

MINUTES OF MEETING  
THE WOODLANDS ROAD UTILITY DISTRICT NO. 1  
September 19, 2022

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 19<sup>th</sup> day of September, 2022, 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:

Nelda Blair	Chairman
Richard A. DeBone	Vice Chairman
Gil Staley	Secretary
Alexander Sutton	Assistant Secretary
Daniel T. Hannon	Assistant Secretary
Mark Keough	Director
Ann K. Snyder	Director

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

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

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

**PUBLIC COMMENT**

There were no comments received from the public.

**MINUTES OF MEETING**

The Board reviewed the minutes of the meeting held on August 15, 2022. Following review and discussion, Director DeBone moved that such minutes be approved, as presented. The motion was seconded by Director Snyder and carried by unanimous vote.

**PUBLIC HEARING REGARDING THE ADOPTION OF THE DISTRICT'S 2022 TAX RATE**

The Board next conducted a public hearing regarding the adoption of the District's proposed 2022 tax rate. After noting that no members of the public were present at the meeting to offer comments regarding the proposed tax rate, the hearing was closed.

**LEVY OF THE DISTRICT'S 2022 TAXES**

The Board next discussed the setting of the District's 2022 tax rate. After discussion on the matter, Director Hannon moved that: (i) the Board adopt the tax rate proposed by the District's financial advisor at the August 15, 2022, Board meeting; (ii) the Board levy a 2022 debt service tax rate of \$0.14 per \$100 of taxable valuation and a 2022 maintenance tax rate of \$0.02 per \$100 of taxable valuation, resulting in a 2022 total tax rate of \$0.16 per \$100 of taxable valuation; and (iii) the Order Levying Taxes, attached hereto as **Exhibit A**, be adopted in connection therewith. Director Sutton seconded said motion, which unanimously carried.

**AMENDED DISTRICT INFORMATION FORM**

The Board next considered an Amended District Information Form reflecting the District's 2022 tax rate. Following discussion, Director Staley moved that such Amended District Information Form be approved, executed and recorded in accordance with applicable law. The motion was seconded by Director Hannon and carried by unanimous vote.

**ENGINEER'S REPORT**

The Board next considered the engineer's report. In connection therewith, Mr. Keck advised the Board that LJA is in the process of preparing an updated list of future District projects (the "Project List"), and that he expects to be able to present the completed Project List to the Board for review and discussion at its next meeting.

**DEVELOPER'S REPORT**

The Board next considered the developer's report. In connection therewith, Mr. Kolkhorst provided the Board with a general update relative to the status of the proposed exclusion of certain acreage from the boundaries of the District, and the simultaneous annexation of certain acreage into the boundaries of the District.

**ANNEXATION OF LANDS TO AND/OR EXCLUSION OF LANDS FROM THE BOUNDARIES OF THE DISTRICT; APPROVAL OF PETITION FOR CONSENT TO INCLUDE ADDITIONAL LAND IN THE DISTRICT**

Mr. Yeates presented to the Board a Petition for Consent to Include Additional Land in the District (the "Annexation Petition") from HH One Hughes Landing, LLC, requesting that the City of Houston consent to the annexation by the District of certain acreage located in Montgomery County, Texas. Following discussion, Director DeBone moved to receive and file the Annexation Petition and authorize the Chairman and Secretary to execute, attest and file same with the City of Houston. The motion was seconded by Director Snyder and carried by unanimous vote.

## **TAX ASSESSOR/COLLECTOR REPORT**

The Board 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 August, 2022. During such review, it was noted that, after adjustments, 99.61% of the District's 2021 taxes have been collected as of August 31, 2022. A copy of such report is attached hereto as **Exhibit B**.

## **ATTORNEY'S REPORT**

The Board considered the attorney's report. In connection therewith, Mr. Yeates discussed with the Board the terms of the District's current Agreement for Public Affairs Consulting Services (the "Agreement") with Begala-McGrath, LLC ("Begala-McGrath") and, more particularly, Begala-McGrath's monthly fee for providing such services. Following review and discussion of the Agreement, the Board requested an item for placement on next month's agenda to consider amending the Agreement to reduce the monthly fee for public affairs consulting services from \$10,000 to \$2,250.

## **BOOKKEEPER'S REPORT**

Mr. Miller presented to and reviewed with the Board a bookkeeping report, dated as of September 19, 2022, including a list of bills and charges to be paid, as prepared by MA&C. Following review and discussion, Director Snyder moved to approve such report and authorize payment of the disbursements listed therein. The motion was seconded by Director Sutton and carried by unanimous vote. A copy of the bookkeeping report thus approved is attached hereto as **Exhibit C**.

## **APPROVAL OF BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2023**

Mr. Miller presented and reviewed with the Board a proposed budget for fiscal year ending September 30, 2023, as prepared by MA&C, a copy of which is included in the bookkeeping report. Following review of the budget presented, it was moved by Director Staley, seconded by Director Snyder, and unanimously carried, that the proposed budget for the fiscal year ending September 30, 2023, be approved, subject to the incorporation by MA&C of a revision to line item 16333 to decrease the listed amount for Public Affairs Consulting from \$120,000 to \$27,000.

## **ENGAGEMENT OF AUDITOR**

Mr. Knox presented to and reviewed with the Board a proposal from Knox Cox for preparation of the District's audit report and House Bill 1378 financial report for the fiscal year ending September 30, 2022, along with the required Texas Ethics Commission ("TEC") Form 1295 in accompaniment with such proposal. Following review and discussion, Director Snyder moved to (i) accept such proposal as presented, (ii) authorize the Chairman of the Board to execute same on behalf of the Board and the District, and (iii) authorize SPH to acknowledge the TEC Form 1295 received in connection with same. The motion was seconded by Director

Hannon and carried by unanimous vote. A copy of such proposal is attached hereto as **Exhibit D**.

**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 Hannon and carried by unanimous vote, and the meeting was adjourned.

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(SEAL)



  
Secretary, Board of Directors

List of Attachments to  
The Woodlands Road Utility District No. 1  
Minutes of Meeting of September 19, 2022

- Exhibit A – Order Levying Taxes
- Exhibit B – Tax Assessor/Collector's Report for August 2022
- Exhibit C – Bookkeeper's Report
- Exhibit D – Proposal from Knox Cox for Preparation of Annual Audit