

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

December 9, 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:

Brent Everson	Chairman	City of Conroe
James David Wallace	Assistant 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, except Directors Barnwell and Robertson, 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 and Daniel Scruggs of Mitchell & Zientek, LLP (“MZLLP”); Derek Michael of Sales Revenue Inc. (“SRI”); Bruce Berger of Montgomery County Precinct No. 2 Commissioner’s Office (“MCP2”); Deputy Swank of Montgomery County Sheriff’s Office (“MSCO”); Glenn Buckley of Lake Creek Greenway Partnership (“LCGP”); Jeff Hevey of Magnolia Fire Department (“MFD”); Miguel Marrero of Alpha and Omega Services, Inc. (“A&O”); Cameron Thatcher of Huntington Securities, Inc. (“HSI”); and Adam Powell.

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 Grayson motioned, seconded by Director Squyres, to approve the Consent Agenda containing the following items: (1) approval of the November 11, 2022 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

Deputy Swank presented the Sheriff’s Report, attached as **Exhibit B**. He reviewed incidents and statistics for the District. There was additional discussion regarding an increase in some specific

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categories of incidents. The Board thanked Deputy Swank for his time, who exited the meeting after the Sheriff's Report.

MOUNTED PATROL REPORT

Mr. Marrero provided an update on the increased patrol times and dates. Mr. Marrero further discussed some of the feedback from local businesses regarding the patrols.

FIRE CHIEF'S REPORT

Mr. Hevey presented the Fire Chief's Report. He provided an update on the construction of local stations and logistics buildings. Additionally, he provided an update on personnel updates for MFD.

COMMISSIONER'S REPORT

Mr. Berger provided an update on Woodtrace Boulevard and thanked the Board for their cooperation in constructing Woodtrace Boulevard. Mr. Berger and Mr. Keck discussed the likely change order to make Woodtrace Boulevard a four-lane concrete roadway. Mr. Berger then provided an update on FM2978 construction. He also noted that South Egypt Lane should be completed by end of summer.

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 and Ms. Hamann reviewed various project updates within the Executive Director's Report, including updates related to Texas Department of Transportation's ("TxDOT") projects in the District.

Mr. Eissler presented aerial photographs of the West Lane Enhancement and Tamina Right Turn Lane projects. Brief discussion regarding status of the projects ensued.

Mr. Eissler and Ms. Hamann presented the District's website, including the new article "WMPID History and Success", and the corresponding mobile view improvements.

SALES TAX REPORT

Mr. Michael presented the Sales Tax Report, a copy of which is attached as **Exhibit D**. He reviewed the businesses of the District related to sales tax and made note of the revenue trends of the District. He also noted that there were a few businesses which needed additional investigation to determine whether they were properly remitting sales tax.

ENGINEER'S REPORT

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Mr. Keck presented the Engineer's Report, a copy of which is attached as **Exhibit E**. Mr. Keck provided an update on the Tamina Road projects. Mr. Keck then provided an update on the Woodtrace Boulevard Extension project, including presenting Pay Estimate No. 4, in a total of \$730,547.23, and Change Order No. 2, in a total of \$125,581.25, for the Earthwork Contract from Highland to FM2978 with TLC Construction Contract Services. Additional discussion regarding Change Order No. 2 occurred among the Board and Mr. Keck. After discussion, Director Wallace motion to approve Pay Estimate No. 4 and Change Order No. 2 as presented. Director Grayson seconded said motion, which passed unanimously.

REGIONAL DETENTION BASIN MAINTENANCE REPORT

The Board reviewed the Regional Detention Basin Maintenance Report, noting the Regional Detention Basin looked well maintained. The Board then reviewed the Regional Detention Basin Maintenance renewal contract. After discussion, Director Grayson moved to approve the renewal contract as presented. Director Wallace seconded said motion, which passed unanimously.

ATTORNEY'S REPORT

There was no Attorney's Report 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 January 13, 2023.

EXECUTIVE SESSION

The Board entered executive session at 1:02 p.m. for consultation with attorney.

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

The Board reconvened from executive session at 1:20 p.m.

DISCUSSION RELATED TO THE DISTRICT'S FINANCIAL ADVISOR

Mr. Thatcher introduced himself and described his role with HSI. He noted that although the District's previous financial advisor representative from HSI had left the company, HSI was still interested in serving as the District's financial advisor. The Board concurred with staying with HSI and thanked Mr. Thatcher for his attendance.

ADJOURNMENT

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

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Approved this 13th day of December, 2023.

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 - Executive Director's Report
- Exhibit D - Sales Tax Report
- Exhibit E - Engineer's Report