

**MINUTES OF THE BOARD OF DIRECTORS  
CONROE INDUSTRIAL DEVELOPMENT CORPORATION  
SPECIAL BOARD MEETING OF JANUARY 17, 2019**

On January 17, 2019 the Board of Directors of the Corporation did meet in the Council Chambers of the Conroe City Hall located at 300 West Davis Street in Conroe, Texas, written notice of the time, place and subject of said public meeting having been previously given in accordance with Texas Government Code, Chapter 551 and to each Director of the Corporation in the manner provided by law.

All of the following members were present:

George Waggoner  
Duke Coon  
Seth Gibson  
Keaton Hineman  
Raymond McDonald  
Chip VanSteenberg

Members absent were:

Toby Powell

Other persons in attendance included:

Paul Virgadamo, President  
Marc Winberry, Secretary  
Steve Williams, Treasurer  
Danielle Scheiner, Executive Director CIDC

A quorum of the Board was present and the Chairman convened the meeting.

Item 1. A Motion by **Director Gibson** seconded by **Director McDonald** to:

APPROVE AS SUBMITTED THE MINUTES OF THE MEETING OF  
DECEMBER 13, 2018

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  |               |
|                   |                |                  | Toby Powell   |

The motion was passed and adopted.

Item 2. A Motion by **Director Coon** seconded by **Director VanSteenberg** to:

ELECTION OF OFFICERS FOR 2019

Vice Chairman - Seth Gibson to fill vacancy

Current Chairman, President, Secretary, and Treasurer - all extended to next year 2020.

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  | Toby Powell   |

The motion was passed and adopted.

Item 3. A Motion by **Director Gibson** seconded by **Director McDonald** to:

APPROVE THE FINANCIAL REPORT FOR NOVEMBER 2018 AS PRESENTED

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  | Toby Powell   |

The motion was passed and adopted.

Item 4. A Motion by **Director Gibson** seconded by **Director McDonald** to:

CONSIDER REQUEST OF K&K CONSTRUCTION, INC. FOR UNDERGROUND PRIVATE DRAINAGE EASEMENT ALONG BOUNDARY OF CIDC PROPERTY IN THE VICINITY OF FARRELL ROAD

Discussion: 10 ft. wide easement for 10 in. pipeline, in addition to an adjacent easement to use for working area only. Criteria of approval: City engineering to monitor construction and approve, security bond in case of rupture and in the event of rupture the property owner is responsible for Phase 1, Phase 2 and any remediation.

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  | Toby Powell   |

The motion was passed and adopted.

Item 5. A Motion by **Director Coon** seconded by **Director Hineman** to:

CONSIDER PROPOSAL FROM TIP STRATEGIES TO PERFORM A LOCAL WORKFORCE ANALYSIS TO IDENTIFY FACTORS OR CONDITIONS IN THE WORKFORCE THAT MAY BE RELEVANT TO ECONOMIC DEVELOPMENT PROGRAMS AND STRATEGIES AND GUIDE THE DEVELOPMENT OF FUTURE PROGRAMS AND POLICIES

Approval amount of \$75,000 and any amount over to come back to board for further approval.

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  | Toby Powell   |

The motion was passed and adopted.

Item 6. A Motion by **Director Gibson** seconded by **Director Hineman** to:

SET JOINT MEETING WITH CITY OF CONROE COUNCIL FOR CONSIDERATION OF HOTEL/CONFERENCE CENTER PROJECT AND PROJECT FINANCING

Agree to joint meeting on January 23, 2019 at 2:00pm at the regular Council Workshop.

| <u>For</u>      | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-----------------|----------------|------------------|---------------|
| George Waggoner |                |                  |               |
| Duke Coon       |                |                  |               |
| Seth Gibson     |                |                  |               |
| Keaton Hineman  |                |                  |               |

Raymond McDonald

Toby Powell

Chip VanSteenberg

The motion was passed and adopted.

Item 7. At 4:29pm the Chairman recessed the regular meeting for an Executive Session to deliberate the offer of financial incentive and deliberate concerning the sale, purchase, exchange of real property.

At 5:05pm the Chairman reconvened the regular meeting.

Item 8. A Motion by **Director Coon** seconded by **Director McDonald** to:

CONTRACT(S)/OFFER(S) FOR SALE AND PURCHASE OF LAND

Agreement to sell 75 acres to Ryan Companies US, Inc. for \$6,307,192 with the revisions of limiting real estate commission of 3% and purchaser must disclose/identify the end user prior to closing of transaction.

| <u>For</u> | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|------------|----------------|------------------|---------------|
|------------|----------------|------------------|---------------|

|                  |  |  |  |
|------------------|--|--|--|
| George Waggoner  |  |  |  |
| Duke Coon        |  |  |  |
| Seth Gibson      |  |  |  |
| Keaton Hineman   |  |  |  |
| Raymond McDonald |  |  |  |

Toby Powell

Chip VanSteenberg

The motion was passed and adopted

Item 9. Executive Director's Report - Danielle Scheiner gave an updated activity and status report. Jennifer Matthews updated the board on the upcoming 7<sup>th</sup> annual job fair and has 48 companies registered at this time.

The February CIDC meeting has been changed from February 21<sup>st</sup> to February 14<sup>th</sup> at 4:00pm due to a scheduling conflict.

Item 10. A Motion by **Director VanSteenberg** seconded by **Director Gibson** to:

APPROVE PAYMENT OF INVOICE(S)

Entergy invoice for 3 phase electricity. Invoice amount \$239,047.81.

| <u>For</u>        | <u>Against</u> | <u>Abstained</u> | <u>Absent</u> |
|-------------------|----------------|------------------|---------------|
| George Waggoner   |                |                  |               |
| Duke Coon         |                |                  |               |
| Seth Gibson       |                |                  |               |
| Keaton Hineman    |                |                  |               |
| Raymond McDonald  |                |                  |               |
| Chip VanSteenberg |                |                  | Toby Powell   |


The motion was passed and adopted.

Item 11. With no further items for discussion, the meeting was adjourned at 5:13pm.

#### CERTIFICATE OF CORPORATE SECRETARY

I hereby certify that the above and foregoing minutes were approved and adopted by majority vote of the Board of Directors on the 17<sup>th</sup> day of January, 2019.

Signed this 6<sup>th</sup> day of February, 2019.

  
Board Secretary