

MINUTES
BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 31

May 13, 2025

The Board of Directors (the “Board”) of Brazoria County Municipal Utility District No. 31 (the “District”) met in regular session, open to the public, on the 13th day of May 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 1350, Houston, Texas, outside the boundaries of the district, and the roll was called of the members of the Board:

Micah Kreikemeier	President
Douglas Chumley	Vice President
James Lee, Jr.	Secretary
Andrew Yorlano	Assistant Vice President
Adrienne Brown	Assistant Secretary

and all of the above were present, except Director Kreikemeier, thus constituting a quorum.

Also present at the meeting were: Destinie Washington, resident of the District; Rachel Richmond and Celest Chavez of Associa Principal Management Group of Houston; Shane Zercher of Terry’s Landscape LLC (“Terry’s”); Demitra Berry and Marilyn Marquez of McLennan & Associates, LP; Brittini Silvia of Assessments of the Southwest, Inc.; Stephanie Lee of KGA/DeForest Design LLC (“KGA”); Debra Vincent of Elevation Land Solutions; Josh Wadley of Land Tejas Development; and Jessica Holoubek, Allison Leatherwood, and Arlene Catalan of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

The Board offered any members of the public attending the meeting the opportunity to make a public comment. There being no members of the public requesting to make a public comment, the Board moved to the next agenda item.

APPROVE MINUTES

The Board considered approving the minutes of April 24, 2025, regular meeting. Following review and discussion, Director Lee moved to approve the April 24, 2025 regular meeting minutes listed above, as presented. Director Chumley seconded the motion, which passed unanimously.

2025 BOND ELECTIONS

Ms. Holoubek reported on the District’s 2025 Bond Elections.

ORDER CANVASSING RETURNS AND DECLARING RESULTS OF BOND ELECTIONS, AND OPERATION AND MAINTENANCE TAX ELECTION

The Board reviewed the certified returns from Election Officials for the District's Bond Elections, and Operation and Maintenance Tax Election (collectively, the "May 2025 Elections"). Ms. Holoubek presented an Order Canvassing the Returns and Declaring Results of Bond Elections and Operation and Maintenance Tax Election (the "Order"), reflecting that the election resulted unfavorably for the following, as indicated in the certified returns:

		<u>FOR</u>	<u>AGAINST</u>
PROPOSITION A -	THE ISSUANCE OF \$41,300,000 BONDS FOR WATER, SANITARY SEWER, AND DRAINAGE AND STORM SEWER SYSTEMS AND THE LEVY OF TAXES, WITHOUT LIMIT AS TO RATE OR AMOUNT, SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS	93	407
PROPOSITION B -	THE ISSUANCE OF \$34,700,000 BONDS FOR RECREATIONAL FACILITIES AND THE LEVY OF TAXES, WITHOUT LIMIT AS TO RATE OR AMOUNT, SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS	100	398
PROPOSITION C -	AN OPERATION AND MAINTENANCE TAX FOR ROAD FACILITIES AUTHORIZED BY ARTICLE III, SECTION 52, OF THE TEXAS CONSTITUTION, NOT TO EXCEED TWENTY-FIVE CENTS (\$0.25) PER ONE HUNDRED DOLLARS (\$100) VALUATION OF TAXABLE PROPERTY	102	392

Ms. Holoubek noted the completion of the canvass of the returns of the election pursuant to Section 67.004(g), Texas Election Code. Following review and discussion, Director Lee moved to adopt the Order and direct that the Order be filed appropriately

and retained in the District's official records. Director Chumley seconded the motion, which passed by unanimous vote.

AMENDMENT TO INFORMATION FORM

There was no report on this agenda item.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Ms. Holoubek reviewed the District's Travel Reimbursement Guidelines applicable to any Board member's attendance at the AWBD summer conference in San Antonio. After discussion, Director Chumley moved to authorize up to four per diems for attendance at the AWBD summer conference, up to three nights hotel at the conference rate, and necessary meals, to be submitted in accordance with the District's Travel Reimbursement Guidelines. Director Lee seconded the motion, which passed unanimously.

REVIEW ARBITRAGE REBATE REPORT FOR THE SERIES 2020 BONDS

Ms. Holoubek stated that OmniCap Group LLC has completed the Interim Excess Earnings Report on the Series 2020 Refunding Bonds (the "Report"). She stated the Report reflects no arbitrage rebate or yield reduction payment is owed to the Internal Revenue Service.

BOOKKEEPER'S REPORT

Ms. Berry reviewed the bookkeeper's report, including a budget comparison and the bills submitted for the Board's review. A copy of the bookkeeper's report is attached.

Ms. Berry reviewed a draft budget for the fiscal year ending June 30, 2026, a copy of which is attached to the bookkeeper's report, and requested comments from the Board and District's consultants before the next meeting

Following review and discussion, Director Lee moved to approve the bookkeeper's report and the checks presented for payment. Director Chumley seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Silva reviewed the District's tax report, a copy of which is attached. She noted that the District's 2024 taxes were 98.02% collected by the end of April. Following review and discussion, Director Chumley moved to approve the tax report and

payment of the tax bills. The motion was seconded by Director Lee and passed unanimously.

REPORT ON DETENTION MAINTENANCE IN THE DISTRICT

Mr. Zercher presented and reviewed a report on maintenance of the detention facilities, a copy of which is attached.

Mr. Zercher updated the Board on the District debris clean-up.

LANDSCAPING IMPROVEMENT PROJECTS

Ms. Lee presented and reviewed the Landscape Architect report, a copy of which is attached.

Ms. Lee updated the Board regarding construction of the Sterling Lakes North (Canterra Creek) Sections 4 and 6 Landscape Improvements and reviewed and recommended approval of Pay Estimate No. 7 in the amount of \$83,674.77, payable to Terry's.

Ms. Lee reviewed the plans and specifications and requested the Board authorize KGA to advertise for bids for the construction of the Karsten Boulevard Phase 4 Landscape Improvements.

Ms. Lee reviewed the plans and specifications and requested the Board authorize KGA to advertise for bids for the construction of the Sterling Lakes Drive North Extension Landscape Improvements.

Following review and discussion, and based on the landscape architect's recommendation, Director Lee moved to: (1) approve the Landscape Architect report; (2) approve Pay Estimate No. 7 in the amount of \$83,674.77; (3) approve the plans and specifications and to authorize the landscape architect to advertise for bids for the Karsten Boulevard Phase 4 Landscape Improvements; and (4) approve the plans and specifications and to authorize the landscape architect to advertise for bids for the Sterling Lakes Drive North Extension Landscape Improvements. Director Chumley seconded the motion, which passed unanimously.

STORMWATER PERMITTING MATTERS, INCLUDING APPLICATION FOR COVERAGE UNDER 2024 TPDES GENERAL PERMIT NO. TXR040000, AND APPROVE MASTER SERVICES AGREEMENT WITH STORM WATER SOLUTIONS AND PROPOSAL FOR SERVICES

There was no discussion on this agenda item.

ENGINEERING MATTERS

Ms. Vincent reviewed the engineer's report, a copy of which is attached.

Ms. Vincent stated that bids were received for construction of Karsten Boulevard North Phase IV water, drainage, and paving. She recommended that the Board award the contract to Rodriguez Construction Group, LLC ("Rodriguez Construction"), in the amount of \$1,566,500.00. The Board concurred that, in its judgment, Rodriguez Construction was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Ms. Vincent updated the Board regarding construction of Cedar Rapids Commercial Detention and Mass Grading and reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$770,006.70, payable to DC Contracting Services, LLC.

Following review and discussion, Director Lee moved, based on the engineer's recommendation, to: (1) approve the engineer's report; (2) award the contract for construction of Karsten Boulevard North Phase IV water, drainage, and paving to Rodriguez Construction in the amount of \$1,566,500.00, based upon receipt of the payment and performance bonds and the certificate(s) of insurance and endorsements, if any, provided by the contractor; and (3) approve Pay Estimate No. 3 in the amount of \$770,006.70. Director Chumley seconded the motion, which passed unanimously.

DISCUSS WASTEWATER TREATMENT PLANT LEASE BUY OUT AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

STERLING LAKES PROPERTY OWNERS ASSOCIATION'S ("POA") MATTERS

There was no discussion on this agenda item.

REPORT ON DEVELOPMENT

Mr. Wadley updated the Board on development in the District.

NEXT MEETING DATE

The Board noted that the next regular meeting would be on June 26, 2025, subject to securing a quorum.

There being no further business to come before the Board, Director Chumley made a motion to adjourn the meeting. Director Yorlano seconded the motion, which passed unanimously.




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
bookkeeper's report.....	3
tax report	3
report on maintenance of the detention facilities.....	4
landscape architect report.....	4
engineer's report	5