



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, August 21, 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) **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. 2023 Bond Authorization Election, including:
 - i. Authorize Engineer to complete all necessary engineering tasks related to the 2023 Bond Authorization Election;
- 5) **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 and requirements for placement;

- iv. Update on Marina Village repairs and related agreements;
 - v. Update on asset inventory list;
 - 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;
- 6) **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 computer system, Website Updates, necessary upgrades, vendor contracts, and customer notifications;
 - e. Service Request, Office Personnel/Vacation Policy, and District Policy amendments;
 - f. Consider and authorize trash clean up/dumpster rental;
- 7) **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;
- 8) **Financial Advisor Matters, including:**
 - a. Receive Financial Advisor Tax Rate recommendation;
 - b. Adopt Resolution Regarding Developed/Developing District and Calling Public Hearing; and
 - c. Authorize Tax Assessor to Publish Notice of Hearing;
 - d. Update on TWDB non-compliance letter and authorize related action;
- 9) **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;
- 10) Consider consultant contracts, including:
 - a. Proposals for Operator Services;
 - b. Requests for proposals for landscaping services.

11) **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;
 - vi. Update on Records Retention and Management;
- b. Update on District goals, and funding options;
- c. Status of executed reuse agreement;
- d. Legislative Update, including updates on fees of office and associated orders;
- e. Public communication updates;

12) Attorney's Report, including:

- a. Update on land purchase related to proposed Well No. 3 and consider request from POA for maintenance;
- b. Consider and authorize action related to filings with Public Utilities Commission, including Order No. 1, Docket No. 54713;
- c. 2023 Bond Authorization Election and Tax Rate Election (see Supplemental Notice of Board Meeting);

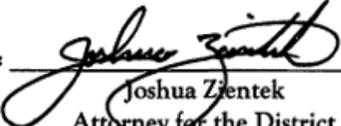
13) Discuss pending business and matters for future agendas, including scheduling of next meeting date(s).

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

15) 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.*



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SUPPLEMENTAL 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 **Westwood Shores Clubhouse, 100 Westwood Drive East, Trinity, Texas 75862**. The meeting will be held on **Monday, August 21, 2023, at 9:30 a.m.**, to consider and authorize any action related to the following:

2023 Bond Elections and Tax Election, including:

1. Resolution Designating an Agent of the Secretary of the Board of Directors During the 2023 Bond Elections and Tax Election;
2. Consider use of electronic voting system and authorize notice of exemption, if applicable;
3. Set pay for election officials;
4. Order Calling Bond Election and Tax Election;
5. Voter Information Document;
6. Notice of Election(s);
7. Notice and Writ of Election(s);
8. Posting of early voting and election day roster; and
9. Authorize consultants to complete any necessary steps to complete Bond Authorization Election;

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DISTRITO DE UTILIDADES PÚBLICAS MUNICIPALES DE
WESTWOOD SHORES,
CONDADO DE TRINITY, TEXAS

AVISO DE ASAMBLEA PÚBLICA

AGENDA SUPLEMENTARIA

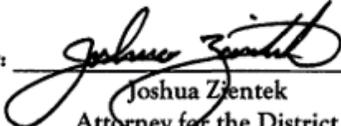
Por la presente se notifica a todos los miembros interesados del público que la Junta de Directores ("Junta") del Distrito mencionado anteriormente celebrará una reunión especial abierta al público en **Westwood Shores Clubhouse, 100 Westwood Drive East, Trinity, Texas 75862**. La reunión se realizará el lunes 21 de agosto de 2023, a las 9:30 a.m., para discutir y, en su caso, actuar sobre lo siguiente:

Elecciones de Bonos y Elección de Impuesto de 2023, que incluye:

1. Resolución para Designar un Agente del Secretario de la Junta Directiva para el Período de las Elecciones de Bonos y la Elección de Impuesto de 2023;
2. Considerar el uso de un Sistema de votación electrónico y autorizar el aviso de exención;
3. Establecer el pago de los funcionarios electorales;
4. Orden para Convocar Elecciones de Bonos y de Impuesto;
5. Document con información para los votantes;
6. Aviso de Elección;
7. El aviso y mandato de elección;
8. La lista de votación anticipada y del día de elección; y
9. Autorizar a los consultores para completar los pasos necesarios para completar la Elección de Bonos.



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UTILITY DISTRICT

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