

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.

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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