

MINUTES OF MEETING  
OF  
BOARD OF DIRECTORS

May 20, 2025

THE STATE OF TEXAS	§
COUNTY OF HARRIS	§
BRIDGESTONE MUNICIPAL UTILITY DISTRICT	§

The Board of Directors (the "Board") of Bridgestone Municipal Utility District (the "District") met in regular session, open to the public, at the Operations and Water Education Center, 19720 Kuykendahl Road, Spring, Texas, its regular meeting place within the boundaries of the District, on Tuesday, May 20, 2025, at 6:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Johnny Pack	President
Joe Marks	Vice President
Nancy Woollard	Treasurer
Jeff Gebhart	Secretary
Michael Crayton	Assistant Secretary

All Directors were present, except Directors Woollard and Gebhart, thus constituting a quorum. Also attending the meeting were: Mr. Ron Schkade, General Manager of the District; Ms. Kelley Lamb, Administrative Assistant of the District; Ms. Lisa Bertram, Bridgestone MUD Park Manager; Mr. Jon D. Polley, attorney, and Ms. Alison Miller, paralegal, of Polley Garza PLLC ("PG"), attorneys for the District; Messrs. David Rowe and Danny Staab of Water District Management Company, Inc. ("WDM"), operators for the District; Ms. Lynn Kurtz of Myrtle Cruz, Inc., bookkeeper for the District; Ms. Pat Hall and Ms. Leslie Mendez of Equi-Tax, Inc., tax assessor/collector for the District; Mr. Ryan Schilhab, P.E., of Quiddity Engineering LLC ("Quiddity"), engineers for the District; Mr. Travis Benes of Storm Water Solutions ("SWS"), detention pond maintenance provider for the District; Sergeant Brian Frasier of Harris County Precinct 4 Constable; Ms. Barbara Nussa of Republic Services, Inc., garbage and recycling service provider for the District; Mr. Merrill Willgrubs of BD Realty Advisors, real estate consultant for the District; and Mr. Simon VanDyk of Touchstone District Services ("Touchstone"), communications consultant for the District. Members of the public and/or residents of the District were also present at the meeting. A copy of the public sign-in sheet is attached as an exhibit hereto.

WHEREUPON, the meeting was called to order and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

PLEDGES OF ALLEGIANCE

Director Pack led the meeting attendees in the Pledges of Allegiance to the United States of America and State of Texas flags.

## PUBLIC COMMENT

Mr. Schkade stated a public comment card was received from Mr. Lin Laney, resident of the District. Mr. Laney addressed the Board regarding hiring additional Precinct 4 constables to patrol the District.

Mr. Schkade then introduced Ms. Gabriella Warner to the Board. Ms. Warner stated she is with the Roth Elementary parent teacher organization and wanted to thank the District for their donation for playground equipment. Ms. Warner presented the Board with a photo of students enjoying the new playground equipment.

## HARRIS COUNTY PRECINCT 4 CONSTABLE'S SECURITY REPORT

Sergeant Frasier reviewed the security report for the month of April, a copy of which is attached hereto.

## CONSENT AGENDA

Director Pack reviewed the structure of the consent agenda with the Board and explained that this portion of the agenda deals with routine matters of the Board, and that no separate discussion of such items will occur unless a Board member requests an item be moved to the regular portion of the agenda. Upon motion by Director Crayton, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to approve the following Consent Agenda items: 1) the minutes of prior meetings, including April 15, 2025 and April 29, 2025, as presented; 2) pay estimates and change orders as follows: a) Water Plant No. 4 Pay Estimate No. 20 in the amount of \$35,249.75; b) Sanitary Sewer Rehabilitation- Ph II Pay Estimate No. 3 in the amount of \$348,452.92; c) Trinity Grove WS&D and Detention Pay Estimate No. 2 in the amount of \$252,840.68; 3) the written Detention Facilities Maintenance Report; 4) the written Tax Assessor/Collector's Report, including payment of tax-related checks stated therein; 5) the written Delinquent Tax Attorney's Report; 6) the written Bookkeeper's Report, including payment of bills, issuance of checks, and review of investments; 7) the written Garbage and Recycling Collection Service Report; 8) the written Communications Report; 9) the written Operations Report; 10) the written Engineering Report; and 11) a Consent to Encroachment Agreement with the HTeaO development. Each of the written reports referenced above are attached as exhibits hereto.

Director Pack then announced Ms. Megan Bradley has been hired as the District's Executive Vice President and will begin in July.

## REGULAR AGENDA

### COMMUNICATIONS REPORT

Mr. Vandyk provided an update on the District's website, news posts and statistics.

## STRATEGIC PARTNERSHIP AGREEMENT ("SPA") AUDIT, INCLUDING UPDATE SPA BUSINESS LIST

Mr. Fortner reviewed his report with the Board. Mr. Fortner noted he would email the report to the Board this evening or tomorrow.

## REAL ESTATE CONSULTANT REPORT

Mr. Willgrubs reported that he continues to coordinate with property owners regarding the remaining Water Line Easements and Sanitary Sewer Easements needed for the All Seasons Plaza Retail Development Utility Extension project, and additional information will need to be discussed in closed session.

Mr. Willgrubs then stated the District has closed on the sale of the 2.78-acre tract of land on Gosling Road and Kuykendahl Road.

## DETENTION FACILITIES MAINTENANCE REPORT

Mr. Benes presented a proposal for nutria removal from a Bridgestone Lakes detention pond, in the amount of \$3,198.53. Mr. Benes then presented a proposal for removal of a homeless camp, in the amount of \$4,867.17, but noted Mr. Schkade has reached out to another company regarding removal. Upon motion by Director Marks, seconded by Director Crayton, after full discussion and the question being put to the Board, the Board voted unanimously to approve the proposal for nutria removal from the Bridgestone Lakes detention pond, in the amount of \$3,198.53.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Mendez reviewed the Tax Assessor/Collector's Report with the Board.

## DELINQUENT TAX ATTORNEY'S REPORT

No additional report was given.

## BOOKKEEPER'S REPORT

Ms. Kurtz reported the following checks were written after the Bookkeeper's Report was prepared and distributed: 1) check no. 3273 to Sven Cruz in the amount of \$554.10; 2) check no. 3274 to Tim Burch in the amount of \$1,025.09; 3) check no. 3275 to JP Services in the amount of \$1,200.00; 4) check no. 3277 to Fast Signs in the amount of \$12,500.00; 5) check no. 3279 to Kelley Lamb in the amount of \$8.25; 6) check no. 3280 to Bayou City Cabinets in the amount of \$2,440.00; 7) check no. 3282 to Johnny Pack in the amount of \$549.05; 8) check no. 3283 to Khaleque Choudhury in the amount of \$155.00; 9) check no. 3284 to Michael Crayton in the amount of \$408.18; and 10) check no. 3285 to Joe Marks in the amount of \$408.18.

Ms. Kurtz noted the funds from the sale of the 2.78-acre tract were received and the remaining deposit from Greystar for utilities construction was transferred to the District's capital projects fund.

## GARBAGE AND RECYCLING COLLECTION SERVICE REPORT

Ms. Nussa stated the Board should begin thinking about potential dates for the spring 2026 document shred event.

## OPERATIONS REPORT

Mr. Staab reviewed various repair and maintenance items throughout the District and presented the list of delinquent accounts and uncollectable accounts to the Board.

Mr. Staab presented the 2024 Consumer Confidence Report ("CCR") to the Board for review and approval to distribute to District residents. Mr. Staab noted a link to the CCR will be included in water bills and a copy of the CCR will be placed on the District's website.

Mr. Staab then recommended the District perform a valve survey to determine GPS coordinates for all valves within the District that can then be input into the District's GIS. Mr. Staab stated the valve survey would be broken down into five (5) zones and cost approximately \$15,000.00 per month for five (5) months.

Mr. Staab next reported Ezee Fiber damaged a resident's water line and the resident is requesting a \$155.00 reimbursement for plumbing expenses.

Mr. Staab also reported that supplemental feeding will be required at WWTP No. 2 until more subscribers are established.

Upon motion by Director Marks, seconded by Director Crayton, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) authorize the write-off of uncollectable accounts listed on the Operator's Report; 2) authorize termination of delinquent accounts in accordance with the District's Rate Order; 3) approve the 2024 CCR and distribution of same; 4) authorize the valve survey; and 5) approve reimbursement to a District resident in the amount of \$155.00 for plumbing expenses due to damage to a water line by Ezee Fiber.

## GENERAL MANAGER'S REPORT

Mr. Schkade presented the General Manager's Report to the Board, a copy of which is attached hereto. Mr. Schkade reported on the status of various District projects. Mr. Schkade also reviewed the pricing for construction of walls at the Spring Terrace pump station, Springbrook Plaza pump station and the Rhodes Landing pump station. Mr. Polley noted these projects were previously bid on a per-unit basis so additional bids are not required.

## ENGINEERING REPORT

Mr. Schilhab reviewed the feasibility study for the Spring BTR Reserve B development, a copy of which is attached hereto. Mr. Schilhab stated the development is a proposed 290 unit multifamily development on a 9.24-acre tract, comprised of two (2) four (4) story buildings. Mr. Schilhab then stated a sanitary sewer extension will be required to serve the tract.

Mr. Schilhab then reviewed the bid tabulation for the Emergency Interconnect Relocation with Bilma Public Utility District. Mr. Schilhab recommended awarding the contract to Texas KB Utilities, LLC in the amount of \$65,000.00. Mr. Polley stated that in conjunction with the project, a Temporary Construction Easement has been prepared to facilitate the work.

Mr. Schilhab next reported the owner of a building located at 5057 FM 2920 has requested a temporary service agreement while they come into compliance with the District's policy that requires development plans be on file for all developments in the District. Mr. Schilhab stated the agreement will allow service to the tract while the owner prepares and provides the plans. Mr. Polley stated the agreement will allow the District to terminate service to the tract if the owner does not submit the plans as outlined in the District's policies.

Upon motion by Director Crayton, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) approve the feasibility study for the Spring BTR Reserve B development; 2) award the bid for the Emergency Interconnect Relocation to Texas KB Utilities, LLC in the amount of \$65,000.00 and approve the Temporary Construction Easement related to same; and 3) approve the temporary service agreement with the owner of the property at 5057 FM 2920.

#### ANNEXATION OF 14.64-ACRE GOSLING MF II PROP. CO. 2, L.L.C. TRACT AND 18.959-ACRE HMH SPRING CREEK LAND, LLC TRACT

Mr. Polley reported the Cadence Creek Cottages and Trinity Grove annexations have been formally approved by the City of Houston and presented the Order Annexing Land and Redefining Boundaries (the "Order Annexing Land") to the Board for approval. Mr. Polley stated Quiddity has also prepared an updated District boundary map and metes and bounds. Mr. Polley also presented an Amendment to District Information Form, which is required to be filed any time the District's boundaries have changed. Upon motion by Director Marks, seconded by Director Crayton, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Order Annexing Land and Amendment to District Information Form.

#### DIRECTOR'S REPORT

Mr. Staab reported Director Woollard performed the Director's inspection this month and had nothing to note regarding the District's facilities.

#### PARK MANAGER'S REPORT

Ms. Bertram reviewed the Park Manager's Report with the Board and reported on various park related items. Ms. Bertram reported the park will be closed Monday-Wednesday this week for maintenance.

#### ATTORNEY'S REPORT

Mr. Polley stated he had no update on the removal of a Director pursuant to Texas Water Code Section 49.052(g).

Mr. Polley reviewed a memorandum regarding various proposed legislation from the current legislative session.

#### EXECUTIVE SESSION

Director Pack convened the Board in executive session at 7:06 p.m., pursuant to Section 551.072, Texas Government Code, regarding deliberations regarding real property. Directors Pack, Marks and Crayton, and Mr. Schkade, Mr. Willgrubs, Mr. Schilhab, Mr. Polley and Ms. Miller attended the executive session.

#### RECONVENE IN OPEN SESSION

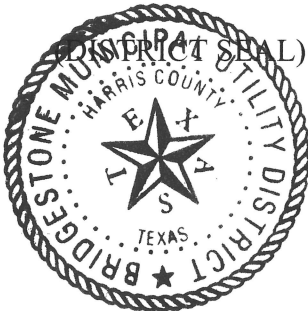
Director Pack then reconvened the meeting in open session at 7:20 p.m., at which time Director Crayton made a motion, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to authorize execution of an agreement for acquisition of easements on the Patel tract.

#### PUBLIC COMMENT

No further public comments were made.

There being no further business to come before the Board, the meeting was adjourned.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of June 2025.



  
Secretary Board of Directors