

WESTWOOD MAGNOLIA PARKWAY IMPROVEMENT DISTRICT

Minutes of Meeting of Board of Directors

March 8, 2024

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 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 of Sales Revenue Inc. (“SRI”); Sergeant Swank of Montgomery County Sheriff’s Office (“MCSO”); Sally Smith of Alpha and Omega Mounted Patrol (“A&O”); Glenn Buckley of Lake Creek Greenway Partnership (“LCGP”); Brian Toldan of McCall Gibson Swedlund Barfoot, PLLC (“MGSB”); and various members of the public.

PUBLIC COMMENTS

There were no public comments presented at this time.

CONSENT AGENDA

Director Everson offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Wallace motioned, seconded by Director Grayson, to approve the Consent Agenda containing the following items: (1) approval of the February 9, 2024, regular Board meeting minutes, as presented; (2) Regional Detention Basin Report; (3) Grant and funding updates; and (4) Financial/Bookkeeping report, attached as Exhibit A, payment of bills, review of investments, reimbursements, and review and consider possible amendments to 2024 proposed budget. The motion passed unanimously.

SHERIFF’S REPORT

Sergeant Swank presented the Sheriff’s Report, attached as Exhibit B, and reviewed incidents within the District. He provided an update regarding the District purchased license plate

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readers. The Board took no action at this time.

MOUNTED PATROL REPORT

Ms. Smith discussed the mounted patrol report and briefly discussed specific incidents within the District. The Board took no action at this time.

REVIEW AND APPROVE ANNUAL AUDIT FOR FYE 2023 (THE “AUDIT”)

Mr. Toldan presented the draft Audit. After discussion, review, and requested proposed changes, Director Grayson moved to approve the Audit subject to final review and inclusion of comments and revisions from the District’s consultants, including authorizing the filing of the Audit. Director Wallace seconded said motion, which passed unanimously.

FIRE CHIEF REPORT

There was no Fire Chief Report provided at this time.

COMMISSIONER’S REPORT

Mr. Eissler provided an update regarding roadway funding within Montgomery County Precinct No. 2. The Board took no action at this time.

EXECUTIVE DIRECTOR’S REPORT

Mr. Eissler and Ms. Hamann presented the Executive Director’s Report on behalf of SDM, a copy of which is attached as **Exhibit C**. Mr. Eissler provided an update on the District’s revenue projections and upcoming events relevant to the District. He then briefly discussed various satellite and camera proposals for District project monitoring. The Board took no action on these proposals at this time. Ms. Hamann presented the improvements made to the District website.

REVIEW AND APPROVE FINAL EGYPT LAND DEVELOPMENTS, LP REIMBURSEMENT

Mr. Scruggs explained that pursuant to a reimbursement agreement between the District, Egypt Land Developments, LP and The Crossing Church, there was one remaining reimbursement due to Egypt Land Developments, LP in an amount of \$19,228. After brief discussion, Director Grayson moved to authorize the reimbursement to Egypt Land Developments, LP, as discussed. Director Wallace seconded the motion, which passed unanimously with Director Everson abstaining.

ENGINEER’S REPORT

Mr. Keck presented the Engineer’s Report, a copy of which is attached as **Exhibit D**. Mr.

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Keck provided an update on the Tamina Road enhancement project, noting that mobilization would be occurring soon. There was discussion regarding the previous clearing contract and any remaining clearing items. Mr. Keck then provided an update regarding the status of the Woodtrace Boulevard Extension Project, noting that the District's portion of the project is complete but there remained a number of financial items to close out the project. He presented Pay Estimate No. 11, in the amount of \$178,209.82, Change Order No. 2, in the amount of \$28,607.11, and Pay Estimate No. 12 and Final, in the amount of \$419,661.57 all due to Main Lane Industries, Ltd. After discussion, Director Weems moved to approve Pay Estimates Nos. 11 and 12 and Change Order No. 2 in the amounts noted above. Director Squyres seconded said motion, which carried 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

The Board and Mr. Mitchell briefly discussed additional security coverage options for the District, including related costs. The Board asked Mr. Eissler to communicate with MCSO regarding options for traffic coverage during the FM1488 construction project by Texas Department of Transportation ("TxDOT").

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 April 12, 2024.

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 at this time.

ADJOURNMENT

Director Everson adjourned the meeting at this time.

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Approved this 12th day of April, 2024.

WESTWOOD MAGNOLIA PARKWAY
IMPROVEMENT DISTRICT

[SEAL]

A handwritten signature in black ink, appearing to read "Garry Gumpes", written over a horizontal line.

Secretary, Board of Directors

LIST OF EXHIBITS

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