

MINUTES OF THE
WATERWOOD MUNICIPAL UTILITY DISTRICT NO.1

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 March 15, 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 Guests

Board members present were Jeff Measamer, John Dagleish and Donnie Marshall, thus constituting a quorum. Also, present were Juan Rojas, Jamie Groskopf, Larry Maas, Dave Beving, Pat Zappa, Sam and Crystal Butler, Karon Murff, Glen & Jessica Franklin, Manny Vadhar, Irma Villanueva, Carrie Seidel, Kris Eastep and Anita Treadway.

2. Approval of Consent Agenda Items

A. Minutes of the regular meeting of February 16, 2024

John Dagleish made a motion to accept the minutes.

Donnie Marshall seconded the motion. The motion carried unanimously.

B. Financial Report

Karon Murff gave the financial report.

Donnie Marshall made a motion to accept the financial reports. John Dagleish seconded the motion. The motion carried unanimously.

C. Payment of Bills

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

D. Tax Collector Report

Anita Treadway gave the report.

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

2. Directors Matters

A. Form a committee of two Board members and an alternate, if necessary, to approve and bid that would need immediate approval, before the next Board meeting.

Discussion included the following:

M & O Committee

There will be 2 Board members to approve a repair/bid that will need immediate action.

This would include anything up to \$1500.00 unless it is an emergency, then the President or Vice President would approve it. John Dagleish made a motion to nominate Ed Kile and Donnie Marshall. Jeff Measamer seconded the motion. The motion was approved.

Committee for Finance & Capital Planning

Jeff Measamer and John Dagleish volunteered. Donnie Marshall made a motion to accept the two volunteers. Jeff Measamer seconded the motion. The motion carried.

B. Discussion of Rate Order.

Discussion about setting fee for taps.

The Rate Order changes have been sent to John Kuhl, lawyer for Waterwood MUD, and we are waiting for him to approve the changes.

C. Review and approve bids.

Get bids for the repair at Steve Turchi's street.

Manny or Roy will contact A&L Asphalt.

Donnie Marshall and Ed Kile will work on getting bids for the repair needed at Bass Boat Village

D. Discussion of water meter readings

Manny Vadhar with Precision Utility reported that they will be hiring a third party to read meters, with no extra cost to the District.

Donnie Marshall made a motion to install 10 new meters per month. John Dagleish second the motion. The motion carried unanimously.

F. Discussion of Standby Rate Application and Board Resolution

Jeff Measamer gave his report on the Standby fees and how they will bring in monies to the MUD district. Manny Vadhar will get a map to Jeff Measamer to see all the lots.

MUD is in the process of sending this resolution to their lawyer to start the process.

See Below:

DRAFT Board of Directors Resolution

The Board of Directors of Waterwood Municipal Utility District request that Texas Natural Resource Commission approve the implementation of a Standby Fee for undeveloped residential property within the taxing district to be applied to the Maintenance and Operating Budget of the District. The Standby Fee will be applied to State Code C1 Vacant Lots and Tracts (1,104 properties), and State Code O Real Property Residential Inventory (408 properties). The amount of the Standby Fee shall be \$25 per month, billed Quarterly in arrears, retroactive to January 2024 and continuing through the period ending December 2026.

John Dagleish made a motion to adopt the letter (details to be re-worded by John Kuhl). Donnie Marshall seconded the motion. The motion passed unanimously.

3. Operations & Maintenance

A. Receive general report – Precision Utility

Manny Vadhar gave the Precision Utility report.

See below:

Action Items

1. Meter Read Issues a. We are aware of Customer Complaints regarding water billing and Water Usage i. Customer billing will be minimized to mitigate issues b. Management has met with all techs that meter read to re-establish SoPs c. Precision Utility, LLC is currently seeking third-party meter reading contractors to assume this task.
2. Stand By Fee Application a. I have been in touch with Director Measmer regarding the documents and information required for the application.
3. AVR/Starnik Transition in progress – Notices were dispatched this week
4. Major Maintenance issues: a. There have not been any major issues. Those moderate issues were deferred to Green pumps for repair. b. Work Order 1034922352 Leaking Fire Hydrant 22517 Pebble Beach Way (Hydrant turned off) c. Work Order 1035276811/ 1035277989 20400 Doral Dr Leak @ fire Hydrant
5. Delinquent List will be provided after the transition to Starnik has been completed

There was discussion about the leak at Muirfield. Precision tested the water, and it is a sewer leak. Donnie Marshall will make sure that it is repaired.

Adrian with Precision will contact the customer at 26616 Orchid.

Donnie Marshall is working on the fire hydrants to get caps or seals replaced. He will get prices and submit bids.

4. Consider other matters that may come before the Board.

5. Public Comments

Sam Butler asked “What is the process of getting a meter replaced. Manny Vadhar said, “ To come in the office and request a new meter.”

Jamie Groskopf suggested adding to the rate order a builder’s cost for a new meter.

.6. Adjourn

John Dagleish made a motion to adjourn. Donnie Marshall seconded the motion. The motion carried unanimously.

John Dagleish, Secretary