

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

April 9, 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”); 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; Ryan Fortner of Sales Revenue Inc. (“SRI”); and Stephen Garceau of Spring Nursery and Landscape, Inc. (“SNL”);

APPROVE MINUTES

After a brief discussion, Director Grayson moved to approve the minutes from the March 12, 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

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. 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 presented Pay Estimate No. 5 in the amount of \$81,552.60 for DVL Enterprises, LLC. After discussion, Director Everson moved to approve Pay Estimate No. 5 as presented. Director Wallace seconded said motion, which passed unanimously.

Mr. Rusk then discussed the Tamina Road right turn lane project. After discussion, the Board took no action at this time.

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 but was currently on hold while an Archeological & Endangered Species Report is prepared and approved. The Board took no further action at this time.

REGIONAL DETENTION BASIN MAINTENANCE REPORT

Mr. Garceau presented the Regional Detention Basin Maintenance Report. After discussion, Director Wallace motioned to approve various minor repairs to the watering system at an estimated cost of \$500. Director Everson seconded said motion, which passed unanimously.

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. He noted that HSI was in talks with various rating agencies and bond insurers. In addition,

a draft preliminary official statement (“POS”) was being prepared. The Board took no action at this time.

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

Mr. Eissler provided a brief update. There was no additional discussion 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 Ms. Hamann reviewed various project updates within the Executive Director’s Report.

There was discussion regarding possible future in person meeting locations. The Board then reviewed the options available for a District drone. After discussion, Director Grayson moved to approve the purchase of the drone and accessories listed within Executive Director’s report as well as obtaining insurance for the drone at a \$1,000,000 liability coverage limit. Director Wallace seconded said motion, which passed unanimously.

ATTORNEY’S REPORT

Mr. Scruggs noted there were no additional items for the Attorney’s Report.

EXECUTIVE SESSION

The Board did not enter executive session at this time.

RECONVENE FROM EXECUTIVE SESSION, PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

There was discussion regarding future meeting dates and times. The Board noted that their next regular Board Meeting would be held virtually. However, the Board asked that the consultants review the option of an in-person meeting.

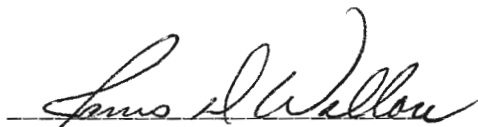
ADJOURNMENT

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

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Approved this 14th day of May, 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

