

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

January 14, 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 the District’s Office, 32935 Tamina Road, Suite 104, Magnolia, TX 77354, a designated meeting place of the District, 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, with Directors Gerhardt and Barnwell attending via videoconference, thus constituting a quorum.

Also present for the meeting were: Michael Rusk and Michael Keck of LJA Engineering (“LJA”); Rob Eissler and Kelly Hamann of Special District Management (“SDM”); Daniel Scruggs, Frank Mitchell, and Josh Zientek of Mitchell & Zientek, LLP (“MZLLP”); Derek Michael of Sales Revenue Inc. (“SRI”); Sergeant Swank of Montgomery County Sheriff’s Office (“MSCO”); Kendra McCrory of Alpha and Omega Mounted Patrol (“A&O”); Jay Dworsky, Insurance Consultant to the District; and Glenn Buckley and Chris Uzelmeier residents of the area.

PUBLIC COMMENTS

There were no public comments at this time. However, Mr. Mitchell announced, that as noted on the meeting agenda, the meeting was being held as a videoconference meeting pursuant to the Texas Open Meetings Act, §551.127 of the Texas Government Code, with a quorum of directors, Directors Everson, Squyres, Wallace, and Grayson, attending the meeting at the District’s Office. He noted the impact any technical issues would have on the continuation of the meeting.

CONSENT AGENDA

Director Gerhardt offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Grayson motioned, seconded by Director Everson, to approve the Consent Agenda containing the following items: (1) approval of the December 10th, 2021 regular Board meeting minutes as presented; (2) Sheriff’s Report, attached as **Exhibit A**; (3) Mounted Patrol Report; (4) Financial/Bookkeeping report, attached as **Exhibit B**, including payment of bills, review of investments and reimbursements; (5) Regional Detention Basin

Maintenance Report; and (6) Grant Project/funding updates. The motion passed unanimously.

COMMISSIONER'S REPORT

Mr. Eissler provided a brief update regarding the Commissioner's Report.

SALES TAX REPORT

Mr. Michael presented the Sales Tax Report, a copy of which is attached as Exhibit C. He reviewed the businesses of the District related to sales tax and made note of the revenue trends of the District.

ENGINEER'S REPORT

Mr. Keck presented the Engineer's Report, a copy of which is attached as Exhibit D. Mr. Keck gave a brief update on the Research Forest Right Turn Lane Signal Pole and presented Pay Estimate No. 7 and Final in the amount of \$75,968.57 to DVL Enterprises, LLC. Director Grayson moved to approve Pay Estimate No. 7 and Final as presented. Director Squyres seconded said motion, which passed unanimously. Mr. Keck then provided a brief update regarding the Tamina Road right turn lane project.

Mr. Keck presented updates on items related to the Woodtrace Boulevard Extension Project.

Mr. Keck discussed the Downstream Drainage Cleanout Project. Mr. Scruggs and Mr. Mitchell then discussed timing issues surrounding access to the channel for the Downstream Drainage Cleanout Project. Mr. Rusk noted the likely timing for each portion of the proposed project. Mr. Scruggs and Mr. Mitchell presented different options for accessing the channel. After brief discussion, Director Wallace moved to approve providing notice and opportunity to discuss the project for the property owners to be benefitted. Director Everson seconded said motion, which passed unanimously. Mr. Keck then briefly discussed the West Lane Expansion Project.

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. Mr. Eissler provided a brief review of the District's 2021 Sales Tax Revenue figures and compared those to previous years. Mr. Eissler did note that the proposed Consultant Appreciation Dinner would be delayed until later in the year due to current COVID-19 trends in the area.

Ms. Hamann walked the Board through a demonstration of improvements to the District website, including the link to open construction bids of the District, hosted by the District engineer.

ATTORNEY'S REPORT

Mr. Scruggs noted that MZLLP was asking for approval and execution of IRS Form 2848. After brief discussion, Director Grayson moved to approve and execute the IRS Form 2848 by Director Gerhardt. Director Wallace seconded said motion, which passed unanimously.

EXECUTIVE SESSION

The Board did not enter executive session 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 February 11, 2022.

ADJOURNMENT

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

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Approved this 11th day of February, 2022.

WESTWOOD MAGNOLIA PARKWAY
IMPROVEMENT DISTRICT

[SEAL]




Secretary, Board of Directors

LIST OF EXHIBITS

- Exhibit A - Sheriff's Report
- Exhibit B - Bookkeeper's Report
- Exhibit C - Sales Tax Report
- Exhibit D - Engineer's Report
- Exhibit E - Executive Director's Report