

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

January 19, 2026

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”); Samantha Kingston of EEPB, Bill Blich of Blich Associates, Inc. (“BAI”); Joshua Zientek and Frank Mitchell of Mitchell, Zientek & Scruggs, LLP (“MZSLLP”); Pam McKay of the District; and Jacob Williams of H2O Innovation (“H2O”) and several members of the public.

CALL THE MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

A resident addressed the Board regarding the Westwood Shores Property Owner’s Association (“WSPOA”) office being closed and moving the offices into the WSPOA clubhouse. There was additional discussion related to the possibility of the WSPOA use using MUD facilities. The Board concurred to discuss at a future meeting date.

APPROVAL OF MINUTES OF PRIOR BOARD MEETING(S)

The Board reviewed the minutes of December 15, 2025, regular meeting. Director Gallagher noted that she made a minor correction to the minutes. Director Craig moved to approve the minutes, as amended, and Director Brunswick seconded the motion. The motion passed unanimously.

ENGINEER’S REPORT

Mr. Rodriguez presented the Engineer’s Report, a copy of which is attached as **Exhibit A**. The following items were reviewed from the written report: 1) Lead and Copper Rule Revision; 2) Water Plant No. 1; 3) Lift Station Improvements (Phase 2); 4) Water Quality & Water Plant No. 1 Improvements; 5) TCEQ Sanitary Sewer Overflow Plan; 6) Alternative Water Supply – City of

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Trinity/TRA; 7) 2025 Bond Fond; 8) 2026 TWDB PIF; 9) Desilting of the Wastewater Treatment Plant; 10) Budget Update. Additionally, Mr. Rodriguez presented a draft budget amendment which led to extensive discussion regarding potential amendments to the budget. Director Brunswick moved to: 1) accept the Engineer's Report; 2) to award the contract to Electro Scan, Inc. for \$290,300, subject to final review of the contract documents by MZSLLP; 3) to authorize the contract to Elite Pumps for \$66,612 for filter replacement and the jetting; 4) authorize Civil Grade to prepare and submit a request to the TCEQ for approval of reimbursement in the amount of \$200,000 for qualifying capital improvements; 5) approve the amendments to the budget, as discussed. Director Craig seconded the motion and the motion passed unanimously.

OPERATOR'S REPORT

Mr. Williams presented the Operator's Report, a copy of which is attached as **Exhibit B**. There was discussion related to an excursion potentially due to rain infiltration, TCEQ communications, and an update on boring in the District. Director Gallagher gave an update on a past SEP Order with the TCEQ and noted that it is completed. Director Brunswick asked about invoicing and Mr. Williams advised that he would research further and agreed that the District should not have been billed related to the inspection/testing of Lift Station No. 20 by H2O. Director Brunswick moved to approve the Operator's Report and Director Craig seconded the motion which passed unanimously.

OFFICE REPORT

Ms. McKay presented the Office Report, a copy of which is attached as **Exhibit C**. She noted that the new computers were installed but noted logistical concerns related to updating to Windows 11. Director Craig moved to approve the Office Report and Director Brunswick seconded the motion. The motion passed unanimously.

APPRAISAL DISTRICT'S TAX ASSESSOR'S REPORT

Director Gallagher presented the Appraisal District's Tax Assessor's Report including the Delinquent Tax Collections Report, a copy of which is attached as **Exhibit D**. She noted that the collections are still ongoing. Mr. Blich discussed the recommended tax exemptions. Director Craig moved to adopt from ad valorem taxation by the District Four Thousand Dollars (\$4,000) of the appraised value of residence homesteads of individuals who are sixty-five (65) years of age or older, and \$0 homestead exemption, and to adopt a resolution that authorizes an additional penalty on delinquent personal property taxes. There was additional discussion about Mr. Williams sending an email to a customer regarding a water quality complaint. Mr. Blich noted that he filed the Annual Continuing Disclosure Report.

BOOKKEEPER'S REPORT

Ms. Kingston presented and reviewed the Bookkeeper's Report including checks for approval, a copy of which is attached as **Exhibit E**. Director Stoddard gave an update on the surplus of the truck sale but has not heard any additional information regarding the matter. Director

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Brunswick moved to approve the Bookkeeper's Report and approve payment of the invoices contained therein. Director Holmes seconded the motion and the motion passed unanimously.

DIRECTORS' REPORTS

Director Brunswick presented a report on the water loss of the district. He explained the need of a better way to accurately record flushing and the water loss issues and asked that the Board be ready to discuss at a future meeting. Additionally, a proposed Communication Process was given to the Directors for review and approval at the next meeting. Director Craig noted that the construction committee put together a priority list of projects needed to be completed from the bond proceeds. He made several comments regarding the proper priority assessment regarding the sewer treatment plant and the urgency in being preventative.

ATTORNEY'S REPORT

Mr. Zientek advised that there were no updates other than those that would be discussed in Closed Session under consultation with attorney, Texas Government Code Section 551.071.

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

The Board scheduled the next regular Board meeting on February 17, 2026, at 9:30 a.m. at the District's office due to the holiday.

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

The Board entered Executive Session pursuant to Texas Government Code Section 551.071 at 11:29 a.m. for consultation with attorney.

RECONVENED IN OPEN SESSION

The Board reconvened in Open Session at 12:30 p.m. Director Craig moved to authorize Mr. Zientek to contact White Ivy Real Estate regarding settling the claim related to the resident at Westwood Dr. West. Director Brunswick seconded the motion and the motion passed unanimously. Director Holmes moved to authorize Mr. Zientek to communicate with the legal counsel of Marina Village Resort to discuss potentially entering a maintenance and/or inspection agreement. Director Brunswick seconded the motion, and the motion passed four to one (4-1) with Director Craig opposed.

ADJOURNMENT

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

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Approved this February 17, 2026.



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UTILITY DISTRICT

/s/Bryan Holmes
Secretary, Board of Directors

LIST OF EXHIBITS

- Exhibit A - Engineer's Report
- Exhibit B - Operator's Report
- Exhibit C - Office Report
- Exhibit D - Appraisal District's Tax Assessor's Report
- Exhibit E - Bookkeeper's Report