

WINDERMERE OAKS WATER SUPPLY CORPORATION
424 COVENTRY ROAD, SPICEWOOD, TX 78669

NOTICE OF ANNUAL BOARD MEETING of

The Board of Directors of the **Windermere Oaks Water Supply Corporation**

Saturday February 24, 2024 at 11:00 a.m. or

Immediately following the 2024 Annual Members' Meeting

At the Spicewood Community Center, 7901 County Road 404, Spicewood, TX 78669

TAKE NOTICE THAT A MEETING OF THE ABOVE-REFERENCED BOARD OF DIRECTORS OF WINDERMERE OAKS WATER SUPPLY CORPORATION will commence at the time and location as noted above to consider and act by motion, resolution, or otherwise upon any matter in connection with the subjects as listed below. This public meeting is being held pursuant to Texas Government Code § 551.001 et seq. All deliberations of the Board shall be made in Open Meetings unless made in Executive Sessions pursuant to Government Code, Chapter 551, and Subchapter D to discuss an item listed below or under the specified agenda item for Executive Session. In the event of an Executive Session, no action will be taken by the Board until the Board has closed the Executive Session and returned to the noticed Open Meeting. Members who desire to address the Board regarding an item on the agenda during an open meeting may do so before the Board acts on the agenda item by the Board during the public comment portion of that item on the agenda. All public comments shall be subject to the Public Comment Policy adopted by the Board on November 20, 2019.

The Board may discuss or take action regarding any of the items on this included agenda.

AGENDA:

- 1) CALL TO ORDER by the Presiding Director.
- 2) ROLL CALL by the Secretary/Treasurer.
- 3) PUBLIC COMMENT – The Board of Directors (BOD) will receive verbal comments from citizens and members who signed up to speak on agenda or non-agenda items (3-minute limit per person).
- 4) INSTALLATION OF BOARD MEMBERS – As per the Bylaws Article 8 Section 11, newly elected Directors shall be installed at the Board Annual Meeting when elected at a Members' Annual Meeting.
- 5) OFFICER ELECTION - Discussion and action to elect Board Officers, including President, Vice-president, and Secretary/Treasurer to serve from Feb 2024 until the 2025 Annual Members' Meeting.
- 6) ESTABLISHMENT OF COMMITTEES:
 - A) CREDENTIALS COMMITTEE staffing established with Secretary/Treasurer, another Board member and at least one WOWSC member with a member designated to take chronological minutes for the BOD.
 - B) LEGAL COMMITTEE staffing with a maximum of two board members with a designated member to take chronological minutes for the BOD, to coordinate legal activities, and to establish a WOWSC Records Retention Policy.
 - C) BYLAWS RESTATEMENT COMMITTEE staffing with a minimum of two members and one director with a designated member to take chronological minutes for the BOD and an objective to hold a members' special meeting for an affirmation vote on May 18, 2024 as coordinated by the Credentials Committee.
 - D) FINANCE COMMITTEE staffing with a maximum of two directors and open numbers of members to establish a written policy and coordinate the accounts payable and receivables processes with reporting to the BOD by a designated member to take chronological minutes for the BOD.
 - E) REAL ESTATE COMMITTEE staffing to catalog WOWSC real property for potential marketing with a maximum of two board members with a designated member to take chronological minutes for the BOD.
- 7) EXECUTE 2024 RESOLUTIONS:
 - A) UPDATE SIGNATORY AUTHORITY at CoBank for the loan accounts.
 - B) UPDATE SIGNATORY AUTHORITY at First United Bank with third party user authorizations.

C) EXECUTE RESOLUTION TO UPDATE TARIFF – Discussion and possible action to pass a formal resolution to initiate the PUC calculated reduced base water service rates and reduced base sewage service rates, to incorporate the PUC calculated volumetric sewage service rate, and to adjust the Equity Buy-In Fee as tabulated on page 111 of the WOWSC Tariff previously approved on March 6, 2023;

8) RATIFY OPERATIONS AND FINANCE CONTRACTS:

- A) AWR SERVICES, INC of Austin, Texas – Water, Waste Water, and Operations Management
- B) MONTEMAYOR BRITTON BENDER, P.C. of Austin, Texas – QuickBooks On-Line Bookkeeping Services
- C) MONTEMAYOR BRITTON BENDER, P.C. of Austin, Texas – CPA Auditing and Tax Preparation Services

9) ACTIONS TO TRANSFER SIGNATORIES:

- A) INITIATE the changeover of the Corporate Registered Agent and Official Acceptance of the role by the new Corporate Registered Agent.
- B) ESTABLISH a new Records Retention Manager and initiate the development of the needed Records Retention Policy
- C) IDENTIFY the new 2024 Public Information Officer and initiate the development of a policy for clarification and establishment of reasonable costs to defray document production expenses.

10) DISCUSSION AND LEGAL ENGAGEMENT DECISIONS:

- A) Lloyd Gosselink Rochelle & Townsend, P.C.
- B) The Carlton Law Firm, P.L.L.C.
- C) Griffith Davison, P.C.

11) SECRETARY/TREASURER REPORTS: SUMMARY of 2023 unaudited annual closing statements

- A) Profit and Loss Statement
- B) Balance Sheet
- C) Status of CoBank Loans
- D) 2024 Budget - Presentation for approval
- E) Actions to initiate the 2023 Financial Audit
- F) Presentation of Draft Minutes for approval: April 15/23, May 18, May 25, Jul 27, Aug 11, Aug 17, Aug 29, Oct 11, Oct 19, Oct 27, Nov 4, Nov 11, Nov 18, Nov 20, Dec 1, Dec 13, Dec 14, Jan 11-2024;
- G) Presentation of Payable Invoices for BOD Discussion and Possible Disbursement Authorization

12) DELIBERATION AND DECISION concerning planning a regular Open Board Meeting each month and set date, time, and place for next meeting.

13) DISCUSSION AND DISPOSITION OF LEGAL AWARD –

A) DISCUSSION of DISBURSEMENT of TOMA winnings from Guilty Verdict in Cause No. 48292 vs. Friendship Homes and Hangars LLC and Ms. Dana Martin.

14) Requested items for listing on the BOD Agenda by José Giménez III

- A) “Minutes of ALL Meetings since April 15, 2015”
- B) “Response of Rene Ffrench to PIA Request of Aug 22, 2023”
- C) “Links to Videos of Annual Meeting 2023 – they don’t work”

15) ADJOURN.

The undersigned certifies that this notice has been duly and properly posted at least 72 (seventy-two) hours preceding the scheduled meeting in a place accessible to the public at all times, at the corporation’s office located at 424 Coventry, Spicewood, Texas 78669, and this notice has been provided to the Burnet County Clerk or on the corporation’s Internet Web site for posting at least 72 (seventy-two) hours preceding the scheduled meeting pursuant to Section 551.054, Texas Government Code.



Submitted by: L. Rene Ffrench, 2023-2024 WOWSC Secretary/Treasurer