

MINUTES OF REGULAR MEETING
THE WOODLANDS ROAD UTILITY DISTRICT NO. 1
March 15, 2021

The Board of Directors ("Board") of The Woodlands Road Utility District No. 1 ("District") met in regular session on March 15, 2021, in accordance with the duly posted notice of meeting. The meeting was held via telephone conference call pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. The roll was called of the duly constituted officers and members of the Board, as follows:

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

with all of said persons being present, with the exception of Directors DeBone, Davenport and Milner, thus constituting a quorum.

Also present were Donnie Reed of LJA Engineering, Inc. ("LJA"), Mark Miller of Municipal Accounts & Consulting, L.P. ("MA&C"), Jenny Taylor, of Market Street, and Bryan Yeates and Peyton Ellis of Schwartz, Page & Harding, L.L.P. ("SPH").

EXPLANATION OF TELEPHONE CONFERENCE MEETING PROCEDURES

Mr. Yeates explained to the Board the procedures to be used during the telephone conference call meeting. In connection therewith, he informed the participants that the meeting would be recorded, and requested that participants clearly state his or her name before speaking, including when making or seconding a motion. Mr. Yeates further explained that he would conduct a roll call vote for all motions and that Board members should wait to vote on the motion until his or her name has been called. Similarly, Mr. Yeates stated that a full roll call of all participants will be conducted at the start of each telephone conference meeting for attendance purposes.

The Chairman called the meeting to order and declared it open for such business as may regularly come before the Board.

PUBLIC COMMENTS

The Board began by opening the meeting for public comments. There being no members of the public present on the call, the Board continued to the next item of business.

MINUTES OF MEETING

The Board reviewed the minutes of the meeting held on January 18, 2021. Following review and discussion, Director Staley moved that such minutes be approved. The motion was seconded by Director Matthews and carried by unanimous vote.

ENGINEER'S REPORT

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

DEVELOPER'S REPORT

The Board deferred consideration of the developer's report, as there were no developer representatives present at the meeting.

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 February, 2021. A copy of such report is attached hereto as **Exhibit A**.

ATTORNEY'S REPORT

The Board next considered the Attorney's Report. Mr. Yeates advised the Board that Governor Greg Abbott lifted the mask mandate as of March 10, 2021, but that the Board will continue to hold meetings remotely.

BOOKKEEPER'S REPORT

Mr. Miller presented to and reviewed with the Board a bookkeeping report, dated as of March 15, 2021, including a list of bills and charges to be paid, as prepared by Municipal Accounts & Consulting, L.P. Following discussion, Director Staley moved to approve such report and pay the bills and charges listed therein. The motion was seconded by Director Keough and carried by unanimous vote. A copy of the bookkeeping report thus approved is attached hereto as **Exhibit B**.

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 Matthews 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 C** be adopted by the Board. The motion was seconded by Director Staley and carried by unanimous vote.

SUPPLEMENTAL AGENDA

The Board considered the cancellation of the Directors Election called for May 1, 2021. Mr. Yeates advised that, in accordance with Subchapter C, Chapter 2 of the Texas Election Code, the District may cancel the Directors Election if each candidate whose name is to appear on the ballot and/or has registered as a write-in candidate is unopposed as of 5:00 p.m. on February 12, 2021. In such case, the Board may declare the unopposed candidates to be elected. In that regard, there was presented to the Board a certificate of the Secretary declaring all candidates unopposed. Mr. Yeates then presented and reviewed the Order Declaring Candidates Elected, a copy of which is attached hereto as **Exhibit D**. After discussion, Director Keough moved that the Order be adopted by the Board declaring Richard DeBone and Gil Staley elected Directors of the District, each to serve a term of two years or until a successor is duly elected or appointed, that the Chairman or Vice Chairman be authorized to execute and the Secretary or Assistant Secretary to attest same on behalf of the Board and the District, and that the Directors Election called for May 1, 2021, be cancelled. Director Matthews seconded said motion, which unanimously carried.

UNCLAIMED PROPERTY REPORT

As the next order of business, the Board considered authorizing the District's consultants to research unclaimed property and to authorize MA&C to prepare an Unclaimed Property Report as of March 1, 2021. After discussion, Director Staley moved that the District's Tax Assessor-Collector and Bookkeeper be authorized to research their records to determine whether or not there is any unclaimed property for the appropriate period and that the District's bookkeeper be authorized to prepare an unclaimed property report, if necessary, for the Board's consideration, approval and filing with the State Comptroller prior to July 1, 2021. Director Keough seconded said motion, which unanimously carried.

CONTINUING DISCLOSURE REPORT

Mr. Yeates advised the Board that the District's Annual Financial and Operating (Continuing Disclosure) Report relative to the District's outstanding bonds was filed by the District's continuing disclosure counsel, McCall, Parkhurst & Horton, L. L. P. ("MPH") as of March 19, 2021, and that no further action is required of the Board in connection with this matter.

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 Staley moved that the meeting be adjourned. The motion was seconded by Director Keough and carried by unanimous vote, and the meeting was adjourned.

(SEAL)

583739.1



Lloyd W. Matthe

Asst. Secretary, Board of Directors

List of Attachments to
The Woodlands Road Utility District No. 1
Minutes of Meeting of March 15, 2021

- Exhibit A - Tax Assessor/Collector's Report for February 2021
- Exhibit B - Bookkeeper's Report
- Exhibit C - Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
- Exhibit D - Order Declaring Candidates Elected