

**RIVER ACRES WATER SUPPLY CORPORATION**

**MINUTES OF  
REGULAR MEETING  
SEPTEMBER 28, 2021**

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

On the 28th day of September, 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	Michael Olszewski
Director	Debbie Reiter
Director	Ron Hellberg

Staff:	Office Manager	Kaylee Reed
	Legal Counsel	Charlie Zahn (Via teleconference)

Board of Directors Members  
Absent:       Jeff Holley

Number of Members Present: Two (2) 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. Paul Pilarczyk, engineer for the Corporation.

**PUBLIC COMMENT**

3.       There was no public comment.

**MINUTES**

4.       a.       Upon motion by Ron Hellberg and a second by Mike Olszewski, the Minutes of the September 14, 2021, Regular Meeting of the Board of Directors were unanimously approved by the Board of Directors.

### **UPDATE FROM RAW'S ENGINEER**

5. Paul Pilarczyk, RAW'S Engineer, provided the following updates:
  - a. Mr. Pilarczyk informed the Board of Directors that inspections will need to be done to develop a proper scope of work for plans and specifications of repairs, cleaning and repainting of the existing elevated storage tank. Mr. Pilarczyk will work with the Nueces County Water Control and Improvement District No. 3 (the "District") to obtain three quotes for the inspections to provide the Board of Directors.
  - b. Mr. Pilarczyk informed the Board of Directors that major line work is complete. The crew has been sick with covid for the past 8 days and will return to site when well to continue working on service connections, installing fire hydrants and begin disinfection of the lines.
  - c. Mr. Pilarczyk informed the Board of Directors that the District has completed the reshaping of County Road 75 and Wade Street and that it has been returned to pre-construction conditions as well as possible.
  - d. The Board of Directors will hold a workshop on November 2nd to discuss specifics on the new elevated water storage tank.
  - e. Mr. Pilarczyk informed the Board of Directors that a draft model of the GIS will be provided on October 15th. A model of the WaterCAD will be provided on October 22nd. Hanson Engineering Services is currently working on data collection.
  - f. Janine Pruski made a motion with a second by Ron Hellberg to accept the engineer for RAW'S's recommendation that the Broad Acres project has been completed in accordance with the Texas Water Development Board of Directors approved plans and specifications. The Board of Directors unanimously approved the motion.

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

6. Charlie Zahn, the Corporation's legal counsel provided the following updates to the Board of Directors:
  - a. Mr. Zahn informed the Board of Directors of Directors that Mr. Paul Pilarczyk provided him the specifics on the potential areas of the pad site that he has been pursuing with the current landowner. The landowner will review the information with his realtor to discuss a potential purchase price and get back to Mr. Zahn.

### **OFFICE MANAGER UPDATE**

7. Kaylee Reed, Office Manager, provided an update to the Board of Directors as follows:
  - a. Ms. Reed informed the Board of Directors that Kieschnick and Associates is working on correcting the 2020 draft financial audit.
  - b.
    - (1) Upon motion by John Fernan and a second by Janine Pruski, the Loan Covenant Checklist was unanimously approved by the Board of Directors.
    - (2) Upon motion by Ron Hellberg and a second by John Fernan, the Employee Code of Conduct Handbook was unanimously approved by the Board of Directors.
    - (3) Upon motion by Mike Olszewski and a second by Ron Hellberg, the Allowance for Bad Debt Write-Off Policy was unanimously approved by the Board of Directors.

- (4) Upon motion by John Fernan and a second by Janine Pruski, the RAWS Manuel of Accounting Policies and Procedures was unanimously approved by the Board of Directors.
- c. Ms. Reed discussed with the Board of Directors hosting a "Boo Bash" for the Fall with the Nueces County Water and Improvement District #3 in October.

**DISCUSS ADDING "TEXT TO VOTE" TO THE DRAFT 2021 BYLAWS**

8. Upon motion by Ron Hellberg and a second by Mike Olszewski, the Board of Directors unanimously approved to add "text to vote" as an additional way to vote on the proposed 2021 Bylaws.

**DISCUSS TIMELINE ON MEMBERS MEETING FOR VOTING ON DRAFT 2021 BYLAWS**

9. Upon motion by Ron Hellberg and a second by John Fernan, the Board of Directors unanimously approved holding the vote on the proposed 2021 Bylaws at the 2022 Annual Meeting of the Members of the Corporation and to draft a letter to the Members stating timeline and reasoning.

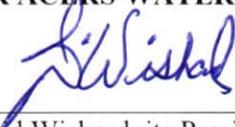
**DIRECTOR COMMENTS**

10. Mr. Wishard asked for comments from the Board of Directors.

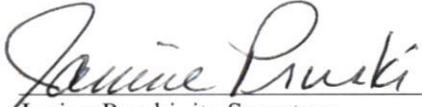
**ADJOURN**

11. As there was no further business to come before the Board of Directors, a motion was made by Janine Pruski with a second by John Fernan, the Board of Directors unanimously approved to adjourn.

**RIVER ACERS WATER SUPPLY CORPORATION**

By   
David Wishard, its President

**ATTEST:**

  
Janine Pruski, its Secretary