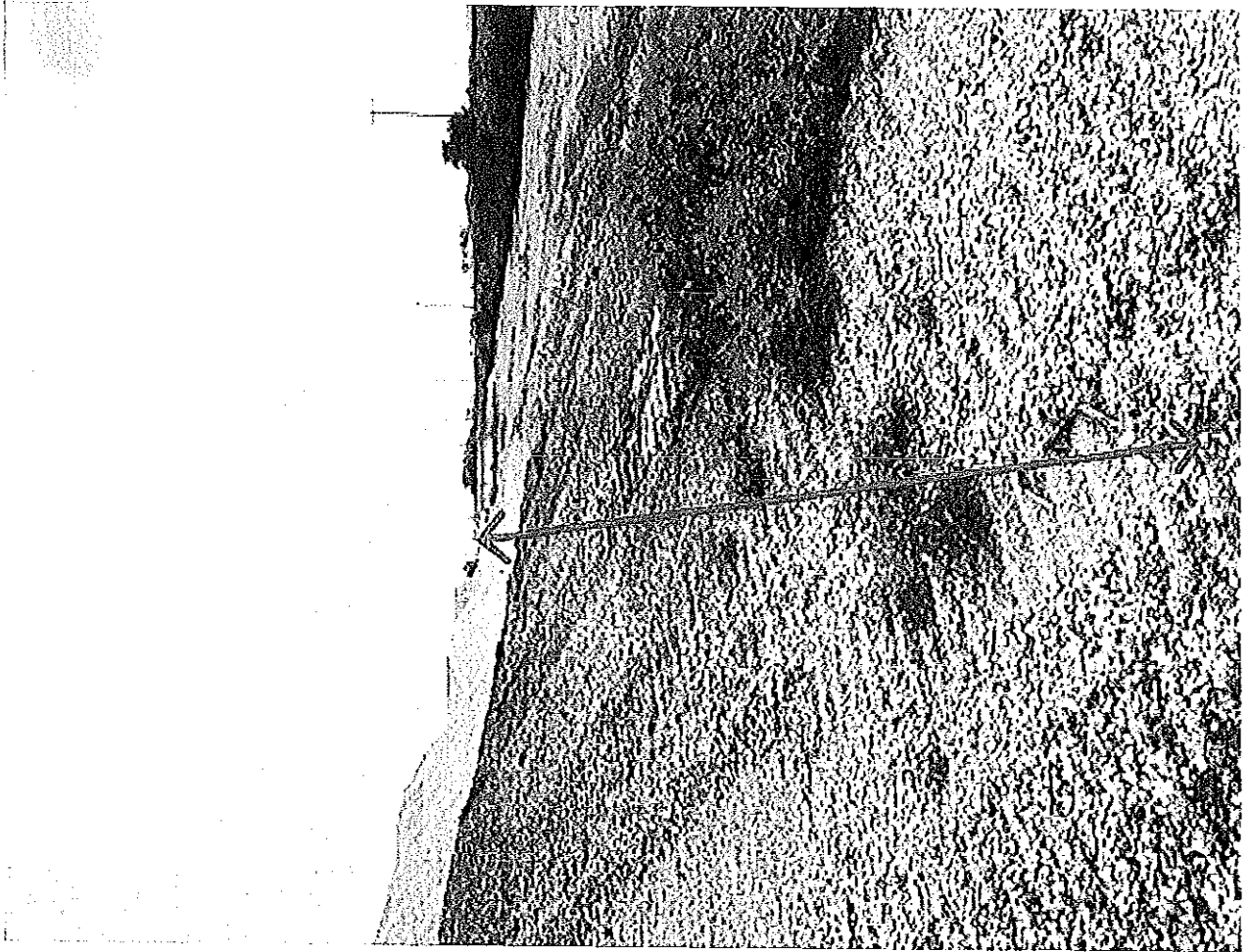
EXCAVATION NO. 6 - NORTH TO SOUTH

AS-BUILT SN 1019+20, SURVEY SN 1007+25



Dig# 8 Diaper stains





ATTACHMENT 6

Resolutions 25-17 through 25-20

SOUTH TEXAS WATER AUTHORITY

RESOLUTION 25-17

A RESOLUTION APPOINTING JO ELLA WAGNER, ASSISTANT EXECUTIVE DIRECTOR, TO SERVE AS CHIEF TAX ASSESSOR FOR THE SOUTH TEXAS WATER AUTHORITY AND NAMING AN ALTERNATE APPOINTEE IN HER ABSENCE.

WHEREAS, the South Texas Water Authority is a taxing jurisdiction within Nueces and Kleberg Counties, and

WHEREAS, a tax assessor is required to meet the statutory requirements of the State of Texas, and

WHEREAS, Jo Ella Wagner and Frances De Leon are qualified and duly registered as tax assessors with the State of Texas to perform this function for the Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the South Texas Water Authority appoints Jo Ella Wagner, Assistant Executive Director, as Chief Tax Assessor for the Authority and in her absence, Frances De Leon is named alternate Chief Tax Assessor for the Authority.

Duly adopted this 22nd day of May, 2025.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

SOUTH TEXAS WATER AUTHORITY

RESOLUTION 25-18

RESOLUTION APPOINTING KEVIN KIESCHNICK, NUECES COUNTY TAX ASSESSOR/COLLECTOR, TO BE THE SOUTH TEXAS WATER AUTHORITY'S TAX COLLECTOR IN NUECES COUNTY.

WHEREAS, the South Texas Water Authority is a taxing entity within Nueces County,
and

WHEREAS, a tax collector is required to collect taxes levied by the South Texas Water Authority, and

WHEREAS, the Nueces County Tax Assessor/Collector's Office is qualified to perform this function for the Authority, and

WHEREAS, the Nueces County Tax Assessor/Collector's Office has performed this task for the past years and has provided satisfactory service.

NOW, THEREFORE, BE IT RESOLVED, that Kevin Kieschnick and his representatives of the Nueces County Tax Assessor/Collector's Office are appointed to be the Authority's Tax Collector in Nueces County.

Duly adopted this 22nd day of May, 2025.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

SOUTH TEXAS WATER AUTHORITY

RESOLUTION 25-19

RESOLUTION APPOINTING MARIA VICTORIA VALADEZ, KLEBERG COUNTY TAX ASSESSOR/COLLECTOR, TO BE THE SOUTH TEXAS WATER AUTHORITY'S TAX COLLECTOR IN KLEBERG COUNTY.

WHEREAS, the South Texas Water Authority is a taxing entity within Kleberg County,
and

WHEREAS, a tax collector is required to collect taxes levied by the South Texas Water Authority, and

WHEREAS, the Kleberg County Tax Assessor/Collector's Office is qualified to perform this function for the Authority, and

WHEREAS, the Kleberg County Tax Assessor/Collector's Office has performed this task for the past years and has provided satisfactory service.

NOW, THEREFORE, BE IT RESOLVED, that Maria Victoria Valadez and her representatives of the Kleberg County Tax Assessor/Collector's Office are appointed to be the Authority's Tax Collector in Kleberg County.

Duly adopted this 22nd day of May, 2025.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

SOUTH TEXAS WATER AUTHORITY

Resolution 25-20

A RESOLUTION ESTABLISHING TAX EXEMPTIONS FOR RESIDENCE HOMESTEADS, FOR PROPERTY OWNERS WHO ARE 65 YEARS OF AGE OR OLDER, FOR PERSONS WHO ARE DISABLED, AND FOR DISABLED VETERANS.

WHEREAS, the South Texas Water Authority (the "Authority") is a taxing jurisdiction within Kleberg and Nueces Counties, and

WHEREAS, the Board of Directors of the Authority wants to allow tax exemptions for residential homesteads, for property owners who are 65 years of age or older, for persons who are disabled, and for disabled veterans.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTH TEXAS WATER AUTHORITY THAT:

1. Individuals are entitled to an exemption from taxation by the Authority of 1% of the appraised value of their residence homesteads, or \$5,000 of the appraised value of their residence homesteads, whichever is greater.
2. Individuals who are disabled or who are 65 years of age or older are entitled to an exemption from taxation by the Authority of \$12,000 of the appraised value of their residence homesteads.
3. Disabled veterans are entitled to the exemptions from taxation allowed by Section 11.22, Property Code.

Duly adopted this 22nd day of May, 2025.

JOSE M. GRAVELEY, PRESIDENT

ATTEST:

IMELDA GARZA, SECRETARY/TREASURER

ATTACHMENT 7

Preliminary CAD Values

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Exec Dir/Administrator
Date: May 19, 2025
Re: Preliminary Nueces and Kleberg County Appraisal District Values

Background:

State law mandates that appraisal districts must deliver preliminary property tax values to all taxing entities by April 30th. Certified Appraisal Rolls should be delivered by the end of July.

Analysis:

Below are preliminary and certified values for 2020-2024. Also included are this year's preliminary data.

	Tax Year 2020 Preliminary – April	Tax Year 2020 Certified	Tax Year 2021 Preliminary – April	Tax Year 2021 Certified	Tax Year 2022 Preliminary – April	Tax Year 2022 Certified
NCAD	\$1,035,935,421	\$1,069,988,423	\$1,072,799,211	\$1,137,956,648	\$1,207,499,420	\$1,293,146,706
KCAD	\$1,204,567,485	\$1,195,432,280	\$1,351,356,474	\$1,244,133,012	\$1,353,350,536	\$1,412,441,702
Total	\$2,240,502,906	\$2,265,420,703	\$2,424,155,685	\$2,382,089,660	2,560,849,956	\$2,705,588,408

	Tax Year 2023 Preliminary – April	Tax Year 2023 Certified	Tax Year 2024 Preliminary - April	Tax Year 2024 Certified	Tax Year 2025 Preliminary – April
NCAD	\$1,361,669,804	\$1,451,331,625	\$1,400,907,434	\$1,510,964,403	\$1,519,311,831
KCAD	\$1,487,055,877	\$1,548,931,070	\$1,626,193,693	\$1,708,852,185	\$1,908,524,648
Total	\$2,848,725,681	\$3,000,262,695	\$3,027,101,127	\$3,219,816,588	\$3,427,836,479

Staff Recommendation:

This is being provided for your information only.

Board Action:

Provide feedback to staff.

Summary:

For the last five (5) years the certified values have increased from the preliminary figures. These values can change but have not over the last several years.



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

*Debra Morin, RPA, RTA, CCA
Nueces County Interim Chief Appraiser*

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

April 30, 2025

RE: 2025 Preliminary Estimate of Net Total Taxable Value – **ALL ENTITIES (Attached)**

Texas Property Tax Code, Section 26.01(e) states not later than April 30, the chief appraiser is to prepare and certify to the assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value of property in that taxing unit. The chief appraiser shall assist each county, municipality, and school district in determining values of property in that taxing unit for the taxing unit's budgetary purposes.

Since we believe the Appraisal Review Board process, which begins in May, will likely change these estimates before final certification of the tax roll in July, district staff have factored into the estimate a provision for these changes. Since this is an **estimate**, we suggest caution when using it for budget purposes.

If you require more information in this regard, please contact Debra Morin, "Interim" Chief Appraiser, at (361) 696-7699 or by email at dmorin@nuecescad.net.

Preliminary estimates of value respectfully submitted,

A handwritten signature in cursive script that reads "Debra Morin".

Debra Morin, RPA, RTA, CCA
Interim Chief Appraiser

2025 Taxable Value Estimates
As of 4/30/2025

Taxing Entity	2025 Preliminary Taxable Value Estimates
CITY OF CORPUS CHRISTI	\$ 30,439,303,209
CITY OF ROBSTOWN	\$ 579,120,031
CITY OF BISHOP	\$ 177,423,480
CITY OF AQUA DULCE	\$ 26,622,385
CITY OF DRISCOLL	\$ 35,059,996
CITY OF PORT ARANSAS	\$ 5,284,938,677
CITY OF ARANSAS PASS	\$ 27,448,169
DOWNTOWN MANAGEMENT DIST - IMPROV	\$ 289,683,336
DOWNTOWN MANAGEMENT DIST - LAND	\$ 57,981,780
ROBSTOWN DRAINAGE DIST #2	\$ 964,364,254
BISHOP DRAINAGE DISTRICT #3	\$ 124,976,029
EMERGENCY SERVICE DISTRICT #1	\$ 5,600,176,453
EMERGENCY SERVICE DISTRICT #2	\$ 5,686,449,688
EMERGENCY SERVICE DISTRICT #3	\$ 930,314,994
EMERGENCY SERVICE DISTRICT #4	\$ 967,631,358
EMERGENCY SERVICE DISTRICT #5	\$ 139,391,502
EMERGENCY SERVICE DISTRICT #6	\$ 1,004,714,971
NUECES COUNTY	\$ 46,193,922,555
HOSPITAL DISTRICT	\$ 46,214,658,637
DEL MAR COLLEGE	\$ 40,415,225,068
PADRE ISLAND TIF	\$ 848,447,701
RURAL FARM TO MARKET	\$ 46,102,919,500
LONDON ISD	\$ 853,604,675
BANQUETE ISD	\$ 875,306,625
CORPUS CHRISTI ISD	\$ 21,360,417,758
TULOSO-MIDWAY ISD	\$ 3,821,222,469
WEST OSO ISD	\$ 1,128,882,441
FLOUR BLUFF ISD	\$ 4,903,399,649
AGUA DULCE ISD	\$ 150,732,215
CALALLEN ISD M&O	\$ 2,766,398,231
CALALLEN ISD I&S	\$ 2,771,951,054
PORT ARANSAS ISD	\$ 5,808,742,688
BISHOP ISD	\$ 883,022,873
ROBSTOWN ISD	\$ 866,036,025
DRISCOLL ISD	\$ 94,913,302
ARANSAS PASS ISD	\$ 20,573,379
DOWNTOWN TIF #3	\$ 652,175,157
ROBSTOWN TIF #5	\$ 14,976,053
NORTH BEACH TIRZ	\$ 217,368,042
Barl's Village TIRZ	\$ 762,325
SOUTH TEXAS WATER AUTHORITY	\$ 1,519,311,831
KENEDY COUNTY GROUNDWATER DISTRICT	\$ 3,473,753
NUECES COUNTY WATER DISTRICT #4	\$ 6,041,085,264
BANQUETE WATER DISTRICT #5	\$ 18,128,756

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

April 30, 2025

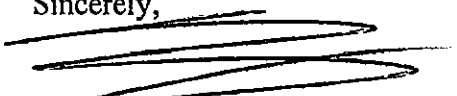
South Texas Water Authority
Attn: Jose M. Graveley, President
2302 E. Sage Rd.
Kingsville, Texas 78363

Dear Mr. Graveley:

In accordance with Section 26.01(e) of the Texas Property Tax Code, I am enclosing the 2025 Certified Estimate of Taxable Value for your taxing entity. The 81st Texas Legislature changed the deadline for the Chief Appraiser to prepare and certify estimates of taxable value to the assessor for each taxing unit by April 30th of each year or the next business day if the 30th falls on a weekend (Section 1.06 of the Texas Property Tax Code). This makes a significant difference in the benefit that these values present to you at this point in time for the purpose that you are intending to use them for. Please remember the majority of the exemption application deadlines are April 30, 2025, the majority of special appraisal applications deadlines are April 30, 2025, rendition extensions are through May 15, 2025, and some may be through June 1, 2025. All these issues play a part in a less accurate estimate of value. Other potential loss may occur due to allowable late filing of exemptions and due to additional information provided to the appraisal district by the taxpayer addressing specific issues with their property before the final roll is approved. I will be providing you with another set of estimated values no later than June 20, 2025, so that you will be given the ability to work with some updated information.

I hope this information is helpful. If you have any questions, please feel free to call me at 361-595-5775.

Sincerely,


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

Cc: John Marez, Administrator
Kleberg County Appraisal District Board of Directors

Certified Article Number

9414 7266 9904 2237 8192 52

SENDER'S RECORD

Certified Article Number

9414 7266 9904 2237 8192 69

SENDER'S RECORD

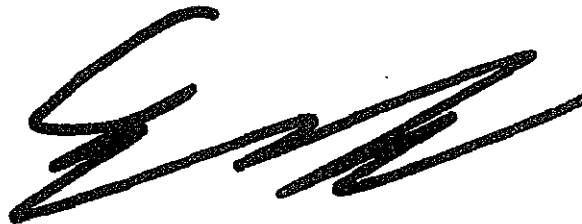
In accordance with the Texas Property Tax Code
Section 26.01(e), please consider this document
as Kleberg County Appraisal District Chief
Appraiser's Certified Estimate of Taxable Value
for:

TAXING UNIT: SOUTH TEXAS WATER AUTHORITY

2025 CERTIFIED ESTIMATE OF TAXABLE VALUE:

1,908,524,648

DATE: 4-30-25

A stylized, handwritten signature in black ink, consisting of several sweeping, connected strokes.

Chief Appraiser of Kleberg County

ATTACHMENT 8

STWA Personnel Policy Amendment

Memo

To: South Texas Water Authority Board of Directors
From: John Marez, Executive Director
Date: May 19, 2025
Re: Amendment of STWA Personnel Policies – Leave

Background:

On April 22, 2025 the board reviewed and agreed to support the following amendment. However, the motion and vote were not captured regarding vacation leave. In order to ensure this item is appropriately documented a motion and vote supporting the proposed and time and leave changes must be made.

The South Texas Water Authority (STWA) currently permits newly hired employees to access and use their accrued medical and personal leave beginning on their first day of employment. While this practice has been consistently applied in both current and past operations, it differs from standard personnel policies commonly used by other public agencies and private sector employers.

In most HR practices, new employees are subject to a probationary period—typically ranging from three to six months—before being eligible to utilize accrued leave. This approach ensures adequate time for evaluating job performance and cultural fit while encouraging attendance and dependability during the initial stages of employment.

Analysis:

The current STWA practice allowing immediate leave usage presents the following concerns:

Accountability & Retention: Allowing leave use from day one can reduce employee accountability and does not align with best practices for probationary evaluations.

Operational Disruptions: Unscheduled or excessive absences early in employment may disrupt department workflows, especially for critical operations.

Industry Benchmarking: According to the Society for Human Resource Management (SHRM) and multiple public sector personnel manuals, most employers require a waiting period before leave can be used. Common examples include: State of Texas: Many state agencies impose a six-month wait before use of sick or personal leave. TRWA & TCEQ Guidelines: Recommend probationary evaluation before benefits and leave are fully accessible.

STWA already employs a six-month probationary period for new employees. It would be consistent and reasonable to align the leave usage policy with this existing benchmark.

Staff Recommendation:

Clarify the board's support for the change to policy to reflect that new staff must commit to 6 months of tenure prior to qualifying for time and leave benefits.

Staff recommends the Board amend STWA's personnel policy to establish a six-month waiting period before new or rehired employees may begin utilizing any accrued medical or personal leave. Employees would continue to accrue leave during this time but could not use it until successfully completing their probation.

Board Action:

Approves a revision to STWA's personnel policy to establish a six-month waiting period from the date of hire before newly hired employees may utilize accrued vacation leave in addition to the previously approved medical or personal leave policy. This policy shall take effect immediately upon Board approval.

Summary:

Aligning leave usage with the established six-month probationary period will bring STWA policy in line with common HR practices, support workforce consistency, and help ensure operational reliability during the critical early period of employment. Staff believes this change will promote a culture of responsibility while maintaining fairness in leave accrual and usage.