

MINUTES OF REGULAR MEETING  
THE WOODLANDS ROAD UTILITY DISTRICT NO. 1  
February 17, 2020

The Board of Directors (the "Board") of The Woodlands Road Utility District No. 1 (the "District") met in Regular Session, open to the public, on the 17<sup>th</sup> day of February, 2020, at 10:00 a.m., at the regular meeting place of the Board at 2455 Lake Robbins Drive, The Woodlands, Montgomery County, Texas, outside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Bill A. Neill	Chairman
Richard A. DeBone	Vice Chairman
Winton R. Davenport, Jr.	Secretary
Gil Staley	Assistant Secretary
Lloyd W. Matthews	Assistant Secretary
Bruce Rieser	Director
Mark Keough	Director

with all of said persons being present, with the exception of Directors Rieser and Keough, thus constituting a quorum.

Also present were Donnie Reed of LJA Engineering, Inc. ("LJA"), Mark Miller of Municipal Accounts & Consulting, L.P. ("MA&C"), Dan Kolkhorst of The Howard Hughes Corporation ("Howard Hughes"), Todd Stephens of The Woodlands Township ("TWT"), and Bryan Yeates of Schwartz, Page & Harding, L.L.P. ("SPH").

The Chairman called the meeting to order and announced that a quorum was present and declared it open for business as might regularly come before the Board.

**PUBLIC COMMENT**

There were no comments received from the public.

**MINUTES OF MEETING**

The Board deferred consideration of the minutes of the meeting held on January 20, 2020. Mr. Yeates advised that such minutes will be presented for approval at the Board's March meeting.

**ENGINEER'S REPORT**

The Board considered the Engineer's Report. Mr. Reed advised that he had nothing to report to the Board at this time.

## **DEVELOPER'S REPORT**

The Board next considered the Developer's Report. Mr. Kolkhorst advised that he had nothing to report at this time.

## **TAX ASSESSOR/COLLECTOR REPORT**

The Board next reviewed a written report prepared by Ms. Tammy McRae, the District's tax assessor/collector, concerning the accounting for and disbursement of tax collections for the month of January, 2020. During such review, it was noted that, after adjustments, 91.75% of the District's 2019 taxes have been collected as of January 31, 2020. A copy of such report is attached hereto as **Exhibit A**.

## **ATTORNEYS REPORT**

Mr. Yeates notified the Board of five (5) candidate application filings, thus making the District's Directors Election scheduled to be held on May 2, 2020 contested. He advised that the District has the ability to hold a joint election with Montgomery County, and recommended that the Board consider participating in same. Following discussion, the Board concurred to participate in the joint election with Montgomery County.

## **COMPLIANCE WITH TEXAS TAX CODE SECTIONS 26.17-26.18**

Mr. Yeates next addressed the Board concerning the new requirements of Texas Tax Code Sections 26.17-26.18, as added by Senate Bill No. 2 in the 2019 state legislative session. Mr. Yeates advised that, pursuant to Section 26.17, the chief appraiser for each appraisal district is now required to maintain a publicly accessible database that contains certain information for all property within its boundaries. He noted that the respective taxing units, including the District, are responsible for providing most of this information to the appraisal district and for updating it as necessary. He further advised that, pursuant to the separate provisions of Section 26.18, the District is now also required to maintain, or have access to, a generally accessible website that posts certain administrative and financial information about the District and to likewise update it as necessary. Mr. Yeates stated that Ms. Tammy McRae, the District's tax assessor/collector, is prepared to address the requirements of Section 26.17 on behalf of the District, and is investigating options to address Section 26.18. Mr. Yeates advised that he will provide the Board with an update regarding the implementation of Sections 26.17 and 26.18 at a future Board meeting.

## **HOUSE BILL NO. 3834**

Mr. Yeates presented to and reviewed with the Board a memorandum prepared by SPH regarding Cybersecurity Training for Certain Local Government Employees and Elected Officials, as contemplated in House Bill No. 3834, a copy of which memorandum is attached hereto as **Exhibit B**. Mr. Yeates advised that SPH will have additional recommendations regarding Board action on same at a future Board meeting.

**BOOKKEEPER'S REPORT**

Mr. Miller presented to and reviewed with the Board a bookkeeping report, dated as of February 17, 2020 including a list of bills and charges to be paid, as prepared by MA&C. Following discussion, Director Davenport moved to approve such report and pay the bills and charges listed therein. The motion was seconded by Director Staley and carried by unanimous vote. A copy of the bookkeeping report thus approved is attached hereto as **Exhibit C**.

**ANNUAL SURVEY OF WAGE RATE SCALES**

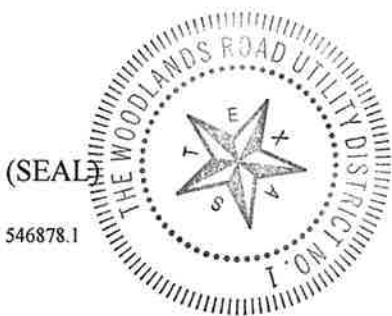
The Board considered the review of an annual survey of prevailing wage rates for construction projects and the adoption of a Resolution in connection therewith. In that regard, Mr. Yeates reported that SPH is recommending that the District adopt the applicable United States Department of Labor ("DOL") wage rate scales, as permitted under Section 2258.022 of the Government Code. Following discussion, Director DeBone moved that the applicable DOL wage rate scales be adopted as the District's prevailing wage rate scale for construction projects, and that the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects attached hereto as **Exhibit D** be adopted by the Board. The motion was seconded by Director Matthews and carried by unanimous vote.

**CLOSED SESSION**

The Chairman announced that a closed session would not be necessary.

**ADJOURNMENT**

There being no further matters to come before the Board, Director DeBone moved that the meeting be adjourned. The motion was seconded by Director Davenport and carried by unanimous vote, and the meeting was adjourned.



  
Secretary, Board of Directors

List of Attachments to  
The Woodlands Road Utility District No. 1  
Minutes of Meeting of February 17, 2020

- Exhibit A – Tax Assessor/Collector Report for January 2020
- Exhibit B – Memorandum regarding House Bill No. 3834
- Exhibit C – Bookkeeper's Report
- Exhibit D – Resolution Adopting Prevailing Wage Rate Scale for Construction Projects