

MINUTES  
WEST FORT BEND MANAGEMENT DISTRICT

March 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 March, 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 Erin Jorgenson of FSG Information Systems LP ("FSG"); Wayside Horns committee member Dave Vrshek; Standards Committee member Robert Haas; Mandi Bronsell of Fort Bend County Commissioner's Office, Precinct One; and Lynne Humphries, Whitney Ables, and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR").

Director Dupuis called the meeting to order at 4:46 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the February 14, 2017, regular meeting. After review and discussion, Director Sulak moved to approve the minutes of the February 14, 2017, regular meeting as submitted. Director Ward 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.

WAYSIDE HORNS COMMITTEE

Mr. Vrshek gave an update on the Wayside Horns project along FM 762 and Highway 90A (the "Project") and stated Councilman Bill Benton of the City of

Rosenberg is in support of the Project. Mr. Haas reported the CAD file of property to include in a proposed assessment for the Project was sent to the Fort Bend County Appraisal District to prepare the tax roll. Ms. Humphries reported Sam Yeager, Jr., the developer of Summer Lakes development, said he believes the Homeowners Association will support the Project.

Director Johnson joined the meeting.

#### FINANCIAL REPORT

Ms. Jorgenson reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. She reported the District received the Henderson-Wessendorf Foundation's 2017 grant funds in the amount of \$25,000. Following review and discussion, Director Ward moved to approve the financial report and pay the District's bills as submitted. Director Sulak 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.

#### ADOPT RESOLUTION ESTABLISHING AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

The Board reviewed a Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions. Following review and discussion, Director Dupuis moved to adopt the Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions and direct that the resolution be filed appropriately and retained in the District's official records. Director Sulak seconded the motion and it carried by majority vote with Director Ward abstaining.

#### ACCEPT DISCLOSURE STATEMENT FOR INVESTMENT OFFICER AND BOOKKEEPER

Ms. Ables stated that Ms. Rickert as the District's Investment Officer and Ms. Jorgenson as the District's bookkeeper are required to execute a disclosure statement that discloses their relationships with banks and brokers with whom the District invests. Ms. Ables added that the disclosure statement will be filed with the Texas Ethics Commission and updated whenever necessary. Following review and discussion, Director Dupuis made a motion to accept the disclosure statements for the Investment Officer and the bookkeeper and direct that the disclosure statements be filed



appropriately and retained in the District's official records. Director Sulak seconded the motion and it carried unanimously.

#### 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.

#### COMMITTEE REPORTS AND APPOINTMENTS

Director Sulak gave an update on the proposed mowing project of the FM 359 rights-of-way.

The Board discussed forming an I-69/FM 762 Beautification committee and Director Ward stated he will discuss the I-69/FM 762 Beautification project with the Richmond Garden Club.

#### COMMUNITY PROJECTS

Discussion ensued regarding the March 3, 2017, meeting of the Richmond Pecan Harvest Festival (the "Festival") committee. Following discussion, the Board concurred to volunteer the District to act as treasurer for the Festival this year. Director Dupuis stated he will ask Holly Kaminga to attend the next Festival committee meeting on the District's behalf.

Director Sulak inquired regarding the District construction signs that were to be installed at new developments that meet the District's Standards.

#### DISTRICT WEBSITE MATTERS

The Board discussed District website matters and requested ABHR contact the District website manager regarding a report on traffic to the District's website.

#### 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.

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 5:45 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 6:12 p.m. Director Dupuis made a motion to (1) authorize Director Ward to negotiate a consulting agreement with Ellen Hughes to serve as Executive Director; and (2) authorize execution of the Consulting Agreement, subject to compliance with terms discussed in executive session. Director Ward seconded the motion and it carried by majority vote with Director Sulak abstaining.

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)



*Lane Ward*

Secretary  
West Fort Bend Management District

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