

**DIAMOND HEAD WATER SUPPLY CORPORATION**  
**28717 Waikiki Lane, Montgomery, TX 77356**  
**<https://diamondheadwatersupplycorporation.com>**

**Water Board Monthly Meeting Minutes:**  
**Monday, March 10th, 2025 @ 7:00 P.M.**  
**Diamondhead Clubhouse**

**Board Members:**

- Ray Leon, President: Present
- Charlie Michalak, VP: Present
- Carol Fine, Treasurer: Present
- Dean Kisseberth, Director: Present
- Eddie Hudson, Director: Absent
- Cami McSween, Secretary: Present

**Guests:** No guests.

*Sign-in sheet available.*

The meeting commenced at 7:01 pm in the clubhouse. The previous monthly meeting was held on February 10th, 2025.

**Agenda:**

**1. Welcome and Call to Order**

The meeting was called to order by President Ray Leon.

**2. Quorum established**

All board members present

**3. Review of February 2025 Meeting Minutes**

The monthly minutes were motioned for acceptance by Dean Kisseberth and seconded by Charlie Michalak.

**4. Review of February 2025 Treasurer Report**

- 4.1** The monthly treasurer report was motioned for acceptance by Charlie Michalak and seconded by Ray Leon.
- 4.2** Association of Water Board Directors summer conference. Vote taken for Ray Leon to attend. All present board members voted approval for \$515.00 registration fee.
- 4.3** Texas Rural Water Association membership dropped. Price prohibitive.
- 4.4** Financial approval requests – none.

**5. President's Monthly Notes/ Deliberations**

- 5.1** Annual Meeting of Diamond Head WSC review and recommendation. Discussion to consider meeting to tie-in with POA annual meeting to further encourage attendance.
- 5.2** Water Plant Property Deed Transfer to Diamond Head WSC. Charlie Michalak was VP

and will sign to transfer legal deed with attorney. Cost approximately \$2,000.

- 5.3** Article of Incorporation – Flood Control and Regency Point Voting Rights is under updating with attorney.

## **6. Water Wells Well**

- 6.1** Lone Star Groundwater Conservation District permit for Well #2 is pending.
- 6.2** Lone Star Groundwater Conservation Old Well #1 (4-inch casing).  
Lone Star Groundwater Conservation Board meeting 1-14-25. Permit pending.
- 6.3** TCEQ Well #3 (5-inch casing) registration – reverse engineering submittal package required. Timeline April/ May 2025.
- 6.4** Water Plant Sanitary Control Easements from property owners. Team to include Wanda Ruthstrom from POA, Ray and Cami. We will go to each house with notary.
- 6.5** TCEQ Water Plant operational manual revision pending by Hays.

## **7. Operations**

- 7.1** Water main supply line repair at 14575 Diamondhead N. Man hole repair due to tree roots.
- 7.2** Water and sewer main underground drawings discussion. Consider hiring a retired Hays employee to revise drawings.

## **8. Old Business**

- 8.1** Water meter count discrepancy on Hays Report reviewed and completed by Ray.

## **9. New Business**

- 9.1** Board of Directors President and Vice President expiration terms. Discussion on how to prevent terms from expiring on same year. Consider staggering with 3 years terms, changing term year span. No consensus given.

## **10. Open to Public Comments**

None

## **11. Adjourned time 7:40PM. Next meeting April 14<sup>th</sup>, 2025.**