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

MEMORANDUM

TO: South Texas Water Authority Board of Directors
FROM: Jose M Graveley, President
DATE: August 11, 2025
SUBJECT: Meeting Notice and Agenda for the South Texas Water Authority

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

Tuesday, August 19, 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. Discussion and Possible Action – Discharge Options: Brackish Desalination Project (Attachment 1)

3. 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.

4. Benefits Study Presentation by Evergreen Solutions, LLC. (Attachment 2)

5. Discussion and Action proposed: Environmental Impact Study by Texas A&M University – Kingsville Engineering Department. (Attachment 3)

6. Fiscal Year 2025 Budget Amendments. (Attachment 4)

7. Executive Session Agenda Items - In this executive session the Board of Directors will deliberate or receive legal advice regarding (1) each of the following matters pursuant to the Section(s) of the Texas Government Code in parenthesis at the end of such matter, and (2) any other items on today's agenda that the presiding officer of the meeting has announced will be considered in this executive session (collectively, the "Executive Session Agenda Items"). The Board of Directors may take action in open session after the executive session on any of the Executive Session Agenda Items. The Board of Directors will deliberate the purchase,

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exchange, lease or value of real property in executive session only if deliberation in an open meeting would have a detrimental effect on District's position in negotiations with a third person.

7.a. Receive legal advice from counsel regarding alternate water sources. (§551.071)

8. Open Session Agenda Items for Post-Executive Session Action - The Board of Directors will reconvene in Open Session and take action on (1) the agenda items listed below, (2) any other items on this agenda that were postponed or tabled until after Executive Session, and (3) any of the Executive Session Agenda items.

9. Receive legal advice from Counsel regarding notice of meetings of the Board of Directors pursuant to the Texas Open Meetings Act.

10. Administration Report.
    - Building Repairs

11. 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

This meeting notice was posted on STWA's website,www.stwa.org, and on indoor and outdoor bulletin boards at STWA's administrative offices, 2302 East Sage Road, Kingsville, Texas at 4:00 am/pm on August 14, 2025.

Assistant Secretary

ATTACHMENT 1

Brackish Desalination Project Discharge Options

Memo

To: STWA Board of Directors
From: John Marez, Executive Director
Date: August 14, 2025
Subject: Discussion and Possible Action on Discharge Options for STWA Brackish Desalination Project

Background:

The South Texas Water Authority (STWA) has reached a tentative agreement with Seven Seas to provide a secondary water source for STWA and its wholesale customers. Over the past several months, the Board has received updates on the project's progress, including preliminary engineering and operational considerations.

One issue of ongoing discussion is the proposed location for water discharge from the brackish desalination facility, particularly regarding the San Fernando Creek and Baffin Bay areas. While several municipalities currently discharge treated wastewater into these same locations, some Board members and community stakeholders have expressed concerns about potential environmental impacts on marine and wildlife in these areas.

Analysis:

A representative from Seven Seas will be present at the August 19 Board meeting to provide general information on discharge considerations and to address preliminary questions from the Board and the community. A more detailed presentation, including additional discharge alternatives and the potential cost impacts to STWA customers, is expected at the September 9 Board meeting.

Possible discharge options under consideration include:

- Discharge into San Fernando Creek & Baffin Bay
- Alternative industrial re-use options
- Deep well injection

The September 9 meeting is anticipated to include cost comparisons for each option, environmental impact assessments, and possible mitigation measures. This will allow the Board to weigh operational feasibility against environmental stewardship and customer rate impacts.

Staff Recommendation:

Staff recommends that the Board use the August 19 meeting to gather information, address immediate concerns, and receive public input. Any decision regarding final discharge location and method should be deferred until the September 9 meeting when full cost and impact data will be available.

Board Action:

The Board may take action during the August 19 meeting if deemed necessary; however, staff recommends postponing final action until the September 9 meeting to allow for consideration of all available data.

Summary:

The brackish desalination project represents a significant investment in STWA's water supply resiliency. While discharge location and method remain important environmental and operational considerations, staff anticipates more complete information from Seven Seas at the September 9 meeting. In the interim, the August 19 meeting will serve as an opportunity for discussion, public engagement, and preliminary evaluation of available discharge options.

ATTACHMENT 2

Evergreen Solutions, LLC Benefits Study

Memo

To: STWA Board of Directors
From: John Marez, Executive Director
Date: August 14, 2025
Subject: Presentation – Benefits Study by Evergreen Solutions, LLC

Background:

On May 22, 2025, the Board held a budget workshop titled "Classification and Compensation Study" presented by Evergreen Solutions, LLC. That presentation focused on comparing STWA's pay structure to a cohort group consisting of cities and other utility systems.

Following the May presentation, the Board voted to direct staff to initiate a Benefits Study to provide a more comprehensive review of STWA's total compensation package, specifically focusing on employee benefits in addition to pay. Evergreen Solutions has now completed this study.

Analysis:

The Benefits Study uses the same cohort group identified in the May Classification and Compensation Study, allowing for direct comparison between STWA and similar entities. The analysis evaluates where STWA stands relative to peer organizations in key benefit categories, which may include:

- Health, dental, and vision insurance coverage
- Retirement and pension plans
- Paid leave policies (vacation, sick, holidays)
- Other supplemental benefits (life insurance, disability, tuition assistance, etc.)

This presentation is intended to serve as a reference for the Board as it considers recommendations for compensation and benefits in the proposed FY 25–26 budget, and/or as part of planning for the FY 26–27 budget cycle.

Staff Recommendation:

Staff recommends the Board receive the presentation from Evergreen Solutions, LLC and consider its findings as part of the budget development process for FY 25–26 and FY 26–27. No formal action is required at this time.

Board Action:

Receive the presentation of the Benefits Study by Evergreen Solutions, LLC and provide direction to staff as appropriate for inclusion in the FY 25–26 proposed budget and/or FY 26–27 proposed budget planning.

Summary:

Evergreen Solutions, LLC will present its Benefits Study comparing STWA's benefit offerings to a cohort group of peer organizations. This study complements the May 2025 Classification and Compensation Study by providing a broader perspective on STWA's overall competitiveness in total compensation. The information will assist the Board in determining future adjustments to pay and benefits.

ATTACHMENT 3

Environmental Impact Study

Memo

To: STWA Board of Directors
From: John Marez, Executive Director
Date: August 14, 2025
Subject: Discussion and Possible Action – Environmental Impact Study by Texas A&M University–Kingsville Engineering Department

Background:

The South Texas Water Authority (STWA) is progressing in partnership with Seven Seas on the development of a brackish desalination project to provide a secondary water source for STWA and its wholesale customers. A key element of this project is determining the most viable and environmentally responsible method for discharging the concentrate (brine) produced during the desalination process.

Potential discharge options under consideration include:

- Discharge into San Fernando Creek, which eventually flows into Baffin Bay
- Deep well injection
- Other industry-standard disposal methods

To ensure that any decision regarding discharge location and method is supported by objective, science-based analysis, staff has secured a proposal from the Texas A&M University–Kingsville (TAMUK) Engineering Department to conduct an independent Environmental Impact Study (EIS).

Analysis:

The EIS will be conducted over a six-month period and will involve two primary phases:

Phase 1 – Groundwater Quality Analysis

- Sampling well water at the proposed site multiple times over the study period.
- Field measurements of pH, temperature, electrical conductivity, oxidation-reduction potential, and total dissolved solids.
- Laboratory analysis of major ions, trace metals, nutrients, and other relevant parameters.

Phase 2 – Brine Water Quality Characterization

- Estimation of brine composition based on feed water quality and selected desalination technology parameters.
- Data compilation, quality assurance/quality control, and reporting to STWA and International Consulting Engineers (ICE) throughout the project.

Deliverables will include:

- A comprehensive sampling and analysis plan.
- Complete analytical datasets, charts, and diagrams.
- A final report summarizing results, methods, and interpretations.

Project Cost: $22,064
(Includes personnel, student support, laboratory analysis, materials, shipping, and travel.)

Staff Recommendation:

Staff recommends that the Board approve the proposal from the Texas A&M University–Kingsville Engineering Department for the Environmental Impact Study at a total cost of $22,064, to be completed over a six-month period. Approval will allow the study to proceed without delay and ensure that STWA has comprehensive, independent data for decision-making regarding discharge methods.

Board Action:

Approve the proposal from the Texas A&M University–Kingsville Engineering Department for the Environmental Impact Study of potential discharge methods for the STWA brackish desalination project, at a cost of $22,064.

Summary:

An independent Environmental Impact Study conducted by TAMUK will provide credible, science-based data on the potential impacts of various discharge methods for the brackish desalination project. This study will support informed decision-making, address public concerns, and ensure compliance with applicable regulations. Staff recommends Board approval to move forward with the study. This study is expected for completion within six months.

Groundwater and Brine Water Quality Evaluation
for
Proposed Desalination Plant near Driscoll, Texas

Project PIs: Tonoy Das and David Ramirez (TAMU-Kingsville)

Prepared for: International Consulting Engineers (ICE) & South Texas Water Authority (STWA)

Purpose: Provide ground data on brackish groundwater and expected brine composition for informed design and engineering for the desalination plant.

1. **Background:** Brackish groundwater desalination is becoming popular for water treatment to supply fresh, drinkable water in Texas and across the USA. STWA has proposed building a desalination plant in Nueces County, Texas, near Driscoll. The initial report indicates that there is the potential for 1-3 MGD raw water yield from the sites. While preliminary water quality data has sources from available data in the vicinity of the site, actual ground data from the proposed site has not been available. Further, the plant is expected to produce concentrated brine water. Sound engineering and operational decisions depend on accurately characterizing both the source groundwater and the brine generated by the desalination process. This study will analyze the quality of both water types.

2. **Research Objectives:**
   1) Characterize current groundwater quality from proposed production/monitoring wells, focusing on salinity, major ions, trace metals, nutrients, and other relevant constituents. This will establish a baseline for groundwater quality data for the aquifer. (*Phase 1*)
   2) Characterize the chemistry of brine water during simulated desalination processes at bench- or pilot-scale to determine the likely chemical composition of the brine stream. (*Phase 2*)

3. **Research Tasks:**

Phase 1

Task 1. Well water sampling: The project team will collect water from the identified well by ICE at the proposed site. Sampling will be conducted multiple times throughout the study period. During each event, representative samples with replicates will be collected. In the field, basic water quality parameters, including pH, temperature, electrical conductivity, oxidation-reduction potential, and total dissolved solids will be measured. Samples will then be promptly transported to the TAMUK laboratories for further processing and analysis.

Task 2. Baseline water quality analysis: Samples will be analyzed in **an EPA-certified laboratory** for major ions, trace metals, nutrients, and other parameters outlined. The water sample will be characterized by the following parameters.

Major Ions: Sodium, Bromide, Iodide, Silica, Calcium, Magnesium, Manganese, Iron, Chloride, Sulfate, Bicarbonate, Bromide, Iodide.

Trace Metals: Arsenic, Uranium, Selenium, Chromium, Lead, Barium, Cadmium, Strontium, and others.

Nutrients and Organics: Nitrate, Phosphate, and Total Organic Carbon.

A QA/QC protocol will be run during sample analysis to ensure the reproducibility of the results.

Phase 2

Task 3: Characterization of brine water composition: Based on the feed water data, we will estimate the possible concentration of elemental composition in brine based on the selected technology and recovery rate of the desalination process.

It is important to note that this cannot tell the absolute water composition. To know the absolute water composition, we need to run a lab-scale/pilot-scale desalination unit with feed water from the proposed site and characterize water quality parameters mentioned above in task 1. This is subject to be decided (ICE) and is not included in the budget estimation.

Task 4. Data Compilation and Reporting: All analytical results will be compiled into a structured dataset, presented in tables, charts, and diagrams on a continuous basis as samples get analyzed. The data will be shared with ICE on a regular basis to get their feedback on the results and analysis.

Task 5. Final Report: A final report will summarize sampling methods, laboratory procedures, and analytical results, with an interpretation of the observed data. All methods, QA/QC protocols, and calculation steps will be fully documented to ensure data reproducibility.

4. Deliverables:

1. Sampling and analysis plan includes sampling locations, protocols, parameters, and QA/QC procedures.
2. Comprehensive report with methods, complete analytical results, tables, charts, concentration factors, and raw data.
3. Final Project Report Data.

5. Timeline (6 months): The project timeline begins after the official start of the project.

Task 1. Well water sampling and basic water quality parameters	0-5 months
Task 2. Baseline water quality analysis	1-5 months
Task 3. Numerical estimation of brine water composition based on feedwater quality	2-4 months
Task 4. Data Compilation and Reporting (Data reporting will be a continuous process as we receive data, and we will keep updating the ICE with the results continuously.)	1-6 months
Task 5: Final Report and project wrap-up	4-6 months

6. Budget:

Category	Description	Amount
Personnel cost (PIs)	Salary with benefits for 0.15 months of @ 8888.88/month with fringe benefits	$3.834
Student support	A graduate Student Support for 80 h @ $20/h with fringe benefits A undergraduate student support with for 80 h @$12/h	$2,924

Materials and analysis cost	Lab supply and analysis of the material, and water quality analysis. The water quality cost has been estimated for 15-20 samples with EPA-certified lab analysis.	$8,000
Shipping cost	Shipping the sample for analysis	$500
Travel	Travel for sampling	$500
All direct costs	Modified Total Direct Costs	$13,714
MTDC Rate 40%	MTDC is Calculated on Salary/Fringe, Supplies, etc. (Excludes Participant Costs/Tuition)	$6,304
	Total Project Cost	**$22,064**

Additional Notes

Potential next phase (*phase 3*): Once we receive the water quality data, we can operate a pilot-scale/lab-scale desalination plant with brackish water from the test site. The design of the plant and recovery rate will be decided later in discussion with ICE. The brine water from the pilot system will be characterized for quality. If ICE decides to go with this, we can provide a detailed workflow and budget for this.

Some key observations from this project that might be helpful for discussion:

1. Convert the discharged brine into useful chemicals. Waste could be transformed into sodium hydroxide or caustic soda (NaOH) and hydrochloric acid (HCl) through the water treatment process. This could significantly reduce the TDS value of brine water.
2. Saltwater intrusion: The site is in the Gulf aquifer and very close to the Gulf; it will be important to understand any potential saltwater intrusion caused by water pumping in the aquifer.
3. The possibility of capturing rainwater from surface runoff and using it in treatment processes as an alternative water resource.

ATTACHMENT 4

FY 2025 Budget Amendments

SOUTH TEXAS WATER AUTHORITY
PROPOSED AMENDED
FISCAL YEAR 2025 BUDGET
General Fund

CC Water Cost
$3.23000
Handling Charge
$0.500000

M&O Tax Rate
$0.054268
I&S Tax Rate
$0.011427

	ADOPTED FY 2025 BUDGET	YEAR TO DATE 6/30/2025	% OF 2025 ADOPTED BUDGET	**PROPOSED AMENDED FY 2025 BUDGET**
REVENUES				
Water Service Revenues	$1,730,677	$1,278,783	74%	**$1,730,677**
Handling Charge Revenue	$272,771	$204,103	75%	**$272,771**
Premium Incremental Increase	$10,750	$7,558	70%	**$10,750**
Fee in Lieu of Taxes/Out of Dist. Surcharge	$12,850	$7,815	61%	**$10,420**
Interest on Temp. Invest.	$182,000	$166,381	91%	**$190,000**
Interest Note - City of Driscoll	$0	$165	165%	**$165**
Other Revenue				
Operations & Maintenance Fees	$8,250	$6,118	74%	**$8,250**
Miscellaneous Revenues	$12,000	$129,510	1079%	**$135,000**
TOTAL REVENUES	$2,229,298	$1,800,433	81%	**$2,358,033**
EXPENDITURES				
Water Service Expenditures:				
Bulk Water Purchases	$1,730,677	$1,282,479	74%	**$1,730,677**
TOTAL WATER SERVICE	$1,730,677	$1,282,479	74%	**$1,730,677**
Payroll Costs				
Salaries & Wages				
Permanent Employees	$429,690	$271,083	63%	**$429,690**
Vacation Buy Back	$5,500	$5,832	106%	**$5,850**
Part-Time Employee	$0	$0	0%	**$0**
Overtime - NWSC	$0	$0	0%	**$0**
Stand-by Pay - NWSC	$0	$0	0%	**$0**
Overtime - RWSC	$0	$0	0%	**$0**
Stand-by Pay - RWSC	$0	$0	0%	**$0**
Overtime - STWA	$22,500	$21,251	94%	**$30,000**
Stand-by Pay - STWA	$1,560	$1,220	78%	**$1,560**
Employee Retirement Premiums	$71,228	$53,838	76%	**$75,000**
Group Insurance Premium	$229,340	$174,689	76%	**$235,000**
Unemployment Compensation	$3,060	-$805	-26%	**$1,450**
Workers' Compensation	$7,675	$9,555	124%	**$8,500**
Hospital Insurance Tax	$6,247	$4,120	66%	**$6,247**
TOTAL PERSONNEL	$776,800	$540,783	70%	**$793,297**
Supplies & Materials				
Repairs & Maintenance	$125,000	$73,138	59%	**$125,000**
Meter Expense	$5,000	$0	0%	**$5,000**
Tank Repairs	$35,000	$0	0%	**$35,000**
Major Repairs	$25,000	$129,926	520%	**$135,000**
TOTAL SUPPLIES & MATERIALS	$190,000	$203,064	107%	**$300,000**

	ADOPTED FY 2025 BUDGET	YEAR TO DATE 6/30/2025	% OF 2025 ADOPTED BUDGET	**PROPOSED AMENDED FY 2025 BUDGET**
Other Operating Expenditures:				
Professional Fees				
Legal	$50,000	$85,085	170%	**$165,000**
Auditing	$11,500	$12,570	109%	**$12,580**
Engineering	$170,000	$309,381	182%	**$420,000**
Management & Consulting	$25,000	$40,643	163%	**$82,000**
JMAR Management Consulting, LLC	$70,000	$52,500	75%	**$70,000**
Inspection	$7,500	$1,759	23%	**$5,000**
TOTAL PROFESSIONAL FEES	$334,000	$501,938	150%	**$754,580**
Consum Supplies/Materials				
Postage	$8,500	$2,326	27%	**$8,500**
Printing/Office Supplies	$37,500	$22,803	61%	**$37,500**
Janitorial/Site Maintenance	$20,000	$18,392	92%	**$24,200**
Fuel/Lubricants/Repairs	$60,000	$40,174	67%	**$60,000**
Chemicals/Water Samples	$60,000	$19,861	33%	**$45,000**
Safety Equipment	$3,000	$5,042	168%	**$6,000**
Small Tools	$3,000	$1,285	43%	**$3,500**
TOTAL CONSUM SUPPLIES/MATERIALS	$192,000	$109,883	57%	**$184,700**
Recurring Operating Costs				
Telephone/Communications	$40,000	$22,038	55%	**$40,000**
Utilities	$122,500	$71,068	58%	**$122,500**
D & O Liability Insurance	$4,500	$3,332	74%	**$4,500**
Property Insurance	$55,000	$61,492	112%	**$61,600**
General Liability	$6,000	$4,446	74%	**$6,000**
Auto Insurance	$4,000	$4,718	118%	**$4,750**
Travel/Training/Meetings - Staff	$20,000	$11,251	56%	**$18,000**
Travel/Training/Meetings - Board of Directors	$10,000	$3,525	35%	**$10,000**
Travel/Training/Meetings - Legislative Travel	$10,000	$2,879	29%	**$3,500**
Rental-Equipment/Uniforms	$7,500	$7,883	105%	**$11,000**
Dues/Subcriptions/Publications	$19,000	$14,943	79%	**$20,000**
Pass Through Costs	$250	$1	0%	**$250**
Bad Debt Expense	$0	-$5,771	-5771%	**($5,771)**
TOTAL RECURRING OPER. COSTS	$298,750	$201,805	68%	**$296,329**
Miscellaneous				
Miscellaneous Expenditures	$15,000	$6,090	41%	**$15,000**
TOTAL MISCELLANEOUS	$15,000	$6,090	41%	**$15,000**
Total Administrative & Operations Exp.	$3,537,227	$2,846,042	80%	$4,074,583

	ADOPTED FY 2025 BUDGET	YEAR TO DATE 6/30/2025	% OF 2025 ADOPTED BUDGET	**PROPOSED AMENDED FY 2025 BUDGET**
Capital Outlay				
Capital Acquisition	$227,500	$114,574	50%	**$227,536**
Engineering	$50,000	$0	0%	**$25,000**
TOTAL CAPITAL OUTLAY	$277,500	$114,574	41%	**$252,536**
TOTAL EXPENDITURES (w/o D.S. exp.)	$3,814,727	$2,960,616	78%	**$4,327,119**
Excess (Deficiencies) of Revenue Over Expenditures	($1,585,429)	($1,160,183)		**($1,969,086)**
OTHER FINANCE SOURCES (USES)				
Transfer to Other Funds				
Disposition of Assets (Surplus Sale)	$3,500	$0	0%	**$3,500**
Transfer from Tax Fund	$1,630,025	$0	0%	**$1,630,025**
TOTAL OTHER FINANCING SOURCES (USES)	$1,633,525	$0	0%	**$1,633,525**
TOTAL EXPENDITURES	$2,181,202	$2,960,616		**$2,693,594**
EXCESS (DEFICIENCIES) OF REVENUES OVER OTHER SOURCES (USED)	$48,096	($1,160,183)		**($335,561)**
NET INCOME	$48,096	($1,160,183)		**($335,561)**

Capital Acquisitions			
1 new truck	$50,000	$75,183	2 trucks
1 haul truck	$70,000	$40,000	1 additional truck
Office vehicle	$27,000	$5,241	Technology
Technology	$5,500	$0	fencing @PS
Hydrovac	$75,000	$80,000	hydrovac
	$227,500	$23,162	new office vehicle
		$3,950	new ice machine
		$227,536	

Engineering/Architecture			Engineering/Architecture
New Office Building	$50,000	$25,000	New Office Building
	$277,500	$252,536	

Administration Report – Building Repairs

Memo

To: STWA Board of Directors
From: John Marez, Executive Director
Date: August 14, 2025
Subject: Administrative Report – Building Repairs

Background:

The STWA administrative building, now over four decades old, is experiencing ongoing facility issues, most notably frequent leaks that have compromised portions of the office during significant rain events. Recognizing the potential impact on staff health and operations, the Executive Team engaged a local vendor to conduct a preliminary environmental assessment.

Analysis:

The assessment identified the presence of certain mold spores within the building. These spores are commonly found in structures throughout the region due to high heat and humidity, which create conditions conducive to their growth. While the findings do not indicate an immediate hazard, they do highlight the importance of timely remediation to prevent further spread or more serious environmental concerns.

Following the assessment, the Executive Team began discussions with a local firm to develop a scope of work, cost estimate, and remediation timeline. Early indications suggest that the cost of this work could exceed Texas procurement limits, requiring formal Board approval before proceeding.

The matter will be placed on the agenda for the September 9 Board meeting for discussion and possible action. In the interim, staff will continue gathering information to ensure the Board has a complete picture of the required repairs, compliance considerations, and projected costs.

Staff Recommendation:

No action is requested at this time. Staff recommends the Board review the forthcoming detailed proposal at the September 9th meeting and be prepared to consider authorization to proceed with the necessary repairs and remediation.

Board Action:

No formal action is required for this report although input can be provided to staff to address proposed or future budget items.

Summary:

The STWA administrative building requires significant repairs due to frequent leaks and the presence of mold spores identified in a preliminary environmental assessment. Given the potential health and operational implications, staff is expediting the process to develop a remediation plan. A proposal will be presented for Board consideration at the September 9th meeting.

STWA Building Repairs – Visual Brief

Overview

The STWA administrative building, now over 40 years old, is in need of significant repairs. Frequent leaks during heavy rains have compromised sections of the office, prompting a preliminary environmental assessment. Findings confirmed the presence of certain mold spores typical in the region due to heat and humidity.

Key Issues Identified

Issue	Details
Frequent Leaks	Recurring water intrusion during significant rain events
Mold Presence	Certain spores found, common in regional buildings
Aging Structure	Over 40 years old; general wear and tear

Proposed Next Steps

Step	Timeline
Gather Detailed Scope & Cost Estimates	By late August 2025
Present Proposal to Board	September 9, 2025
Board Decision & Procurement	Mid–September 2025
Repairs & Remediation Begin	Pending Board Approval

Note: The cost of repairs may exceed Texas procurement limits, requiring Board approval before work can begin. Timely action is critical to prevent further structural and environmental damage.