

**MINUTES OF THE BOARD OF DIRECTORS
CONROE INDUSTRIAL DEVELOPMENT CORPORATION
REGULAR BOARD MEETING OF MARCH 4, 2021**

On March 4, 2021 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:

Chip VanSteenberg
Raymond McDonald
George Waggoner
Curt Maddux
Keaton Hineman
Duke Coon

Members absent were:

Jody Czajkoski

Other persons in attendance included:

Paul Virgadamo, President
Steve Williams, Treasurer
Marcus Winberry, Board Secretary
Danielle Scheiner, Executive Director CEDC
Laura Lea Palmer, Deputy Director CEDC
Collin Boothe, Finance Manager

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

Item 1 a. A Motion by **Director Vansteenber**g seconded by **Director McDonald** to:

APPROVE AS SUBMITTED THE MINUTES OF THE MEETING OF JANUARY 14, 2021.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			
Curt Maddux			
Raymond McDonald			
Duke Coon			
Keaton Hineman			

Jody Czajkoski

The motion was passed and adopted

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

APPROVE AS SUBMITTED THE MINUTES OF THE MEETING OF JANUARY 27, 2021.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			
Curt Maddux			
Raymond McDonald			
Duke Coon			
Keaton Hineman			

Jody Czajkoski

The motion was passed and adopted

Item 2. A Motion by **Director McDonald** seconded by **Director Maddux** to:

APPROVE THE MONTHLY FINANCIAL REPORT FOR DECEMBER 2020

Steve Williams presented the Monthly Financial Report for December 2020.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			
Curt Maddux			
Raymond McDonald			
Duke Coon			
Keaton Hineman			

Jody Czajkoski

The motion was passed and adopted.

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

APPROVE THE QUARTERLY INVESTMENT REPORT FOR DECEMBER FROM OCTOBER 1, 2020 TO DECEMBER 31, 2020

Collin Boothe presented the Quarterly Investment Report for December from October 1, 2020 to December 31, 2020.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			
Curt Maddux			
Raymond McDonald			
Duke Coon			
Keaton Hineman			

Jody Czajkoski

The motion was passed and adopted.

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

DRAW REQUEST #3 ON THE CONROE LOGISTICS CENTER/ NORTH PORTER ROAD PROJECT

Danielle Scheiner discussed the third Draw Request for the Conroe Logistics Center LLC, Home Depot. Payments are really for the improvements that have been made to the North Porter Road Project & Hwy 105. This third Draw Request is for 60% completion and is the third payment out of five payments to be made. We will have one more payment at 90 % completion and the last payment will be the substantial payment. City of Conroe Engineering Department has signed off on this. The recommendation for Draw Request #3 is in the amount of \$1,222,830.38.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			
Curt Maddux			
Raymond McDonald			
Duke Coon			
Keaton Hineman			

Jody Czajkoski

The motion was passed and adopted.

Item 5. A Motion by **Director McDonald** seconded by **Director Maddux** to:

REVIEW AND APPROVE PAYMENT OF ANNUAL INCENTIVES

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
George Waggoner			
Chip VanSteenberg			

Curt Maddux
Raymond McDonald
Duke Coon
Keaton Hineman

Jody Czajkoski

The motion was passed and adopted.

Item 6. At 4:46 pm the Chairman recessed the regular meeting for an Executive Session to deliberate the offer of a financial incentive and deliberate concerning the sale, purchase, exchange or value of real property.

At 6:05 pm the Chairman reconvened the regular meeting.

Item 7. CONTRACT(S)/ OFFER(S) FOR SALE AND PURCHASE OF LAND

No Contract(s)/ Offer(s) For Sale and Purchase of Land were presented.

Item 8. EXECUTIVE DIRECTOR'S REPORT - Danielle Scheiner gave an updated activity and status report.

Item 9. PAYMENT OF INVOICES - No invoices were presented for payment.

Item 10. With no further items for discussion, the meeting was adjourned at 6:12 pm.

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 15 day of April, 2021.

Signed this 15 day of April, 2021.



Board Secretary