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Trustee | Paying Agent





City of Manor c/o City of Manor, Texas Special Assessment Revenue Bonds, Series 2025 (Lagos Public Improvement District Improvement Area #1 Project) 105 East Eggleston Street Manor, Texas 78653

Re: Trustee/Paying Agent/Registrar

Dear Mr. Moore

I respectfully write to you and offer this document to provide details about our Trustee, Paying Agent, and Registrar services for the City of Manor and the upcoming Lagos Public Improvement District Bond transaction.

In this document you will find high level information on our multibillion-dollar banking organization, our Texas Corporate Trust group, and fee schedules for our services. BOKF, NA (Bank of Texas powered by BOK Financial) has been providing indenture trustee services for over 70 years and is ranked by Thomson Reuters among the top Corporate Trust providers nationwide.

Upon your review please do not hesitate to reach out with any questions regarding this information. Alternatively, please feel free to contact me directly at <u>igaytan@bokf.com</u> or 512-813-2002 at your convenience.

We truly look forward to the opportunity of working as Trustee, Paying Agent, and Registrar for the City of Manor, Texas.

Thank you!

Jose Gaytan, Senior Vice President Corporate Trust Regional Sales Officer Erin Fitzpatrick, Senior Vice President Corporate Trust National Sales Manager

Caresse Tankersley, Senior Vice President Texas Corporate Trust Regional Manager

## **BOK FINANCIAL OVERVIEW**

#### ABOUT BOK FINANCIAL

BOK Financial is one of the largest banks based in the U.S. Headquartered in Tulsa, OK its roots go back more than 100 years. One of the strongest financial institutions in the nation, BOK Financial has operations in 10 states in the Midwest and Southwest and serves clients across the country. Our business model is uniquely fitted to provide a wide breadth of banking solutions to businesses, institutions, and individuals, through regional market leadership and the backing of a \$50 billion bank.

#### **OUR HISTORY**

BOK Financials beginnings go back to 1910 when its predecessor bank was launched to provide a local source of capital for the region's energy industry. In 1991 now-chairman George Kaiser and the holding company purchased the bank, BOK Financial, was created. Since that time, the company has expanded into a wide variety of businesses and geographies and has been built to provide consistent financial performance across all economic cycles.

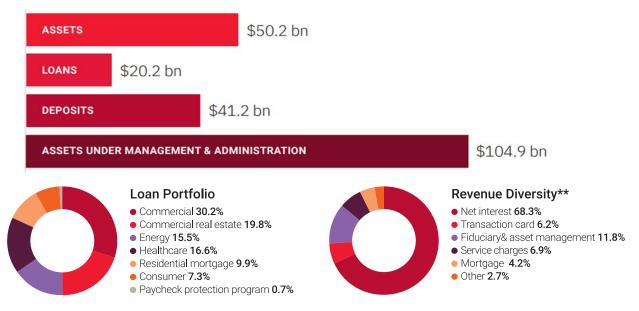
#### **2024 HIGHLIGHTS**







# **KEY STATISTICS**





### SOPHISTICATED SOLUTIONS FROM A DEDICATED TEAM

With today's complex transactions, clients need an experienced partner. For more than 60 years, BOK Financial has provided corporate trust services to the capital markets, serving the needs of issuers, investors, bondholders, and lenders who have relied on our experience and client-focused approach.

BOK Financial is among the nation's largest trustees. We offer trustee, agency, escrow, and other financial services. Recognized as an independent and trusted third party, we bring credibility and stability to complicated financial transactions.

## WHY CHOOSE BOK FINANCIAL FOR YOUR CORPORATE NEEDS?

- Our experienced professionals are dedicated to understanding the needs of our clients and developing thoughtful solutions to meet those needs.
- ✓ Primary point of contact with a dedicated and responsive account team
- ✓ We collaborate with our clients to provide customized products and services.
- ✓ Online statements and reports are established at time of account funding.
- ✓ Competitive Fee structures

## **BOND TRUSTEE, PAYING AGENT & REGISTRAR SERVICES**

We provide complete trustee and paying agent services for debt issuances. Our services may include:

- Monitoring issuer compliance with bond covenants regarding insurance, audits, budgets, and operating statements
- Disbursement of proceeds during construction periods
- ✓ Investment of bond proceeds as directed by the issuer.
- ✓ Collection and disbursement of debt service payments
- Dissemination

### **ESCROW SERVICES**

We provide a customer-centric approach by offering a streamlined review process and account opening experience, standardized agreements, local administration, and revenue- enhancing investment options for escrowed funds. We have the expertise, skills, and flexibility to provide escrow services for an assortment of complex transactions, including but not limited to:

- √ 1031-Exchange
- ✓ Construction Project
- ✓ Muni-Lease
- Refunding
- ✓ TWDB/TCEQ

# SUCCESSOR PAYING AGENT/TRUSTEE AND DEFAULT SERVICES

We provide services for existing debt issuances. Standardized and approved successor documents enable us to ensure a smooth transition for all parties. We work to find the best solution for each situation so that your accounts are transferred with minimal effort from you.



### **MEET THE TEAM:**

BOKF's Texas Corporate Trust team takes a "One Team Texas" approach to supporting our clients and each other. Our various offices across the state work in tandem to provide platinum customer service to our clients. Below please find a list of contacts for the team:

**DALLAS** 

ASHIA COOK, AVP

Phone: 214-987-8881 | Email: ashia.cook@bankoftexas.com

DAYNA SMITH, VP

Phone: 214-987-8881 | Email: dayna.smith@bokf.com

**FORT WORTH** 

JENNIFER AGUILAR, OFFICER

Phone: 817.255.2122 | Email: jennifer.aguilar@bankoftexas.com

**Additional Team Members:** 

Jose Gaytan, SVP, Regional Sales Officer | 512-579-1401 (Text/Call) | <u>IGaytan@bokf.com</u>

Caresse Tankersley, SVP, Texas Regional Manager | 214-987-8886 | ctankersley@bankoftexas.com

Erin Fitzpatrick, SVP, National Sales Manager | 972-982.9972 | efitzpatrick@bokf.com

Brent Varzaly, SVP, Corporate Trust Executive | 816-932-7302 | <u>bvarzaly@bokf.com</u>



#### FEE SCHEDULE

Acceptance Fee: \$1,500.00

One-time fee due at closing which includes document review/conference calls, authentication, and delivery of the bonds, receipt, and disbursement of Cost of Issuance related to the closing. The fee is due at closing.

#### Annual Trustee/Paying Agent/Registrar Fees:

\$3,500.00

The annual fee is billed per indenture and/or per additional issuance of debt/sub-dent. This fee includes Trustee, Registrar and Paying Agent administration as outlined in the governing documents. These services include debt service, payments, maintenance of registrar's books, bond calls which do not require notices, transfers, cash disbursements (including requisitions). This first year's fee is due at closing and annually thereafter.

#### **Investment of Funds Options**

**Initial Investment Purchases:** 

Eligible money market funds offered by BOKF, NA

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There is no fee to purchase into the money market fund and there are no sweep fees.

#### ADDITIONAL INFORMATION RELATING TO FEES:

As incurred, the fees indicated in this schedule are based upon services rendered in accordance with established procedures and during normal business hours. They include but are not limited to, fees and expenses incurred by the Trustee/Paying Agent/Registrar and/or Counsel for such items as special reports, tenders/puts, publishing monthly bond calls default services or services not contemplated or specifically covered elsewhere in this schedule billed in amounts commensurate with the services to be provided. Unusual or extraordinary services such as those provided upon an Event of Default or subsequent legal matters involving the trust are subject to additional charges based on duties and responsibilities, and other factors involved.

Additionally, services not included in this Fee Schedule but deemed necessary or desirable by you may be charged based on a mutually agreed upon fee schedule.

This proposal is subject in all respects to our review and acceptance of the governing documents which set forth our duties and responsibilities. If upon review of the final documents there are substantive changes in the structure including the bond amount as known as of this date, fees shall be renegotiated.

#### Legal Counsel/Trustee's Counsel Fees:

At Cost (Not to exceed 10,000)

Billed separately

(Not to exceed 10,000)

ACKNOWLEDGEMENT
Name:
Title:
Signature:
Date:

