

WESTWOOD SHORES MUNICIPAL UTILITY DISTRICT
Minutes of Special Meeting of Board of Directors

March 27, 2023

The Board of Directors (the “Board”) of Westwood Shores Municipal Utility District (the “District”) met in special session, open to the public, at 75 Cottonwood Road, Trinity, Texas 75862, a designated meeting place inside the boundaries of the District and the roll was called of the members of the Board as follows:

Director Gallagher	President
Robert Stoddard	Vice President
John Wolf	Secretary
Ken Bateman	Assistant Secretary
Jim Atkinson	Director

All the above were present thus constituting a quorum.

Also present at the meeting were Joshua Zientek of Mitchell, Zientek & Scruggs, LLP (“MZSLLP”); Kandy Pfeffer of Elite Bookkeeping; Pam McKay of Westwood Shores Municipal Utility District; Rico Rodriguez of Civil Grade Engineers (“Civil Grade”); and various members of the public.

CALL THE MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Director Gallagher called the meeting to order at 9:30 a.m. and Director Atkinson led the Pledge of Allegiance.

CONSIDER COMMENTS FROM MEMBERS OF THE PUBLIC

Director Gallagher advised the public that the Board would be entering Executive Session and that, should the Board take action related to Executive Session, it would do so in Open Session. Ms. Lynette Oldham addressed the Board related to a recent issue related to the presence of air in her water lines, explained remedial action taken by Inframark Water Infrastructure Operations (“Inframark”), and expressed that Inframark was very helpful and responsive to her concerns. Constable Cole, of the Trinity County Precinct 2 Constable’s Office, asked about the District’s Drought Contingency Plan and Director Gallagher provided clarification. Next, he asked about the existence of bylaws or creation documents for the District. Mr. Zientek explained that Texas Water Code Sec. 49.057(g) provides the District the option of adopting bylaws and that municipal utility districts are typically created through the legislative process or by a petition filed with the Texas Commission on Environmental Quality (“TCEQ”) pursuant to Texas Water Code Sec. 54.014. Next, Constable Cole asked about recent TCEQ violation notices and explained that he has received many phone calls from residents voicing concerns. Director Gallagher provided additional information, with the assistance of Mr. Rodriguez, explaining the methods of testing utilized by the TCEQ. Constable Cole explained that many residents expressed an inability to pay new water rates and Director Gallagher reiterated the process by which the rates were set. Director Stoddard recommended that residents that need assistance contact the Texas Utility Help program. There were additional questions related to fees of office. Mr. Zientek explained that the maximum amount that any one director was entitled to receive, annually, is \$7,200, consisting of not more than \$150 a day for each day the director actually spends performing the duties of a director. There was additional discussion related to which directors were currently receiving fees of office.

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CONSIDER AND APPROVE PROPOSALS FOR LITIGATION COUNSEL

This item was considered in Executive Session pursuant to Tex. Gov. Code Sec. 551.071, consultation with attorney.

STATUS OF CONSTRUCTION/CAPITAL PROJECTS CONTRACTS AND APPROVAL OF PAY ESTIMATES/CHANGE ORDERS

This item was considered in Executive Session pursuant to Tex. Gov. Code Sec. 551.071, consultation with attorney.

UPDATE ON DISTRICT AUDIT

This item was considered in Executive Session pursuant to Tex. Gov. Code Sec. 551.071, consultation with attorney.

DISCUSS PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred that the next regular meeting would be conducted on April 17, 2023, at 9:30 a.m.

EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071, ET. SEQ.

The Board entered Executive Session at 9:58 a.m. pursuant to Texas Government Code Sec. 551.071, consultation with attorney.

RECONVENE IN OPEN SESSION AND AUTHORIZE ANY ACTION RESULTING FROM EXECUTIVE SESSION

The Board reconvened in Open Session at 11:02 a.m. Director Stoddard moved, and Director Atkinson seconded, to approve the proposal provided by Barton Benson Jones PLLC and authorize signature, as necessary. The motion passed unanimously.

ADJOURNMENT

There being no further items for consideration, Director Stoddard moved, and Director Atkinson seconded, to adjourn the meeting. The motion passed unanimously.

Approved on April 17, 2023.

(SEAL)

WESTWOOD SHORES MUNICIPAL
UTILITY DISTRICT

/s/John Wolf
Secretary, Board of Directors