

**RIVER ACRES WATER SUPPLY CORPORATION**

**MINUTES OF  
REGULAR MEETING**

**JUNE 22, 2021**

**THE STATE OF TEXAS    §  
  §  
COUNTY OF NUECES    §**

On the 22nd day of June, 2021, the Board of Directors of the River Acres Water Supply Corporation convened at 5:30 P.M. in a Regular Meeting at the Corporation's Office, 15602 Northwest Blvd., Suite H, Robstown, Texas, there being present and in attendance the following, to wit:

President	David Wishard
Vice-President	John Fernan
Secretary	Janine Pruski
Director	Jeff Holley
Director	Michael Olszewski
Director	Debbie Reiter
Director	Ron Hellberg

Staff:	Office Manager	Kaylee Reed
	Office Manager	Brenda Zimmerman (Absent)

Board Members  
Absent:       None

Number of Members Present: One (1) in person and three (3) Via Teleconference

**CALL TO ORDER**

1.       A quorum being present, the meeting was called to order by the presiding officer, Mr. Wishard, pursuant to posted notice.

**RECOGNITION OF GUESTS**

2.       The presiding officer, Mr. Wishard introduced the following guests: Mr. Marcos Alaniz and Mr. Hector Benavides, of the Nueces County Water Control and Improvement District No. 3 (the "District") and Mr. Paul Pilarczyk, engineer for the corporation and RAWS member Karen Byrd.

**PUBLIC COMMENT**

3.       Karen Byrd provided public comment.

## MINUTES

4.
  - a. Upon motion by Janine Pruski and a second by Jeff Holley, the June 8, 2021 regular board meeting minutes were unanimously approved by the board.

## UPDATE FROM NUECES WATER CONTROL AND IMPROVEMENT DISTRICT #3

5. Mr. Marcos Alaniz and Mr. Hector Benavidez with the District, system operator for the Corporation provided the following updates:
  - a. Mr. Alaniz recommended to the board that the existing elevated storage tank needs to be blasted and painted to maintain the integrity of the tank. Texas Tank has quoted approx. \$75k for this and Mr. Alaniz will obtain at least two more bids for this project.
  - b. Valves are still blocked in for Broad Acres area. Chlorine levels are being maintained very well. Once construction work is complete with Person's, these valves can be opened.
  - c. Approx. 200ft of new line has been installed by Person's.
  - d. Mr. Benavidez provided the board with a 25–30-person headcount for the "Thank You" luncheon on June 30, 2021.
  - e. There were two (2) after hour calls since the last meeting. One was a leak and one was a complaint of low water pressure.
  - f. Mr. Alaniz and the board discussed development further west of CR 75.

## UPDATE FROM RAW'S ENGINEER

6. Paul Pilarczyk, RAW'S Engineer, provided the following updates:
  - a. Person's Services has remobilized as of Monday June 21, 2021 and has laid approx. 200ft of pipe. Throughout the construction process, Person's will address the ditch, driveway and hydrant issues that have arose since their initial demobilization of the project.
  - b. Mr. Pilarczyk provided a Gant chart of the construction schedule.
  - c. Mr. Pilarczyk provided a solution to the ditch/drainage issue at the corner of Wade and CR 73A. This has been presented to the county for their approval.
  - d. Person's should be completed with the construction by August 25, 2021 and will demobilize by the end of September 2021.
  - e. Punchlist items will be checked when project is complete. Construction work has a 1-year warranty following completion.
  - f. No update on pad site.
  - g. Marshall meters have a full crew and are scheduled to return middle of July.

### **UPDATE FROM RAW'S ATTORNEY CHARLIE ZAHN**

7. Charlie Zahn, the corporation's legal counsel was absent from the board meeting. Kaylee Reed provided the following updates on his behalf:
  - a. Mr. Zahn has approved the proposed draft 2021 bylaws.
  - b. Mr. Zahn has not heard back from the landowner on the elevated storage tank. He contacted the landowner's banker and asked him to make contact with Mr. Zahn.
  - c. RAW'S amendment to the Certificate of Convenience and Necessity (CCN) was not on the June 11, 17 or 24<sup>th</sup> Public Utility Commission (PUC) of Texas agenda. There are three (3) dates in July but do not have published agendas currently.

### **OFFICE CO-MANAGERS UPDATE**

8. Kaylee Reed, Office Manager, provided an update to the Board of Directors as follows:
  - a. Kaylee informed the board that she will be presenting the monthly bank reconciliations going forward during the financial board meetings.
  - b. Kaylee informed the board that the 2020 financial audit with Kieschnick and Associates is still on going and there is no timeline for completion.
  - c. Kaylee informed the board that she has been working with Hector in coordinating the June 30, 2021 "Thank You" luncheon with NWCID#3.
  - d. Kaylee informed the board that the latest meter reading captured 100% of the readings the first time.
  - e. Kaylee informed the board that a representative from Texas Rural Water Association (TRWA) will be at the July 6, 2021 regular board meeting to discuss a preliminary rate study. The rate study will take place on July 7, 2021 with TRWA.
  - f. Kaylee informed the board of the financial items requested by KRIS6 news through a request for information and that those items were distributed as requested in a timely manner.
  - g. Kaylee discussed all the bank account balances as of May 31, 2021.
  - h. Kaylee informed the board that the final pay to 5125 will be reduced by \$4,719.20 due to not tying in the water lines at the elevated storage tank. NWCID#3 did the tie in. The remobilization and demobilization fees will be reduced by \$4,432.94 for Person's services. These fees include the Mollie Ln clean up in February of 2021 as well as the labor and materials that were charged by NCWID#3 during the flooding in May of 2021.
  - i. Kaylee informed the board that TRWA came by the office early this week and complimented the RAW'S website as well as the application for service. This was a routine check in.
  - j. Kaylee informed the board that the implementation phase of the CFO to Go program is going very well and that it will be ending soon. The information and policies/procedures that were reviewed/developed will be presented to the board.
  - k. Kaylee informed the board that there was a total of 57 past due cards in the amount of \$11,841.96 sent out for the June 2021 billing cycle.

### **DIRECTOR'S REPORT MAY 2021**

9. The board discussed the May 2021 Director's report with Office Manager Kaylee Reed.

**MAY 2021 LTM 12 MONTH SPREADSHEET**

10. The board discussed the May 2021 LTM report with Office Manager Kaylee Reed.

**ACTUAL MAY 2021 vs. BUDGET 2021 vs. ACTUAL 2020 (LY)**

11. The board discussed the financial reports with Office Manager Kaylee Reed.

**PRESENTATION BY DIRECTOR RON HELLBERG ON DRAFT 2021 BYLAWS**

12. The board discussed items regarding the draft 2021 bylaws. Upon motion by Mike Olszewski and a second by Janine Pruski, 6 of the board members approved to post the draft 2021 bylaws to the website for member review and to seek member comments/concerns via email. Director Debbie Reiter opposed this motion.

**DIRECTOR COMMENTS**

13. Mr. Wishard asked for comments from the Directors.

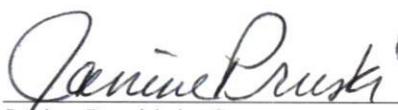
**ADJOURN**

14. As there was no further business to come before the Board of Directors, a motion was made by John Fernan and seconded by Jeff Holley the board unanimously approved to adjourn.

**RIVER ACERS WATER SUPPLY CORPORATION**

By   
David Wishard, its President

**ATTEST:**

  
Janine Pruski, its Secretary