

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

June 20, 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 20th day of June, 2017, at Fort Bend Toyota conference room, 20465 Southwest Freeway, 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 Directors Johnson and Vogelsang, thus constituting a quorum.

Also present at the meeting were Erin Jorgenson of FSG Information Systems LP ("FSG"); Justin Ring and Megan Crutcher of Odyssey Engineering Group; Whitney Higgins and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR"); and Ellen Hughes, Executive Director of the District.

Director Dupuis called the meeting to order at 4:30 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the May 16, 2017, regular meeting. After review and discussion, Director Ward moved to approve the minutes of the May 16, 2017, regular meeting as submitted. Director Sulak seconded the motion, which passed by unanimous vote. A copy of the approved minutes is filed appropriately in the District's records.

COMMENTS FROM THE PUBLIC

Mr. Ring and Ms. Crutcher introduced themselves to the Board.

FINANCIAL REPORT

Ms. Jorgenson reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. Director Ward inquired

regarding the October 1, 2016, beginning cash balance and stated he was unable to reconcile total revenue and expenses since that date to match the current cash balance of \$126,965.49. 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.

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.

EXECUTIVE DIRECTOR REPORT REGARDING ONGOING DISTRICT PROJECTS AND BOARD ACTION AS NEEDED

Ms. Hughes reported that the City of Richmond approved Director Ward's reappointment to the Board. She stated the City of Rosenberg ("Rosenberg") approved reappointment of Directors Ward and Vogelsang and will consider the reappointment of Director Sulak at its meeting tonight.

Ms. Hughes stated the operating systems on the District-owned desktop and laptop computers are out-of-date and that the computers have \$0 value. She requested permission to dispose of the computers. Following discussion, the Board requested Ms. Hughes coordinate with ABHR on how best to dispose of the District-owned computers.

FM 359 BEAUTIFICATION

Ms. Hughes gave an update on the proposed mowing project of the FM 359 right-of-way. She reviewed a proposal from Yellowstone Landscape ("Yellowstone"), a copy of which is attached, in the annual amount of \$6,750 for 17 mowings per year of the FM 359 center right-of-way from Plantation Drive south to Plantation Place and noted Yellowstone currently mows the right-of-way three times per year per an agreement they have with the Texas Department of Transportation ("TxDOT"). Ms. Hughes reported on meetings she attended of municipal utility districts ("MUD") along FM 359 to discuss the MUDs funding the proposed mowing project. She stated Fort Bend MUD No. 140 requested the number of mowings per year be increased to 19. Discussion ensued regarding increasing the scope of mowing to include the right-of-way that runs along each side of FM 359. Following review and discussion, Director Ward moved to authorize Ms. Hughes to coordinate with ABHR to prepare an agreement with Pecan Grove MUD and Fort Bend MUD Nos. 140 and 145 to pro rata share the cost of 19 mowings per year of the FM 359 center right-of-way from Plantation Drive south to Plantation Place. Director Sulak seconded the motion, which passed by unanimous vote.

WAYSIDE HORNS COMMITTEE

Ms. Hughes gave an update on the District's Wayside Horns Project (the "Project"). She reviewed a proposal from TranSystems Corporation in the amount of \$11,456 for an evaluation of implementation of Quiet Zones at the Pitts Road and Harlem Road railroad crossings, a copy of which is attached. Following review and discussion, the Board tabled the proposal from TranSystems Corporation. Discussion ensued regarding an estimate of value for District property within the Project area, and the Board requested Ms. Hughes contact Equi-Tax, Inc. to present a proposal for assessment roll management services next month.

US 69 & 762 BEAUTIFICATION

Ms. Hughes reported on a meeting she had with Grady Mapes at TxDOT. She reported the earliest anticipated completion date for the US 69/FM 762 intersection landscaping is Fall of 2018. The Board requested Ms. Hughes to continue efforts to receive information from TxDOT regarding the scope of the landscaping to be installed.

PECAN HARVEST FESTIVAL

Ms. Hughes reported on a meeting of the general volunteers of the 2017 Pecan Harvest Festival that she attended. She stated she will determine if the District as treasurer will receive all net profits or take all risk of loss from the Festival.

COMMUNITY PROJECTS

Ms. Hughes gave an update on a potential District project to mow the overgrown frontage road at the US 59/State Highway 99 intersection and stated TxDOT will not issue a permit for mowing because the intersection is currently an active construction zone.

DISTRICT WEBSITE MATTERS

Ms. Hughes discussed social media expenditures to promote the District via the District's Facebook page.

Ms. Hughes discussed updates to the District's website.

FUTURE MEETING LOCATIONS

The Board concurred to hold its next regular meeting at the Texas State Technical College in the District on July 18, 2017 at 4:30 p.m.

DEFINED AREA DEVELOPMENT

Ms. Higgins discussed the District's legislative authority to create a defined area development.

APPROVE AGREEMENT FOR ASSESSMENT COLLECTOR CONSULTANT SERVICES

Discussion regarding an agreement for assessment/collector consultant services took place during the Wayside Horns project agenda item.

ADVISORY BOARD AND COMMITTEE APPOINTMENTS

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

Director Sulak reported on the opening of the Black Cowboy Museum in Rosenberg.

ADJOURNMENT

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

(SEAL)



Jane Ward

Secretary
West Fort Bend Management District

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