

**Minutes of the Board of Directors
Conroe Industrial Development Corporation
Regular Board Meeting of November 16, 2023**

On November 16, 2023, 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:

- Hector Forestier
- Curt Maddux
- Chip VanSteenberg
- George Waggoner
- Howard Wood
- Todd Yancey

Members absent were:

- Keaton Hineman

Other staff in attendance included:

- Gary Scott, City Administrator
- Mike Garner, City Attorney
- Collin Boothe, Director of Finance
- Danielle Scheiner, Executive Director CEDC
- Laura Lea Palmer, Deputy Director CEDC
- Jennifer Matthews, Associate Director CEDC
- Laine Harper, Marketing Manager CEDC
- Elizabeth West, Assistant Communications Coordinator
- Cassie Smith, Assistant Director of Finance
- Chris Bogart, City Engineer
- Norm McGuire, Director of Public Works
- Rachel Kulhavy, Finance Manager

A quorum of the Board was present and Chairman George Waggoner convened the meeting at 4:03 pm.

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

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

Approve October 2023 minutes

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Forestier			
			Hineman
Maddux			
VanSteenberg			
Waggoner			

Wood			
Yancey			

The motion was passed and adopted

Item 2. **Consider Approval of the September 2023 Financials**

The September 2023 financials were presented by Collin Boothe

A motion was made by **Director VanSteenberg** and seconded by **Director Forestier** to:

Approve the September 2023 Financials as presented

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Forestier			
			Hineman
Maddux			
VanSteenberg			
Waggoner			
Wood			
Yancey			

The motion was passed and adopted

Item 3. **Consider approval of the Fourth Quarter Investment Report**

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

Approve the Fourth Quarter Investment Report

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Forestier			
			Hineman
Maddux			
VanSteenberg			
Waggoner			
Wood			
Yancey			

The motion was passed and adopted

Item 4. **Discussion of CIDC funding for hotel and convention center**

No action was taken

Item 5. **Discussion of CIDC funding for CIP projects**

No action was taken

Item 6. **Chairman George Waggoner did not recessed the open meeting as a closed session was not needed**

- a) The offer of financial incentives – Gov. Code § 551.087
- b) Purchase, exchange or value of real property § 551.072

Item 7. Consider contract(s)/offer(s) for sale of CIDC owned property

None to approve

Item 8. Executive Director’s Report

Danielle Scheiner gave an updated activity and status report to the board

Item 8. Payment of Invoices

Consider approval of a change order in the amount of \$108,240.

Chris Bogart explained this is a budgeted item, however rented equipment is needed to operate the new water plant in Conroe Park North until the permanent equipment arrives.

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

Approve the change order in the amount of \$108,240.

<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Forestier			
			Hineman
Maddux			
VanSteenberg			
Waggoner			
Wood			
Yancey			

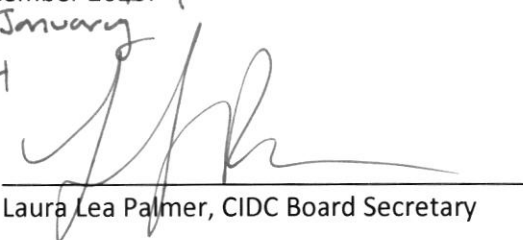
The motion was passed and adopted

Item 9. With no further items for discussion, a motion to adjourn the meeting was made by **Director VanSteenberg** and seconded by **Director Maddux**. The meeting was adjourned at 4:36 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 11 day of January 2023.⁴

Signed this 11 day of December 2023.⁴

January

 Laura Lea Palmer, CIDC Board Secretary