

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

Water Board Monthly Meeting Minutes:
Monday, June 9th, 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: Present
- Jerry Yanello, Director: Present
- Cami McSween, Secretary: Present

Guests: Becky Radcliff

Sign-in sheet available.

The meeting commenced at 7:01 pm in the clubhouse. The previous monthly meeting was held on May 12th, 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 May 2025 Meeting Minutes

The monthly minutes were motioned for acceptance by Dean Kisseberth and seconded by Eddie Hudson.

4. Review of May 2025 Treasurer Report

4.1 The monthly treasurer report was motioned for acceptance by Charlie Michalak and seconded by Dean Kisseberth.

4.2 Financial approval requests:

1) Ray discussed the importance of record keeping and presented the board with an option of installing Dropbox to enable documents to be stored on the cloud with access by multiple board members for collaboration. This service is free until over 2 GB of data is used then we will pay a monthly fee of \$9.99/ month for 3 TB of storage.

VOTE: All board members agreed and voted yes to begin Dropbox.

2) Ray proposed to purchase a used filing cabinet for Treasurer storage of documents in Diamond Head Club House Office.

VOTE: All board members agreed and voted yes to purchase a filing cabinet.

5. President's Monthly Notes/ Deliberations

5.1 Lone Star Groundwater Conservation District Operating Permit Approved. **Completed.** Both Wells (2 and #3) are now registered with LSGCD.

5.2 Engineering and Legal Services. In process of obtaining bids from second engineering firm, Bleyl Engineering.

5.2.1 South Lift Station Feasibility Study – Bypass North Lift Station and Lift Station Upgrades. Pending bids for study.

5.2.2 Water Plant Sanitary Control Easement Exception. Discussed with engineering firms. This will require a survey of measured distances from wellheads. Proof that our By-laws are congruent with TCEQ requirements further strengthens our case.

5.2.3 Water Plant Well #3 TCEQ Registration. Pending Easement exception and Engineering data.

5.2.4 Water Plant Property Deed Transfer to Diamond Head WSC. Document obtained from attorney for transfer.

5.2.5 Diamondhead Sewer and Water Underground Water and Sewer infrastructure transfer to Diamond Head WSC pending Charlie Michalak and Cynthia Johnson notarized signature.

5.3 Association of Water Board Directors' Summer Conference: Ray will attend their conference on June 12th, 13th and 14th.

6. Administrative Work

6.1 Diamond Head WSC By-law Updates. The water Board reviewed expiration term dates. A concern is that the President and VP can presently expire on the same year. Consideration given to three-year terms for all members to allow for staggering of President and Vice President. Pending approval of By-laws. Board **VOTED: All members voted yes to change expiration dates of all board members to three-year terms, staggering President and Vice President.**

These updates will be submitted to our attorney for approval and council before being presented to property owners for their review and consideration.

7. New Business Operational

7.1 Hays Utility North:

7.1.1 Lonestar Groundwater Conservation District Permit – Monthly Water Consumption Reporting (Chicot/Evangeline Aquifer) notification to Hays to reflect the correct aquifer.

7.1.2 Water Plant Maintenance and Operators Manual – Continues to be pending from Hays.

7.1.3 TCEQ New Public Water System Supervision Program Water Sample Compliance Effective November 2025 – Notification to Hays.

7.1.4 Texas Consumer Confidence Report 2025 – Published on Diamond Head WSC website

7.1.5 TCEQ Water Plant Property Perimeter Fencing Compliance. Tree branches are noted over barbwire on the back fence portion. We will request permission for trimming and request from our landscaping service.

7.16 Ray will file the six completed sanitary easements documents.

8. Open to Public Comments:

Becky Radcliff asked the Board if we collect from delinquent accounts. The Board answered that there were no delinquent accounts at this time.

9. Adjourned time 8:10PM. Next meeting July 14th, 2025.