

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT  
Minutes of Meeting of Board of Directors

February 11, 2022

The Board of Directors (the "Board") of Westwood Magnolia Parkway Improvement District (the "District" or "WMPID") met in regular session, open to the public, at Zanti Cucina Italiana at 10000 Research Forest Drive, Magnolia, Texas 77354, a designated meeting place of the District, and the roll was called of the members of the Board as follows:

Carl Gerhardt	Chairman	Magnolia I.S.D.
Brent Everson	Vice Chairman	City of Conroe
Gary Squyres	Assistant Vice Chairman	County Commissioner's Court
James David Wallace	Secretary	City of Conroe
Tom Grayson	Treasurer/Asst. Secretary	County Commissioner Pct. 2
Robert Barnwell	Director	County Commissioner Pct. 2
Pat Robertson	Director	Magnolia I.S.D.

and all of the above Directors were present, except Director Barnwell, thus constituting a quorum.

Also present for the meeting were: Michael Keck of LJA Engineering ("LJA"); Rob Eissler and Kelly Hamann of Special District Management ("SDM"); Daniel Scruggs, Frank Mitchell, and Josh Zientek of Mitchell & Zientek, LLP ("MZLLP"); Derek Michael of Sales Revenue Inc. ("SRI"); Sergeant Swank of Montgomery County Sheriff's Office ("MSCO"); Bruce Berger of Montgomery County Precinct No. 2 Commissioner's Office ("MCP2"); Kendra McCrory of Alpha and Omega Mounted Patrol ("A&O"); Jeff Cunningham of Magnolia Fire Department ("MFD"); and Glenn Buckley resident of the area.

#### PUBLIC COMMENTS

There were no public comments at this time.

#### CONSENT AGENDA

Director Gerhardt offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Grayson motioned, seconded by Director Everson, to approve the Consent Agenda containing the following items: (1) approval of the January 14<sup>th</sup>, 2022 regular Board meeting minutes as presented; (2) Mounted Patrol Report; (3) Financial/Bookkeeping report, attached as **Exhibit A**, including payment of bills, review of investments and reimbursements; (4) Regional Detention Basin Maintenance Report; and (5) Grant Project/funding updates. The motion passed unanimously.

#### SHERIFF'S REPORT

Sergeant Swank presented the Sheriff's Report, attached as **Exhibit B**. He reviewed incidents and statistics for the District. He also provided an update regarding the impact of COVID-19 on the Sheriff's Office personnel. The Board thanked Sergeant Swank for his attendance.

### **COMMISSIONER'S REPORT**

Mr. Berger provided a brief update regarding the Commissioner's Report.

### **SALES TAX REPORT**

Mr. Michael presented the Sales Tax Report, a copy of which is attached as **Exhibit C**. He reviewed the businesses of the District related to sales tax and made note of the revenue trends of the District. He also reviewed the initial findings from the Comptroller's Office regarding additional businesses collecting sales tax within the District.

### **ENGINEER'S REPORT**

Mr. Keck presented the Engineer's Report, a copy of which is attached as **Exhibit D**. Mr. Keck gave a brief update on the Research Forest right turn lane signal pole. Mr. Keck then provided a brief update regarding the Tamina Road right turn lane project.

Mr. Keck presented updates on items related to the Woodtrace Boulevard Extension Project. He then presented bids for Contract #2 for earthwork related to the project. He noted that LJA recommended the low bid, TLC Construction Contract Services, in the amount of \$1,915,903.60. After discussion, Director Grayson moved to accept the low bid of TLC Construction Contract Services in the amount noted above. Director Robertson seconded said motion, which passed unanimously.

Mr. Keck then discussed the West Lane Expansion Project and presented a proposal for the initial construction plan design work. After brief discussion, Director Grayson moved to approve the LJA proposal for construction plan design work, estimated at \$85,000. Director Robertson seconded said motion, which passed unanimously.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Eissler presented the Executive Director's Report, a copy of which is attached as **Exhibit E**. Mr. Eissler and Ms. Hamann reviewed various project updates within the Executive Director's Report. Mr. Eissler and the Board discussed options for the project committee to further discuss District project options. Ms. Hamann then discussed the District's options for future meeting sites. After discussion, Director Grayson moved, with Director Wallace providing the second, that SDM determine the location of the meeting each month going forward. The motion carried unanimously with Director Everson abstaining.

### **ATTORNEY'S REPORT**

Mr. Scruggs noted there was no additional items for discussion in the Attorney's Report at this time.

**EXECUTIVE SESSION**

The Board did not enter executive session at this time.

**DISCUSSION REGARDING PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS**

The Board discussed the future meeting schedule, noting that the next regular Board meeting will take place on March 11, 2022.

**ADJOURNMENT**

There being no further business to come before the Board, Director Gerhardt adjourned the meeting.

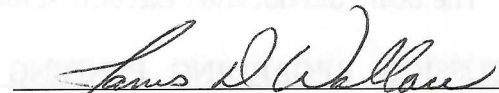
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Approved this 11th day of March, 2022.

WESTWOOD MAGNOLIA PARKWAY  
IMPROVEMENT DISTRICT

[SEAL]



  
Secretary, Board of Directors

LIST OF EXHIBITS

- Exhibit A - Bookkeeper's Report
- Exhibit B - Sheriff's Report
- Exhibit C - Sales Tax Report
- Exhibit D - Engineer's Report
- Exhibit E - Executive Director's Report