



Westwood Shores M.U.D.

NOTICE OF BOARD MEETING

Notice is hereby given to all interested members of the public that the Board of Directors ("Board") of the above captioned District will hold a meeting, open to the public, at **Westwood Shores Clubhouse, 100 Westwood Drive East, Trinity, Texas 75862**. The meeting will be held on **Monday, September 18, 2023, at 9:30 a.m.**, to consider and authorize any action related to the following:

- 1) Call the Meeting to Order and Pledge of Allegiance;
- 2) Consider comments from members of the public, including appeals of District customers (the Board imposes a three-minute speaking limit for each member of the public wishing to address the Board; public comments will be closed after this item);
- 3) Approve Minutes of prior board meeting(s);
- 4) Public Hearing on 2023 tax rate;
- 5) Levy tax rate and adopt Order evidencing same;
- 6) Approve Amended District Information Form with new tax rate and Notice to Purchaser(s);
- 7) Engineer's Report, including:
 - a. Authorize design, advertisement, or award of bids/contracts for construction of facilities;
 - b. Status of construction and approval of pay estimates/change orders;
 - i. Update on Water Well No. 1 Aeration System;
 - ii. Update on Water Well No. 2 Construction;
 - iii. Lift Stations Rehabilitation Project;
 - c. Update regarding Capital Improvements Plan, including:
 - i. Update regarding records research and inventory of service lines and related tasks necessary to comply with the EPA Lead & Copper Rule Revisions;
 - ii. TWDB CWSRF Engineering Feasibility Report update and consider and approve related consultant agreement;
 - iii. Update(s) to Capital Improvement Plan and related action;
 - iv. Update on Project Information Form ("PIF") to the Texas Water Development Board ("TWDB");
 - d. Update on the 2023 Bond Authorization Election Report;
 - e. Authorize engineer to investigate water quality issues and engage related water quality testing consultants;

8) Operator's Report including:

- a. Consider Proceed with Authorization to Build Requests;
- b. Inspection, Repair, and Maintenance of District facilities and vehicles, including:
 - i. Update on Preventative Maintenance Schedule/List, including plans for Summer, Drought Contingency Plan; and Water Conservation Plan;
 - ii. Update on service call procedures, including report of calls;
 - iii. Update on fire hydrant repairs, maintenance, and requirements for placement;
 - iv. Update on Marina Village repairs and related agreements;
 - v. Update on asset inventory list;
 - vi. Bids for Generator Repairs;
- c. Update on monthly reports, TCEQ Violations and Notices, including notices to residents, and Proposed Agreed Order;
- d. Update on Texas Water Development Board requirements;
- e. Update on service outages and water quality concerns;
- f. Requests for proposals for landscaping services;

9) Office Report, including:

- a. Delinquent accounts, including termination, collections, and/or uncollectible roll;
- b. Appeals of District charges, including requested adjustments to water bills;
- c. Service Orders, Tap Fees Paid and completed;
- d. Office IT matters including office IT equipment, Website Updates, necessary upgrades, vendor contracts, and customer notifications;
- e. Service Request, Office Personnel/Vacation Policy, and District Policy amendments;
- f. Update on trash clean-up/dumpster rental;

10) Appraisal District's Tax Assessor's Report, including:

- a. Delinquent Tax Collections Update, including status of delinquent taxes, collection/uncollectible accounts, termination of water service, foreclosure proceedings, installment agreements, and proofs of claim(s);
- b. Update from Delinquent Tax Attorney;

11) Financial Advisor Matters, including:

- a. Update on TWDB non-compliance letter and authorize related action;

12) Bookkeeper's Report, including:

- a. Payment of Invoices;
- b. Update on District Investment Accounts, including:
 - i. Amend Budget, if necessary, update on savings to date, milestones, and expenses related to Public Utilities Commission Docket No. 54713;
 - ii. Update on District CDs;
 - iii. Update bank records related to new Director;
- c. Update on status of District property, adopt Order(s) Declaring Surplus Property, and authorize disposal of same;
- d. Update on District audit;

13) Directors' Reports, including:

- a. Director-Consultant committee and liaison updates, including:
 - i. Update on insurance policy and renewal options;
 - ii. Construction and Operations Committee updates;
 - iii. Entergy Billing updates;
 - iv. Consider and approve Rate Order amendments related to internal consistency and clarification of terms;
 - v. Update on water supply options, including update on communications with City of Trinity and TRWSC and discussion related to Trinity Rural Water Supply Corporation Water Tariff;
 - vi. Update on Records Retention and Management;
- b. Update on District goals, funding options, and public communication(s);
- c. Status of executed reuse agreement;

14) Attorney's Report, including:

- a. Land purchase related to proposed Well No. 3 and consider request from POA for maintenance;
- b. Update on Public Utilities Commission Docket No. 54713;
- c. 2023 Bond Authorization Election Update, including
 - i. Scheduling of Townhall Meeting(s) and topics for discussion;
 - ii. Discussion of Road Authority;
 - iii. Director Ethics Restrictions;
- d. Update on Standby Fees;

15) Consider consultant contracts, including:

- a. Proposals for Operator Services;

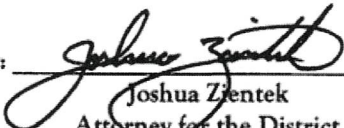
16) Discuss pending business and matters for future agendas, including scheduling of next meeting date(s).

17) Executive Session pursuant to Texas Government Code, Section 551.071, (et. seq.);

18) Reconvene in open session and authorize any action resulting from executive session;



**WESTWOOD SHORES MUNICIPAL
UTILITY DISTRICT**

By: 
Joshua Zientek
Attorney for the District

Persons with disabilities who require auxiliary aids or services at the meeting are asked to contact the District at 281-719-1990, at least three (3) business days prior to the meetings so that appropriate arrangements can be made.

**The District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), Section 551.087 (Economic Development), and other matters as allowed by law.*