

**RIVER ACRES WATER SUPPLY CORPORATION**

**MINUTES OF  
SPECIAL MEETING**

**AUGUST 13, 2020**

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

On the 13th day of August, 2020, the Board of Directors of the River Acres Water Supply Corporation convened at 5:30 P.M. in a Special Called Meeting at the Corporation's Office, 15601 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	Debbie Bond
Director	Roy George
Director	Jeff Holley
Director	Ron Hellberg

Staff:           Field Manager  
                  Office Manager  
                  Attorney                   Charles W. Zahn, Jr. (Via Videoconference)  
                  Engineer                   Paul Pilarczyk

Members  
Absent: None

**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, Mr. Ronnie Salinas, President of the Nueces County Water Control and Improvement District No. 3, and Mr. Marcus Alaniz, District Manager of the Nueces County Water Control and Improvement District No. 3.

**PUBLIC COMMENT**

3.       No public comment was received by the Board of Directors.

## **MINUTES**

4. Upon motion by Debbie Bond and second by Janine Pruski the following minutes were tabled by the Board of Directors:

4.a. Minutes of July 21<sup>6</sup>, 2020 Special Called Meeting of the Board of Directors.

4.b. Minutes of July 30, 2020 Regular Meeting of the Board of Directors;

## **AUTOMATED WATER METERS**

5. Paul Pilarczyk, engineer for the Corporation, advised the Board of Directors that Requests for Proposals for the purchase and installation of the Automated Water Meters were published in the Nueces County Record Star on August 5<sup>th</sup> and 12<sup>th</sup>, that a pre-bid conference was held today, August 13, 2020, and that the requests would be received and opened on August 21, 2020 at 3: p. m..

## **PROFESSIONAL SERVICES AGREEMENT WITH NUECES COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 3**

13. After review and discussion, upon motion by Jeff Holley and second by Ron Hellberg, a Professional Services Agreement with the Nueces County Water Control and Improvement District No. 3 was approved with Director Roy George abstaining.

## **RESTATEMENT OF FINANCIAL STATEMENTS**

6. Mr. Wishard provided an update on the restatement of the financial statements for February, March, April, May and June, 2020. Mr. Wishard stated that he will get with the accountant for the Corporation to have him capitalize legal and engineering expenses for the capital improvement projects, and if necessary, restate the audit reports for the years where those expenses were incurred.

## **ANNUAL PROFITABILITY TO AMORTIZE THE CAPITAL IMPROVEMENT LOAN**

7. David Wishard provided an update to the Board of Directors on the excess income over expenses that the Corporation must generate in order to cover its debt service commitment for the capital improvement project. He stated that the Corporation must generate the sum of \$50,000.00 per month in excess of expenses to cover the principle and interest on the capital improvement loan.

## **DISPERSING ASSETS FROM THE MAIN RAW'S ACCOUNT**

8. Janine Pruski provided an update to the Board of Directors on the new accounts that have been set up and indicated that she is still waiting on paperwork as well as corporate resolutions authorizing additional accounts, as well as the signatories on the accounts and the signature cards.

## **REALLOCATION OF FUNDS FROM OPERATING ACCOUNT TO CAPITAL ACCOUNT**

9. Janine Pruski provided an update to the Board of Directors that the transfer of the funds from the Operating Account to the Capital Account through a journal entry was ongoing, but had not been completed.

**FIXED RATE STRUCTURE**

10. Ron Hellberg provided the Board of Directors an update on the current fixed rate structure excluding water charges. Upon John Fernan's suggestion the Board of Directors agreed that this item should be discussed in a workshop session.

**RECRUITMENT OF OFFICE MANAGER/BOOKKEEPER**

11. Debbie Bond provided an update to the Board of Directors on the recruitment of an Office Manger stating that she had received over 100 applications. Mrs. Bond indicated that she will pare the list down to 10 persons and begin the interview process next week.

**CONSULTANT TO TRAIN OFFICE MANAGER**

12. Janie Pruski provided an update to the Board of Directors on an individual to provide training to the new Office Manager. Upon motion by David Wishard and second by John Fernan, the Board of Directors approved the expenditure of an amount not to exceed \$12,000.00 to the hire Susan Reed to work up to 20 hours per week for 8 weeks at a rate of \$70.00 per hour to consult with the new Office Manager.

**FREQUENCY OF MEETINGS**

14. After discussion, upon motion by Janine Pruski and second by Roy George, the Board of Directors approved holding the August Regular Meeting of the Board of Directors at 6:00 p.m. on August 26th and subsequent meetings every other Tuesday at 6:00 p.m.

**DIRECTOR COMMENTS**

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

**ADJOURNMENT**

16. As there was no further business to come before the Board of Directors, a motion was made by John Fernan and seconded by Roy George and approved to adjourn.

**RIVER ACERS WATER SUPPLY CORPORATION**

By   
David Wishard, its President

ATTEST:

  
Janine Pruski, its Secretary