

MINUTES  
WEST FORT BEND MANAGEMENT DISTRICT

November 15, 2016

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on the 15th day of November, 2016, at the Travis Building, 301 Jackson, first floor conference room, Richmond, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Todd Johnson	President
Joey Dupuis	Vice President
Lane Ward	Secretary
Anthony Sulak	Assistant Secretary
Robert Vogelsang	Assistant Vice President

and all of the above were present except Director Vogelsang, thus constituting a quorum.

Also present at the meeting were Jessica Duet, City Planner, City of Richmond ("Richmond"); Lisa Rickert of FSG Information Systems LP ("FSG"); Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR"); and Mandi Bronsell, Executive Director of the District.

Director Dupuis called the meeting to order at 4:34 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the October 18, 2016, regular meeting. After review and discussion, Director Ward moved to approve the minutes of the August 16, 2016, regular meeting as submitted. Director Sulak seconded the motion, which passed by unanimous vote. A copy of the approved minutes are filed appropriately in the District's records.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

## FINANCIAL REPORT

Ms. Rickert reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. The Board requested the bookkeeper revise the budget to change the name of the Pass Through Grants revenue and expense line items to Pecan Festival. The Board also requested the bookkeeper change the amount of the Pecan Festival expense line item of the budget to \$15,000 as discussed last month when the Board amended the fiscal year end September 30, 2016, budget.

The Board concurred to defer approving the financial report and payment of the District's bills to later in the meeting.

## RESOLUTION CHANGING INVESTMENT OFFICER

The Board reviewed a Resolution Changing and Appointing Investment Officer designating Lisa Rickert with FSG as Investment Officer for the District. Following review and discussion, Director Ward moved to adopt the Resolution Changing and Appointing Investment Officer and direct that the resolution be filed appropriately and retained in the District's official records. Director Sulak seconded the motion and it carried unanimously.

## DISCLOSURE STATEMENT FOR INVESTMENT OFFICER

Ms. Panozzo stated that in accordance with the District's Investment Policy, Lisa Rickert, as the District's Investment Officer, is required to execute a disclosure statement that discloses any relationships with banks and brokers who seek to sell investments to the District. She added that the Disclosure Statements will be filed with the Texas Ethics Commission. After review and discussion, Director Ward moved to accept the Disclosure Statement pursuant to the District's Investment Policy and the Public Funds Investment Act and direct that the statement be filed appropriately and retained in the District's official records. Director Sulak seconded the motion, which passed by unanimous vote.

## AMENDED EXHIBIT A TO DEPOSITORY PLEDGE AGREEMENT WITH AMEGY BANK

Ms. Panozzo stated due to the appointment of the new Investment Officer, Exhibit A to the Depository Pledge Agreement with Amegy Bank National Association ("Amegy Bank") will be amended. She reviewed the amended Exhibit A to the Depository Pledge Agreement with Amegy Bank. After review and discussion, Director Johnson moved to approve the amended Exhibit A to the Depository Pledge Agreement with Amegy Bank and direct that the amended Exhibit be filed appropriately and retained in the District's official records. Director Sulak seconded the motion, which passed with majority vote, with Director Ward abstaining from voting.

ACTIVITY WITHIN THE DISTRICT, INCLUDING PERMITS UNDER REVIEW, ISSUED AND CLOSED SINCE THE LAST MEETING, INCLUDING VARIANCE REQUESTS AND AUTHORIZE PREPARATION OF THE FISCAL YEAR 2016 ANNUAL REPORT ON DISTRICT ACTIVITY

Ms. Bronsell presented the final landscape plans submitted by River Pointe Church, a copy of which is filed in the District's records, and stated the City confirmed that District-approved mitigation was satisfied.

Ms. Duet presented two variance requests to the District's parking lot landscaping Standards on behalf of HEB in Richmond, a copy of which is attached. The Board reviewed the variance requests and mitigation proposed. After review and discussion, the Board tabled the variance requests from HEB. The Board discussed appointing Board members to meet with Ms. Duet and HEB to discuss the mitigation of the parking lot landscaping. Following review and discussion, Director Dupuis moved to appoint Directors Johnson and Sulak to meet with HEB to discuss mitigation. Director Sulak seconded the motion, which passed unanimously.

The Board discussed the 2016 Annual Report on District Activity. Following discussion, Director Ward moved to authorize preparation of the 2016 Annual Report on District Activity. Director Dupuis seconded the motion, which passed unanimously.

REPORT FROM DIRECTORS AND DISTRICT CONSULTANTS REGARDING EVENTS AND ACTIVITIES ATTENDED DURING THE MONTH AND REQUESTS FOR ACTION

There were no reports from Directors or District consultants.

DISCUSS POSSIBLE DISTRICT PROJECTS FROM RICHMOND'S TRAIL MASTER PLAN

There was no discussion on this agenda item.

COMMITTEE REPORTS AND APPOINTMENTS

Ms. Bronsell gave an update on the FM 359 committee meetings and the mowing of the FM 359 rights-of-way from Plantation Drive south to Plantation Place project. She noted she will schedule a meeting with Richmond's Public Works Department regarding other areas in the District that Richmond wants mowed.

Ms. Bronsell gave an update on the Wayside Horns project along FM 762 and Highway 90A. She reported on a meeting with Fort Bend County (the "County")

commissioner-elect Vincent Morales. Ms. Bronsell stated she anticipates receiving an update from the County on the assessment of several highway/rail grade crossings in the County performed by TranSystems Corporation before the next Board meeting.

EXECUTIVE DIRECTOR REPORTS AND LEADS DISCUSSION ON OUTSTANDING AND PENDING DISTRICT BUSINESS

The Board discussed a community public works of art on display project to raise money to benefit District projects. Ms. Bronsell stated she will provide options for the project at the next Board meeting.

FINANCIAL REPORT (CONTINUED)

Ms. Rickert presented additional check nos. 1632-1636 totaling \$4,713.73 for payment. Following review and discussion, Director Sulak moved to approve the financial report and pay the District's bills as submitted. Director Ward seconded the motion and it carried unanimously.

ADJOURNMENT

There being no further business, the Board concurred to adjourn the meeting at 6:00 p.m.

(SEAL)



*Lane Ward*

Secretary

West Fort Bend Management District

LIST OF ATTACHMENTS

	<u>Minutes</u>
	<u>Page</u>
Financial report .....	2
Variance request from HEB .....	3