

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

February 17, 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, except Director Stoddard who was absent, thus constituting a quorum.

Also present at the meeting were Rico Rodriguez of Civil Grade Engineers (“Civil Grade”); Samantha Kingston of EEPB (via teleconference); Bill Blitch of Blitch Associates, Inc. (“BAI”); Joshua Zientek and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZS”); 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 Holmes led a recitation of the Pledge of Allegiance.

PUBLIC COMMENTS

There were questions regarding the status of rehabilitation of multiple lift stations within the District and status of a cleanout valve. Another resident inquired as to the fiber companies that were operating within the District and explained the changes he made regarding his whole home water filtration system.

APPROVAL OF MINUTES OF PRIOR BOARD MEETING(S)

The Board reviewed the minutes of January 19, 2026, regular meeting. Director Brunswick moved to approve the minutes, as amended, and Director Craig seconded the motion. The motion passed three to zero to one (3-0-1) with Director Gallagher abstaining.

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) Alternative Water Supply – City of Trinity/TRA; 6) 2025 Bond Fond; 7) 2026

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TWDB PIF; 8) Desilting of the Wastewater Treatment Plant; 9) Project schedule update. Director Brunswick inquired as to the scope of the desilting of the wastewater treatment plant. Director Craig moved to: 1) accept the Engineer's Report; 2) authorize EEPB to transfer bond funds from the 2025 capital projects completed with general operations funds in the amount of approximately \$219,543 subject to consultant confirmation of invoices related to those payments and potential relationship to FEMA reimbursement. Director Holmes seconded the motion which 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 the causes of the reduction in water accountability, noting that it was related to refreshing water quality within the tank. Director Craig asked about other contractors operating within the District. Director Brunswick moved to approve the Operator's Report and authorize H2O to prepare the Consumer Confidence Report. 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**. Director Craig further discussed the CUSI software and potential upgrade options. Director Gallagher provided an update regarding upcoming, recommended Rate Order amendments. It was noted that the builder deposit numbers should be managed differently. Director Holmes moved to approve the Office Report and authorize continued updates to the District's Rate Order, as discussed, and Director Brunswick seconded the motion which 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. The Board took no action at this time. Director Brunswick stepped out of the meeting at this time.

BOOKKEEPER'S REPORT

Ms. Kingston presented the Bookkeeper's Report including checks for approval, a copy of which is attached as **Exhibit E**. Director Brunswick returned to the meeting. Director Craig moved to approve the Bookkeeper's Report, payment of the invoices contained therein, and to authorize the District's consultants to research unclaimed property and provide notice to certain unclaimed property owners. Director Holmes seconded the motion which passed unanimously.

DIRECTORS' REPORTS

Director Brunswick presented a project budget for the TRA project. He also presented a bid for repair related to lift station no. 9 and a bid for a repair/replacement for the RAS pump. After discussion, Director Brunswick moved to authorize the operations committee to: 1) approve the bid

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for repair to lift station no. 9 at an amount not to exceed the current bid of \$6,200 from Electrical Field Services, Inc.; 2) to approve the invoice from Elite Pumps & Mechanical Services, LLC in the amount of \$6,705; 3) approve the estimate from Elite Pumps & Mechanical Services LLC in the amount of \$44,380 for Option No. 2; and 4) approve the estimate from Electrical Field Services, Inc. in the amount of \$14,000 related to Wire/Junction Box/Underground Conduit, all with the intent to reimburse the District's general operations fund with capital projects funds. Director Holmes seconded said motion, which passed unanimously. Director Brunswick then presented a policy for customer communications related to operations. After discussion, Director Brunswick moved to adopt the customer communications, as presented. Director Holmes seconded said motion, which passed unanimously.

Director Gallagher, Mr. Zientek, and Mr. Rodriguez discussed the alternative water source options, specifically the City of Trinity. There were extensive discussions regarding the proposed contract between the District and the City of Trinity. Mr. Zientek advised that he would follow-up.

ATTORNEY'S REPORT

Mr. Zientek discussed filing the Special Purpose District Financial and Tax Report with the Comptroller and asked for authorization to file. He also discussed the annual survey of wage rate scales and related TWDB requirements. Director Holmes moved to authorize MZS to file the Special Purpose District Financial and Tax Report and to adopt resolution related to the wage rate scales with the federal wage rate scales. Director Craig seconded said motion which passed unanimously.

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

The Board scheduled the next regular Board meeting on March 16, 2026, at 9:30 a.m.

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 11:47 a.m. for consultation with attorney.

RECONVENED IN OPEN SESSION

The Board reconvened in Open Session at 12:23 p.m. Director Holmes made a motion to send a demand letter to Highline in Texas or other entities, as determined by MZS, regarding the damages to the District's system and to authorize an amount of \$5,438.85 to reimburse a customer related to a sewage issue subject to release and waiver from the customer. Director Gallagher seconded said motion, which passed unanimously.

ADJOURNMENT

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

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Approved on March 16, 2026.



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/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