

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

February 12, 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 Barnwell, Director Everson, and Director Squyres 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”); 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 Stephen Garceau of Spring Gardens Nursery.

APPROVE MINUTES

After a brief discussion, Director Grayson moved to approve the minutes from the January 8, 2021 Regular Board Meeting as amended. Director Wallace seconded said motion, which passed unanimously.

PUBLIC COMMENTS

There were no public comments at this time.

SHERIFF’S REPORT

Lieutenant Smith 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. There was discussion regarding the timeline of the Research Forest Right Turn Lane project. Mr. Rusk presented pay estimate nos. 1, 2, and 3 for the Research Forest Drive Right-Turn Lane project. Brief discussion ensued. Director Grayson moved to approve pay estimate no. 1 (\$129,175.83), pay estimate no. 2 (\$112,105.50), and pay estimate no. 3 (\$46,908.00) to DVL Enterprises, LLC. Director Wallace 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 presented the bids for the clearing and grubbing portion of the project. After review and discussion, Director Wallace moved to accept the bid by Double Oak Construction, Inc. as recommended by LJA. Director Grayson seconded said motion, which passed unanimously.

REGIONAL DETENTION BASIN MAINTENANCE REPORT

Mr. Garceau reviewed the provided Regional Detention Basin Maintenance Report with the Board. 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. 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

There was no update regarding the status of any grant project(s) at this time.

REVIEW OF OPTIONS FOR POTENTIAL ADDITIONAL OFFICE SPACE AND FUTURE PLANNING CONSIDERATIONS

The Board discussed various options for additional space and future expansion. After discussion, the Board requested that the agenda item be included on next month's agenda as well. The Board took no action at this time.

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. The Board then discussed various developer requests regarding utilities. The Board declined to take any action regarding such requests at this time. Mr. Eissler presented options for sponsoring local economic development conferences. After discussion, the Board concurred in sponsoring both events at the \$2,000 sponsor level.

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.

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Approved this 12 day of March, 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