

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

October 1, 2025

The Board of Directors (the “Board”) of Westwood Shores Municipal Utility District (the “District”) met in regular 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:

Joan Gallagher	President
Robert Stoddard	Vice President
Bryan Holmes	Secretary
Sidney Craig	Asst. Secretary
Donald Brunswick	Director

All of which were present physically, thus constituting a quorum.

Also present at the meeting were Rico Rodriguez of Civil Grade Engineers (“Civil Grade”); Joshua Zientek of Mitchell, Zientek & Scruggs, LLP (“MZSLLP”); and Pam McKay of the District.

**CALL THE MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

A resident presented a concern related to water outages causing damage to personal property, specifically, hot water circulators. It was advised that there is not an agenda item and that an appeal could be presented at the next board meeting. There were also concerns related to customer communication issues presented.

There was an additional comment related to water source history. Director Gallagher advised that she would be happy to provide more information after the meeting. Director Gallagher provided a brief update on the prior history of the proposed contract with the City of Trinity.

**ARBITRAGE COMPLIANCE UPDATES**

Mr. Zientek provided a brief update on the arbitrage compliance payment which was made by the required deadline. There was additional discussion regarding future risk mitigation. Director Craig expressed concerns related to the delay in notice provided to the District. Director Holmes moved, and Director Craig seconded, to ratify the payment to the IRS related to the Series 2020A/B Bonds. The motion passed unanimously.

**FIBER OPTICS BORING UPDATES**

Mr. Zientek explained that Director Craig advised that a contact person should be designated to attempt to recoup costs of damage related to boring damages and a plan prepared for

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

current and future concerns. The Board concurred that Directors Holmes and Brunswick will work together to contact the boring company related to damaged District infrastructure.

**OFFICE REPORT**

This item will be discussed in Closed Session. Director Craig indicated an agenda item related to IT equipment to be added to the next meeting agenda and past due amounts for employee taxes owed.

**ATTORNEY'S REPORT**

Mr. Zientek explained that Public Information Act request(s) were received from Marina Village Resort and were being resolved. Next, the Board considered extensively the discussions related to the proposed City of Trinity Water Supply Agreement. The proposed contract was analyzed in detail and potential detrimental terms to the District were reviewed. Next, there was a review of potential initial expenditures related to preparing the system for utilization of the water that may be provided under this agreement. Director Stoddard moved and Director Craig seconded, to authorize Directors Gallagher and Holmes to continue to negotiate the high point discussion points with the City of Trinity, authorize Civil Grade to proceed with the pressure testing and review of infrastructure at a cost not to exceed \$10,000, and authorize Mr. Zientek to work with the individual directors related to their concerns with the proposed contract. The motion passed unanimously.

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

The Board entered closed, Executive Session pursuant to Texas Government Code Sections 551.074 at 11:00 a.m. for personnel matters.

**RECONVENE IN OPEN SESSION**

The Board reconvened in Open Session at 11:07 a.m. Director Brunswick moved and Director Craig seconded, to adopt an employee vacation policy and authorize Director Gallagher to approve vacation time by District office manager upon submission. The motion passed unanimously.

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

The Board noted that the next regular Board meeting is on October 20, 2025, at 9:30 a.m. The Board discussed an agenda item for employee review plans.

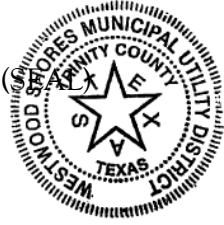
**ADJOURNMENT**

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

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

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

Approved this October 20, 2025.



WESTWOOD SHORES MUNICIPAL  
UTILITY DISTRICT

/s/Bryan Holmes  
Secretary, Board of Directors