

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

March 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 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 and Sergeant Walker of Montgomery County Sheriff’s Office (“MSCO”); Christina Cole of Myrtle Cruz, Inc (“MCI”); Ryan O’Hara of Huntington Securities, Inc. (“HSI”); Jay Dworsky, insurance consultant for the District; Chris Uzelmeier, Director of Montgomery County Municipal Utility District 113 (“MUD 113”); Glenn Buckley of Lake Creek Greenway Partnership, and Robert Enckhausen.

APPROVE MINUTES

After a brief discussion, Director Wallace moved to approve the minutes from the February 12, 2021 Regular Board Meeting as amended. Director Grayson 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 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. Eissler 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. Mr. Rusk presented an estimate regarding improved traffic signals at the site of the Research Forest Right Turn Lane Project. There was brief discussion. The Board requested that Mr. Rusk research the matter further and to discuss it at the next Regular Board Meeting.

Next Mr. Rusk presented Pay Estimate No. 4 in the amount of \$58,050 for DVL Enterprises, LLC. After discussion, Director Everson moved to approve Pay Estimate No. 4 as presented. 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 noted that clearing and grubbing for the project had begun recently as the contractor, Double Oak Construction, Inc. had already mobilized and was on site. The Board took no further action at this time.

REGIONAL DETENTION BASIN MAINTENANCE REPORT

Ms. Hamann noted that there was no update for the Regional Detention Basin Maintenance Report. The Board took no action at this time.

BOOKKEEPER'S REPORT

Ms. Cole 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.

REVIEW OF FINANCIAL ADVISOR PRESENTATION AND UPDATES

Mr. O'Hara provided a presentation and reviewed options for future bond issues of the

District. There was a focus on the bonding capacity of the District given the current low interest rates. After lengthy discussion, Director Wallace moved to authorize HSI to continue with analysis to determine the optimal bond issue. Director Sqyures seconded said motion, which passed unanimously.

GRANT PROJECT/FUNDING UPDATES

There were no project updates provided at this time.

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

Director Grayson discussed his concerns regarding availability of future office space. There were extensive discussions among the Board regarding the future office needs of the District. After discussion, the Board requested that the action item remain on the agenda.

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 extensive discussion, Director Grayson moved to adopt proposal 1, which maintains the current coverage through the end of the year. Director Wallace seconded said motion, which passed unanimously.

Ms. Hamann then presented the costs to add a District logo and tinting to the MCSO substation windows. After discussion, Director Wallace moved to approve the District logo and tinting to the MCSO substation windows. Director Barnwell seconded said motion, which passed unanimously.

There were extensive discussions regarding the District possibly purchasing a drone for managing the progress of construction projects. The District took no action at this time.

ATTORNEY'S REPORT

Mr. Scruggs presented a revised MZLLP agreement. He noted the changes, particularly as it relates to delinquent tax collection efforts. After brief discussion, Director Grayson moved to approve the revised MZLLP agreement. Director Everson seconded said motion, which passed unanimously.

EXECUTIVE SESSION

The Board entered executive session at 1:33 p.m.

RECONVENE FROM EXECUTIVE SESSION, PENDING BUSINESS AND MATTERS FOR

FUTURE AGENDAS

The Board reconvened from executive session at 1:42 p.m. Director Wallace moved to authorize the District's consultants take any necessary action to ensure the filing and eventual passage of the District's proposed legislation. Director Everson seconded said motion, which passed unanimously. There was discussion regarding future meeting dates and times. The Board asked that the consultants review the option of an in-person meeting.

ADJOURNMENT

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

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Approved this 9th day of April, 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