

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

May 13, 2024

The Board of Directors (the “Board”) of Westwood Shores Municipal Utility District (the “District”) met in regular session, open to the public, at 100 Westwood Drive East, 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:

Joan Gallagher	President
Robert Stoddard	Vice President
John Wolf	Secretary
Jim Atkinson	Asst. Secretary
Bryan Holmes	Director

All the above were present, except Director Holmes who appeared remotely, thus constituting a quorum.

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

CALL THE MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Director Gallagher called the meeting to order, and Director Atkinson led a recitation of the Pledge of Allegiance.

PUBLIC COMMENTS

Director Gallagher opened the meeting for public comments. There was a comment from the public related to data backups. Director Gallagher confirmed that equipment was installed to increase data reliability for District laptop data and mentioned that further work is still needed on review of historical records under our records retention policy.

2024 BOND AUTHORIZATION ELECTION

Director Gallagher noted a quorum present, including that Director Holmes was in attendance by remotely. The Board conducted the election canvassing. The results from Trinity County were 275 for and 110 against. Director Gallagher noted that there were no discrepancies and that all returns appeared to be calculated correctly and consistently. Director Wolf moved to approve the Order Canvassing Returns and Declaring Results of the May 2024 Bond Authorization Election and Director Stoddard seconded the motion. The motion passed unanimously. Director Wolf moved and Director Stoddard seconded to authorize the District’s consultants to take all necessary action necessary to finalize the May 2024 Bond Authorization Election. The motion passed unanimously.

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ENGINEERING UPDATES

Mr. Rodriguez advised that, at the upcoming regular meeting, a proposal should be presented for the upcoming meeting for repair of a sewer line. He explained the urgency of the repair and the potential need for solicitation of additional bidding or public bidding, depending on the costs associated with the repair. Additionally, he explained exceptions related to emergency repairs. Director Stoddard provided background on the repairs and the tree which was removed.

Next, Mr. Rodriguez provided an update on Change Order No. 5 related to the aeration project and explained the items removed in the amount of \$42,660 and Pay Estimate No. 6 in the amount of \$70,486.48 for the final payment. Director Stoddard moved and Director Wolf seconded to approve Change order No. 5 and Pay Estimate No. 6. The motion passed unanimously.

DISCUSS PENDING MATTERS FOR FUTURE AGENDAS, INCLUDING SCHEDULING OF THE NEXT MEETING DATE

Director Gallagher noted that the next meeting would be on May 20, 2024, at 9:30 a.m.

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

The Board did not enter Executive Session.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned.

Approved this May 20, 2024.



WESTWOOD SHORES MUNICIPAL
UTILITY DISTRICT

/s/John Wolf
Secretary, Board of Directors