

MINUTES OF THE  
WATERWOOD MUNICIPAL UTILITY DISTRICT NO.1

December 20, 2024

The Board of Directors of the Waterwood Municipal Utility District No.1 of San Jacinto County, Texas, met in regular session, open to the, at the Waterwood Improvement Association building, inside the District on Friday December 20, 2024. The roll was called of the duly constituted officers and members of the Board, to-wit:

Roy Knapp	President
Jeff Measamer	Vice President
John Dagleish	Secretary
Ed Kile	Director
Donald Marshall	Director

**1. Call to Order and Welcome Guest**

Roy Knapp Called the meeting to order at 3:00.

Board members present were Roy Knapp, Jeffrey Measamer, Ed Kile, John Dagleish and Donnie Marshall, thus constituting a quorum. Also, present were Juan Rojas, Karon Murff, Cindy Beasley, Colton Harris, Jamie Groskoft, Elvia Garza, and Anita Treadway.

**2. Approval of Consent Agenda Items**

A. Minutes of the regular meeting of November 15, 2024.

Jeff Measamer made a motion to accept the minutes of the November 15, 2024 meeting. Ed Kile seconded the motion.

The motion carried unanimously.

B. Financial Report

Karon Murff gave the financial report.

Jeff Measamer made a motion to approve the financial report. John Dagleish seconded the motion.

The motion carried unanimously.

C. Payment of Bills

Anita Treadway gave the report on payment of bills.

John Dagleish made a motion to approve the payment of bills. Jeff Measamer seconded the motion. The motion carried unanimously.

D. Tax Collector Report

Anita Treadway gave the report.

John Dagleish made a motion to accept the Tax Collector Report. Jeff Measamer seconded motion. The motion carried unanimously.

### **3. Directors Matters**

A. Discussion and/or authorize any appropriate action.

1. Audit Report

Elvia Garza, with Axley & Rode, LLP, gave the audit report for 2023 and reviewed it with the Board. Karon Murff said that she would like to see actuals to receivables. The Board agreed. John Dagleish made a motion to accept the report, subject to changes mentioned above. Ed Kile seconded the motion. The motion carried unanimously.

2. RECORDS MANAGEMENT MATTERS:

- a) Approve Order Amending Records Management Program;
- b) Approve Order Adopting Records Management Schedules and Policies;
- c) Authorize other appropriate action;

A motion to Adopt, Amend, and maintain the records Management Program and Management Schedules & Policies was made by John Dagleish and seconded by Jeff Measamer. The motion carried unanimously.

3. Order Adopting Covered Applications and Prohibited Technology Policy

A motion to adopt Covered Applications and Prohibited Technology Policy was made by John Dagleish and seconded by Ed Kile. The motion passed unanimously.

4. Engineering Report

Roy Knapp received a letter from Jacob Floyd with Langford Engineers and gave a report on the contents of the letter. The report discussed the failure of the attempt at getting D Bond funding. Karon Murff discussed some of the different kinds of financial funds. The Board decided to look at several other options. A motion was made to have Ed Kile and Jeff Measamer to talk to other Engineering firms. They will get with to other firms, then have them come to a meeting. John Dagleish made a motion to have Ed Kile and Jeff Measamer talk to other engineers. Donnie Marshall seconded the motion. The motion carried unanimously.

5. Discussion and action on Emerald Estates water bill

Precision received a letter from Emerald Estates telling them that there had been a loss of 530,000 gallons of water somewhere in the area where the MUD water connection and their connection meets. Some sort of valve blew out and water ran for quite a while. Cindy Beasley with the Precision office in Waterwood said that there might be a possibility of working out a payment plan to get the billing paid. She explained the payment plan would be over a 3 month period. A motion was made to accept the payment plan by Jeff Measamer and seconded by Donnie Marshall. The motion carried unanimously.

### **4. Operations & Maintenance**

A. Receive general report – Precision Utility

Juan Rojas gave the report from Precision Utility.

Action Items

1. Waterwood MUD No.1 Meter Change Out a. 10 Meter Change Outs Completed November 2024
2. Rebel Construction a. Time Line Letter
3. Delinquent List
4. Payment Plan List
5. Write Off List
6. Sample Bill

Anita Treadway asked Juan Rojas as to why Precision charging MUD for returned checks. He will find out and let MUD know.

B. Authorize appropriate actions

None

**5. Consider other matters that may come before the Board.**

Realignment of the Board

John Dagleish nominated Donnie Marshall as President. John Dagleish nominated Jeff Measamer as Vice President. Donnie Marshall nominated John Dagleish as Secretary.

All the nominations were confirmed by Roy Knapp and seconded by Ed Kile. All motions carried unanimously.

**6. Public Comments**

None

**7. Adjourn**

Ed Kile made a motion to adjourn. Jeff Measamer seconded the motion. The motion carried unanimously.

*John Dagleish*

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John Dagleish, Secretary