

BRIDGELAND WATER AGENCY
Minutes of Meeting of Board of Trustees

May 6, 2025

The Board of Trustees (the "Board") of the Bridgeland Water Agency (the "Agency") met in regular session, open to the public, on May 6, 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 Yes
Harris County Municipal Utility District No. 491	Reagan Griffith, Trustee Katrinna Wilkins, First Alternate Anthony Baber, Second Alternate	Yes 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	No No

Also present were Adam Charanza of Municipal Accounts & Consulting, L.P. ("MA&C"); Mackenzie Johnson and Lindsey DeLong of Inframark, LLC ("Inframark"); Justin Waggoner and Jenna Craig of Touchstone District Services, LLC ("Touchstone"); Brian Krueger of Forvis Mazars, LLP ("Forvis"); and Mitchell G. Page and Lindsey H. 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 acknowledged Ms. Barrera, who indicated that she had no comments at this time. The Board then proceeded to the next item of business.

ROUNDTABLE DISCUSSION

Trustee Goodspeed convened a general discussion 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 April 1, 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 May 6, 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.

ADOPTION OF A GENERAL OPERATING BUDGET FOR FISCAL YEAR ENDING MAY 31, 2026

Mr. Charanza 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. Mr. Page noted that each member district's pro-rata share of expenditures has been verified based on equivalent single-family connections as of January 1, 2025. A discussion ensued regarding the line item for insurance and surety bond expense. Following discussion, Trustee Goodspeed moved that the draft budget be approved, subject to removal of the line item no. 16718 for insurance and surety bond expense. Trustee Carroll seconded said motion, which carried unanimously.

ENGAGEMENT OF AUDITOR FOR AUDIT OF FINANCIAL STATEMENTS

The Board next considered the engagement of an auditing firm to conduct an audit of the Agency's financial statements for the fiscal year ending May 31, 2025. In that regard, Mr. Krueger made a presentation to the Board on behalf of Forvis, and advised of the cost to conduct such audit. After discussion on the matter, Trustee Goodspeed moved that (i) Forvis be engaged to conduct the audit for the District's fiscal year ending May 31, 2025, and (ii) the engagement letter related

to same be approved. Trustee Carroll seconded said motion, which carried unanimously. A copy of the Forvis engagement letter is attached hereto as **Exhibit B**.

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 C**. Following discussion, Trustee Goodspeed moved that the Communications Meeting Report be approved, as presented. Trustee Carroll seconded said motion, which carried unanimously.

PROCEDURES FOR SUPPORT TICKETS SUBMITTED THROUGH AGENCY SMART DEVICE APPLICATION

Ms. Craig presented to and reviewed with the Board a presentation prepared by Touchstone regarding the revised procedures for processing support tickets through the Agency Smart Device Application, a copy of which is attached hereto as **Exhibit D**. The Board provided minor comments to Ms. Craig on the revised procedures. Following discussion, Trustee Goodspeed moved that (i) the procedures be approved, subject to the minor revisions discussed, and (ii) the revised procedures be circulated to the participant Districts. Trustee Carroll seconded said motion, which unanimously carried.

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 E**. 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. 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. He reported to the Board that the Harris County Constable's Office is organizing a safety event at elementary schools in the Bridgeland

Community for May 21 and 22, 2025. 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. Trustee Goodspeed discussed the possibility of adding four additional deputies to the Agency's contract with the Harris County Constable's Office, Precinct 5 (the "Constable") upon renewal in October, 2025. Following discussion, Trustee Griffith moved to authorize Trustee Goodspeed to provide a letter of intent to the Constable reflecting same. Trustee Carroll seconded said motion, which carried unanimously.

The Board discussed a proposal to print 2,000 informational cards for constables to distribute to residents. These cards would feature a QR code linking to a webform for reporting non-emergency security concerns. Following discussion, Trustee Goodspeed moved to authorize the printing of 2,000 cards. Trustee Carroll seconded said motion, which carried unanimously.

A discussion ensued regarding the addition of security data to the Agency's website, including a "heat map" of security incidents and a security contact form. Following discussion, Trustee Goodspeed moved that the security data discussed be added to the Agency's website, subject to final approval by the Board. Trustee Carroll seconded said motion, which carried unanimously.

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 and is awaiting additional information 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

May 6, 2025

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| Exhibit A – | Bookkeeper's Report |
| Exhibit B – | Auditor Engagement Letter from Forvis Mazars, LLP |
| Exhibit C – | Communications Meeting Report |
| Exhibit D – | Revised BWA Connect Procedures |
| Exhibit E – | Monthly Requests Summary and BWA Connect Summary |