

Regular Meeting of the Board of Directors of Nueces County Water Control and Improvement District #3 held in their office at 501 East Main Street, Robstown, Texas, on **January 28, 2023 at 9:00 a.m.**

Present:

Ronnie Salinas, President
Richard Villarreal, Vice-President

Rene Vela, Director
Joey Rodriguez, Director

Marcos Alaniz, District Manager
Addie Salinas-Hollers, Mgr of Finance & Admin.Svc.
Hector Benavides, Distribution Superintendent
Steve Robledo, Water Production Superintendent
Lisa Benavides, Admin Assistant

ABSENT: Ramiro Alejandro, Secretary
Armando B. Gonzalez

Meeting was called to order by President Ronnie Salinas at 9:00 a.m.

A motion was made by Director Villarreal with a second by Director Vela to exit Regular Meeting and go into Budget Workshop. All voted Aye. We are now in the Budget Workshop.

1. A motion was made by Director Villarreal with a second by Director Vela to **approve** the minutes of December 13, 2022. *All voted Aye.*

2. A motion was by Director Vela with a second by Director Villarreal to **approve** the accounts payable of December 14, 2022 through January 20, 2023. *All voted Aye.* Director Rodriguez, Abstained.

3. Departmental Reports.

1. **Filter Plant – Steve Robledo, Water Production Superintendent**

- a. Flowmeters - New flowmeters for stages 500 and 600 arrived January 3rd and were installed January 4th, both stages are back online.

2. **Water Distribution Operations – Hector Benavidez, Distribution Superintendent**

Freeze update December 22nd to 31st:

- a. 22 Leaks
b. 60 callouts (turn-off, turn-on, and check for leaks)

3. **Financial and Administrative – Addie Salinas Hollers, Manager of Administration Svc**

1. Financial Statement: **December**

- a. Revenues: \$456,364.65
b. Expenses: \$467,459.78
c. Revenues over Expenses: \$11,095.13

Recommended \$15,000 or greater benchmark for Revenues over Expenses has been met.

2. Next Staff Development Day will be on February 20, 2023 (President's Day). Offices will all close to the public for the holiday, but all employees will be onsite.

3. Administrative staff will do the End of Year close for Accounts Receivable and Accounts Payable to begin the 2022 audit cycle.

4. The server migrations for both the Incode software and phone system upgrades have been successfully completed. The next upgrade will be to the meter reading software and that will be done sometime in February.


4. Presentation of Financial and Budgetary Workshop. – *conducted prior to regular meeting.*
5. A motion was by Director Rodriguez with a second by Director Villarreal to approve Budget for Fiscal Year ending January 31, 2024. *All voted Aye.*
6. A motion was made by Director Rodriguez with a second by Director Villarreal to approve Employees Cost of Living Increase. *All voted Aye.* 3% increase, first pay period, February, 2023.
7. A motion was made by Director Vela with a second by Director Villarreal to approve the engagement letter from Ernest R. Garza & Company P.C., CPA's for the audit for Fiscal Year Ending January 31, 2024. *All voted aye.*
8. A motion was made by Director Rodriguez with a second by Director Villarreal to enter Executive Session. *All voted Aye.* The time is 11:20 a.m.
9. Motion was made by Director Rodriguez with a second by Director Villarreal for the Board of Directors to *Reconvene* into Regular Session at 11:39 a.m. *All voted Aye.*
10. A motion was made by Director Rodriguez with a second by Director Vela to adjourn. *All voted aye.*
Meeting was adjourned at 11:39 a.m.

Read and approved this 8 day of March, 2023.



President

ATTEST:


Secretary