

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

January 12, 2024

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:

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 of LJA Engineering (“LJA”); Rob Eissler and Kelly Hamann of Special District Management (“SDM”); Frank Mitchell and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZS”); Derek Michael of Sales Revenue Inc. (“SRI”); Sergeant Swank of Montgomery County Sheriff’s Office (“MCSO”); Jeff Hevey of Magnolia Fire Department (“MFD”); Bob Fecht of Alpha and Omega Mounted Patrol (“A&O”); Glenn Buckley of Lake Creek Greenway Partnership (“LCGP”); and various members of the public.

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 Wallace motioned, seconded by Director Grayson, to approve the Consent Agenda containing the following items: (1) approval of the December 8, 2023, regular Board meeting minutes, as presented; (2) Regional Detention Basin Report; (3) Grant and funding updates; and (4) Authorize MZS to file the Special Purpose District Public Information Database filing with the Texas Comptroller. The motion passed unanimously.

SHERIFF’S REPORT

Sergeant Swank presented the Sheriff’s Report, attached as Exhibit A, and reviewed incidents within the District. He provided an update on the holiday overtime, noting that there were no thefts during the overtime period at any of the patrolled business areas of the District.

MOUNTED PATROL REPORT

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

Mr. Fecht briefly discussed the mounted patrol report. He presented a revised coverage option for 2024 with relevant costs to compare to 2023 coverage costs. After discussion, Director Grayson moved to approve the proposal for additional coverage as submitted. Director Wallace seconded said motion, which was passed unanimously.

FIRE CHIEF REPORT

Chief Hevey presented the Fire Chief Report, including maps of calls for service. He described the difference in call volumes among different categories, noting that most calls were for EMS related services.

COMMISSIONER'S REPORT

Mr. Eissler provided an update on several projects within the precinct and near the District, including the South Egypt Lane project. He noted that Montgomery County Precinct No. 2 Commissioner's Office was requesting payment for the South Egypt Lane project as described in the corresponding interlocal agreement. After brief discussion, Director Wallace moved to approve payment as discussed. Director Weems seconded said motion which passed unanimously.

BOOKKEEPER REPORT

Ms. Ferguson provided the Bookkeeper Report for the District, attached as **Exhibit B**. After discussion regarding the budget, Director Wallace moved to approve the Bookkeeper Report, including the payment of bills, review of investments and reimbursements, and amending the budget for the increase in A&O coverage and the removal of the line item for insurance review. Director Barnwell seconded said motion, which passed unanimously.

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 C**. Mr. Eissler provided an update on the District's revenue projections. Mr. Eissler and Ms. Hamann presented pictures of construction and clearing progress on South Egypt Lane. Mr. Eissler then presented a proposal from Earth Cam regarding camera rentals for the District's upcoming construction projects. The Board took no action on the Earth Cam proposal at this time. Mr. Eissler also provided an update on the TxDOT design for FM1488. Ms. Hamann then described the status of the website redesign, noting that new videos and information will also be added soon.

ENGINEER'S REPORT

Mr. Keck presented the Engineer's Report, a copy of which is attached as **Exhibit D**. Mr. Keck provided an update on the clearing contract for the Tamina Road enhancement project, including presenting pay estimates nos. 1 and 2 in the amounts of \$131,242.50 and \$62,842.50 to

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

PLD Construction, LLC. Director Wallace moved to approve pay estimates nos. 1 and 2 as presented. Director Weems seconded said motion, which carried unanimously. Mr. Keck then provided a brief update regarding the status of the Woodtrace Boulevard Extension Project.

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. He discussed the timing of the legislative additions to the District's sales tax revenue rolls.

ATTORNEY'S REPORT

Mr. Scruggs noted that Mr. Jay Dworsky, who was currently serving as the District's insurance consultant, had recently passed. As such, Director Grayson made a motion, seconded by Director Weems, to terminate the contract with Mr. Jay Dworsky.

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 February 9, 2024.

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 at this time. There was brief discussion regarding participation in the agenda review call for February.

ADJOURNMENT

Director Everson adjourned the meeting at this time.

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WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT
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Approved this 9th day of February, 2024.

WESTWOOD MAGNOLIA PARKWAY
IMPROVEMENT DISTRICT

[SEAL]




Secretary, Board of Directors

LIST OF EXHIBITS

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