

**Minutes of the Board of Directors
Conroe Industrial Development Corporation
Special Board Meeting of August 05, 2024**

On August 05, 2024, 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 board members were present:

Kim Attaya
David Hairel
Harry Hardman
Webb Melder
Scott Mrosko
John Sellars
Charlie Wolfe

Board Members absent were:

None

Other staff in attendance included:

Collin Boothe, Assistant City Administrator, Director of Finance
Mike Garner, Interim City Attorney
Laine Harper, Marketing Manager CEDC
Jennifer Matthews, Associate Director CEDC
Michael Monteilh, Finance Manager
Laura Lea Palmer, Deputy Director CEDC
Gary Scott, City Administrator
Cassandra Smith, Assistant Director of Finance
Avery King, PC Support Specialists
Norman McGuire, Assistant City Administrator, Director of Public Works
Nancy Mikeska, Assistant City Administrator, Director of Community Development
Valencia Alasmar, Administrative Assistant

A quorum of the Board was present and Chairman David Hairel convened the meeting at 1:06 pm.

- Item 1. **Chairman David Hairel recessed the open meeting at 1:08 pm in order to conduct closed session deliberation(s) concerning:**
a) The purchase, exchange, lease, or value of real property (§ 551.072):
b) Legal advice concerning contract provisions related to the Hotel Convention Center project (§ 551.071); and,
c) Personnel Matters (§ 551.074)

The meeting was reconvened at 3:31 pm

- Item 2. Discussion and Presentation by Laura Lea Palmer was given that included an overview of the Department; and A description of staff duties by position

- Item 3. Discussion and Presentation by Mike Garner in regards to the Texas Open Meeting Act
- Item 4. Discussion and Presentation from Norman McGuire and the request of 16 Million for funding various Capital Improvement Projects
- Item 5. Discussion of the 2024-2025 Operating Budget was presented by Collin Boothe
- Item 6. Discussion and Presentation of the organization of CIDC (the Conroe Industrial Development Corporation) and the CEDC (the Conroe Economic Development Council); **deferred to future agenda**
- Item 7. With no further items for discussion, a motion to adjourn the meeting was made by **Director Attaya** and seconded by **Director Wolfe**. The meeting was adjourned at 4:33 pm.

Certificate of Corporate Secretary

I hereby certify that the above and the foregoing minutes were approved and adopted by a majority vote of the Board of Directors on the 13 day of August 2024.

Signed this 13 day of August 2024.



Laura Lea Palmer, CIDC Board Secretary