

RIVER ACRES WATER SUPPLY CORPORATION

MINUTES OF REGULAR MEETING

DECEMBER 22, 2020

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

On the 22nd day of December, 2020, 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 (Via Teleconference)
Secretary	Janine Pruski
Director	Roy George
Director	Jeff Holley
Director	Ron Hellberg

Staff:	Office Manager	Brenda Zimmerman
	Office Manager	Kaylee Reed
	Attorney	Charles W. Zahn, Jr. (Via Teleconference)
	Engineer	Paul Pilarczyk

Members		
Absent:	Director	Debbie Bond

CALL TO ORDER

1. A quorum being present, the meeting was called to order by the presiding officer, Mr. Wishard, pursuant to posted notice. Mr. Wishard announced at the beginning of the meeting that Ms. Debbie Bond had resigned from the Board of Directors due to personal reasons.

RECOGNITION OF GUESTS

2. The presiding officer, Mr. Wishard introduced the following guests: Mr. Paul Pilarczyk, engineer for the Corporation and Mr. Marcos Alaniz and Mr. Hector Benavides, of the Nueces County Water Control and Improvement District No. 3.

PUBLIC COMMENT

3. There was no public comment received by the Board of Directors.

MINUTES

4. Upon motion by Ron Hellberg and second by Jeff Holley the Minutes of the December 8, 2020 Regular Meeting of the Board of Directors were approved as corrected.

UPDATE BY NUECES COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 3

5. Marcos Alaniz with the Nueces County Water Control and Improvement District No. 3, (the "District") provided an update on the District managing the field operations for RAWS. Mr. Alaniz stated that there were no after-hours calls over the past two weeks. There were two (2) major leaks during the period that were fixed during normal business hours.

Mr. Alaniz estimated that the cost for labor and equipment for the District to install a 3" water line on CR 73 with RAWS providing the materials would be \$34,717.32. The cost to purchase the materials was estimated to be \$19,803.00. No action was taken by the Board of Directors on this item.

Mr. Alaniz indicated that they had done a visual inspection of the water tower and were now having it inspected to determine what needed to be fixed. He stated that the last time it was inspected was 4 years ago. Mr. Alaniz indicated that the last quarter THF Report was good.

Mr. Alaniz then indicated that they had found a water well tied into the RAWS system. This system has no chlorine and is part of the reason that there are problems with chlorine residuals in that area. The District disconnected the line and the owner will not have any service in the future until they get rid of the well. Mr. Alaniz recommended that RAWS send out a flyer to all of its members offering to have the District check for cross connections for free, if the member agrees to allow the District on their property.

Mr. Alaniz then discussed the exit review that he had with the Texas Commission on Environmental Quality ("TCEQ"). With regard to the review in May RAWS needs action and monitoring plans. He stated that they need to advise TCEQ how leaks on the west side of Guadalajara will be resolved. He also advised that RAWS needs to provide records to TCEQ for the period September through November on how the pump system is working.

Mr. Alaniz then recommended that RAWS adopt a policy that if a contractor cuts a line after it has been marked by RAWS then, in that event, the contractor shall be responsible for the cost of the repair.

AFTER-HOURS CALLS

6. Marcos Alaniz advised the Board of Directors that there had been no after-hours incidents since the last meeting of the Board of Directors.

ENGINEER'S REPORT

7. Paul Pilarczyk, engineer for the Corporation, advised the Board of Directors as follows:

- a. The Quail Valley project with a new line being installed on FM 73 is scheduled to resume on January 4, 2021.
- b. 5125 has made some of the repairs on the new line and will resume repairs on January 4, 2021.
- c. Mr. Pilarczyk stated that the draft of the Water Conservation Plan has been completed and once approved by the Board of Directors will be filed with the TCEQ.
- d. The Annville Fire Department has paid the assessment for the work done at the fire department.

BRENDA ZIMMERMAN UPDATE

8. Brenda Zimmerman, Office Co-Manager, provided an update to the Board of Directors as follows:
- a. Customers with past due accounts have been coming in and either settling the account or making arrangements to pay it over time.
 - b. The reading of the new smart meters took one hour 20 minutes to read and an hour to enter into the system. Statements for the month were out that afternoon.
 - c. She is working on the membership list for the upcoming election.

KAYLEE REED REPORT

9. Kaylee Reed, Office Co-Manager, provided an update to the Board of Directors as follows:
- a. Billing statements for the month have already been sent out to the members.
 - b. The office needs a new driver for the xerox printer in order to configure card billings, and also needs RVS to help fix it.
 - c. Credit cards for Brenda Zimmerman and Kaylee Reed have been approved.
 - d. Check signing in accordance with the policy approved by the Board of Directors for Brenda Zimmerman and Kaylee Reed has been approved by Prosperity Bank.
 - e. She asked to place P&C Network on the next agenda for security back up.

INVESTIGATION AND ACTION ON WATER LOSS

10. Kaylee Reed advised the Board of Directors that water losses are looking better as a result of working with the District on timing issues. Loss is now down to 27% and will continue to get better as the CR 75 project is completed. In determining water loss, she uses the formula of "inventory + water purchased – sales = ending balance."

DIRECTORS' REPORT FOR NOVEMBER, 2020

11. Kaylee Reed reviewed the Directors' Report for November, 2020 with the Board of Directors. No action was taken by the Board of Directors.

RATE AND TARIFF STUDY

12. Brenda Zimmerman and Kaylee Reed advised the Board of Directors that after conducting the survey of water providers within a thirty (30) mile radius of RAWs that they would recommend that RAWs adopt a rate and tariff plan similar to the Districts'. Upon motion by Ron Hellberg and second by Jeff Holley the Board of Directors agreed to table this item.

2021 CALENDAR YEAR OPERATING BUDGET

13. Kaylee Reed presented the proposed 2021 calendar year operating budget. Upon motion by Jeff Holley and second by Ron Hellberg the Board of Directors approved the 2021 calendar year operating budget. A copy of the budget as adopted is attached hereto and made a part hereof.

BILLING ADJUSTMENTS OVER \$250.00 FOR NOVEMBER 2020

14. Brenda Zimmerman indicated to the Board of Directors that billing adjustments in November were made to correct an account, to add a new meter, to correct an account not posted properly, an account was

billed improperly and to apply a deposit to an account maintained by a renter. No action was taken on the report by the Board of Directors.

YEAR-TO-DATE-MONTH-TO-MONTH SPREADSHEET THROUGH NOVEMBER, 2020

15. Kaylee Reed reviewed the year-to-date-month-to-month spreadsheets through November, 2020 with the Board of Directors.

DIRECTOR COMMENTS

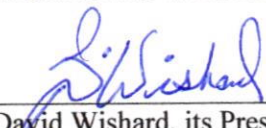
16. Mr. Wishard asked for comments from the Directors.

ADJOURN

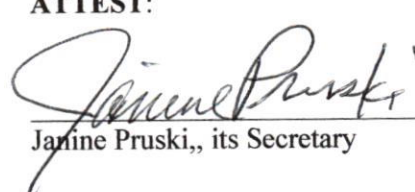
7. As there was no further business to come before the Board of Directors, a motion was made by Jeff Holley and seconded by John Fernan and approved to adjourn.

RIVER ACRES WATER SUPPLY CORPORATION

By


David Wishard, its President

ATTEST:


Janine Pruski, its Secretary