

BRIDGELAND WATER AGENCY

Minutes of Meeting of Board of Trustees

March 4, 2025

The Board of Trustees (the "Board") of the Bridgeland Water Agency (the "Agency") met in regular session, open to the public, on March 4, 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 Steven P. Knabe, First Alternate Colby McClary, Second Alternate	No No No
Harris County Municipal Utility District No. 419	Sam Goodspeed, Trustee Carissa Fabian, First Alternate Robert G. Thomas, Second Alternate	Yes No No
Harris County Municipal Utility District No. 489	Christian Carroll, Trustee Trace Salazar, First Alternate	Yes No
Harris County Municipal Utility District No. 490	Lee Markiewicz, Trustee Sarah Barrera, First Alternate	Yes No
Harris County Municipal Utility District No. 491	Reagan Griffith, Trustee Katrinna Wilkins, First Alternate Anthony Baber, Second Alternate	No No No
Harris County Municipal Utility District No. 492	Ann McCarroll, Trustee Nicholas Baker, First Alternate	No No
Harris County Municipal Utility District No. 493	Tommy J. Vicknair, Trustee Kaci Schlachter, First Alternate	Yes No

Also present were Miguel Medina 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"); and Mitchell G. Page and Lindsey Pittman of Schwartz, Page & Harding, L.L.P. ("SPH").

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

PUBLIC COMMENTS

The Board considered public comments. There being no members of the public in attendance, the Board continued to the next item of business.

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 February 4, 2025. Following review and discussion of the minutes presented, Trustee Carroll moved that said minutes be approved, as written. Trustee Goodspeed seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Mr. Medina presented to and reviewed with the Board the Bookkeeper's Report dated March 4, 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, with the exceptions of check nos. 1056, 1062, and 1076, which were to be voided. Trustee Carroll seconded said motion, which unanimously carried.

Director Goodspeed discussed the Agency's contribution to the Bridgeland community's annual 3BQ Cook-Off and Car Show event (the "Event"), which is scheduled for March 22, 2025. He reported that the organizer of the Event is planning to step down in 2025, and is agreeable to the Agency organizing the Event in future years. The current organizer will begin sending any accounting and management documentation to the Board so that the Agency may take over management of the Event in 2026. Trustee Goodspeed reported that donations to the organizer typically exceed expenses, such that the Agency would not be required to expend funds to support the Event and may be able to continue charitable donations with excess funds collected. The Board noted that no action was required at this time in regards to the Event.

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, Mr. Waggoner 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**. It was noted that no action was required of the Board at this time.

PROCEDURES FOR CLOSING TICKETS SUBMITTED THROUGH AGENCY SMART DEVICE APPLICATION

Director Carroll presented to and reviewed with the Board draft procedures for processing support tickets through the Agency Smart Device Application, a copy of which are attached hereto as **Exhibit C**. Following discussion, the Board concurred to defer action until the Agency's next meeting, at which time a final version of the procedures would be presented for consideration.

Trustee Goodspeed provided a brief update regarding the adoption of a mascot for the Agency. He advised that anticipated costs to design and acquire the mascot would be approximately \$2,000. It was noted that no action was required of the Board 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.

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 that McCurdy had begun preparing the requested materials, estimating a cost of approximately \$1,750 per video, with about a four week turnaround time. Following discussion, Trustee Goodspeed moved to authorize McCurdy to prepare said educational videos. Trustee Carroll seconded said motion, which carried unanimously.

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, and (ii) the annual household hazardous waste collection and electronics recycling event, which is tentatively scheduled to be held on October 25, 2025. He reported that the pool safety event was no longer feasible for scheduling in 2025, as the swim school opening has been delayed. No action was required by the Board in connection with this matter.

LAW ENFORCEMENT MATTERS

The Board next discussed general security matters within the Bridgeland community. Trustee Carroll presented a Beat Summary Report and a data compilation comparing the rate of crime in the Bridgeland community compared to the number of occupied homes and the number of deputies within the community (the "Data"), copies of which are attached hereto as **Exhibit E**. Following the discussion, the Board asked Touchstone to review and format the Data for discussion at the Agency's April meeting and possible posting on the Agency website.

Trustee Goodspeed next discussed the possibility of adding two additional deputies to the Agency beginning October 1, 2025, which would bring the total number of deputies in the Agency up to 25. He also discussed the possibility of dividing deputy assignment areas to specific quadrants across the Bridgeland community. No action was required by the Board in connection with this matter.

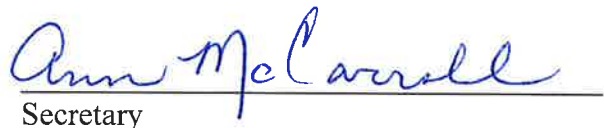
A discussion next ensued regarding the Agency's assumption of the Flock Safety ("Flock") license plate reader contract, pursuant to the interlocal agreements with Harris County Municipal Utility District No. 418 ("MUD 418"), Harris County Municipal Utility District No. 419 ("MUD 419"), Harris County Municipal Utility District No. 489 ("MUD 489"), Harris County Municipal Utility District No. 490 ("MUD 490") and Harris County Municipal Utility District No. 493 ("MUD 493")(collectively, the "MUDs"). Mr. Page reported that the MUDs were in agreement with the Agency's assumption of the Flock contract, but noted that MUD 489 requested to review the form of the assignment to the Agency prior to taking action. Following discussion, Director Goodspeed moved that SPH be authorized to draft the assignment of the Flock contract to the Agency. Director Carroll seconded said motion, which unanimously carried.

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 Carroll, seconded by Trustee Goodspeed and unanimously carried, the meeting was adjourned.


Secretary



BRIDGELAND WATER AGENCY
LIST OF ATTACHMENTS TO MINUTES

March 4, 2025

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| Exhibit A – | Bookkeeper's Report |
| Exhibit B – | Communications Meeting Report |
| Exhibit C – | Draft BWA Connect Procedures |
| Exhibit D – | Monthly Requests Summary and BWA Connect Summary |
| Exhibit E – | Crime Beat Summary and Related Data |