

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

January 8, 2021

The Board of Directors (the "Board") of Westwood Magnolia Parkway Improvement District (the "District" or "WMPID") met in regular session, open to the public, via videoconference in compliance with current law, 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 Robertson thus constituting a quorum.

Also present for the meeting were: Michael Keck and Michael Rusk of LJA Engineering ("LJA"); Rob Eissler and Kelly Hamann of Special District Management ("SDM"); Daniel Scruggs, Frank Mitchell, and Joshua Zientek of Mitchell Zientek, LLP ("MZLLP"); Captain Dunlap, Sergeant Walker, and Lieutenant Smith of Montgomery County Sheriff's Office ("MSCO"); Christina Cole of Myrtle Cruz, Inc ("MCI"); Ryan Fortner of Sales Revenue Incorporated ("SRI"); Jay Dworsky, insurance consultant for the District; Chris Uzelmeier, Director of Montgomery County Municipal Utility District 113 ("MUD 113"); and Glenn Buckley of Lake Creek Greenway Partnership.

### APPROVE MINUTES

After a brief discussion, Director Grayson moved to approve the minutes from the December 11, 2020 Regular Board Meeting as amended. Director Everson seconded said motion, which passed unanimously.

### PUBLIC COMMENTS

There were no public comments at this time.

### SHERIFF'S REPORT

Sergeant Walker presented and reviewed the Sheriff's Report, a copy of which is attached as Exhibit A. There was brief discussion regarding the listed incidents of fraud on the Sheriff's Report. The Board took no further action at this time.

### COMMISSIONER'S REPORT

Mr. Eissler provided a brief update. The Board took no action at this time.

### SALES TAX REPORT

Mr. Fortner presented the Sales Tax Report, a copy of which is attached as Exhibit B. He reviewed the businesses of the District subject to sales tax. No action was required by the Board at this time.

### ENGINEER'S REPORT

Mr. Rusk presented the Engineer's Report, a copy of which is attached as Exhibit C.

Next Mr. Rusk requested the Boards approval of the resolution to adopt rules for electronic bidding. Brief discussion ensued, Director Wallace moved to approve the resolution to adopt rules for electronic bidding. Director Everson seconded said motion, which passed unanimously.

### REVIEW AND CONSIDER ACTION ITEMS RELATED TO WOODTRACE BOULEVARD EXTENSION PROJECT

Mr. Rusk provided an update on the pending action items related to the Woodtrace Boulevard extension project. He noted that clearing and grubbing for the project would tentatively begin in March. The Board took no further action at this time.

### REGIONAL DETENTION BASIN MAINTENANCE REPORT

Mr. Eissler reviewed the provided Regional Detention Basin Maintenance Report with the Board. He noted that a payment issue had been resolved regarding a charge from Aqua Texas. After brief further discussion, the Board took no further action.

### BOOKKEEPER'S REPORT

Director Grayson presented the Bookkeeper's Report, a copy of which is attached as Exhibit D. Mr. Scruggs discussed the reimbursement related to check number #2410. There was brief discussion regarding the reimbursement. After no further questions, Director Grayson moved to approve the Bookkeeper's Report and the checks/wires presented therein. Director Wallace seconded said motion, which carried unanimously.

### GRANT PROJECT/FUNDING UPDATES

Mr. Buckley provided greater details on a grant request that he submitted on behalf of Lake Creek Greenway in December, including the primary uses of the grant funds. After discussion, Director Everson moved to approve grant funding for a total of \$7,500 for 2021 to Lake Creek Greenway as presented in part in the grant request application. Director Wallace 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 the Board discussed the Alpha & Omega mounted patrol, related community feedback, and upcoming contract concerns. After discussion, Director Grayson moved to extend the Alpha & Omega contract through March as part of a two (2) month contract extension. Director Everson seconded said motion, which passed unanimously.

Mr. Eissler then presented the SDM contract for 2021. There was brief discussion regarding the contract. After discussion, Director Grayson moved to approve the SDM contract as presented. Director Everson seconded said motion, which passed unanimously.

### **ATTORNEY'S REPORT**

Mr. Mitchell provided an update regarding COVID-19 related items at the state level and the impacts upon the District. There was no Board action required at this time.

### **EXECUTIVE SESSION**

The Board did not enter executive session at this time.

### **PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS**

There was discussion regarding future meeting dates and times.

### **ADJOURNMENT**

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

[REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

Approved this 12 day of February, 2021.



  
Secretary, Board of Directors

LIST OF EXHIBITS

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