

DIAMOND HEAD WATER SUPPLY CORPORATION
28717 Waikiki Lane, Montgomery, TX 77356
<https://diamondheadwatersupplycorporation.com>
Water Board Monthly Meeting Minutes:
Monday, December 8th, 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
- Jerry Yanello, Director: Present
- Cami McSween, Secretary: Present

Guest: Becky Radcliff is only guest present. Sign-in sheet available.

This monthly regular Meeting commenced at 6:59 pm in the clubhouse. The previous monthly meeting was held on November 10th, 2025.

1. Welcome and Call to Order

The meeting was called to order by President Ray Leon.

2. Quorum established

3. Review of November Meeting Minutes

Diamond Head WSC Monthly minutes were motioned for acceptance by Charlie Michalak and seconded by Ray Leon.

4. Financial Reports

4.1. November Financials Review: Treasurer Report motioned for acceptance by Charlie Michalak and seconded by Dean Kisseberth. Hays monthly billing reviewed.

4.2a A comparison between Ray's QuickBooks records and Carol's calculations produced matching expense totals. Ray will continue side-by-side comparisons for at least three plus additional months to confirm a smooth and accurate transition to QuickBooks.

4.2b Bleyl completed hydropneumatics testing and an exterior inspection for a fee of \$2,000. Hays proposed charge is \$2,500 to bypass the hydro tank and return it back into service following rehabilitation. The board also received a bid of \$18,350 from Hays contractor for fully rehabilitation of interior and exterior surface preparation, coating, and

possible cradle welding to extend tank service life in identified corrosion areas. This bid offered comparable scope at a lower cost than the A&H Coating Corporation. A motion followed to accept the \$18,350 bid. All board members voted in favor.

5. Administrative Work & Updates

5.1 Ron from Quest engineering **completed** our re-survey for Sanitary Control Easement at 50' and 150' radius and documentation for Well #3 for TCEQ.

This survey included 12 surrounding properties and of these properties, we will be required to request a sanitary easement from 5. We will send a copy to each of these 5 property owners with request to approve or deny via certified mail. All documentation will be sent in to TCEQ upon reply or 30 days after property owner receives certified letter as a refusal to sign.

5.2 DHWSC Article of Incorporation, By-Laws, and Tariff Attorney Update. A Zoom call with attorney Jayne Stark, Ray Leon, Charlie Michalak and Cami McSween took place on November 17th where The Articles of Incorporation was discussed to update for congruence with Texas Water Code and all governing bodies. Attorney Stark is presently working to update our Articles of Incorporation and will proceed to By-Laws and Tariff upon completion.

5.3 Tariff change to include \$150.00 for renter's deposit on bill to be discussed with attorney. We will work address Tariffs upon completion of our Article of Incorporation updates.

5.4a. Bleyl Engineering hydrostatic tank test of water storage tank exterior **completed**. Engineering Report received from November 13th, 2025. Of note: tank chalked and faded d/t UV exposure. Local corrosion was reported in approximately 8 spots. Significant is severe corrosion seen in saddle region with recommendation to check metal thickness in saddle zone when tank is open.

5.4b. G-M Services annual Well inspection of Well #1 and Well #2 completed. Report received from November 6th, 2025. Well # 1: 58 GPM (98.3%), Well #2: 174 GPM (100.6%) both good results. Calendar: Yearly well testing and every 3-year testing to certify meter.

5.5 We were notified by TCEQ that we exceeded our 85% water storage capacity and would require additional water storage capacity. Ray measured and calculated Diamond Head WSC water tank capacity, then retained Quest Engineering for storage capacity verification and PE stamp. Ray successfully updated tank storage capacity with TCEQ that now accurately reports that we are at 57%, well below necessary parameters.

5.6 IR Thermograph Scanning Capital Budget Project: **Motion received to move to 2026 due to time constraints by Ray Leon. Motion seconded by Charlie Michalak.**

5.7 South Lift Station Feasibility Study Capital Budget Project. Motion made to move to 2026 Charlie Michalak. Seconded by Ray Leon. Discussion to look closely at results to determine if this project is financially viable.

5.8 Dean Kisseberth presented ongoing calendar for 2026. Yearly well testing.

To Add: 1) Well #1 and Well #2 Testing annually in November.

2) Certify Well Meters every 3 years, next November 2029.

6. Operational: Pending Water Storage Tank saddle measurements prior to sandblasting and applying protective coating.

7. New Business: Prepare postal mailing for annual meeting within 45-day window. March 1st meeting would calculate to be mailed by January 15th, 2026.

8. Open to Public Comments: None

9. Adjourn at 8:34pm.

Next regular meeting is scheduled for January 12th, 2026.

EXECUTIVE SESSION

To consider legal action on delinquent accounts, non-compliance issues, shareowner's hearings or meetings with the Board, if scheduled, and any matters involving invasion of owner's privacy or matters involving parties who have requested confidentiality, to which the Board has agreed to honor this request. Review any pending legal action and confidential attorney communications, personnel matters, or contract negotiations.