

MINUTES OF MEETING  
OF THE  
BOARD OF DIRECTORS

April 8, 2025

THE STATE OF TEXAS §

COUNTIES OF BRAZORIA AND FORT BEND §

BRAZORIA-FORT BEND COUNTIES MUNICIPAL UTILITY DISTRICT NO. 3 §

The Board of Directors (the "Board") of Brazoria-Fort Bend Counties Municipal Utility District No. 3 (the "District") met in regular session, open to the public, at 12:00 p.m. on Tuesday, April 8, 2025, at 9 Greenway Plaza, Suite 1000, Houston, Texas 77046, a designated meeting place outside the boundaries of the District; and via zoom and telephone conference at (346) 248-7799, participant code 838 5615 5540#, whereupon, the roll was called of the members of the Board of Directors, to-wit:

Corinne Haworth	-	President
Julie Winkle	-	Vice President
Afolake Cannon	-	Secretary
Bret Fugate	-	Assistant Secretary
Quinan Chang	-	Assistant Secretary

All members of the Board of Directors were present, except Directors Chang and Fugate, thus constituting a quorum.

Also present at the meeting were: Kristen Pond of Inframark; Chris Prugar and Kait Hoffman of Tierra Financial Advisors, LLC, the District's Financial Advisor; Brandon West of Touchstone District Services, the District's web services provider; Vanessa Hernandez of Myrtle Cruz, Inc., the District's Bookkeeper; Carlous Smith of SiEnvironmental ("Si"), the District's Operator; Hunter Soape of CDC Unlimited, LLC, the District's mowing/detention maintenance provider; Sara Ahlschlager-Caudle of Utility Tax Service, LLC, the District's Tax Assessor-Collector ("TAC"); Abel Gallegos of LJA Engineering, the District's Engineer; and Laken Kilgore, attorney, Emily Forswall, attorney, and Monica Britton, paralegal, of Coats Rose, P.C. ("Coats|Rose"), legal counsel for the District.

Whereupon, the meeting was called to order in accordance with the law and the notice posted, copies of which are attached hereto as Exhibit "A."

HEAR FROM THE PUBLIC

No members of the public were present.

### APPROVE MINUTES OF MEETING

The Board reviewed the minutes from the meeting held March 11, 2025, which were previously distributed to the Board. Upon a motion by Director Winkle, seconded by Director Cannon the Board voted unanimously to approve the minutes from the meeting held March 11, 2025.

### HEAR FINANCIAL ADVISORS REPORT

The Board recognized Mr. Prugar and Ms. Hoffman who presented the Financial Advisor's Report.

#### Discuss status of Series 2025 WSD bond application report

Mr. Prugar discussed the status of the Series 2025 WSD bond application report and noted that the District's Bond Sale is tentatively scheduled for July, 2025.

#### Approve proposal for Series 2025 Road Bonds

Ms. Hoffman presented a proposal to prepare the District's Series 2025 Road Bonds for the Board's review and consideration, a copy of which is attached hereto as Exhibit "B".

Upon a motion by Director Afolake, seconded by Director Winkle, the Board voted unanimously to approve the Tierra Financial proposal to prepare the District's Series 2025 Road Bonds report.

### HEAR CDC UNLIMITED REPORT

The Board recognized Mr. Soape who presented the CDC Unlimited Report, a copy of which is attached hereto as Exhibit "C." Mr. Soape provided updates on maintenance in the District. No action was taken.

### BOOKKEEPER'S REPORT

The Board recognized Ms. Hernandez who presented the Bookkeeper's Report for the Board's review and approval, along with certain checks for payment. A copy of the Bookkeeper's Report is attached hereto as Exhibit "D."

Ms. Kilgore inquired about check #2188 made payable to Fort Bend County MUD No. 131 for sewer billings. The Board discussed holding the check until Ms. Kilgore confirms with the District's Auditor that it can be released.

Upon a motion duly made by Director Cannon, seconded by Director Winkle, the Board voted unanimously to approve the Bookkeeper's Report and payment of the bills therein.

## TAX ASSESSOR-COLLECTOR'S REPORT

The Board recognized Ms. Ahlschlager-Caudle, who presented the Tax Assessor-Collector's Report for the Board's review and approval, along with certain checks for payment for the month of March, 2025. Ms. Ahlschlager-Caudle stated that 97.03% of the 2024 tax levy has been collected as of March 31, 2025. A copy of the Tax Assessor-Collector's Report is attached hereto as Exhibit "E."

After review and discussion, Director Cannon moved to approve the Tax Assessor-Collector's Report and payment of the bills presented therein. Director Winkle seconded the motion, which passed unanimously.

## OPERATOR'S REPORT

The Board recognized Mr. Smith who presented the Operator's Report, a copy of which is attached hereto as Exhibit "F." Mr. Smith noted that there were 1,821 connections in the month ending March, 2025, and that the total water accountability for the District was 94.50%. He also presented a list of delinquent accounts.

### Adopt Resolution Evidencing Review of Identity Theft Prevention Program

Ms. Kilgore stated that the District is required to annually review its Identity Theft Prevention Program and reviewed (a) a letter from SiEnvironmental stating that the District had no red flag violations for the 2024 annual reporting period ("Letter") and (b) a Resolution Evidencing Review of Identity Theft Prevention Program ("Resolution"). The Letter and Resolution are attached hereto as Exhibit "G."

### Review and approve Consumer Confidence Report

Mr. Smith provided a copy of the District's annual Consumer Confidence Report ("CCR") which outlines the District's drinking water quality for the 2024. A copy of the CCR is attached hereto as Exhibit "H." Mr. Smith noted an insert of the CCR will be included in the customer's water bills, and Mr. West noted he would post a copy of the CCR on the District's webpage.

Following review and discussion, upon a motion made by Director Winkle and seconded by Director Cannon, the Board voted unanimously to approve (i) the Operator's Report and the action items listed therein, (ii) the Resolution, and (iii) the Consumer Confidence Report.

## ENGINEER'S REPORT

The Board recognized Mr. Gallegos who presented and reviewed the Engineer's Report, a copy of which is attached hereto as Exhibit "I."

Upon a motion made by Director Cannon, seconded by Director Winkle, the Board voted unanimously to approve the Engineer's Report and the action items listed therein.

### TOUCHSTONE DISTRICT SERVICE'S REPORT

The Board recognized Mr. West who presented Touchstone District Services' Communications Report, a copy of which is attached hereto as Exhibit "J." Mr. West provided updates on communication projects and tasks that have occurred since the last meeting. No action was taken.

### ATTORNEY'S REPORT

The Board recognized Ms. Kilgore who presented the Attorney's Report.

#### Adopt Resolution Evidencing Annual Review of Investment Policy

Ms. Kilgore presented a Resolution Evidencing Annual Review of Investment Policy and Investment Strategies for the Board's review and consideration, a copy of which is attached hereto as Exhibit "K." Ms. Kilgore reminded the Board that the Public Funds Investment Act requires the Board to review the District's Investment Policy annually. Ms. Kilgore recommended that no changes be made to the Investment Policy at this time other than to update the list of Authorized Brokers for the District.

#### Review and approve Cost Sharing Agreement with Caldwell Ranch HOA for Supplemental Law Enforcement Services

This action was deferred.

There being no further business to come before the Board, upon a motion duly made, seconded and approved unanimously, the meeting was adjourned.

*[signature page follows]*

PASSED, APPROVED AND ADOPTED this 13th day of May, 2025.

(DISTRICT SEAL)



  
Secretary, Board of Directors