

MINUTES  
WEST FORT BEND MANAGEMENT DISTRICT

February 14, 2017

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on the 14th day of February, 2017, at the Del Webb Sweetgrass Amenity Center, 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 Ellen Hughes; Dana Benoit; Lisa Rickert and Debbie Depinet of FSG Information Systems LP ("FSG"); Wayside Horns committee members Dave Vrshek and Bill Tobin; Standards Committee member Robert Haas; Shannon Waugh of Off Cinco; and Lynne Humphries, Whitney Ables, and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR").

Director Johnson called the meeting to order and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the January 17, 2017, regular meeting and the January 26, 2017, special meeting. After review and discussion, Director Ward moved to approve the minutes of the January 17, 2017, regular meeting and the January 26, 2017, special meeting as submitted. Director Sulak seconded the motion, which passed by unanimous vote. Copies of the approved minutes are filed appropriately in the District's records.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

## COMMITTEE REPORTS AND APPOINTMENTS

### FM359 COMMITTEE

Ms. Waugh stated Chuck Bertrand of the FM 359 committee requested she attend the meeting, and she discussed adding a page on the District's website for the proposed mowing project of the FM 359 rights-of-way. Following discussion, the Board requested Director Sulak provide information for the website to ABHR for review.

### INTERSTATE 69/FM762 BEAUTIFICATION

The Board discussed forming an Interstate 69/FM 762 Beautification committee. Ms. Humphries stated the costs to maintain landscaping improvements at Interstate 69/FM 762 will become the District's responsibility two years after completion of the Interstate 69 expansion construction.

### WAYSIDE HORNS

The Board discussed the Wayside Horns project along FM 762 and Highway 90A (the "Project"). Mr. Haas reviewed a map of property to include in a proposed assessment for the Project. Mr. Haas stated the estimated cost for Kelly R. Kaluza & Associates, Inc. ("Kaluza") to prepare a CAD file in order for the Fort Bend County Appraisal District to prepare the tax roll is between \$500 and \$600. Discussion ensued regarding the proposed property boundaries for an assessment. Mr. Vrshek discussed material, installation, operation and maintenance costs of the Project. Ms. Humphries reviewed a letter to Fort Bend County (the "County") requesting an expedited review of the results of the engineering study of several highway/rail grade crossings in the District. Following review and discussion, Director Dupuis moved to (1) authorize Kaluza to prepare a CAD file as discussed; and (2) authorize execution of the letter to the County and direct that the letter be filed appropriately and retained in the District's official records. Director Ward seconded the motion, which passed unanimously.

### COMMUNITY ARTS PROJECT

The Board tabled a community public works of art on display project until after a District Executive Director is hired.



## FINANCIAL REPORT

Ms. Rickert reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. Following review and discussion, Director Ward moved to approve the financial report and pay the District's bills as submitted. Director Dupuis seconded the motion and it carried unanimously.

Director Ward reported the George Foundation and Henderson-Wessendorf Foundation will not grant funds to the District beyond 2017 to fund the Executive Director's salary. Discussion ensued regarding funding for the Executive Director's salary and District projects.

## ACTIVITY WITHIN THE DISTRICT, INCLUDING PERMITS UNDER REVIEW, ISSUED AND CLOSED SINCE THE LAST MEETING, INCLUDING VARIANCE REQUESTS

There was no discussion on this agenda item.

## 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.

## COMMUNITY PROJECTS

Ms. Humphries reported there will be a meeting of the Richmond Pecan Harvest Festival (the "Festival") committee on March 3, 2017, and the committee needs to identify a non-profit organization to allow sponsors a tax write-off and to act as treasurer for the Festival this year. Discussion ensued regarding the District acting as treasurer for the Festival. Director Dupuis stated he will ask Holly Kaminga to attend the meeting on the District's behalf.

## CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS LOCAL GOVERNMENT CODE TO DELIBERATE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE

Director Johnson announced the Board would convene in Executive Session at 5:55 p.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE, INCLUDING EXECUTION OF CONSULTING AGREEMENT FOR DISTRICT EXECUTIVE DIRECTOR AND AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

The Board reconvened in Open Session at 6:46 p.m. No Board action was taken.

SERVICE CONTRACT WITH DEVELOPMENT CORPORATION OF RICHMOND TO PROVIDE SERVICES

There was no discussion on this agenda item.

ADJOURNMENT

There being no further business, the Board concurred to adjourn the meeting.

(SEAL)



*Lone Ward*

Secretary  
West Fort Bend Management District

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