

WINDERMERE OAKS WATER SUPPLY CORPORATION

424 COVENTRY ROAD, SPICEWOOD, TX 78669

Agenda

NOTICE OF WOWSC SPECIAL BOARD MEETING

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

Monday, March 3, 2025, 6:00 p. m. CST

at the Windermere Oaks Pavilion, 105 Eaton Lane, Spicewood, TX 78669-4019

Use Gate Code 2300 at the Exeter Rd Gate on County Rd 414

TAKE NOTICE THAT A MEETING OF THE WOWSC BOARD OF DIRECTORS will commence at the time and location 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, Subchapter D to discuss an item listed below or under the specified agenda item for Executive Session. In the event of an Executive Session which shall be recorded, 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. All public comments shall be subject to the Public Comment Policy adopted by the Board on November 20, 2019.

- 1) CALL TO ORDER
- 2) PUBLIC COMMENT – The Board of Directors (BOD) will receive verbal comments from the public who signed up to speak on non-agenda items (3-minute limit per person)¹. During BOD deliberation on specific agenda items, the public who signed up to speak may comment before the BOD acts on that agenda item.
- 3) ROLL CALL and establish a special quorum UP of Article 8, Section 10 of the Bylaws which states:
Pursuant to Article 8 section 10 of the WOWSC Bylaws, a majority of the board constitutes a quorum”
- 4) DISCUSSION AND ACTION including voting to accept the resignations of Brian Garceau and Scott Miller
- 5) DISCUSSION AND ACTION, including voting, on the appointment of directors to fill vacant positions on the Board, ensuring compliance with Article 10, Section 9 of the WOWSC Bylaws, which allows the remaining directors to fill vacancies by majority vote. Article 10, Section 9 – Vacancies of the WOWSC Bylaws (Approved 11/18/2021) states:
“Any vacancy occurring in the board of directors may be filled by the affirmative vote of the remaining directors, though less than a quorum of the board. A director elected to fill a vacancy shall be elected for the unexpired term of their predecessor in office.”
- 6) DISCUSSION AND POSSIBLE ACTION, including voting, on the appointment of officers and appoint and possible replacement of officers, including but not limited to the positions of President, Vice President, Secretary, and Treasurer positions, ensuring that the corporation operates with duly elected officers as required by the WOWSC Bylaws.
- 7) DISCUSSION AND POSSIBLE ACTION, including voting, on the evaluation of legal representation for WOWSC, including consideration of existing legal counsel, alternative legal representation, and the scope of legal services required to ensure compliance with Public Utility Commission (PUC) regulations and other applicable laws.
- 8) DISCUSSION AND POSSIBLE ACTION, including voting on Public Utility Commission (PUC) dockets, including
 - a) PUC Docket 56167 Compliance for PUC Docket 55454 Finding that WOWSC was not operating as a nonprofit:

- i. Membership List – Review AND ACTION regarding PUC requirements for submission of an accurate membership list in compliance with PUC directives. Due to PUC March 3, 2025
 - ii. Retention Policy – Review AND ACTION of the implementation and approval of a formal records retention policy to meet PUC Compliance requirements. Due to PUC March 13, 2025
- b) PUC Docket 50788 & PUC Docket 56272 Rate Appeal & Compliance Docket tracking Refunds & Surcharge – DISCUSSION AND ACTION of the methodology for applying refunds and surcharges to customer accounts, ensuring fairness and adherence to PUC guidelines.
- 9) DISCUSSION AND ACTION, including voting, on tariff updates, including the PUC Rate Appeal rates, surcharges, and refund structures, ensuring that WOWSC’s tariff remains compliant with PUC obligations.
 - 10) DISCUSSION, regarding on Equity Buy-In Fees and Tap Fees
 - 11) DISCUSSION AND ACTION, including voting on implementing financial checks and balances and ensuring Temporary Manager approves any and all Windermere expenditures
 - 12) DISCUSSION AND ACTION, including voting, on a Customer Audit – Verification of Owners and Service, including the formation of a Customer Audit Committee to oversee the verification of property ownership and service status, ensuring accuracy in WOWSC’s records
 - 13) DISCUSSION AND ACTION, including voting, on the Website Committee, including the establishment of a committee to oversee website updates, public notices, meeting postings, and document accessibility to improve transparency and communication with WOWSC members
 - 14) ADJOURN.

The undersigned WOWSC Temporary Manager 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 for posting on the Burnet County Public Notices Web Site 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:

Lanita McCauley Bates

WOWSC Temporary Manager

The Board may retire to Executive Session any time between the meeting’s opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); DISCUSSION of real estate acquisition (Section 551.072); DISCUSSION regarding a prospective gift to the District (Section 551.073); personnel matters (Section 551.074); and/or deliberation regarding security devices or security audits (Section 551.076). Action, if any, will be taken in open session.

¹ The Board is neither allowed to act on any subject not on the agenda, nor is the Board required to provide a response to comments. Any substantive consideration AND ACTION by the Board will be conducted under a specific item on a future agenda.