

**MOFFAT WATER SUPPLY CORPORATION**  
**5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502**  
**TEL: 254.986.2457 FAX: 254.986.2530**  
**www.moffatwatersupply.com**

Moffat Water Supply Corporation (MWSC) held a Monthly Board Meeting on **Monday July 21, 2025**, at 5:30 p.m. located at Moffat Community Center, 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

**Board Members Present:**

John Bockhold, Vice President  
Dewitt Mayfield, Secretary/Treasurer  
Gerry Collier, Director  
Paul Carr, Director

**Board Members Absent:**

Russell Coufal, President

**Staff Members:**

Damon Boniface  
Rebecca Miller

**Guests:**

**1. Call to order.**

Vice President John Bockhold called the meeting to order at 5:33 P.M.

**2. Presiding Officer Determined if a quorum is established.**

Vice President John Bockhold established a quorum.

**3. Invocation.**

General Manager Damon Boniface led the invocation.

**4. Pledge of Allegiance to the flag.**

Vice President John Bockhold led the Pledge of Allegiance.

**5. Discussion and possible action to adopt the order of the day.**

Motion made by Director Paul Carr and seconded by Director Gerry Collier.

**Motion carried 4-0.**

**6. Public Comments.**

None.

**7. Receive water loss services presentation from RJN Group.**

Terrance Stewart with RJN Group presented their available professional services for assisting utilities with securing funding from the Texas Water Development Board to help utilities reduce water loss by replacement of leaky waterlines.

**8. Discussion and possible action to approve securing professional services from RJN Group for water loss services by completing and submitting Project Information Form to Texas Water Development Board.**

A motion to approve securing professional services from RJN Group for submitting a Project Information Form to Texas Water Development was made by Director Paul Carr and seconded by Secretary/Treasurer Dewitt Mayfield.

**Motion carried 4-0.**

**9. Discussion and possible action to approve the minutes from May 19, 2025, Monthly Meeting.**

A motion to approve the minutes from May 19, 2025, Monthly Meeting made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion Carried 4-0.**

**10. Discussion and possible action to approve the Financial Report for May and June 2025 and disbursements to date, subject to audit.**

A motion to approve the Financial Report for May and June 2025 and disbursements to date, subject to audit made by Director Gerry Collier and seconded by Secretary/Treasurer Dewitt Mayfield.

**Motion Carried 4-0.**

**11. Discussion and possible action to approve Fiscal Year 2026 draft operating and capital budgets.**

GM Boniface provided a thorough accountment of the current budget and projections through September 2025. In addition, he discussed each income and expense items for fiscal year 2026 operating budget. In addition, he and the Finance Committee are recommending a base rate increase from \$54/month to \$58/month.

GM Boniface provided a detailed explanation of the current capital budget and proposed capital needs for fiscal year 2026.

Rebecca Miller stated staff interviewed multiple billing software solutions businesses and how staff recommends going with Edmunds GovTech pending reference check with current customers. She provided details on how Edmunds will improve office operations/efficiency and be more user friendly for Moffat's customers.

Director Carr requested to see an estimated cost for Edmunds financial & payroll software solutions, should Moffat decide to use Edmunds for those services in the future.

GM Boniface recommended the board table approval of both budgets as additional work is needed by staff by procuring estimated costs for insurance, office supplies, and the need to update operating income projections using income through the month of July.

**No action.**

**12. Discussion and possible action to approve audit engagement letter from Ludwick, Montgomery and Stapp, P.C. for fiscal year ending September 2025.**

GM Boniface stated their proposal increase was this year's audit increased by \$400.

A motion to approve audit engagement letter was approved by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

**Motion carried 4-0.**

**13. Discussion and possible action to approve payment application to Alterman, Inc., for Pump Station 1 capital improvements project.**

A motion to approve payment application was made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion carried 4-0.**

**14. Discussion and possible action on adopting election procedures for 2026 annual membership meeting in accordance with sections 67.0051-.0055 and 67.007 of the Texas Water Code.**

GM Boniface stated the proposed procedures are the same as those approved last year, and recommended board approval.

A motion to approve election procedures for 2026 annual membership meeting was made by Director Paul Carr and seconded by Secretary/Treasurer Dewitt Mayfield.

**Motion carried 4-0.**

**15. Discussion and possible action to appoint the Credentials Committee for 2026 board election.**

GM Boniface stated Margaret Young and Sondra Wilkerson agreed to serve on the committee with Dewitt being chair.

A motion to approve Margaret Young and Sondra Wilkerson for the Credentials Committee for 2026 elections was made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion carried 4-0.**

**16. Discussion and possible action on membership with the Central Texas Water Alliance.**

**No action.**

**17. Receive Bluebonnet WSC monthly report.**

Bluebonnet WSC approved their budget at \$3.50/ thousand gallons.

