

MINUTES OF THE  
WATERWOOD MUNICIPAL UTILITY DISTRICT NO.1

November 15, 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 November 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 Guest**

Roy Knapp Called the meeting to order at 3:03.

Board members present were Roy Knapp, Jeffrey Measamer, and Donnie Marshall, thus constituting a quorum. Also, present were Juan Rojas, Dave Beving, Karon Murff, Cindy Beasley, Colton Harris, Jamie Groskoft, Chris Eastham, and Anita Treadway.

**2. Approval of Consent Agenda Items**

A. Minutes of the regular meeting of October 18, 2024.

Donnie Marshall made a motion to accept the minutes of the October 18, 2024 and the August 19,2024 Special called meeting. Jeff Measamer seconded the motion.

The motion carried unanimously.

B. Financial Report

Karon Murff gave the financial report.

Donnie Marshall made a motion to approve the financial report. Jeff Measamer seconded the motion. The motion carried unanimously.

C. Payment of Bills

Anita Treadway gave the report on payment of bills.

Donnie Marshall made a motion to approve the payment of bills, with the deletion of \$3525.35 that was incorrectly put on the report but no check was written for that amount. Jeff Measamer seconded the motion. The motion carried unanimously.

#### D. Tax Collector Report

Anita Treadway gave the report.

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

### 3. Directors Matters

A. Discussion and/or authorize any appropriate action.

1. Order to adopt State Mandate for Tik Toc use by MUD districts.

The attorneys office did not get the documents to the District in time to have them at this meeting, so the District decided to table this to the next meeting In December. Donnie Marshall made a motion to table this until the next meeting in December. Jeff Measamer seconded the motion. The motion carried unanimously.

2. Decision for meter placement at Tall Pines in Park Forest.

There was discussion about only having one meter per residence. A new meter cost \$60.00. Precision Utility will send a letter to the owner about the water tap fee and total cost.

Donnie Marshall made a motion to send the letter to the owner. Jeff Measamer seconded the motion. The motion carried unanimously.

3. Complete all needed signatures for State and MUD documents.

A motion to allow digital signatures was made by Jeff Measamer. Donnie Marshall seconded the motion. The motion carried unanimously.

4. Discuss meeting change for December.

There was discussion about moving the meeting to another day due to the holidays. After discussion it was decided to keep the meeting on the 20<sup>th</sup> of December.

5. Records Management Documents

This was tabled to the next meeting in December.

6. Any other matters that may come before the Board.

### 4. Operations & Maintenance

A. Receive general report – Precision Utility

Juan Rojas gave the report from Precision Utility.

WATERWOOD MUD No. 1 OPERATIONS REPORT  
NOVEMBER 15, 2024

FRIDAY,

#### Action Items

1. Waterwood MUD No. 1 – Expected Changes to Staffing

- a. As we have begun our transition from Operating Westwood Shores MUD. We are expecting changes in the Operator and Field Technician positions for Waterwood MUD. This will be based on Westwood MUD’s ability to acquire a new Operations Company. The Board will be notified prior to this change.

2. Waterwood MUD No.1 Meter Change Out
  - a. 2024 Meter Change Out List.
3. Emerald Estates/Waterwood MUD Interconnect Water Sampling Results.
4. Delinquent List
5. Payment Plan List
6. Write Off List
7. Sample Bill

Anita Treadway asked Juan Rojas about Precision Utility's invoice with Rebel Construction charge on it. Precision will send a letter to tell Anita about this charge, so she can send that bill to the county for reimbursement.

Juan Rojas was asked if any invoices that had been or will be paid were repairs done to the sewer plant. Juan will let Anita know if there are any.

Roy Knapp made a motion to accept the report from Juan Rojas. Donnie Marshall seconded the motion. The motion carried unanimously.

B. Authorize appropriate action.

None

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

None

**6. Public Comments**

None

**7. Adjourn**

Jeff Measamer made a motion to adjourn. Donnie Marshall seconded the motion. The motion carried unanimously.

*John Dagleish*

John Dagleish, Secretary