

MINUTES OF THE  
WATERWOOD MUNICIPAL UTILITY DISTRICT NO.1

May 29, 2026

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 May 29, 2026 . The roll was called of the duly constituted officers and members of the Board, to-wit:

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

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

Donnie Marshall called the meeting to order at 3:00p.m.

Board members present were Ed Kile, Roy Knapp, and Donnie Marshall, thus constituting a quorum. Also, present were Juan Rojas, Cindy Beasley, Jacob Floyd, Pat Zappa, Jamie Groskopf, Karen Murff, Tommy Gibbs, and Anita Treadway.

**2. Approval of Consent Agenda Items**

**a. Minutes of the previous meeting**

- i. Approval minutes of April 17, 2026

Roy Knapp made a motion to approve the minutes of the regular meeting. Ed Kile seconded the motion. The motion carried unanimously.

ii. Approve minutes of the May 4, 2026 special meeting Roy Knapp made a motion to approve the minutes of the special meeting. Ed Kile seconded the motion. The motion carried unanimously.

**b. Bookkeeping & Payments of Bills**

- i. Karon Murff gave the financial report for March and April.

A motion was made to approve the report as given by Roy Knapp. Ed Kile seconded the motion. The motion carried unanimously.

- ii. Authorize payment of bills

Anita Treadway gave the report on payment of bills.

Roy Knapp made a motion to approve the payment of bills. Ed Kile seconded the motion. The motion carried unanimously.

**b. Tax Collection matters**

- i. Approve tax receipt and disbursement report;

Anita Treadway gave the report.

Roy Knapp made a motion to accept the Tax Collector Report. Ed Kile second motion. The motion carried unanimously.

### **3. Facilities and Project Matters:**

1. Discuss ;needed repairs to manhole #4at the Villas.

The collar needs to be raised. Juan Rojas got a bid of \$3500 but has no other bid. This is not an urgent repair. There was discussion and the Board decided to postpone this until later.

2. Discuss Texas Water Grants and Capital Improvements for 2026-2027.

Jacob Floyd spoke about Water Grants and some of the Capital Improvements that are needed. Discussed the need for cleaning and televising the lines in the coming year.

### **4. Engineering & Project Matters;**

- a. Receive general engineering report;

Jacob Floyd discussed House Bill 500. He requested \$15,000.00 for engineering fees for the completion of the application on the grant for House Bill 500. Roy Knapp made a motion to approve the fee of \$15,000.00 for House Bill 500. Ed Kile seconded the motion. The motion carried unanimously.

Ed Kile discussed the Plastic Manhole for lift stations. He will see if the company that makes them can come to the next meeting.

Jacob said he received a proposed bid from US Underwater for \$15,950.00 to clean the sediment out of the ground storage tank. Ed Kile made a motion to approve the cleaning of the ground storage tank. Roy Knapp seconded the motion. The motion carried unanimously.

Roy Knapp asked Jacob about smoke testing. Jacob said it is not required by TCEQ.

Approval to submit discharge permit was made by Roy Knapp. Ed Kile seconded the motion. The motion carried unanimously.

- b. Receive update on bond application.

Audrey Lyons with John Kuhl's office (MUD attorney) has submitted the last verbiage needed and will send it in.

- c. Receive update on FEMA request.

No update.

- d. Authorize appropriate action.

None

### **5. Operation & Maintenance Matters:**

- a. Receive operations and maintenance report (Precision Utility)

Juan Rojas gave the report.

#### Action Items

1. Bay View Circle Sewer Stoppage – On
  - a) 8” sewer line with roots and manhole with roots
  - b) WWTS Clear line and CCTV Line also
2. Bay View Circle Estimate for Manhole Riser
3. 2025 CCR - Complete
4. Sewer Line Repair at 24419 Medinah St. – Complete
5. Water Main Repair at 20402 Saint Andrews – Complete
6. Leak Repair at 26632 Orchid Ct - Complete

7. Spruce Lift Station Repair – Complete
8. Delinquent List
9. Payment Plan List
10. Write Off List
11. Sample Bill

Juan also said that the Board should begin thinking about a water increase next month. He will send the CCR Report to Anita to get it on the website.

A motion to accept the report was made by Ed Kile. Roy Knapp seconded the motion. The motion carried unanimously.

d. Authorize other appropriate action  
None

**6. Receive comments or questions from the public;**

Pat Zappa asked if the VFD contribution was taken off the billing. Juan Rojas said yes. Donnie Marshall requested that the time of the MUD meetings be changed to 10:00am. beginning in June. A motion to approve the time change was made by Roy Knapp and seconded by Ed Kile. The motion carried unanimously.

**7. Consider adjournment.**

Roy Knapp made a motion to adjourn. Ed Kile seconded the motion. The motion carried unanimously.

  
John Dagleish, Secretary