

# RICARDO WATER SUPPLY CORPORATION

2302 E. SAGE RD.

KINGSVILLE, TEXAS 78363

Office (361) 592-3952 Fax (361) 592-5965

## MEMORANDUM

TO: Ricardo Water Supply Corporation Board of Directors  
FROM: Baldemar Garcia, President  
DATE: June 3, 2022  
SUBJECT: Ricardo Water Supply Corporation Meeting Notice and Agenda

A Regular Meeting of the Ricardo Water Supply Corporation Board of Directors is scheduled for:

**Tuesday, June 7, 2022**

**5:30 p.m.**

South Texas Water Authority Boardroom  
2302 East Sage Road, Kingsville, Texas

to 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.
3. Approval of Minutes. (Attachment 1)
4. Treasurer's Report/Payment of Bills. (Attachment 2)
5. Resignation of Robert Zavala from the RWSC Board of Directors and Appointment of Director to fill the unexpired term. (Attachment 3)
6. All matters pertaining to TxDOT Upgrades on US 77/I69. (Attachment 4)
7. Agreement with Ricardo Wastewater Improvement Corporation for billing and collecting of wastewater charges. (Attachment 5)
8. **Resolution 22-04.** Resolution renewing the agreement with Ricardo Wastewater Improvement Corporation for billing and collecting of wastewater charges. (Attachment 6)
9. Discussion and action on Kleberg County Human Services Low Income Household Water Assistance Program Agreement. (Attachment 7)
10. Adjournment.

This meeting notice was posted on RWSC's website, www.ricardowsc.com, and on indoor and outdoor bulletin boards at RWSC's administrative offices, 2302 East Sage Road, Kingsville, Texas at 4:00 am, on June 3, 2022  
*James De Leon*  
Assistant Secretary

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.

BG/JM/fdl

Attachments

RWSC Agenda 06/07/22

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Ricardo Water Supply Corporation is an equal opportunity provider and employer.

ATTACHMENT 1

Approval of Minutes

RICARDO WATER SUPPLY CORPORATION  
Regular Meeting Minutes  
April 28, 2022

Board Members Present:

Baldemar Garcia  
Oliver Hinojosa  
Frank Escobedo  
James Fischer  
Robert Garza  
Tim Robertson

Board Members Absent:

Robert Zavala

Staff Present:

John Marez  
Frances De Leon  
Jo Ella Wagner  
Nigel Gomez

Guests Present:

Margaret Kelly, John Womack & Co., P.C.  
Sammy Maldonado, Ardurra  
Eduardo Pena, Ardurra

1. Call to Order.

Board President Baldemar Garcia called the Regular Meeting of the Ricardo Water Supply Corporation Board of Directors to order at 5:39 p.m. A quorum was present.

2. Citizen comments.

Mr. Garcia opened the floor to citizen comments. He requested that the Agreement with Ricardo Wastewater Improvements Corporation be included on the next agenda. He added that he would like to look at the process for developing agendas as this was his second request to have this item included.

3. Election of officers.

Mr. Garcia announced that Vice-President Robert Zavala has resigned from the Board of Directors. He added that a replacement would be needed and recommended Mr. Robert Zavala Jr. to fill the vacancy. Mr. Marez agreed to include appointment to fill the vacancy on the next agenda since the item is not included on this agenda.

Mr. Escobedo nominated Mr. Garcia for President. Mr. Robertson moved to cease nominations and appoint Mr. Garcia by acclamation. Mr. Escobedo seconded and all voted in favor.

Mr. Garza made a motion to elect Mr. Robertson to the Vice-President position. Mr. Escobedo seconded. All voted in favor.

Mr. Robertson made a motion to elect Mr. Hinojosa as Secretary/Treasurer. Mr. Escobedo seconded. All voted in favor.

4. Approval of Minutes.

Mr. Escobedo made a motion to approve the minutes of the March 1, 2022 Regular Meeting as presented. Mr. Garza seconded. All voted in favor.

*The order of the agenda was changed to accommodate the guests representing Ardurra.*

7. All matters pertaining to TxDOT Upgrades on US 77/I69.

Mr. Marez reported that the waterline relocation project has been completed and Pay Estimate #3 needs to be finalized. Mr. Sammy Maldonado and Mr. Eduardo Pena representing Ardurra were present and explained that there had been savings of approximately \$10,000 on the project due to some changes and details that were not carried out as originally designed. Change orders will need to be worked out with the contractor in order to finalize the remaining amount. Mr. Robertson made a motion to approve Pay Estimate #3 as soon as it is finalized. Mr. Hinojosa seconded. All voted in favor.

5. Treasurer's Report/Payment of Bills.

The following financial reports were presented for Board review and approval:

Treasurer's Report as of January 31, 2022

Account Activity for General Account for January 1, 2022 to January 31, 2022

Account Activity for Operations Account for January 1, 2022 to January 31, 2022

TEXPOOL Participant Statement for 01/01/2022 – 01/31/2022 for General Account

TEXPOOL Participant Statement for 01/01/2022 – 01/31/2022 for Membership Deposit Account

TEXPOOL Participant Statement for 01/01/2022 – 01/31/2022 for USDA Reserve Account

TexSTAR General Account Statement for 01/01/2022 – 01/31/2022

Treasurer's Report as of February 28, 2022

Account Activity for General Account for February 1, 2022 to February 28, 2022

Account Activity for Operations Account for February 1, 2022 to February 28, 2022

TEXPOOL Participant Statement for 02/01/2022 – 02/28/2022 for General Account

TEXPOOL Participant Statement for 02/01/2022 – 02/28/2022 for Membership Deposit Account

TEXPOOL Participant Statement for 02/01/2022 – 02/28/2022 for USDA Reserve Account

TexSTAR General Account Statement for 02/01/2022 – 02/28/2022

Water Loss Computation – January 10, 2022 through February 8, 2022

Water Loss Computation – February 8, 2022 through March 8, 2022

The following bills were presented for payment:

STWA Invoice S22-025	\$ 4,593.64
January 2022 Taps and Repairs	

STWA Invoice S22-034	\$17,999.02
February 2022 Water Usage, Water Cost and Handling Charge	

STWA Invoice S22-035 February 2022 General and Administration	\$18,244.27
STWA Invoice S22-040 Payroll Expense for Part-time Employee (October, November and December 2021)	\$ 2,057.29
STWA Invoice S22-042 Payroll Expense for Stand By Pay October 6, 2021 through December 29, 2021)	\$ 367.71
STWA Invoice S22-044 Reimburse for Fiber optic phone service (09/19/21 through 12/19/21) and High Touch Technology support (10/01/21 through 12/31/21)	\$ 1,324.42
STWA Invoice S22-046 February 2022 Taps and Repairs	\$ 4,955.00

A motion was made by Mr. Robertson and seconded by Mr. Hinojosa to approve the Treasurer's Report and payment of the bills. The motion carried.

6. Appointment of Credentials Committee.

Mr. Garza made a motion to appoint Mr. Hinojosa, Mr. Escobedo and Robert Wagner to the Credentials Committee. Mr. Robertson seconded and all voted in favor.

8. Update and possible action on RWSC website designed by Rural Water Impact.

Mr. Marez stated that NWSC, RWSC and STWA approved Rural Water Impacts proposals for new website designs. All three sites are now live. He asked for the Board's input on the content but no suggestions were made. Mr. Marez stated that staff will continue building and updating information on the website. Mr. Garcia noted that he has received alerts and encouraged all Board members to subscribe to the notification system. No action was taken by the Board.

9. Proposed Tariff Amendment – Section E (13) – Due Dates, Delinquent Bills, and Service Disconnection Date.

Mr. Marez stated that in response to the COVID-19 pandemic, the Board authorized adjusting lockout procedures for customers having difficulty paying their bill. Mr. Marez requested approval to revert to the original, pre-pandemic procedures. He explained that if a payment is not made by the due date, a late fee will be assessed followed by a disconnection notice which allows approximately two weeks prior to being disconnected. He added that if approved, notices would be sent to customers informing them of the change in procedures. Mr. Escobedo made a motion to return to the original process and authorize sending a letter notifying customers of the change. Mr. Garza seconded. All voted in favor.

10. Request to customers for updated contact information.

Mr. Marez stated that contact information on many customers is not current and requested authorization to mail a request for updated contact information to customers. The Board agreed to have staff send out the request to customers for updated contact information.

11. Water Supply and Development Contract with Cesar E. Silva for the Silva Ranch Subdivision.

Mr. Marez presented a Water Supply and Development Contract for the Silva Ranch Subdivision. He stated that the subdivision has been approved by Kleberg County and the Flood Plain Manager. An extension will be required in order to provide service to the subdivision.

12. Resolution 22-03. Resolution authorizing the Ricardo Water Supply Corporation President to enter into a Water Supply and Development Contract with Cesar E. Silva, Developer for the Silva Ranch Subdivision.

Mr. Robertson made a motion to approve Resolution 22-03 authorizing the RWSC President to enter into a Water Supply and Development Contract with Cesar E. Silva for the Silva Ranch Subdivision. Mr. Garza seconded. The motion passed by unanimous vote.

13. Ratify Letter of Engagement for Auditor Services with John Womack & Co., P.C.

Mr. Marez explained that due to issues created by implementing a new accounting software program, additional time was needed for auditors to complete the Corporation's 2021 audit. The additional time increased the cost of the audit by \$605. Mr. Hinojosa made a motion to approve payment of the additional cost. Mr. Garza seconded. All voted in favor.

14. Discussion on increase in Willatt & Flickinger's Legal Assistant Fees.

Mr. Marez stated that he recently received a letter from Willatt & Flickinger which reflected an increase in the legal assistant fees from the current rate of \$115 per hour to \$155 per hour beginning May 1, 2022. He noted that other firms in the Austin area charge up to \$220 per hour for these services. The letter was provided for informational purposes and no action was taken by the Board.

15. Discussion on Part-time Accountant Assistant position.

Mr. Marez stated that the STWA Board approved hiring a part-time accountant assistant. He explained that STWA had used savings from various expenses to fund the position and that nothing is being asked of the Corporation. He added that if funding is needed, he will bring it before the RWSC Board.

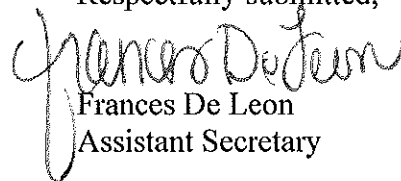
16. Discussion on Kleberg County Human Services Low Income Household Water Assistance Program and approval of Water Provider Agreement.

Mr. Marez stated that he was approached by David Garcia of the Kleberg County Human Services Office about the Low Income Household Water Assistance Program. The program is a one-year program designed to assist low-income households in paying for water services. There is no cost to water providers who participate in the program. The Human Services office has identified some possible clients. When individuals need assistance, they will apply directly with the Human Services office. Mr. Garza voiced a concern about the water rate being locked in for participants. The Board decided to table the item until further clarification is provided by legal counsel.

17. Adjournment.

With no further business to conduct, Mr. Garza made a motion to adjourn the meeting at 6:39 p.m. Mr. Escobedo seconded and all voted in favor.

Respectfully submitted,

  
Frances De Leon  
Assistant Secretary

ATTACHMENT 2

Treasurer's Report/Payment of Bills



Ricardo Water Supply Corporation  
Treasurer's Report  
As of March 31, 2022

General Account - KFNB	\$247,866.87
General Account - TexPool	\$193,883.66
General Account - TexPool Prime	\$117,502.15
General Account - TexSTAR	\$299,635.11
Operations Account - KFNB	\$6,672.10
Membership Deposit & Refund Account - Texpool	\$115,129.38
Debt Service Account	\$181.18
Reserve Account	\$100,695.15
Petty Cash	\$50.00
Cash Drawer	\$100.00
<b>TOTAL</b>	<u><u>\$1,081,715.60</u></u>

	1/14/2022 Billing Reg.	2/16/2022 Billing Reg.	3/14/2022 Billing Reg.
Total Usage (Gal)	6,585,000	5,716,690	5,551,970
Water Sales (\$)	\$73,620.04	\$70,015.15	\$69,305.57
Adjustments	(\$695.97)	(\$25.64)	(\$840.85)
Turn on Charge	\$180.00	\$540.00	\$360.00
Late Charges	\$1,417.00	\$1,246.00	\$1,102.00
Past Due	\$24,444.82	\$22,148.15	\$21,791.93
Tax	\$400.88	\$381.96	\$378.33
Leak Pay Plan	\$209.67	\$209.67	\$209.71
Sewage	\$6,364.75	\$6,156.01	\$6,100.20
<b>Total Receivables</b>	<u><u>\$105,941.19</u></u>	<u><u>\$100,671.30</u></u>	<u><u>\$98,406.89</u></u>
<b>METERS ON LINE</b>	<b>1078</b>	<b>1080</b>	<b>1081</b>

**RICARDO WATER SUPPLY CORP.**  
**GENERAL**  
**MARCH 2022**

DATE	DESCRIPTION	CK NO.	DEPOSIT	DISBURSEMENT	BALANCE
	BEGINNING BALANCE				\$409,334.05
03-01	WATER RECEIPTS	DEP	\$1,927.17		\$411,261.22
03-01	STWA- WATER	4309		\$19,689.66	\$391,571.56
03-01	STWA- WATER, READINGS	4310		\$18,500.09	\$373,071.47
03-01	STWA- FOLDERS	4311		\$68.43	\$373,003.04
03-01	ONLINE PAYMENTS	DEP	\$1,045.27		\$374,048.31
03-02	WATER RECEIPTS	DEP	\$712.73		\$374,761.04
03-02	MAX UNDERGROUND- RELOCATE	4312		\$182,367.00	\$192,394.04
03-02	RICARDO WASTEWATER	4313		\$2,171.89	\$190,222.15
03-03	OBREGON,C. #117-C SI, INSTALLS	DEP	\$1,113.57		\$191,335.72
03-02	ONLINE PAYMENTS	DEP	\$993.75		\$192,329.47
03-03	WATER RECEIPTS	DEP	\$5,208.50		\$197,537.97
03-03	COLEMAN, J. #727- DEP. CORRECTION			\$45.09	\$197,492.88
03-03	ONLINE PAYMENTS	DEP	\$1,039.48		\$198,532.36
03-04	WATER RECEIPTS	DEP	\$1,129.40		\$199,661.76
03-04	WRIGHT, K. #533- TRANSFER FEE	DEP	\$25.00		\$199,686.76
03-04	ONLINE PAYMENTS	DEP	\$1,415.76		\$201,102.52
03-05	ONLINE PAYMENTS	DEP	\$687.63		\$201,790.15
03-06	ONLINE PAYMENTS	DEP	\$667.87		\$202,458.02
03-07	WATER RECEIPTS	DEP	\$4,094.10		\$206,552.12
03-07	RUIZ, R. #725- MEMBERSHIP	DEP	\$200.00		\$206,752.12
03-07	ONLINE PAYMENTS	DEP	\$1,431.94		\$208,184.06
03-08	WATER RECEIPTS	DEP	\$3,462.68		\$211,646.74
03-08	ONLINE PAYMENTS	DEP	\$1,374.04		\$213,020.78
03-09	WATER RECEIPTS	DEP	\$2,087.20		\$215,107.98
03-09	ONLINE PAYMENTS	DEP	\$2,799.01		\$217,906.99
03-10	WATER RECEIPTS	DEP	\$4,206.66		\$222,113.65
03-10	ONLINE PAYMENTS	DEP	\$3,275.71		\$225,389.36
03-11	WATER RECEIPTS	DEP	\$1,303.94		\$226,693.30
03-11	ONLINE PAYMENTS	DEP	\$1,529.27		\$228,222.57
03-12	ONLINE PAYMENTS	DEP	\$395.51		\$228,618.08
03-13	ONLINE PAYMENTS	DEP	\$387.78		\$229,005.86
03-14	WATER RECEIPTS	DEP	\$650.63		\$229,656.49
03-14	ONLINE PAYMENTS	DEP	\$574.02		\$230,230.51
03-15	WATER RECEIPTS	DEP	\$679.98		\$230,910.49
03-15	ONLINE PAYMENTS	DEP	\$873.83		\$231,784.32
03-16	WATER RECEIPTS	DEP	\$57.00		\$231,841.32
03-16	ONLINE PAYMENTS	DEP	\$620.43		\$232,461.75
03-17	WATER RECEIPTS	DEP	\$141.69		\$232,603.44
03-17	ONLINE PAYMENTS	DEP	\$1,608.08		\$234,211.52
03-18	WATER RECEIPTS	DEP	\$501.68		\$234,713.20
03-18	ALMEIDA, D.- SERVICES AND FEE	DEP	\$855.00		\$235,568.20

03-18	LNV, INC.	4314		\$2,700.00	\$232,868.20
03-18	RICARDO WASTEWATER	4315		\$3,489.65	\$229,378.55
03-18	RICARDO WSC- TRANSFER TO OP.	4316		\$7,000.00	\$222,378.55
03-18	STWA- PART TIME OCT.- DEC.	4317		\$2,057.29	\$220,321.26
03-18	STWA- STAND BY PAY	4318		\$367.71	\$219,953.55
03-18	STWA- ADMIN, GEN. MAINT. ETC...	4319		\$18,244.27	\$201,709.28
03-18	STWA-WATER	4320		\$17,999.02	\$183,710.26
03-18	STWA- HIGH TOUCH	4321		\$1,324.42	\$182,385.84
03-18	STWA-TAPS & REPAIRS	4322		\$4,593.64	\$177,792.20
03-18	ONLINE PAYMENTS	DEP	\$1,295.96		\$179,088.16
03-19	ONLINE PAYMENTS	DEP	\$375.77		\$179,463.93
03-20	ONLINE PAYMENTS	DEP	\$589.93		\$180,053.86
03-21	WATER RECEIPTS	DEP	\$1,510.91		\$181,564.77
03-21	ACH DEPOSIT	DEP	\$12,120.45		\$193,685.22
03-21	ONLINE PAYMENTS	DEP	\$612.88		\$194,298.10
03-22	WATER RECEIPTS	DEP	\$1,919.59		\$196,217.69
03-22	ROCHA, J. #1299- MEMBERSHIP	DEP	\$1,243.25		\$197,460.94
03-22	ONLINE PAYMENTS	DEP	\$383.47		\$197,844.41
03-23	WATER RECEIPTS	DEP	\$802.18		\$198,646.59
03-23	ONLINE PAYMENTS	DEP	\$966.74		\$199,613.33
03-24	WATER RECEIPTS	DEP	\$144.70		\$199,758.03
03-24	ONLINE PAYMENTS	DEP	\$861.87		\$200,619.90
03-25	WATER RECEIPTS	DEP	\$1,352.39		\$201,972.29
03-25	ONLINE PAYMENTS	DEP	\$942.46		\$202,914.75
03-26	ONLINE PAYMENTS	DEP	\$229.36		\$203,144.11
03-27	ONLINE PAYMENTS	DEP	\$55.48		\$203,199.59
03-28	WATER RECEIPTS	DEP	\$2,407.93		\$205,607.52
03-28	ONLINE PAYMENTS	DEP	\$633.38		\$206,240.90
03-29	WATER RECEIPTS	DEP	\$2,427.62		\$208,668.52
03-29	TEN CATE, A. #520- MEMBERSHIP	DEP	\$200.00		\$208,868.52
03-29	ONLINE PAYMENTS	DEP	\$1,247.68		\$210,116.20
03-30	WATER RECEIPTS	DEP	\$790.06		\$210,906.26
03-30	ONLINE PAYMENTS	DEP	\$230.10		\$211,136.36
03-30	SILVA CONSTRUCTION- DEVELOPER FEI	DEP	\$35,335.84		\$246,472.20
03-31	WATER RECEIPTS	DEP	\$1,273.88		\$247,746.08
03-31	ONLINE PAYMENTS	DEP	\$116.15		\$247,862.23
03-31	INTEREST EARNED	DEP	\$4.64		\$247,866.87
			\$119,150.98	\$280,618.16	



RECEIVED

# Participant Statement

RICARDO WATER SUPPLY CORP  
 GENERAL ACCT  
 ATTN CAROLA G SERRATO  
 2302 E SAGE ROAD  
 KINGSVILLE TX 78363-3328

APR 12 2022  
 RICARDO WATER SUPPLY CORPORATION

Statement Period 03/01/2022 - 03/31/2022

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Customer Service 1-866-TEX-POOL  
 Location ID 000077893  
 Investor ID 000007578

## TexPool Update

It's spring cleaning time! Review a current listing of your authorized representatives and contact information by requesting an Account Information Report from TexConnect or the TexPool Participant Services team. Submit any changes on the proper maintenance form, found under Account Documents.

## TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$202,750.34	\$0.00	\$8,892.00	\$25.32	\$193,883.66	\$193,859.16
TexPool Prime	\$117,475.04	\$0.00	\$0.00	\$27.11	\$117,502.15	\$117,475.91
<b>Total Dollar Value</b>	<b>\$320,225.38</b>	<b>\$0.00</b>	<b>\$8,892.00</b>	<b>\$52.43</b>	<b>\$311,385.81</b>	

## Portfolio Value

Pool Name	Pool/Account	Market Value (03/01/2022)	Share Price (03/31/2022)	Shares Owned (03/31/2022)	Market Value (03/31/2022)
Texas Local Government Investment Pool	449/1370100001	\$202,750.34	\$1.00	193,883.660	\$193,883.66
TexPool Prime	590/1370100001	\$117,475.04	\$1.00	117,502.150	\$117,502.15
<b>Total Dollar Value</b>		<b>\$320,225.38</b>			<b>\$311,385.81</b>

## Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/1370100001	\$25.32	\$41.94
TexPool Prime	590/1370100001	\$27.11	\$47.09
<b>Total</b>		<b>\$52.43</b>	<b>\$89.03</b>





RICARDO WATER SUPPLY CORP  
 ATTN CAROLA SERRATO  
 PO BOX 1572  
 KINGSVILLE TX 78364-1572

RECEIVED

APR 12 2022

MONTHLY STATEMENT OF ACCOUNT

RICARDO WATER SUPPLY CORPORATION

ACCOUNT: 1370111110

ACCOUNT NAME: GENERAL FUND

STATEMENT PERIOD: 03/01/2022 - 03/31/2022

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 0.1070%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 27 DAYS AND THE NET ASSET VALUE FOR 3/31/22 WAS 0.99907.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			299,607.87
03/31/2022	MONTHLY POSTING	9999888	27.24	299,635.11
	ENDING BALANCE			299,635.11

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	299,607.87
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	0.00
TOTAL INTEREST	27.24
ENDING BALANCE	299,635.11
AVERAGE BALANCE	299,607.87

ACTIVITY SUMMARY (YEAR-TO-DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
GENERAL FUND	0.00	0.00	32.13

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.



**RICARDO WATER SUPPLY CORPORATION**  
**OPERATIONS**  
**2022**

DATE	DESCRIPTION	CK NO.	DEPOSITS	DISBURSE.	BALANCE
<b>MARCH 2022</b>					<b>\$5,714.49</b>
03-01	DSHS CENRAL LAB	6698		\$213.92	\$5,500.57
03-01	JOE CASILLAS- BACKFLOW TEST	6699		\$675.40	\$4,825.17
03-01	LNV, INC.- PHASE 2 WATERLINE	6700		\$600.00	\$4,225.17
03-01	WILLATT & FLICKINGER- NOV. LEGAL	6701		\$124.70	\$4,100.47
03-02	CORE & MAIN- EXTENSIONS & LEAD TEST	6702		\$3,034.64	\$1,065.83
03-18	TRANSER FROM GENERAL	DEP	\$7,000.00		\$8,065.83
03-18	DANIEL BOONE- MEMBERSHIP REFUND	6703		\$100.00	\$7,965.83
03-18	ECONOMY PRINTING-ENVELOPES	6704		\$361.19	\$7,604.64
03-18	JESUS REYES- MEMBERSHIP REFUND	6705		\$108.94	\$7,495.70
03-18	MCCOY'S	6706		\$23.16	\$7,472.54
03-18	TEXAS EXCAVATION SAFETY SYSTEM, INC	6707		\$50.35	\$7,422.19
03-24	IMMENSE IMPACT, LLC	6708		\$750.19	\$6,672.00
03-31	INTEREST EARNED	DEP	\$0.10		\$6,672.10
			\$7,000.10	\$6,042.49	

TexPool Participant Services  
 1001 Texas Avenue, Suite 1150  
 Houston, TX 77002



**TEXAS TRUST**  
 TEXAS TREASURY SAFEKEEPING TRUST COMPANY  
 COMPTROLLER, GLENN HEGAR, CHAIRMAN

# Participant Statement

RICARDO WATER SUPPLY CORP  
 MEMBERSHIP DEPOSIT  
 ATTN CAROLA G SERRATO  
 2302 E SAGE ROAD  
 KINGSVILLE TX 78363-3328

Statement Period **03/01/2022 - 03/31/2022**

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Customer Service 1-866-TEX-POOL  
 Location ID 000077893  
 Investor ID 000007580

## TexPool Update

It's spring cleaning time! Review a current listing of your authorized representatives and contact information by requesting an Account Information Report from TexConnect or the TexPool Participant Services team. Submit any changes on the proper maintenance form, found under Account Documents.

## TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$115,114.38	\$0.00	\$0.00	\$15.00	\$115,129.38	\$115,114.86
<b>Total Dollar Value</b>	<b>\$115,114.38</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15.00</b>	<b>\$115,129.38</b>	

## Portfolio Value

Pool Name	Pool/Account	Market Value (03/01/2022)	Share Price (03/31/2022)	Shares Owned (03/31/2022)	Market Value (03/31/2022)
Texas Local Government Investment Pool	449/1370100003	\$115,114.38	\$1.00	115,129.380	\$115,129.38
<b>Total Dollar Value</b>		<b>\$115,114.38</b>			<b>\$115,129.38</b>

## Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/1370100003	\$15.00	\$24.34
<b>Total</b>		<b>\$15.00</b>	<b>\$24.34</b>



TexPool Participant Services  
 1001 Texas Avenue, Suite 1150  
 Houston, TX 77002



**TEXAS TRUST**  
 TEXAS TREASURY SAFETY DEPOSIT TRUST COMPANY  
 COMPTROLLER GLENN BEGAR, CHAIRMAN

# Participant Statement

RICARDO WATER SUPPLY CORP  
 USDA RESERVE ACCOUNT  
 ATTN CAROLA SERRATO  
 2302 E SAGE ROAD  
 KINGSVILLE TX 78363-3328

Statement Period **03/01/2022 - 03/31/2022**

Page 1 of 2

Customer Service 1-866-TEX-POOL  
 Location ID 000077893  
 Investor ID 000021281

## TexPool Update

It's spring cleaning time! Review a current listing of your authorized representatives and contact information by requesting an Account Information Report from TexConnect or the TexPool Participant Services team. Submit any changes on the proper maintenance form, found under Account Documents.

## TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$100,682.01	\$0.00	\$0.00	\$13.14	\$100,695.15	\$100,682.43
<b>Total Dollar Value</b>	<b>\$100,682.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13.14</b>	<b>\$100,695.15</b>	

## Portfolio Value

Pool Name	Pool/Account	Market Value (03/01/2022)	Share Price (03/31/2022)	Shares Owned (03/31/2022)	Market Value (03/31/2022)
Texas Local Government Investment Pool	449/1370100004	\$100,682.01	\$1.00	100,695.150	\$100,695.15
<b>Total Dollar Value</b>		<b>\$100,682.01</b>			<b>\$100,695.15</b>

## Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/1370100004	\$13.14	\$21.20
<b>Total</b>		<b>\$13.14</b>	<b>\$21.20</b>



0015791



### INVOICE

2302 E. SAGE RD.

S22 - 055

KINGSVILLE, TEXAS 78363  
April 22, 2022

Ricardo Water Supply Corporation  
2302 East Sage Rd.  
Kingsville, Texas 78363

#### Usage

FM 772 Meter			
Current Reading:	4/1/2022	215927	
Previous Reading:	3/1/2022	215927	
Current usage			0
Kingsville Meter			
Current Reading:	4/1/2022	614978	
Previous Reading:	3/1/2022	605054	
Current usage			9,924,000
Total Water Usage for Period	3/1/2022 to 4/1/2022		9,924,000
Total Water delivered			9,924,000
Ratio STWA to Total			100%
Contract Year to Date Usage ----- 48,517,000 gallons			

#### Water Rate (per thousand gallons)

Cost of Water from City of Corpus Christi (Total charges divided by total consumption):	
Total charges	\$90,536.08
Total consumption	42,450
Cost of Water from City of Corpus Christi	\$ 2.132770

			Amount Due
STWA Handling Charge	9,924,000 g @ \$ 0.426386	=	\$ 4,231.45
Corpus Christi Water Cost	9,924,000 g @ \$ 2.132770	=	\$ 21,165.61
Water Rate for current billing period	\$ 2.559156		

#### Cost of Water

9,924,000 gallons @ \$2.559156 per thousand gallons \$ 25,397.06

Total Due for Water Usage for period 3/1/2022 to 4/1/2022 **\$ 25,397.06**

#### Net Water Revenue - STWA

This information is not available. An updated invoice will be mailed upon receipt of the necessary information. The amount of the invoice will not be affected.

Payment Due within 30 days of Receipt of Invoice

Thank You!

For more information about the Authority, including information about the Authority's board and board meetings, please go the Comptroller's Special Purpose District Public Information Database located at <https://spdpid.comptroller.texas.gov/> or the Authority's website [www.stwa.org](http://www.stwa.org)

Brandon W. Barrera, President  
Jose M. Graveley, Vice-President  
Imelda Garza, Secretary-Treasurer  
Rudy Galvan, Jr.  
Frances Garcia

(361) 592-9323 Or (361) 692-0337 (C.C. line)  
Fax: (361) 592-5965

Kathleen Lowman  
Joe Morales  
Angela N. Pena  
Patsy A. Rodgers  
John Marex, Administrator

**INVOICE**

S22 - 056

April 22, 2022

Ricardo Water Supply Corporation  
2302 E. Sage Rd.  
Kingsville, Texas 78363

Description		Amount Due	
<b>No. of Connections This Month:</b>		<b>1078</b>	
1078	General Maintenance (per connection) @	\$ 5.65	\$ 6,090.70
1078	Read Meters (per connection) @	\$ 2.50	2,695.00
3	Sample Collection (per sample) @	\$ 40.00	120.00
 <b>Billing Services for Month of:</b>			
<b>March, 2022</b>			
30	Final Notice Cards @	\$ 1.10	03/11/22 33.00
1088	Statements @	\$ 2.00	03/14/22 2,176.00
1	Meter Removal/Cancel Letters @	\$ 1.75	03/03/22 1.75
1078	Administration (per connection) @	\$ 6.00	6,468.00
905	Annual Meeting Mailouts @	\$ 5.00	03/10/22 4,525.00
616	Copies @	\$ 0.10	61.60
	Postage		508.78
<b>TOTAL</b>			<b>\$ 22,679.83</b>

Payment Due by  
April 30, 2022

Thank You!

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John Marez, Administrator

# STWA

## SOUTH TEXAS WATER AUTHORITY

2302 E. SAGE RD.

KINGSVILLE, TEXAS 78363  
April 28, 2022

S22-067

Ricardo Water Supply Corporation  
2302 East Sage Road  
Kingsville, Tx 78363

DATE	DESCRIPTION	W.O. #	Invoiced to others	Due to STWA
3/1/22	Located valves on FM 772 on east side of Hwy 77 for TxDot project.	6875	0.00	90.00
3/1/22	RWSC Board Meeting- Nigel Gomez	6876	0.00	81.00
3/2/22	Inspecting valve install at FM 772, west and east side of Hwy 77.	6877	0.00	17.50
3/2/22	Regular hour call out to acct. #410-Gaertner, CR 2180. Customer requested water shut off.	6878	35.00	35.00
3/2/22	Valve install for TxDot Project to prevent numerous customers from being out of water on Hwy 77 & FM 772.	6879	0.00	967.50
3/3/22	Meter reservice at acct. #117-Obregon, W. Chavez.	6880	110.00	110.00
3/4/22	Leak repair on 14" transmission line at CR 2160 between CR 1040 & CR 1030.	6881	0.00	2,375.00
3/6/22	Weekend residual checks on rural system and read meters.	6882	0.00	140.00
3/7/22	Overtime needed to shut down office.	6883	0.00	3.50
3/12/22	Leak repair at meter at acct. #236-Sappington, FM 1118. Customer broke curb stop during a repair.	6884	157.50	157.50
3/13/22	Weekend residual checks on rural system and read meters.	6885	0.00	140.00
3/17/22	Call out to P S #1 due to overflow.	6886	0.00	30.00
3/18/22	Tap & meter set w/100LF extension at acct. #1286-Salinas, CR 2150. Also extended an additional 10' to install a flush valve.	6887	2,010.22	1,010.50
3/20/22	Weekend residual checks on rural system and read meters.	6888	0.00	140.00
3/22/22	Field personnel on standby while NEC replaced fallen power pole at PS #2, due to high winds.	6889	0.00	210.00

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Imelda Garza, Secretary-Treasurer  
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Joe Morales  
Angela N. Pena  
Patsy A. Rodgers  
John Marez, Administrator

<b>DATE</b>	<b>DESCRIPTION</b>	<b>W.O. #</b>	<b>Invoiced to others</b>	<b>Due to STWA</b>
3/22/22	Leak repair on 14" distribution line on CR 1030 Between CR 2160 & CR 2150.	6890	0.00	1,470.00
3/23/22	Leak repair at acct. #574-Sterry, FM 772. Found leak at meter.	6891	0.00	35.00
3/27/22	Weekend residual checks on rural system and read meters.	6892	0.00	140.00
3/28/22	Preparing lockout list to assess charges.	6893	0.00	7.54
3/29/22	After hour unlocks at acct. #1148-Owen, #702-Gonzalez, #505-Perez.	6894	270.00	270.00
3/29/22	Dressed up area from leak repaired on 03-04-22, CR2160 West of PS #1.	6895	0.00	180.00
3/30/22	Meter change-out at acct. #413-Reyna, CR 2170W. Scratched glass made meter hard to read.	6896	0.00	110.00
3/30/22	Meter change-out at acct. #530-Moreno, CR 2160. Scratched glass made meter hard to read.	6897	0.00	110.00
3/29/22	Installed pumps at PS #3	6898	0.00	255.00
3/31/22	Tap & meter set at acct. #1291-Benitez, Dana Lane.	6899	585.00	430.00
3/31/22	Dress up area from leak repair done on 02-07-22 and patched road, CR 2140.	6900	0.00	210.00
3/31/22	March 2022 Regular hour unlocks at acct. #951-Resendez, #111-Pena, #505-Rios-Perez.	6901	180.00	180.00

**Due to STWA \$ 8,905.04**

Amount Invoiced to Others \$ 3,347.72

Payment due by May 12, 2022

Thank you

### INVOICE

2302 E. SAGE RD.

S22 - 074

KINGSVILLE, TEXAS 78363  
May 16, 2022

Ricardo Water Supply Corporation  
2302 East Sage Rd.  
Kingsville, Texas 78363

#### Usage

FM 772 Meter			
Current Reading:	5/1/2022	215927	
Previous Reading:	4/1/2022	215927	
Current usage			0
Kingsville Meter			
Current Reading:	5/1/2022	626228	
Previous Reading:	4/1/2022	614978	
Current usage			11,250,000
Total Water Usage for Period	4/1/2022 to 5/1/2022		11,250,000
Total Water delivered			11,250,000
Ratio STWA to Total			100%
Contract Year to Date Usage ----- 59,767,000 gallons			

#### Water Rate (per thousand gallons)

Cost of Water from City of Corpus Christi (Total charges divided by total consumption):  
 Total charges \$112,374.58  
 Total consumption 52,800  
 Cost of Water from City of Corpus Christi \$ 2.128306

			Amount Due	
STWA Handling Charge	11,250,000 g @	\$ 0.426386	=	\$ 4,796.84
Corpus Christi Water Cost	11,250,000 g @	\$ 2.128306	=	\$ 23,943.45
Water Rate for current billing period		\$ 2.554692		

#### Cost of Water

11,250,000 gallons @ \$2.554692 per thousand gallons \$ 28,740.29

Total Due for Water Usage for period 4/1/2022 to 5/1/2022 **\$ 28,740.29**

#### Net Water Revenue - STWA

This information is not available. An updated invoice will be mailed upon receipt of the necessary information. The amount of the invoice will not be affected.

Payment Due within 30 days of Receipt of Invoice  
Thank You!

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 Joe Morales  
 Angela N. Pena  
 Patsy A. Rodgers  
 John Marez, Administrator

## INVOICE

S22 - 075

May 16, 2022

Ricardo Water Supply Corporation  
2302 E. Sage Rd.  
Kingsville, Texas 78363

Description		Amount Due	
<b>No. of Connections This Month:</b>		<b>1082</b>	
1082	General Maintenance (per connection) @	\$ 5.65	\$ 6,113.30
1082	Read Meters (per connection) @	\$ 2.50	2,705.00
3	Sample Collection (per sample) @	\$ 40.00	120.00
<b>Billing Services for Month of:</b>			
<b>April, 2022</b>			
19	Final Notice Cards @	\$ 1.10	04/12/22 20.90
1092	Statements @	\$ 2.00	04/13/22 2,184.00
1082	Administration (per connection) @	\$ 6.00	6,492.00
907	Annual Meeting Mailouts (2nd mailing) @	\$ 0.60	04/14/22 544.20
4433	Copies @	\$ 0.10	443.30
	Postage		516.87
		<b>TOTAL</b>	<b>\$ 19,139.57</b>

Payment Due by  
May 31, 2022

Thank You!

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Joe Morales  
Angela N. Pena  
Patsy A. Rodgers  
John Marez, Administrator

S22-080

May 16, 2022

Ricardo Water Supply Corporation  
2302 East Sage Road  
Kingsville, Tx 78363

DATE	DESCRIPTION	W.O. #	Invoiced to others	Due to STWA
4/2-3/22	Weekend residual checks on rural system and read meters.	6902	0.00	140.00
4/3/22	Weekend overtime for accountant assistant to work on accounts payables.	6903	0.00	58.99
4/4/22	Reviewing connection possibilities for Abrose RV Park with N. Gomez.	6904	0.00	8.43
4/4/22	Unlocked and CSI after multiple tap correction for acct #1183-L Salazar-CR 1030.	6905	110.00	110.00
4/8/22	Customer service inspection at acct. #1283-R. Flores-Victoria Trails. Passed inspection.	6906	75.00	75.00
4/9-10/22	Weekend residual checks on rural system and read meters.	6907	0.00	157.50
4/13/22	Customer service inspection at acct. #117-C. Obregon-Chavez Rd. Passed inspection.	6908	75.00	75.00
4/13/22	Customer service inspection at acct. #1291-J. Benitez, Dean Dr. Passed inspection.	6909	75.00	75.00
4/15/22	Holiday readings and residuals.	6910	0.00	93.33
4/16-17/22	Weekend residual checks on rural system and read meters.	6911	0.00	140.00
4/22/22	Tap & meter set at acct. #1294-J. Vela-Lonnie Ln.	6912	585.00	430.00
4/22/22	Meter removal due to non-payment for acct. #1143-D. Radford, FM 1118.	6913	60.00	60.00
4/23-24/22	Weekend residual checks on rural system and read meters.	6914	0.00	140.00
4/25/22	Customer reported leak at meter acct. #557-A. De La Paz, HWY 77. Dug up and found leak on customer side.	6915	0.00	15.00

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Patsy A. Rodgers  
John Marez, Administrator

DATE	DESCRIPTION	W.O. #	Invoiced to others	Due to STWA
4/25/22	Meter change-out for testing. Meter had been misread for acct. #488-E. Garcia, N. CR 1020. Old meter.	6916	0.00	110.00
4/26/22	Repaired flush valve-replaced camlock-CR 2215.	6917	0.00	15.00
4/26/22	Repaired flush valve-CR 1044 (Holly Lane).	6918	0.00	30.00
4/26/22	Customer reported leak at meter on their side caused by TXDot contractor. Made repair for acct. #557-A. De La Paz, Hwy 77. RWSC charge reduced rate on repair.	6919	0.00	113.75
4/26/22	TRWA meeting. Overtime due to travel.	6920	0.00	39.00
4/28/22	RWSC Board Meeting	6921	0.00	81.00
4/30/22	April 2022 Regular Hour unlocks, acct. #921-Gomez & acct. #737-Mendoza.	6922	120.00	120.00
4/30-5/1/22	Weekend residual checks on rural system and read meters.	6923	0.00	140.00
			Total Due STWA	\$ 2,227.00
			Amount Invoiced to Others	\$655.00

Payment due by May 27, 2022  
Thank You



RICARDO WATER SUPPLY CORPORATION  
WATER LOSS COMPUTATION

February 8, 2022 through March 8, 2022  
Revised 04/27/22 - added leak on transmission line (3/4/22)

				Loss	
	11 Pump #1	22 Pump #2	33 Pump #3	Pump Station Totals	Kingsville & FM 772 Totals
+ STWA Mtr. Rdg. Totals	3,856,000	2,881,000	0	6,737,000	7,018,000
RWSC Billing Register	3,094,530	2,008,240	449,200	5,551,970	5,551,970
+/- Adjustments					
+ Haulers-unbilled	26			26	26
+Overflows/Inspections	115,000	126,000		241,000	241,000
+Leaks				0	0
+Leaks on 14" line				0	100,000
+Fire Dept Use	3,400			3,400	3,400
+Unmetered Flushing	0	0	0	0	0
+Flushing	154,870	35,790	6,450	197,110	197,110
- = Accounted water	3,367,826	2,170,030	455,650	5,993,506	6,093,506
= = Water loss	488,174	710,970	(455,650)	743,494	924,494
% Water loss/gain	12.66%	24.68%	#DIV/0!	11.04%	13.17%

Register Routes:

- 11 - Pump #1
- 22 - Pump #2
- 33 - Pump #3

\*The following leaks were repaired during this period.

- 02/26/22 - PS #2 GST overflow/Tank Inspections - 1,000 gallons
- 02/27/22 - PS #2 Tank Inspections - 25,000 gallons
- 02/27/22 - PS #2 EST Inspection - 100,000
- 02/28/22 - PS #1 GST Inspections 15,000 gallons & EST Inspection 100,000 gallons
- 3/4/2022 - Leak Repair CR 2160 east of CR 1030 - 100,000 gallons

Note: PS#3 is down and is being serviced by PS#1

RICARDO WATER SUPPLY CORPORATION  
WATER LOSS COMPUTATION

March 8, 2022 through April 8, 2022

				Loss	
	11 Pump #1	22 Pump #2	33 Pump #3	Pump Station Totals	Kingsville & FM 772 Totals
+ STWA Mtr. Rdg. Totals	5,003,000	4,821,000	10,000	9,834,000	11,036,903
RWSC Billing Register	4,664,060	3,310,420	658,710	8,633,190	8,633,190
+/- Adjustments					
+ Haulers-unbilled	5			5	5
+Overflows/Inspections	75,500			75,500	75,500
+Leaks		1,000		1,000	1,000
+Leaks on 14" line				0	800,000
+Fire Dept Use	3,000			3,000	3,000
+Unmetered Flushing	0	0	0	0	0
+Flushing	235,070	95,660	2,090	332,820	332,820
= Accounted water	4,977,635	3,407,080	660,800	9,045,515	9,845,515
= Water loss	25,365	1,413,920	(650,800)	788,485	1,191,388
% Water loss/gain	0.51%	29.33%	-6508.00%	8.02%	10.79%

Register Routes:

- 11 - Pump #1
- 22 - Pump #2
- 33 - Pump #3

\*The following leaks were repaired during this period.

- 03/12/22 - Leak repair Acct #236 - 1,000 gallons
  - 03/17/22 - PS#1 overflow - 75,000 gallons
  - 03/22/22 - Leak on transmission line on CR1030 north of CR 2160 - 800,000 gallons
  - 03/22/22 - PS#1 overflow - 500 gallons
- Note: PS#3 is down and is being serviced by PS#1

ATTACHMENT 3

Appointment of Director

## Memo

To: Ricardo Water Supply Corporation Board of Directors  
From: John Marez, Administrator  
Date: May, 20, 2022  
Re: Accept Resignation of Robert Zavala & Appointment of Director to Fill Vacancy

### Background:

On April 27, 2022 Director Robert Zavala submitted a letter of resignation ending his 25 plus years of service for the corporation and its member customers.

During our board meeting on April 28<sup>th</sup>, President Balde Garcia made a motion to fill the vacancy with corporation member, Robert Zavala, Jr. Since the resignation was submitted after the official posting of the April agenda no action could be taken by the board because there was not an action item on that agenda to submit for a replacement.

Staff assured the board this replacement would be available as an action item at the May 2022 meeting.

### Analysis:

Robert Zavala's resignation has left a vacancy to fill by a corporation member. President Garcia has indicated his preference to fill the vacancy during the May Board meeting in order to operate as a fully functioning board.

### Staff Recommendation:

Accept the resignation and then make a motion to fill the vacancy with a corporation member in accordance with the RWSC By-Laws.

### Board Action:

Make appropriate motions to complete both items.

### Summary:

The board must accept the resignation of Robert Zavala and then make a motion to fill that vacancy with any corporation member.

ATTACHMENT 4

TxDOT Upgrades

## Memo

To: Ricardo Water Supply Corporation Board of Directors  
From: John Marez, Administrator  
Date: May, 20, 2022  
Re: Budget Change Order #1 – RWSC US77/I-69 Waterline Adjustment Project

### Background:

After several years of discussions, planning and construction the Ricardo Waterline Adjustment Project is complete. The only outstanding item is to approve the last payment for project.

### Analysis:

Our Engineer of Record for this project has been Ardurra (formerly LNV) and has closely monitored the expense and construction work done on the corporation's behalf. Over the past month since the completion of the construction and laying of the waterline our engineer team has worked closely with the contractor of record, Max Underground. Despite some hesitation and negotiation on determining a final price the corporation will conclude this development under budget at \$413,347. The original contract price was submitted at \$422,530.

### Staff Recommendation:

Accept the first and only Budget Change Order for this project.

### Board Action:

Determine whether to accept the change order as recommended by Ardurra.

### Summary:

With the board's approval this will be the final step in officially closing the waterline project. An Ardurra engineer is expected to attend the board meeting to answer any final questions.

## John Marez

---

**From:** John Marez <jmarez@stwa.org>  
**Sent:** Monday, May 16, 2022 4:04 PM  
**To:** 'Eddie Pena'  
**Cc:** Joella Wagner; fvrosales@stwa.org; 'Nigel Gomez'; 'evillarreal@ardurra.com'; 'Samuel Maldonado'  
**Subject:** FW: Change Order: RWSC/77 Waterline Adjustment  
**Attachments:** Change Order No. 1.pdf

Eddie,

Thanks for taking my call and for your follow through on our Change Order questions.

I have spoken with Joella and we will place on the agenda for next Thursday's board meeting for final approval. I hope you can join us at least by phone.

John

John Marez

[REDACTED]  
2302 E Sage Rd  
Kingsville, Texas 78363  
W: 361-592-3952  
C: 361-813-2105

**From:** Eddie Pena <epena@ardurra.com>  
**Sent:** Monday, May 16, 2022 12:14 PM  
**To:** John Marez <jmarez@stwa.org>  
**Cc:** Samuel Maldonado <smaldonado@ardurra.com>; Eric Villarreal <evillarreal@ardurra.com>  
**Subject:** RE: Change Order: RWSC/77 Waterline Adjustment

Good Afternoon John,

Please find the attached PDF – *Change Order No. 1.pdf*

If you have any questions, please feel free to let me know.

Sincerely,

# CHANGE ORDER NO. 1

**Project:** US 77 Waterline Adjustment Project Phase 2

**Change Order Number:** 1

Project No.: 210085

**Contractor:**

MAX Underground Construction, LLC.  
PO Box 271106  
Corpus Christi, TX 78427

**Owner:**

Ricardo Water Supply Corporation  
2302 E. Sage Road  
Kingsville, TX 78363

You are hereby directed to make the following changes in the contract documents.

1. A-1 - 8" WATERLINE (\$145.00/LF x 140 LF)

Increase: \$20,300.00

2. A-2 - 6" WATERLINE (\$64.00/LF x -212 LF)

Decrease: \$13,568.00

3. A-4 - GATE VALVE (\$1,400.00/EA x 1 EA)

Increase: \$1,400.00

4. A-5 - 6" CAP (\$400.00/EA x -5 EA)

Decrease: \$2,000.00

5. A-6 - WATERLINE RECONNECTION (\$1,200.00/EA x -4 EA)

Decrease: \$4,800.00

6. A-7 - 6" 90° BEND (\$785.00/EA x -1 EA)

Decrease: \$785.00

7. A-8 - 6" 45° BEND (\$625.00/EA x -6 EA)

Decrease: \$3,750.00

8. A-9 - 6"x6" TEE (\$900.00/EA x 3 EA)

Increase: \$2,700.00

9. A-10 - PROP SPLIT CASING (\$345.00/LF x -15 LF)

Decrease: \$5,175.00

10. A-11 - WATERLINE TO BE REMOVED (\$14.00/LF x -145 LF)

Decrease: \$2,030.00

11. A-12 - 8" 45° BEND (\$1,200.00/EA x -2 EA)

Decrease: \$2,400.00



12. (Overpaid through Pay Estimate No. 2) A-9 - 6"x6" TEE (\$900.00/EA x 3 EA)

Decrease: \$2,700.00

13. PVC Price Increase

Increase: \$3,625.00

Change in the Contract Price

Original Contract Price: \$422,530.00

Previous Change Orders  
No. 0 to No. 1: \$0.00

Net decrease of this  
Change Order: (\$9,183.00)

Contract Price with all  
Approved Change Orders: \$413,347.00

Original Final Completion Date: March 19, 2022

Reviewed by Inspector:

Approved by Contractor:

\_\_\_\_\_  
Signature and date

\_\_\_\_\_  
Signature and date

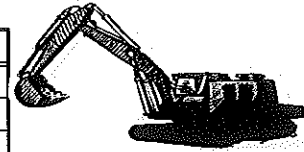
Recommended by Engineer:

Approved by Owner :

\_\_\_\_\_  
Signature and date

\_\_\_\_\_  
Signature and date

Date: 4/14/22



MAX Underground Construction, LLC

Equipment

Change Order #1	Location	Station #
Overrun Bid Item		

Description	Hourly (N/A hour min.)	Hours Used	Equipemt Cost
			\$ -
			\$ -

Labor

Description	Hours on job	Hourly Rate	Labor Cost
			\$ -
			\$ -
			\$ -

Materials

Description	Quantity	Unit	Unit Price	Total
				\$ -
				\$ -
				\$ -
				\$ -

Sub- Contractors

Description	Quantity	Unit	Unit Price	Total
				\$ -
				\$ -

Line Items

	Description	Quantity	Unit	Unit Price	Total
A-1	8" Waterline	140	LF	\$145.00	\$ 20,300.00
A-4	Gate Valve	1	EA	\$1,400.00	\$ 1,400.00
A-9	6"x6" Tee	3	EA	\$900.00	\$ 2,700.00

**Subtotal** \$ - \$ - \$ - \$ 24,400  
Sub-Contractors Equipment Labor Line Items

Days requested:	0
Equipment	\$ -
Labor	\$ -
Materials	\$ 24,400.00
Total Direct Cost	\$ 24,400.00
Subcontractors	\$ -
Subcontractors Mark up	\$ -
Labor Burden	\$ -
Markup	
Bond	
Requested Change Order	\$ 24,400.00

Contractor:	Signature	Date
Inspector:		
Sr. Proj. Mgr:		
Cons. Egnineer:		

Date: 4/14/22



MAX Underground Construction, LLC

Equipment

Change Order #3	Location	Station #
Overbill Estimate 2- 6"x6" Tee		

Labor

Description	Hourly (N/A hour min.)	Hours Used	Equipemt Cost
			\$ -
			\$ -

Materials

Description	Hours on job	Hourly Rate	Labor Cost
			\$ -
			\$ -
			\$ -

Sub-Contractors

Description	Quantity	Unit	Unit Price	Total
				\$ -
				\$ -
				\$ -
				\$ -

Line Items

Description	Quantity	Unit	Unit Price	Total
				\$ -
				\$ -

Description	Quantity	Unit	Unit Price	Total
6"x6" Tee	3	EA	(\$900.00)	-\$ 2,700.00

<b>Subtotal</b>		\$ -	\$ -	\$ -	-\$ 2,700
		Sub-Contractors	Equipment	Labor	Line Items

Days requested:	0
Equipment	\$ -
Labor	\$ -
Materials	-\$ 2,700.00
Total Direct Cost	-\$ 2,700.00
Subcontractors	\$ -
Subcontractors Mark up	\$ -
Labor Burden	\$ -
Markup	
Bond	
Requested Change Order	-\$ 2,700.00

Contractor:	Signature	Date
Inspector:		
Sr. Proj. Mgr:		
Cons. Egnineer:		

Date: 3/31/22

Change Order	Location	Station #
Increase in PVC		



MAX Underground Construction, LLC

Equipment

Description	Hourly (N/A hour min.)	Hours Used	Equipemt Cost
			\$ -
			\$ -
			\$ -
			\$ -

Labor

Description	Hours on job	Hourly Rate	Labor Cost
			\$ -
			\$ -
			\$ -
			\$ -

Materials

Description	Quantity	Unit	Unit Price	Total
Ferguson Enterprises	1.00	LS	\$ 3,625.00	\$ 3,625.00
				\$ -
				\$ -
				\$ -

Sub-Contractors

Description	Quantity	Unit	Unit Price	Total
				\$ -
				\$ -

Line Items

Description	Quantity	Unit	Unit Price	Total
None				

<b>Subtotal</b>		\$ -	\$ -	\$ -	\$ 3,625
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Sub-Contractors Equipment Labor Materials

Days requested:	
Equipment	\$ -
Labor	\$ -
Materials	\$ 3,625.00
Total Direct Cost	\$ 3,625.00
Subcontractors	\$ -
Subcontractors Mark up	\$ -
Labor Burden	\$ -
Markup	
Bond	
Requested Change Order	\$ 3,625.00

	Signature	Date
Contractor:		
Inspector:		
Sr. Proj. Mgr:		
Cons. Egnineer:		



Felipe Salinas <salinasf1988@gmail.com>

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**FW: Attachment Email Bid# B270182**

2 messages

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**Sabas.Perez@ferguson.com** <Sabas.Perez@ferguson.com>  
To: salinasf1988@gmail.com

Wed, Nov 3, 2021 at 9:42 PM


Original quote total \$99653.39. Revised price total \$103278.39. The only item changed is 6"C900. Diff price <\$3625.00>. Let them know pricing could change if they delay project. If we order material now quoted price is in place. Can not tell you what market will be December. Lead times are concern.

Thanks  
Sabas

-----Original Message-----

From: doc.dispatcher@ferguson.com <doc.dispatcher@ferguson.com>  
Sent: Wednesday, November 3, 2021 9:36 PM  
To: Sabas Perez <sabas.perez@ferguson.com>  
Subject: Attachment Email Bid# B270182

Attached is an important document, B067513870.pdf, from sabas.perez@ferguson.com


 **B067513870.pdf**  
22K

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**Sabas.Perez@ferguson.com** <Sabas.Perez@ferguson.com>  
To: salinasf1988@gmail.com

Wed, Nov 3, 2021 at 9:50 PM

Please advice when received. Again my mistake.  
[Quoted text hidden]

 **B067513870.pdf**  
22K

ATTACHMENT 5

RWIC Agreement

Memo

To: Ricardo Water Supply Corporation Board of Directors  
From: John Marez, Administrator  
Date: May, 20, 2022  
Re: Agreement with RWIC for Billing & Collecting of Wastewater Charges

Background:

Typically, the rates for the Ricardo Wastewater Improvement Corporation are reviewed in December every year. These rates have not been analyzed to determine if the charges are keeping with the actual cost of water provided to the RWIC. The RWIC is a separate corporation that partners with the RWSC to provide an essential service to the community. This partnership should continue based on the condition the RWIC is an officially registered corporation of the State of Texas

Analysis:

The last rate review by the RWSC Board was conducting in 2019 with a monthly customer fee of \$2.5235 as compensation for the cost of furnishing this service to the RWIC. Currently a full analysis is not available but will be provided to the board by our Finance Manager prior to the board meeting.

Staff Recommendation:

Review the recommendation of the analysis.

Board Action:

Determine if our current rate of \$2.5235 per customer is adequate or if a modification should be made to met the current trends of cost of service as is being seen in other utilities.

Summary:

After researching this issue, I discovered the RWIC has not been a registered corporation in Texas for at least two years. I presented this information to our legal counsel and Mr. Flickinger recommended to accept the analysis on the condition that the RWIC reestablishes themselves as an official corporation in Texas.

## John Marez

---

**From:** Bill Flickinger <bflickinger@wfaustin.com>  
**Sent:** Tuesday, May 10, 2022 1:31 PM  
**To:** John Marez  
**Cc:** Allison Nix  
**Subject:** RE: RWSC Agenda Item: RWIC

John:

I recommend your Board approve the new agreement contingent upon RWIC's reinstating its charter and incorporation status. The new agreement should not be signed until you have confirmation that RWIC has reinstated its corporate charter.

It should not be that difficult for RWIC to file the necessary paperwork to reinstate its charter.

When a corporate charter is forfeited, the entity cannot use the state courts and the directors of that entity will potentially have personal liability for any debt or action of the entity since there is no legal corporate protection at that time.

Very truly yours,

*Bill Flickinger*

Willatt & Flickinger, PLLC  
Attorneys at Law  
12912 Hill Country Blvd., Suite F-232  
Austin, Texas 78738

Phone: (512) 476-6604  
Facsimile: (512) 469-9148

**Email:** [bflickinger@wfaustin.com](mailto:bflickinger@wfaustin.com)

**CONFIDENTIALITY NOTICE:** This email transmission (and/or the attachments which accompany it) may contain confidential information belonging to the sender which is protected by the attorney-client privilege. The information is intended only for the use of the intended recipient. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. Any unauthorized interception of this transmission is illegal under the law. If you have received this transmission in error, please promptly notify the sender by reply email, and then destroy all copies of the transmission. Thank you.

**From:** John Marez <jmarez@stwa.org>  
**Sent:** Monday, May 9, 2022 2:15 PM  
**To:** Bill Flickinger <bflickinger@wfaustin.com>  
**Cc:** Allison Nix <anix@wfaustin.com>  
**Subject:** RWSC Agenda Item: RWIC

Bill,



The Ricardo WSC board seeks to execute an agreement for Billing and Collection of Wastewater charges with the Ricardo Wastewater Improvements Corporation for next week's board meeting. In spite of this request, after searching the Secretary of State's Office (TXSOS) I found the RWIC Franchise Tax "involuntarily" ended. Based on this search through the SOS website they have not filed for at least one year and potentially more since this year's deadline has not passed so it is already showing at least the 2020-21 filing years.

My question is can or should we enter into an agreement with an entity that has not filed with the state to continue their incorporation status.

(2 Attachments)

Cc: Allison  
Bcc: STWA/NWSC Staff

*John*

John Marez



2302 E Sage Rd  
Kingsville, Texas 78363  
W: 361-592-3952  
C: 361-813-2105

RICARDO WATER SUPPLY CORPORATION

Resolution 19-05

RESOLUTION AUTHORIZING THE PRESIDENT TO EXECUTE AN AGREEMENT FOR BILLING AND COLLECTION OF WASTEWATER CHARGES WITH RICARDO WASTEWATER IMPROVEMENTS CORPORATION.

WHEREAS, the Ricardo Water Supply Corporation is a nonprofit water supply corporation incorporated under the laws of the State of Texas, and currently has a billing system in place for billing of water charges to its customers, and

WHEREAS, the Ricardo Wastewater Improvements Corporation has approached the Ricardo Water Supply Corporation requesting that an agreement be made whereby the RWSC can incorporate wastewater charges into its billing system, and

WHEREAS, the Ricardo Water Supply Corporation shall charge a monthly per customer fee of \$2.5235 in 2020 as compensation for its cost of furnishing this service, pursuant to the Agreement, and

NOW, THEREFORE, BE IT RESOLVED that the Ricardo Water Supply Corporation Board of Directors authorizes the President to execute an agreement with the Ricardo Wastewater Improvements Corporation for billing and collecting of wastewater charges effective January 30, 2020.

Duly adopted this 10<sup>th</sup> day of December, 2019.

  
BALDEMAR GARCIA, PRESIDENT

ATTEST:

  
OLIVER HINOJOSA, SECRETARY/TREASURER

WSC will charge a monthly per customer fee of \$ 2.5235 in 2020 from all customers of Utility and billed by WSC, to compensate WSC for its cost of billing and collecting Utility's wastewater fees.

III.

**Additional Fees for Disconnection and Reconnection**

When WSC disconnects water services for failure by the customer to pay Utility's wastewater fees, WSC shall retain all amounts collected for disconnection and reconnection of the wastewater service pursuant to Utility's tariff. These amounts shall be in addition to the amounts retained pursuant to paragraph II above.

IV.

**Effective Date**

The effective date of this agreement is January 1, 2020.

V.

**Term**

The term of this agreement shall be for 1 year(s).

Signed on behalf of WSC and Utility as shown below.

**RICARDO WATER SUPPLY CORPORATION**

By: Baldemar Jimenez  
President, Board of Directors

ATTEST:

Olivera  
Secretary, Board of Directors

**RICARDO WASTEWATER IMPROVEMENTS CORPORATION**

By: \_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors



## Franchise Tax Account Status

As of : 05/09/2022 13:58:00

This page is valid for most business transactions but is not sufficient for filings with the Secretary of State

### RICARDO WASTEWATER IMPROVEMENTS CORPORATION (RWIC)

**Texas Taxpayer Number** 30118953279

**Mailing Address** 110 W COUNTY ROAD 2160 KINGSVILLE, TX 78363-8815

**Ⓜ Right to Transact Business in Texas** FRANCHISE TAX INVOLUNTARILY ENDED  
Request tax clearance to reinstate entity.

#### State of Formation

**Effective SOS Registration Date** 09/09/1996

**Texas SOS File Number** 0141482401

**Registered Agent Name** JOSE G REYNA

**Registered Office Street Address** ROUTE 2 BOX 364-B KINGSVILLE, TX 78363

ATTACHMENT 6

Resolution 22-04

RICARDO WATER SUPPLY CORPORATION

Resolution 22-04

RESOLUTION AUTHORIZING THE PRESIDENT TO EXECUTE AN AGREEMENT FOR BILLING AND COLLECTION OF WASTEWATER CHARGES WITH RICARDO WASTEWATER IMPROVEMENTS CORPORATION.

WHEREAS, the Ricardo Water Supply Corporation is a nonprofit water supply corporation incorporated under the laws of the State of Texas, and currently has a billing system in place for billing of water charges to its customers, and

WHEREAS, the Ricardo Wastewater Improvements Corporation has approached the Ricardo Water Supply Corporation requesting that an agreement be made whereby the RWSC can incorporate wastewater charges into its billing system, and

WHEREAS, the Ricardo Water Supply Corporation shall charge a monthly per customer fee of \_\_\_\_\_ in \_\_\_\_\_ as compensation for its cost of furnishing this service, pursuant to the Agreement, and

NOW, THEREFORE, BE IT RESOLVED that the Ricardo Water Supply Corporation Board of Directors authorizes the President to execute an agreement with the Ricardo Wastewater Improvements Corporation for billing and collecting of wastewater charges effective January 30, 2022.

Duly adopted this 7<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
BALDEMAR GARCIA, PRESIDENT

ATTEST:

\_\_\_\_\_  
OLIVER HINOJOSA, SECRETARY/TREASURER

**AGREEMENT FOR BILLING AND COLLECTION  
OF WASTEWATER CHARGES**

**STATE OF TEXAS**

**COUNTY OF KLEBERG**

This agreement is entered into by and between Ricardo Water Supply Corporation (hereinafter called "WSC") and Ricardo Wastewater Improvements Corporation, Inc. a Texas Corporation (hereinafter called "Utility").

**RECITALS**

- A. WSC provides retail water service to areas within its water CCN boundaries and Utility provides retail wastewater service to certain areas within WSC's water CCN boundaries. WSC provides no wastewater service.
- B. The parties recognize the convenience to the utilities and the customers for charges for water and wastewater services to be made on a single bill.
- C. The Texas Water Code and rules of the Texas Public Utility Commission allow cessation of water services for nonpayment of a wastewater bill only if the water and wastewater fees are included on the same bill.

**AGREEMENT**

**NOW THEREFORE**, for and in consideration of the premises and the mutual agreements contained herein, WSC and Utility agree as follows:

**I.**

**Meter Reading and Preparation of Bill**

WSC will read all meters and obtain all information necessary to determine the wastewater fee to each Utility customer that WSC serves with water, such wastewater fees to be determined pursuant to Utility's tariff.

WSC will include Utility's wastewater fees on its bills for water services to the Utility customers to whom WSC provides water service. WSC will take all necessary steps to collect Utility's wastewater fees in the same manner that WSC uses to collect its water service fees.

**II.**

**Remittance of Collection**

WSC will remit all amounts collected for Utility's wastewater fees to Utility monthly less fees for providing billing and collection services.

WSC will charge a monthly per customer fee of \$ \_\_\_\_\_ from all customers of Utility and billed by WSC, to compensate WSC for its cost of billing and collecting Utility's wastewater fees.

**III.**

**Additional Fees for Disconnection and Reconnection**

When WSC disconnects water services for failure by the customer to pay Utility's wastewater fees, WSC shall retain all amounts collected for disconnection and reconnection of the wastewater service pursuant to Utility's tariff. These amounts shall be in addition to the amounts retained pursuant to paragraph II above.

**IV.**

**Effective Date**

The effective date of this agreement is \_\_\_\_\_, \_\_\_\_\_.

**V.**

**Term**

The term of this agreement shall be for \_\_\_\_ year(s).

Signed on behalf of WSC and Utility as shown below.

**RICARDO WATER SUPPLY CORPORATION**

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary/Treasurer, Board of Directors

**RICARDO WASTEWATER IMPROVEMENTS CORPORATION**

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors



ATTACHMENT 7

Kleberg County Human Services Low Income Household Water Assistance Program.

## Memo

To: Ricardo Water Supply Corporation Board of Directors  
From: John Marez, Administrator  
Date: May, 20, 2022  
Re: Enter into Agreement for the Kleberg County LIHWAP

### Background:

Kleberg County Human Resources Department is currently in an agreement with the Texas Department of Community and Housing Affairs. The TDCHA recently began an assistance program in helping low-income households receive help paying their monthly water bills, disconnection or reconnection fees.

During our April 2022 meeting I presented the board with initial information about this program. After some discussion the item was referred to the May meeting to allow for further follow up and clarification of board member questions.

### Analysis:

The Low-Income Housing Water Assistance Program is currently being used with the City of Kingsville. The county recently approached the RWSC to gauge their interest in participating. By approving this agreement there will be no monetary requirement of the Corporation and will only tasks RWSC staff of keeping track of customers who are utilizing this county/state service. All applications will be handled by county staff and will not need RWSC staff to address any component other than keeping a list of customers.

### Staff Recommendation:

Conduct a discussion with county representatives during our board meeting to determine this programs validity for corporation customers.

### Board Action:

After receiving satisfactory explanation of this program determine whether to authorize the Board President to enter into agreement.

### Summary:

During our last discussion it appeared there was consensus to support this agreement. However, issues concerning the start time of a customer entering into this agreement and the actual tracking by staff is a concern. With members of the Kleberg Human Services Department at the board meeting hopefully all apprehensions will be addressed.

**LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)  
"WATER PROVIDER AGREEMENT"**

**PURPOSE.** The purpose of the Low Income Household Water Assistance Program (LIHWAP) grant is to provide emergency assistance to low-income households, particularly those with the lowest incomes that pay a high proportion of household income for water, storm water, drinking water, wastewater/sewer, and groundwater services collectively named (Water Services).

The Water Services Provider (Water Provider or Vendor), agrees to the terms of the LIHWAP grant and to accept payment from LIHWAP agencies only for eligible LIHWAP clients to whom Water Provider continues to provide Water Services. The Water Assistance Provider (Agency), agrees to make payments only for eligible LIHWAP clients.

**PARTIES.** This Water Provider Agreement is by and between:

**Kleberg County Human Services**

Water Assistance Provider (Agency)

**Ricardo Water Supply Corporation**

Water Services Provider (Water Provider)

The Agency and Water Provider are each a Party to the Water Provider Agreement and collectively known as the Parties.

Water Provider and Agency agree to assist eligible LIHWAP clients in the following Texas counties:

**Kleberg County**

**WATER SERVICES.** Water Services provided and billed by Water Provider:

- Water Fees
- Stormwater Fees
- Wastewater
- Sewer Fees
- Groundwater Fees
- Other: \_\_\_\_\_

**TERM.** This Water Provider Agreement shall be effective from the 26th day of May, in the year 2022, for a period not to exceed one year from the effective date, although the Parties can agree in writing to extensions for up to one additional year. Either Party may terminate this Water Provider Agreement by written notice. Such written notice of termination shall not affect any obligation by either Party incurred prior to the receipt of such notice.

**NOTICE.** Notice shall be sent via certified mail to the addresses below with return receipt requested.

**Ricardo Water Supply Corporation**

(Water Provider Name)

**2302 E. Sage Rd., Kingsville, Texas 78363**

(Water Provider Mailing Address)

11889

---

(Water Provider Certificate of Convenience and Necessity # (CCN))

Ricardo Water Supply Corporation

---

(Agency Name)

2303 E. Sage Rd., Kingsville, TX 78363

---

(Agency Mailing Address)

**AGENCY REPRESENTATIONS.** The Agency named above represents and warrants to Water Provider that it is an entity under contract with the Texas Department of Housing and Community Affairs (TDHCA) and as such is authorized and has received funding from the TDHCA to provide bill payment assistance service for eligible LIHWAP clients. In addition, the Agency further represents and warrants to Water Provider that it has determined eligible LIHWAP clients to be eligible under the LIHWAP guidelines. The funds will be used to cover and/or reduce arrearages, rates and fees associated with reconnection, or prevention of disconnection of service, and to pay either partially or in full an eligible LIHWAP client's current due water bill, known as "Eligible Costs" related to Water Services.

**WATER PROVIDER'S REPRESENTATIONS.** The Water Provider named above represents and warrants that it will apply any payments received from Agency to the eligible LIHWAP client's account related to Eligible Costs.

Both parties acknowledge that this Water Provider Agreement and the services provided by the Water Provider are governed by and subject to the federal and state laws and regulations in accordance with the LIHWAP.

**AMENDMENTS.** Any and all amendments to this Water Provider Agreement shall be in writing, approved by TDHCA, and agreed upon by both Parties.

**WATER PROVIDER'S RESPONSIBILITIES.** Water Provider will, with reference to an eligible LIHWAP client:

- Provide the Agency with at least one designated contact person who shall be available to respond by telephone and email to all reasonable inquiries regarding eligible LIHWAP clients and client accounts including but not limited to bills, payments, and services.
- Provide water services to each eligible and approved household for which payment is provided under LIHWAP.
- Extend the potential LIHWAP application for water services for up to ten calendar days while the Agency determines whether the potential LIHWAP applicant is eligible pursuant to the LIHWAP.
- Upon accepting payment from Agency for the eligible LIHWAP client, continue or restore water services to eligible LIHWAP client with no increases in charges, service charges or other charges or fees affecting the total cost of the bill, except as allowed by the stated tariff cost registered with the Public Utility Commission "PUC".
- In the event the Agency requires the eligible LIHWAP client to pay a portion of the bill prior to having a pledge made on their account on or before the disconnect date, as stated in the client's Disconnect Notice as required by PUC regulations, nothing in this agreement requires the Water Provider to delay a disconnect if the eligible LIHWAP client has not paid their required portion.
- Invoice the eligible LIHWAP client in accordance with Water Provider's normal billing practices.
- Upon verbal or written request from Agency, provide at no cost to the Agency the eligible LIHWAP client's billing and usage history for previous twelve months, or available history plus monthly estimates if less than twelve

months of billing history and usage is available. Water Provider will transmit such billing history via electronic mail or facsimile as soon as possible, but no later than forty-eight hours following the request.

- Work with Agency and eligible LIHWAP client to explore the feasibility of offering flexible payment arrangements that may include, without limitation, waiving security deposits, reconnect fees, application fees, and all other fees whenever possible.
- Not discriminate against eligible LIHWAP client in price or services, including the availability of deferred payment plans, level or average payment plans, discount, budget, advance payment or other credit plans.
- Not refuse to provide water service or otherwise discriminate in the marketing and provision of water service to any eligible LIHWAP client because of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, level of income, disability, financial status, location of client in an economically distressed geographic area, or qualification for low-income or water-efficiency services.
- Allow Agency forty-five days from the date of pledge for assistance payment to forward payment to the Water Provider. Water Provider agrees not to consider the portion of the eligible LIHWAP client's account to be paid by the Agency delinquent if said payment is received within the above mentioned forty-five day period, and Water Provider is provided with a verbal or signed pledge from the Agency within forty-five days of identifying an eligible LIHWAP client.
- Not interrupt service if eligible LIHWAP client is eligible under PUC regulations, or other state agency regulations (as applicable), and enters into an agreement with the Water Provider concerning how the eligible LIHWAP client will pay the balance owed Water Provider and the eligible LIHWAP client is meeting the obligation under such agreement.
- If the Agency has paid for an initial deposit or similar refundable instrument, upon the termination of service to the eligible LIHWAP client, the Water Provider shall return funds including interest (after any balance owed) to the Agency in accordance with PUC regulations or 10 Texas Administrative Code §6.312(f) (as applicable).
- Not apply LIHWAP payments to account balances that have previously been written off or paid with other funds.
- Not apply LIHWAP payments to commercial accounts. LIHWAP payments must only be applied to residential accounts.
- Clearly enter, on LIHWAP household bills, the amount of LIHWAP payment(s) received in a manner which identifies the payment as received from LIHWAP or at least the amount paid by LIHWAP shown as credited.
- Continually maintain accurate records of LIHWAP credit balances and annually reconcile accounts. After one year, credit balances must be refunded to the Agency, in compliance with LIHWAP Water Provider Refund Policies.
- Not exchange the household's credit authorization for cash or give any cash equivalent for excess credit.
- Cooperate with any Federal, State, or local investigation, audit, or program review. Understand that failure to cooperate with any Federal, State, or local investigation, audit, or program review may result in the immediate disqualification from participation in the LIHWAP.
- Water Provider's application materials should include language that authorizes the Water Provider to release the applicant's information as described below to the Agency, Texas Department of Housing and Community

Affairs, Texas State Auditor's Office, Office of the Attorney General of Texas, U.S. Department of Health and Human Services, the U.S. Department of Health and Human Services Internal Auditor, or the designee of any of these governmental agencies.

- Data related to a eligible LIHWAP client's Water Services and payments must be provided within a timeframe specified by the Agency at no cost and must be provided in the format requested by the Agency. The data must be provided to the Agency for the purposes of verification, research, evaluation, analysis, and reporting. The eligible LIHWAP client's signed LIHWAP application will authorize the Water Provider to release this information to the Agency.

**AGENCY RESPONSIBILITIES. The Agency will:**

- Accept written referrals for LIHWAP benefits by the Water Provider, and evaluate whether the referral is eligible as an eligible LIHWAP client.
- Obtain written permission for Agency to request and have access to eligible LIHWAP client information, including confidential or personal account information, credit and payment history, from eligible LIHWAP client's seeking Agency assistance. Social Security numbers are not required for the LIHWAP program and may not be disclosed to Agency.
- Provide to Water Provider, at Water Provider's request, eligible LIHWAP client's written permission for Agency's access to eligible LIHWAP client's information as stated above.
- Review invoice(s) submitted by the Water Provider. The Agency may request additional documentation and/or clarification of charges as needed. No payment will be made without all required documentation/clarification of charges.
- Not provide payments on behalf of an eligible LIHWAP client to Water Provider without having adequate funds to pay such payments.
- Provide payment to the Water Provider after receipt of proper invoices, and any additional required documentation or clarification, for services rendered pursuant to this Water Provider Agreement, upon full compliance by the Water Provider with the terms herein within 45 days.
- Determine if a client is LIHWAP eligible within ten calendar days of contacting Water Provider.
- Provide Water Provider a list of names, telephone numbers and e-mail addresses of Agency staff designated to make payments on behalf of the Agency and eligible LIHWAP clients, if requested from Water Provider.
- Comply with all relevant state and federal laws and regulations in its implementation of the LIHWAP. Follow all supplemental terms and conditions as set forth by the U.S. Department of Health and Human Services. The Agency shall provide notice of any changes or amendments to policies or guidelines for the LIHWAP.

**CONFIDENTIALITY.** The terms of any confidential transaction under this Water Provider Agreement or any other information exchanged by the Agency and Water Provider relating to any transaction shall not be disclosed to any person not employed or retained by the Agency or Water Provider, their affiliates, or brokers, except to the extent disclosure is 1) required by law; 2) necessary to disclose to the other Party in connection with a dispute between the Parties; 3) otherwise permitted by written consent of the other Party; 4) required by guarantors to be disclosed; 5) information which must be disclosed to a third Party to transmit water; 6) to meet reliability council, regulatory, administrative, judicial, governmental, or regulated commodity exchange requirements where necessary; or 7) information which was or is hereafter in the public domain (except by breach of this Water Provider Agreement).

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Authorized Water Provider Signature

Date

Balde Garcia

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Typed Name of Authorized Signature

Title

( 361 ) 592-3952

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Water Provider Telephone Number

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Water Provider Email Address

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Authorized Agency Signature

Date

---

Typed Name of Authorized Signature

Title

( 361 )

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Agency Telephone Number

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Agency Email Address