



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, November 18, 2024, 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 appointment of new director(s), including:**
 - a. Consider candidates and appoint new director(s) and approve IT updates;
 - b. Accept new directors' documents, including official bond and oath of office;
 - c. Amendment to District Registration Form, appoint new secretary & assistant secretary;
- 3) **Public Comments (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);**
- 4) **Approve Minutes of prior board meeting(s);**
- 5) **Engineer's Report, including:**
 - a. Authorize design, advertisement, or award of contracts for construction of facilities;
 - b. Update regarding Engineering projects and authorize related actions, including
 - i. Status of ongoing engineering projects;
 - ii. Water Quality Update(s);
 - iii. Update on Lift station improvements project and authorize related action;
 - iv. Expenditure reimbursement, related resolution(s), future bond application(s);
 - v. Consider updated TWDB project(s) related to approved bond funds;
 - vi. Lead and Copper Rule Revision Notice;
 - vii. FEMA Support authorization and reimbursement update;
- 6) **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 service calls, proposals for repairs, maintenance, winterization, pump rentals, and status of repairs;
 - ii. Update on 90-day assessment, valve, and sewer study;
 - iii. Equipment inventory and related purchase(s);
 - iv. Customer communications;
 - v. Environmental Protection Agency requirements related to water treatment;
 - c. Update on monthly reports, including flushing costs, accountability calculations, TCEQ Violations/Notices, including public notices, and Proposed Order(s);

- 7) **Review Operator Proposal(s), select new operator, and approve related agreement;**
- 8) **Office Report, including:**
 - a. Delinquent accounts, including termination, collections, and/or uncollectible roll;
 - b. Review and approve amendments to District Rate Order and related forms;
 - i. Rate order amendments, rate adjustment(s), and required publication(s);
 - ii. Water Filter purchase credit;
 - c. Customer appeals, payment plans, related requests and remedies;
 - d. Service Orders, Tap Fees, and updates to tap fee application;
 - e. Office IT matters including purchase of office IT equipment, upgrades, vendor contracts, security improvements, and customer notifications/communications;
 - f. Update on Neptune/CUSI software;
 - g. Service Request, Customer Application, termination request review, Office Personnel and Policies, and related amendments;
- 9) **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;
- 10) **Bookkeeper's Report, including:**
 - a. Payment of Invoices;
 - b. Update on District Investment Accounts, including:
 - i. Amend Budget, if necessary;
 - ii. District Accounts, Investments, District Audit, emergency repairs, and future costs;
 - iii. Resolution authorizing approving signers to District account(s);
 - c. Surplus Property, Order(s) Declaring Surplus Property, and authorize disposal of same;
- 11) **Directors' Reports, including:**
 - a. Director-Consultant committee and liaison updates, including:
 - i. Construction and Operations Committee updates;
 - ii. Update on Records Retention and Management;
 - iii. Vendor agreements and review of terms;
 - iv. Alternative water sources/agreements and updates from the city of Trinity;
 - v. Update on Trinity Rural Water Association and water supply sources;
 - b. Update on District goals, including:
 - i. Annual District Schedule;
 - ii. Funding and Grant options, FEMA Request, and TWDB funding opportunities;
 - iii. Public outreach;
- 12) **Attorney's Report, including:**
 - a. Future Bond Applications/Lead & Copper Rule Revision Loan/Bond from TWDB;
 - b. Update on Public Utilities Commission Docket No. 54713;
 - c. Update on Public Information Act request(s);

- 13) Pending business/matters for future agendas and 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

/s/ 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.*