

**Minutes of the Board of Directors  
Conroe Industrial Development Corporation  
Regular Board Meeting of January 20, 2021**

On January 20, 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:**

George Waggoner  
Raymond McDonald  
Todd Yancey  
Keaton Hineman  
Curt Maddux

**Members absent were:**

Chip VanSteenberg  
Duke Coon

**Other persons in attendance included:**

Paul Virgadamo, City Administrator & CIDC President  
Steve Williams, Asst. City Administrator & Chief Financial Officer, CIDC Treasurer  
Danielle Scheiner, Executive Director CEDC  
Laura Lea Palmer, Deputy Director CEDC & CIDC Board Secretary  
Jennifer Matthews, Associate Director CEDC  
Chris Bogert, City Engineer

A quorum of the Board was present and the Chairman, George Waggoner convened the meeting at 4:00 pm.

Item 1. **Minutes of the Prior Meeting(s)**

A motion was made by **Director Maddux** and seconded by **Director Hineman** to:

**Approve December 2021 minutes**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Yancey			
McDonald			
Waggoner			
			VanSteenberg
			Coon
Hineman			
Maddux			

The motion was passed and adopted.

Item 2. **November Monthly Financial Report**

A motion was made by Director Yancey and seconded by Director McDonald to:

**Approve the November Monthly Financial Report as presented**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Maddux			
Yancey			
McDonald			
Waggoner			
			Coon
			VanSteenberg
Hineman			

The motion was passed and adopted.

Item 3. **Chairman Waggoner recessed the open meeting at 4:08 pm in order to conduct a Public Hearing regarding the proposed expenditure of Corporation funds on SH105 West Waterline Extension to serve the Water Point, Phase 3 Development.**

- Chris Bogert explained the specifics of the project to the board and no public comments were received.
- The open meeting reconvened at 4:15 pm.

Item 4. **Consideration and approval of funding the SH105 West Waterline Extension project in the estimated amount of \$540,000.**

A motion was made by Director McDonald and seconded by Director Yancey to:

**Approve the funding of the SH105 West Waterline Extension project at a not to exceed amount of \$540,000.**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Maddux			
Yancey			
McDonald			
Waggoner			
			Coon

			VanSteenberg
Hineman			

The motion was passed and adopted.

Item 5. **Chairman Waggoner recessed the open meeting at 4:16 pm in order to conduct a Public Hearing regarding the proposed expenditure of Corporation funds on a Water Plant to be constructed in the Conroe Industrial Park.**

- Chris Bogert explained the specifics of the project to the board and no public comments were received.
- The open meeting reconvened at 4:18 pm.

Item 6. **Consideration and approval of funding a Water Plant to be built in the Conroe Industrial Park with an estimated cost of \$8,500,000.**

A motion was made by Director Maddux and seconded by Director McDonald to:

**Approve the funding of a Water Plant to be built in the Conroe Industrial Park with an estimated cost of \$8,500,000.**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Maddux			
Yancey			
McDonald			
Waggoner			
			Coon
			VanSteenberg
Hineman			

The motion was passed and adopted.

Item 7. **Chairman Waggoner recessed the open meeting at 4:20 pm in order to conduct a Public Hearing regarding proposed expenditure of Corporation funds on a Water Plant to be constructed in the Seven Coves Area.**

- Chris Bogert explained the specifics of the project to the board and no public comments were received.
- The open meeting reconvened at 4:23 pm.

Item 8. **Consideration and approval of funding a Water Plant to be built in the Seven Coves Area with an estimated cost of \$7,700,000.**

A motion was made by **Director Maddux** and seconded by **Director Hineman** to:

**Approve the funding of a Water Plant to be built in the Seven Coves Area with an estimated cost of \$7,700,000.**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Maddux			
Yancey			
McDonald			
Waggoner			
			Coon
			VanSteenberg
Hineman			

The motion was passed and adopted.

Item 9. **Chairman Waggoner recessed the open meeting at 4:23 pm in order to conduct a Public Hearing regarding the proposed expenditure of Corporation funds on a Development Incentive Contract with Ameritex Machine and Fab, LLC.**

- Chris Bogert explained the specifics of the project to the board and no public comments were received.
- The open meeting reconvened at 4:25 pm.

Item 10. **Consideration and approval of a Development Incentive Contract with Ameritex Machine and Fab, LLC in the amount of \$330,642**

A motion was made by **Director McDonald** and seconded by **Director Yancey** to:

**Approve the funding of a Development Incentive Contract with Ameritex Machine and Fab, LLC in the amount of \$330,642**

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Maddux			
Yancey			
McDonald			
Waggoner			
			Coon
			VanSteenberg
Hineman			

The motion was passed and adopted.

Item 11. **Closed Session Deliberation(s) began at 4:26 pm concerning:**

- A) The Offer of a Financial Incentive- Gov.Code §551.087
- B) Purchase, Exchange, or Value of Real Property §551.072

Adjourned closed session and re-entered public meeting at 4:44 pm

Item 12. **Consider contract(s)/offer(s) for sale of CIDC owned property**

No action was taken

Item 13. **Executive Director's Report**

- Jennifer Matthews gave an update to the board about the 10<sup>th</sup> Annual Job Fair.
- Danielle Scheiner gave an updated activity and status report to the board.

Item 14. **Payment of Invoices**

No invoices to be paid at this time

With no further items for discussion, a motion to adjourn the meeting was made by **Director Hineman** and seconded by **Director Yancey** the meeting was adjourned at 4:51 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 24 day of February, 2022.

Signed this 24 day of February, 2022.

  
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Laura Lea Palmer, CIDC Board Secretary