

**RIVER ACRES WATER SUPPLY CORPORATION**

**MINUTES OF  
REGULAR MEETING  
DECEMBER 19, 2023**

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

On the 19th day of December 2023, 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/Treasurer	Janine Pruski
Director	Jeff Holley
Director	Mike Olszewski
Director	Ron Hellberg

Staff:	Office Manager	Kaylee Reed
	Legal Counsel	Charlie Zahn

Board of Directors Members  
Absent: None

Number of Members Present: One (1) vis 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. Mr. Paul Pilarczyk with Hanson Engineering, Engineer for the Corporation and Mr. Steve Robledo with Nueces County Control and Improvement District #3 "The District".

**RECEIVE CONFLICT OF INTEREST AFFIDAVITS**

3. President David Wishard asked for Conflict-of-Interest Statements. No Conflict-of-Interest Statements were provided by any member of the Board of Directors.

**PUBLIC COMMENT**

4. No public comment was made.

**MINUTES**

5. Approval of the minutes.
  - a. Upon motion by Jeff Holley and a second by Mike Olszewski, the Minutes of the November 21, 2023, Regular Meeting of the Board of Directors were unanimously approved by the Board of Directors.

### **DISCUSS STAGE 1 OF THE DROUGHT CONTINGENCY PLAN**

6. The Board of Directors reviewed and discussed the current drought conditions and the RAWS Drought Contingency Plan.

### **UPDATE FROM THE DISTRICT ON SYSTEM OPERATIONS**

7. Steve Robledo with The District provided the following updates to the Board of Directors:
  - a. Residuals have been holding and flushing should be getting reduced slowly.
  - b. System Operators have completed the valve and hydrant exercising program for another 6 months.

### **REVIEW, DISCUSS AND TAKE ACTION ON OPERATING AND CAPITAL FUNDS FOR UPCOMING SYSTEM EXPENSES**

8. The Board of Directors reviewed and discussed current operating and capital funds available for the following system expenses:
  - a. Operating account balance
  - b. TWDB loan amount
  - c. Principal and Interest on loan payments 1 and 2
  - d. Refurbishment of existing elevated storage tank
  - e. Painting of the existing ground storage tank
  - f. Construction of new elevated storage tank
  - g. Possible base rate holiday

### **UPDATE FROM RAWS ENGINEER, PAUL PILARCZYK**

9. Mr. Paul Pilarczyk, the Corporation's engineer provided the following updates to the Board of Directors:
  - a. Upon motion by Jeff Holley and seconded by Mike Olszewski, the Board of Directors accepted the bid recommendation by Hanson Engineering for Stoic Industrial Coatings, LLC from Grand Ledge, Michigan to perform maintenance and repairs on the existing elevated storage tank. Janine Pruski voted no, and John Fernan abstained from voting.
  - b. The Project Information Form (PIF) for the Texas Water Development Board (TWDB) was submitted on May 23, 2023, for consideration of funds for the Lead and Copper Rule Revision. Preliminary results placed RAWS in a position of 55 out of a total of 257 systems. No new information is currently available.
  - c. The application for the Asset Management Program for Small Systems was submitted on November 2, 2023, to the Texas Water Development Board. If approved, RAWS will receive \$100,000 in the form of a grant. No new updates are currently available.
  - d. Upon motion by Mike Olszewski and seconded by David Wishard, the Board of Directors did not approve the Quality Assurance (QA) Coatings Inspection for the existing elevated storage tank submitted by Dunham Engineering.
  - e. No action was taken on the engineering agreement for the design and construction of the new elevated storage tank.
  - f. The geotechnical report is complete for the new elevated storage tank site. The consolidation test is not completed but will be sent out to the Directors once it is finalized.

### **UPDATE FROM RAWS ATTORNEY CHARLIE ZAHN**

10. Charlie Zahn, the Corporation's legal counsel provided the following updates to the Board of Directors:
  - a. The required filings by RAWS with the Texas Secretary of State and the Comptroller of Public Accounts have been filed on behalf of the Corporation.

### **SEARCH FOR A QUALIFIED, CREDINTIALED CANDIDATE TO FILL VACANT BOARD POSITION**

11. The Board of Directors discussed the open board position. No action was taken.

**OFFICE MANAGER UPDATE**

12. Kaylee Reed, Office Manager, provided an update to the Board of Directors as follows:
- a. Kaylee Reed reviewed the bank account reconciliation with the Board of Directors.
  - b. Kaylee Reed advised the Board of Directors that the Corporation's bank account balances are as follows:
    - i. Operating account \$341,864.76
    - ii. Construction account \$0
    - iii. Bond Reserve I \$205,603.68
    - iv. Bond Reserve II \$44,505.49
  - c. Kaylee Reed discussed with the Board of Directors the obtaining of the daily readings from The District to monitor the water entering the system vs. flushing numbers.
  - d. Kaylee Reed discussed the results of the TCEQ records and field inspection on 11.16.23. No violations were issued.
  - e. Kaylee Reed discussed actions taken regarding an illegal hookup from a property on FM 624.

**DISCUSS NOVEMBER 2023 LTM REPORT**

13. The Board of Directors reviewed the November 2023 LTM report.

**DISCUSS NOVEMBER 2023 DIRECTOR'S REPORT**

14. The Board of Directors reviewed the November 2023 Director's report.

**RECESS OPEN SESSION AND RECONVENE IN EXECUTIVE SESSION**

15. At 7:25 pm Mr. Wishard announced that the Board of Directors would go into executive session to evaluate the performance and duties of the office staff pursuant to Section 551.074 of the Local Government Code.

**RECONVENE OPEN SESSION**

16. At 7:57 pm Mr. Wishard reconvened in open session. Upon motion by Jeff Holley and seconded by Janine Pruski, the Board of Directors unanimously approved a 4.1% raise for Office Manager, Kaylee Reed, and a bonus of \$3,250 as well as a bonus of \$1,000 for Office Associate Norma Vela.


**DIRECTOR COMMENTS**

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

**ADJOURN**

18. As there was no further business to come before the Board of Directors, a motion was made by Jeff Holley with a second by Mike Olszewski to adjourn.

**RIVER ACRES WATER SUPPLY CORPORATION**

By  \_\_\_\_\_  
David Wishard, its President

**ATTEST:**

  
Janine Pruski, its Secretary