

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

April 20, 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 (via teleconference); 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 Stoddard led a recitation of the Pledge of Allegiance.

**PUBLIC COMMENTS**

Ms. Savage had a question regarding the status of the last bond issuance and an overview of what had been funded.

**APPROVAL OF MINUTES OF PRIOR BOARD MEETING(S)**

The Board reviewed the minutes of March 16, 2026, regular meeting. Director Craig moved to approve the minutes, as amended, and Director Brunswick seconded the motion which 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 Valve Installation and Repair (Phase 2); 5) Sanitary Sewer Rehab (Phase 1); 6) Alternative Water Supply – City of Trinity/TRA; 7) 2025 Bond Fond; 8) 2026 TWDB PIF; 9) Water Supply and Infrastructure Grants (WSIG) – HB500; 10) Desilting of the Wastewater Treatment Plant; 11) Project schedule update. The Board discussed the proposed City of Trinity Alternative Water Supply contract and related items at length.

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

Director Craig moved to approve 1) Engineer's Report; 2) Approve Pay Application No. 1 to Electroscan in the amount of \$159,650 related to the LSRR Phase 1 Pipe Material Exploration; 3) Approve Changer Order No. 1 for McDonald Municipal and Industrial related to Water Plant No. 1 Improvements; 4) Authorize engineering services contract on an hourly budget not to exceed \$24,400 related to the Water Valve Installation and Repair (Phase 2) project; 5) Authorize engineering services on an hourly budget not to exceed \$62,680 related to the Sanitary Sewer Rehab (Phase 1) project; 6) authorize EEPB to transfer the funds from the construction account to the operating account to pay \$178,088, subject to final review by MZS; 7) authorize Civil Grade and MZS to move forward with the Water Supply Infrastructure Grants, including authorizing a resolution requesting financial assistance and a proposed engineering hourly budget not to exceed \$8,000; and 8) Authorize Civil Grade and the Construction Committee to discuss future water supply with TRWSC. Director Holmes 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**. The Board reviewed the status of pumping options related to lift station no. 20. Director Holmes moved to accept the Operator's Report including the water loss audit. Director Craig seconded the motion and the motion passed unanimously.

**OFFICE REPORT**

Ms. McKay presented the Office Report, a copy of which is attached as **Exhibit C**. Director Gallagher gave an update on proposed rate order amendments. She further discussed the out-of-district customer rates/fees, tax-exempt rates/fees, and the related implementation time. Director Craig moved to approve the Office Report and the draft rate order subject to inclusion of revisions and updated forms with an effective date on July 1, 2026, and authorize required publication(s). Director Brunswick seconded the motion and the motion passed unanimously.

**APPRAISAL DISTRICT'S TAX ASSESSOR'S REPORT**

The Board considered the Appraisal District's Tax Assessor's Report including the Delinquent Tax Collections Report, a copy of which is attached as **Exhibit D**. Director Brunswick moved to accept the Appraisal District's Tax Assessor's Report including the Delinquent Tax Collections Report and the resolution authorizing additional penalty on delinquent real property taxes. Director Craig seconded the motion and the motion passed unanimously. Director Stoddard briefly stepped out during the motion for the Appraisal District's Tax Assessor's Report but returned prior to the start of the Bookkeeper's Report.

**BOOKKEEPER'S REPORT**

Ms. Kingston presented the Bookkeeper's Report including checks for approval, a copy of which is attached as **Exhibit E**. Director Gallagher presented the draft budget for fiscal year end 2027. Director Brunswick briefly stepped out of the meeting during the draft budget discussion and

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

reentered. Director Stoddard discussed the status of additional surplus property. Director Holmes moved to approve the Bookkeeper's Report including the payment of checks therein and to authorize Director Stoddard to sell to the vehicle resale entities, as discussed, including CarMax, Carvana, etc. to the highest price offered. Director Craig seconded the motion and the motion passed unanimously.

**DIRECTORS' REPORTS**

The Board discussed the current cell phone tower/wireless tower lease near the District's office. Ms. McKay advised that she would work with the vender to investigate lease renewal. Director Brunswick emphasized the good work of H2O employees.

**ATTORNEY'S REPORT**

Mr. Zientek presented the Attorney's Report. He noted that the Director Bond Renewal was being presented by TML at a reduced rate for a three-year term. After a brief discussion, Director Craig moved, seconded by Director Stoddard, to renew the Director Bonds at the three-year term. The motion passed unanimously. Mr. Zientek noted that items 10a, 10b, 10c, would be discussed in executive session.

**PUBLIC COMMENTS**

Members of the public made additional comments related to funding options.

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

The Board scheduled the next regular Board meeting on May 18, 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 12:27p.m. for consultation with attorney.

**RECONVENED IN OPEN SESSION**

The Board reconvened in Open Session at 12:50 p.m. The Board concurred in requesting MZS to contact TML and notifying Windstream that the District did not accept its demand.

**ADJOURNMENT**

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

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

Approved on May 18, 2026.



WESTWOOD SHORES MUNICIPAL  
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