

BRIDGELAND WATER AGENCY

Minutes of Meeting of Board of Trustees

April 1, 2025

The Board of Trustees (the "Board") of the Bridgeland Water Agency (the "Agency") met in regular session, open to the public, on April 1, 2025, at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas 77056, in accordance with the duly posted notice of said meeting, and roll was called of the Trustees and alternate Trustees duly appointed to said Board by the members of the Agency, as follows:

<u>Member</u>	<u>Trustee/Alternate</u>	<u>Present</u>
Harris County Municipal Utility District No. 418	Chris Gilbert, Trustee	Yes
	Steven P. Knabe, First Alternate	No
	Colby McClary, Second Alternate	No
Harris County Municipal Utility District No. 419	Sam Goodspeed, Trustee	Yes
	Carissa Fabian, First Alternate	No
	Robert G. Thomas, Second Alternate	No
Harris County Municipal Utility District No. 489	Christian Carroll, Trustee	Yes
	Trace Salazar, First Alternate	No
Harris County Municipal Utility District No. 490	Lee Markiewicz, Trustee	Yes
	Sarah Barrera, First Alternate	Yes
Harris County Municipal Utility District No. 491	Reagan Griffith, Trustee	Yes
	Katrinna Wilkins, First Alternate	No
	Anthony Baber, Second Alternate	No
Harris County Municipal Utility District No. 492	Ann McCarroll, Trustee	Yes
	Nicholas Baker, First Alternate	No
Harris County Municipal Utility District No. 493	Tommy J. Vicknair, Trustee	No
	Kaci Schlachter, First Alternate	No

Also present were Adam Charanza of Municipal Accounts & Consulting, L.P. ("MA&C"); Mackenzie Johnson of Inframark, LLC ("Inframark"); Justin Waggoner and Jenna Craig of Touchstone District Services, LLC ("Touchstone"); Ben Midgett, a resident of Bridgeland; and Mitchell G. Page and Lindsey Pittman of Schwartz, Page & Harding, L.L.P. ("SPH"). Trustee Vicknair entered the meeting after it had been called to order, as notated herein.

With a quorum of the Board in attendance, the President called the meeting to order.

PUBLIC COMMENTS

The Board acknowledged Mr. Midgett. Mr. Midgett requested clarification from the Board regarding how municipal utility districts ("MUDs") and water control and improvement districts ("WCIDs") are created, including what determines the size and included area for a given district. Mr. Page addressed Mr. Midgett and provided general information regarding considerations when creating MUDs and WCIDs. Following discussion, Mr. Midgett thanked the Board and Mr. Page for their time and attention. The Board acknowledged Ms. Barrera, who indicated that she had no comments at this time. The Board then proceeded to the next item of business.

Trustee Vicknair entered the meeting at this time.

ROUNDTABLE DISCUSSION

Trustee Goodspeed convened a general discussing regarding matters affecting the Members of the Agency. Following discussion, the Board noted that no action was required at this time.

APPROVAL OF MINUTES

The Board considered approval of the draft minutes of its meeting held on March 4, 2025. Following review and discussion of the minutes presented, Trustee Goodspeed moved that said minutes be approved, as written. Trustee Carroll seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Mr. Charanza presented to and reviewed with the Board the Bookkeeper's Report dated April 1, 2025, a copy of which is attached hereto as **Exhibit A**. Following discussion, Trustee Goodspeed moved that the Bookkeeper's Report be approved, as presented, and the disbursements listed therein be approved for payment. Trustee Carroll seconded said motion, which unanimously carried.

Mr. Charanza next presented to and reviewed with the Board a copy of a draft budget for the fiscal year ending May 31, 2026, a copy of which is included with the Bookkeeper's Report. In connection therewith, he recommended to the Board that the Agency not request increased contributions from Members for the upcoming fiscal year. Following discussion, the Board requested that MA&C confirm that the contributions for Harris County Municipal Utility District Nos. 419 and 489 have been received, and that Inframark review and confirm the equivalent single-family connection charges for 2025.

WEBSITE AND SMART DEVICE APPLICATION MANAGEMENT

The Board then discussed the status of the Agency website and Go.Gov smart device

application. In connection therewith, Ms. Craig presented to and reviewed with the Board the monthly Communications Meeting Report, as prepared by Touchstone, a copy of which is attached hereto as **Exhibit B**. Ms. Craig also presented to the Board a handout entitled "The Fact About Flock", a copy of which is included with the Communications Meeting Report, that will be shared with the Bridgeland community to educate residents. It was noted that no action was required of the Board at this time.

PROCEDURES FOR SUPPORT TICKETS SUBMITTED THROUGH AGENCY SMART DEVICE APPLICATION

Ms. Craig presented to and reviewed with the Board procedures prepared by Touchstone for processing support tickets through the Agency Smart Device Application, a copy of which are attached hereto as **Exhibit C**. The Board provided comments to Ms. Craig on the draft procedures. Following discussion, the Board requested that Touchstone revise the procedures per the comments received and present the draft procedures for Board approval for distribution to the Members of the Agency for review and comment prior to final adoption by the Board.

Trustee Griffith exited the meeting at this time.

BWA CONNECT SUMMARY

Ms. Johnson presented to and reviewed with the Board the BWA Connect Summary, a copy of which is attached hereto as **Exhibit D**. It was noted that no action was required of the Board at this time in connection with the BWA Connect Summary.

ADOPTION OF AN AGENCY MASCOT

The Board deferred consideration of adoption of an Agency mascot.

EDUCATIONAL MATERIALS

The Board next considered the status of McCurdy Media's ("McCurdy") preparation of educational content relating to (i) severe weather events, such as hurricanes and tropical storms, and (ii) drought awareness. Trustee Goodspeed reported no updates from McCurdy at this time.

UPCOMING COMMUNITY EVENTS

Trustee Goodspeed provided the Board with a brief update regarding the status of upcoming community events and the scheduling of same, including, but not limited to (i) the annual document shred event, which will be held on May 17, 2025, (ii) the annual household hazardous waste collection and electronics recycling event, which is being finalized for October 25, 2025, and (iii) the 2026 3BQ Cook-Off and Car Show (the "BBQ Event"). He reported that approximately 90% of the existing sponsors for the BBQ Event have expressed their intention to sponsor the 2026 event, and that donations from sponsors are expected to cover the operating costs of the event. Trustee Goodspeed further discussed that the organizers of Friday Night Bites are

stepping down, and suggested that the Agency consider taking over management of this event. Following discussion, the Board concurred that no action was required at this time in regards to upcoming community events.

LAW ENFORCEMENT MATTERS

The Board next discussed general security matters within the Bridgeland community. The Trustees noted that the Beat Summary Report from the Harris County Constable's Office, Precinct 5 had not been received. Following discussion, the Trustees requested that SPH circulate the Beat Summary Reports for February and March, 2025, upon receipt.

A discussion next ensued regarding the Agency's assumption of the Flock Safety ("Flock") license plate reader contracts currently entered into by, pursuant to the interlocal agreements with Harris County Municipal Utility District Nos. 418, 419, 489, and 490 (the "MUDs"). Mr. Page reported that he has been in discussion with Flock on the topic but has not received a recommended path forward from Flock at this time. No action was required by the Board at this time.

ATTORNEY REPORT

The Board considered the attorney's report. In connection therewith, Mr. Page noted that he had nothing further of a legal nature to discuss with the Board at this time.

ADJOURNMENT

There being no further business to come before the Board, on motion made by Trustee Goodspeed, seconded by Trustee Carroll and unanimously carried, the meeting was adjourned.




Secretary

BRIDGELAND WATER AGENCY
LIST OF ATTACHMENTS TO MINUTES

April 1, 2025

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| Exhibit A – | Bookkeeper's Report |
| Exhibit B – | Communications Meeting Report |
| Exhibit C – | Proposed BWA Connect Procedures |
| Exhibit D – | Monthly Requests Summary and BWA Connect Summary |