

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

August 11, 2023

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, 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, Josh Zientek, and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZS”); Derek Michael and Maegan Fisher of Sales Revenue Inc. (“SRI”); Lieutenant Schmitt and Captain Tim Holifield of Montgomery County Sheriff’s Office (“MSCO”); Christina Ferguson of Myrtle Cruz, Inc. (“MCI”); and Bruce Berger of Montgomery County Precinct No. 2 Commissioner’s Office. (“MCP2”).

PUBLIC COMMENTS

There were no public comments presented at this time.

CONSENT AGENDA

Director Wallace offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Squyres motioned, seconded by Director Robertson, to approve the Consent Agenda containing the following items: (1) approval of the July 14, 2023 regular Board meeting minutes, as presented; (2) Mounted Patrol report; and (3) Regional Detention Basin Maintenance Report. The motion passed unanimously.

SHERIFF’S REPORT

Lieutenant Schmitt presented the Sheriff’s Report, attached as **Exhibit A**, and reviewed incidents within the District. The Board and Lieutenant Schmitt discussed the installation of license plate readers (“LPRs”) and Flock cameras. There was further discussion regarding the upfront and ongoing costs and maintenance for LPRs. Lieutenant Schmitt and Captain Holifield exited the

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meeting at this time.

FIRE CHIEF REPORT

Mr. Berger provided an update on firefighting activities in Montgomery County and more specifically the area near the District.

COMMISSIONER'S REPORT

Mr. Berger provided a brief update related to Montgomery County matters, including updates regarding tax rate setting at the county level. Mr. Berger then discussed proposed projects of the District. After discussion among the Board and Mr. Berger, Director Grayson inquired as to the traffic implications of some of the proposed projects. Mr. Berger and the Board discussed at length possible improvements to South Egypt Lane.

BOOKKEEPER'S REPORT

Ms. Ferguson presented the Bookkeeper's Report, a copy of which is attached as **Exhibit B**. She further reviewed the District's annual budget with the Board. After review of the Bookkeeper's Report, Director Grayson moved to approve the report and the checks therein. Director Wallace seconded said motion, which passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Mr. Eissler and Ms. Hamann presented the Executive Team's Report on behalf of SDM, a copy of which is attached as **Exhibit C**. Mr. Eissler, Mr. Mitchell, and the Board discussed a request from the District Attorney's office related to funding assistance for an additional prosecutor. After discussion, the Board concurred in requesting Mr. Eissler to ask the District Attorney's office to find additional supporting funding sources before the District considered participating.

Ms. Hamann presented a request for a grant from Lake Creek Greenway Partnership ("LCGP") in the amount of \$5,000. She noted that the application was similar to previous requests by LCGP and that they had noted on their application that matching funding was being made. After brief discussion, Director Grayson motioned to approve the grant as presented. Director Squyres seconded said motion, which passed unanimously.

DISCUSSION REGARDING NAMING OPTIONS FOR TAMINA ROAD

The Board discussed the possibility of renaming Tamina Road as part of their proposed Tamina Road improvement project. After discussion, the Board requested that this item remain on the agenda for future discussion.

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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 Tamina Road and Woodtrace Boulevard Extension projects. He presented Pay Estimate No. 9 related to Contract 3 for the Woodtrace Boulevard Extension project to Main Lane Industries, Ltd. for \$174,149.28. Director Squyres motioned, seconded by Director Wallace, to approve Pay Estimate No. 9. The motion passed unanimously.

Mr. Keck and the Board discussed the Tamina Road improvement project at length. There was discussion regarding the costs and total project vision. There was discussion regarding the timing of the clearing contract. The Board took no further action.

PROPOSED SOUTH EGYPT LANE CONSTRUCTION PROJECT

Mr. Keck reviewed design options for a South Egypt Lane construction and improvement project. After lengthy discussion, Director Wallace motioned to request that LJA present to Mr. Berger option number 3 of those presented by Mr. Keck for inclusion in a proposed interlocal agreement with Montgomery County. Director Squyres seconded said motion, which passed unanimously.

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. The Board took no action at this time.

ATTORNEY'S REPORT

Mr. Scruggs presented the Attorney's Report, including presenting a brief update of legislative changes from the 2023 legislative session. Mr. Scruggs then presented a resolution authorizing an increased fee of office in response to House Bill 2815. After discussion, Director Grayson moved to adopt the resolution increasing the fees of office at the maximum allowable rate per Texas Water Code 49.060. Director Weems seconded said motion, which passed unanimously. Mr. Scruggs then presented the resolution amending the District Information Form and Notice to Purchaser. After discussion, Director Wallace moved, and Director Weems seconded, to approve the amendment to the District Information Form and Notice to Purchaser. The motion carried unanimously. Mr. Scruggs then presented a resolution adopting and restating electronic bidding rules for the District. Director Wallace moved to approve the resolution adopting and restating electronic bidding rules for the District. Director Weems seconded said motion, which carried unanimously.

DISCUSSION REGARDING PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

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The Board discussed the future meeting schedule, noting that the next regular Board meeting will take place on September 8, 2023. Mr. Scruggs requested that a special meeting be tentatively planned for August 21, 2023 to handle possible election items. The Board concurred.

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.

ADJOURNMENT

Director Everson adjourned the meeting at this time.

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

Approved this 8th day of September, 2023.

WESTWOOD MAGNOLIA PARKWAY
IMPROVEMENT DISTRICT


Secretary, Board of Directors

[SEAL]

