

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

June 9, 2023

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:

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

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

Also present for the meeting were: Michael Keck and Michael McDaniel of LJA Engineering ("LJA"); Rob Eissler and Kelly Hamann of Special District Management ("SDM"); Frank Mitchell, Josh Zientek, and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP ("MZS"); Derek Michael of Sales Revenue Inc. ("SRI"); Lieutenant Schmitt of Montgomery County Sheriff's Office ("MSCO"); Glenn Buckley of Lake Creek Greenway Partnership ("LCGP"); Miguel Marrero of Alpha and Omega Services, Inc. ("A&O"); Chief Hevey of the Magnolia Fire Department ("MFD"); and Bruce Berger of Montgomery County Precinct No. 2 Commissioner's Office. ("MCP2").

PUBLIC COMMENTS

There were no public comments presented at this time.

CONSENT AGENDA

Director Everson offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Barnwell motioned, seconded by Director Wallace, to approve the Consent Agenda containing the following items: (1) approval of the May 19, 2023 regular Board meeting minutes, as presented; (2) Financial/Bookkeeping report, attached as **Exhibit A**, including payment of bills and review of investments and reimbursements; and (3) Grant Project/funding updates. The motion passed unanimously.

SHERIFF'S REPORT

Lieutenant Schmitt presented the Sheriff's Report, attached as **Exhibit B**, and reviewed incidents within the District. The Board thanked Lieutenant Schmidt, who left shortly after the Sheriff's Report, for his attendance.

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MOUNTED PATROL REPORT

Mr. Marrero presented the Mounted Patrol Report, attached as **Exhibit C**, and reviewed incidents and security trends in the areas patrolled by A&O. There was discussion regarding additional security possibilities with certain commercial entities within the District.

FIRE CHIEF'S REPORT

Chief Hevey provided an update regarding the fire department's recent activity. He also provided an update regarding the growth of the fire department and the increased staff.

COMMISSIONER'S REPORT

Mr. Berger provided a brief update related to Montgomery County matters, including Texas Department of Transportation ("TxDOT") matters related to Montgomery County. Mr. Berger and the Board discussed at length possible improvements to South Egypt Lane and related construction projects. There was further discussion regarding ownership of property by the District.

EXECUTIVE DIRECTOR'S REPORT

Mr. Eissler and Ms. Hamann presented the Executive Director's Report on behalf of SDM, a copy of which is attached as **Exhibit D**. Mr. Eissler and Ms. Hamann reviewed various project updates within the Executive Director's Report, including updates regarding District revenue. Mr. Eissler provided a brief legislative update at this time.

Ms. Hamann then discussed a number of updates to the District website. The Board and Mr. Eissler then reviewed the status of the Woodtrace Boulevard Extension Project, including aerial photographs showing the current construction status.

REGIONAL DETENTION BASIN REPORT

There was no Regional Detention Basin Report presented at this time.

DISTRICT INSURANCE RENEWAL PROPOSAL

Ms. Hamann noted that a renewal proposal for the District's insurance was still being finalized and reviewed by the District's insurance consultant. The Board took no action at this time.

SALES TAX REPORT

Mr. Michael presented the Sales Tax Report, a copy of which is attached as **Exhibit E**. He reviewed the businesses of the District related to sales tax and made note of the revenue trends of the District. The Board took no action at this time.

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ENGINEER'S REPORT

Mr. Keck presented the Engineer's Report, a copy of which is attached as **Exhibit F**. Mr. Keck provided an update on the Tamina Road and Woodtrace Boulevard Extension projects. He then presented Pay Estimate No. 7 related to Contract 3 for the Woodtrace Boulevard Extension project to Main Lane Industries, Ltd. for \$682,047.00. Director Grayson motioned, seconded by Director Wallace, to approve Pay Estimate No. 7 as presented. The motion passed unanimously.

Regarding the Tamina Road Enhancement project, Mr. Keck noted that there were ongoing design adjustments, utility coordination was occurring, the project signage was in place, and that the clearing contract would be put out to bid on June 27th.

Mr. Keck then reviewed the District's Project Status Report related to certain improvement projects of the District. There was brief additional discussion regarding the Project Status Report.

Mr. Eissler and Mr. Berger exited the meeting during the Engineer's Report.

ATTORNEY'S REPORT

Mr. Scruggs provided a brief update regarding the District's ongoing continuing disclosure obligations. Mr. Scruggs then noted that it may be necessary for the District to hold a confirmation election for the legislative additions. After brief discussion, Director Wallace moved, with Director Grayson seconding, to authorize MZS to act as the election agent for the District, should a confirmation election be necessary. The motion passed unanimously.

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 July 14, 2023.

EXECUTIVE SESSION

The Board did not enter executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE ANY ACTION RESULTING FROM EXECUTIVE SESSION

The Board did not enter executive session.

ADJOURNMENT

There being no further business to come before the Board, Director Everson adjourned the

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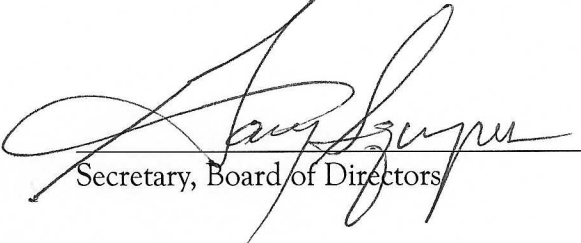
meeting.

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Approved this 14th day of July, 2023.

WESTWOOD MAGNOLIA PARKWAY
IMPROVEMENT DISTRICT



Secretary, Board of Directors

[SEAL]



LIST OF EXHIBITS

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