

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

Board Members Present:

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

Board Members Absent:

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

Staff Present:

John Marez
Frances De Leon
Jo Ella Wagner
Nigel Gomez

Guests Present:

Justin Guerra – TRWA
(via Zoom)

1. Call to Order.

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

2. Citizen Comments.

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

3. Approval of Minutes.

Mr. Graveley made a motion to approve the minutes of the September 27, 2022 Regular Meeting as presented. Ms. Garza seconded. The motion passed by unanimous vote.

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

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

STWA Investment Report for Quarter ended September 30, 2022
Treasurer's Report for period ending August 31, 2022
Revenue Fund Income Statement for period ending August 31, 2022
Tax Fund Income Statement for period ending August 31, 2022
Special Services Income Statement for period ending June 30, 2022
STWA Revenue Fund Balance Sheet – August 31, 2022
STWA Revenue Fund Trial Balance for August, 2022
STWA Debt Service Fund Income Statement for period ending August 31, 2022
STWA Debt Service Fund Balance Sheet – August 31, 2022
STWA Debt Service Fund Trial Balance – August, 2022

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

The following outstanding invoice was presented for Board approval:

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

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

5. Operation and Maintenance Reports.

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

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

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

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

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

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

8. GIS Mapping Contract with Texas Rural Water Association.

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

9. STWA Board of Directors Meeting Schedule for 2023.

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

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

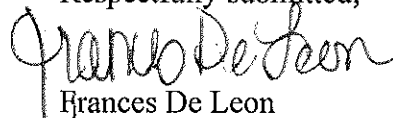
10. Administration Report.

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

11. Adjournment.

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

Respectfully submitted,


Frances De Leon
Assistant Secretary