

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

July 18, 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 18th day of July, 2017, at Texas State Technical College, 26706 Southwest Freeway, Rosenberg, 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 Bob Ray; Randall Wooten and John Kennedy of Texas State Technical College; Erin Jorgenson, Debbie Depinet, and Lisa Rickert of FSG Information Systems LP ("FSG"); Wayside Horns committee member Dave Vrshek; 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 and noted a quorum was present.

COMMENTS FROM THE PUBLIC

Mr. Wooten and Mr. Kennedy introduced themselves to the Board and gave a presentation on Texas State Technical College.

Mr. Wooten and Mr. Kennedy left the meeting.

MINUTES

The Board considered approving the minutes from the June 20, 2017, regular meeting. After review and discussion, Director Sulak moved to approve the minutes of the June 20, 2017, regular meeting as submitted. Director Ward seconded the motion, which passed by unanimous vote. A copy of the approved minutes is filed appropriately in the District's records.

FINANCIAL REPORT

Ms. Jorgenson reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. Discussion ensued regarding the District's current cash balance and reconciliation of cash to the profit and loss statement. Ms. Rickert stated the District follows the modified accrual accounting basis and that expenses are recognized in the month the liability is incurred and revenue is recognized in the month received. The Board requested FSG prepare the operating budget spreadsheet presented at the meetings to include all checks being submitted for payment at that meeting. 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.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

Ms. Hughes stated the District's insurance policy is up for renewal effective September 14, 2017. The Board reviewed the renewal proposal for the District's insurance policies from McDonald & Wessendorff Insurance. After review and discussion, the Board requested Ms. Hughes to contact McDonald & Wessendorff Insurance and request a representative attend the next Board meeting.

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.

APPROVE SWORN STATEMENTS AND OATHS OF OFFICE, REORGANIZE THE BOARD, AND AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

Ms. Hughes stated that the City of Richmond ("Richmond") has approved the new term of office of Director Ward, and the City of Rosenberg has approved the new terms of office of Directors Ward, Sulak, and Vogelsang. The Board considered approving the Sworn Statements and Oaths of Office of Directors Ward, Sulak, and Vogelsang for their reappointment to the Board. The Board then considered reorganizing and authorizing the filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ") reflecting the reappointments of the Board. After discussion, the Board concurred to keep all Board positions the same. Following discussion, Director Ward made, and Director Sulak seconded, a motion to (1) accept the Sworn Statements and Oaths of Office, and to direct that these documents be filed appropriately and retained in the District's official records; and (2) authorize filing of the updated District Registration Form with the TCEQ. The motion passed unanimously.

DISTRICT MEETING SCHEDULE AND LOCATION

The Board concurred to hold its next regular meeting in the District at the Oak Bend Medical Center-Jackson Street Hospital Campus on August 15, 2017 at 4:30 p.m.

WAYSIDE HORNS/QUIET ZONE PROJECT

Ms. Hughes gave an update on the Wayside Horns/Quiet Zone Project (the "Project"). She reviewed a draft report prepared by TranSystems Corporation (the "Report"), including an assessment of several highway/rail grade crossings in Fort Bend County ("the County") and recommendations for implementing Quiet Zones along the Union Pacific and BNSF Railway corridors in the County. Discussion ensued regarding alternatives to the recommendations made in the Report, and the Board requested Ms. Hughes contact the City of Sugar Land ("Sugar Land") and determine why Sugar Land installed Wayside Horns along Highway 90A instead of Quiet Zones. Ms. Hughes then presented a hypothetical assessment projection for a service plan that would include the Project and maintenance of future I-69 and FM 762 landscaping. She reviewed ten-year projected expenses and revenues for the proposed service plan.

I-69 & 762 BEAUTIFICATION

Ms. Hughes reported on a conversation she had with Dana Cote at the Texas Department of Transportation ("TxDOT"). She stated the scope of the landscaping to be installed for the I-69/FM 762 intersection is generally the same as the plans submitted to TxDOT in the Fort Bend County 2009 grant application. Ms. Hughes noted the earliest anticipated date the District would assume responsibility to maintain the landscaping is July 2020.

PECAN HARVEST FESTIVAL

Ms. Hughes reported the date for the 2017 Pecan Harvest Festival (the "Festival") has been scheduled for Sunday, November 19, 2017, and she reviewed a sponsorship packet for the Festival, a copy of which is attached. The Board directed Ms. Hughes to further discuss the issue of event insurance with Richmond. Ms. Hughes also reported that as the Treasuring Sponsor for the Festival she will be intimately involved in the budgeting and finances.

DISTRICT MARKETING AND WEBSITE MATTERS

Ms. Hughes gave an update on District marketing and website matters.

FM 359 RIGHT-OF-WAY BEAUTIFICATION PROJECT

Ms. Hughes gave an update on the proposed mowing project of the FM 359 center right-of-way from River Trace Drive and continuing North along FM 359 until the grassy median terminates after the turn at Mason Road. She reported the District received the permit from TxDOT to mow the medians. Ms. Hughes discussed an agreement between the District, Pecan Grove Municipal Utility District ("PG MUD"), Fort Bend County Municipal Utility District No. 140 ("MUD No. 140"), and Fort Bend County Municipal Utility District No. 145 ("MUD No. 145") to pro rata share the cost of 19 mowings per year (the "Cost Sharing Agreement"). Ms. Hughes then reviewed a Services Agreement with Yellowstone Landscape ("Yellowstone") to perform 19 mowings per year in the annual amount of \$ 7,426.47. Following review and discussion, Director Ward moved to approve the Cost Sharing Agreement with PG MUD and MUD Nos. 140 and 145 to pro rata share the cost of 19 mowings per year and the Services Agreement with Yellowstone, contingent upon finalization and approval of the Cost Sharing Agreement by PG MUD and MUD Nos. 140 and 145; and (2) direct that the agreements be filed appropriately and retained in the District's official records. Director Sulak seconded the motion, which passed by unanimous vote.

DEFINED AREA DEVELOPMENT

There was no discussion on this agenda item.

APPROVE AGREEMENT FOR ASSESSMENT COLLECTOR CONSULTANT SERVICES

The Board reviewed an agreement with Equi-Tax, Inc. for tax/assessment assessor and collector services at a rate of \$85.00 per hour. Following review and discussion, Director Ward moved to approve the agreement with Equi-Tax, Inc. and direct that the agreement be filed appropriately and retained in the District's official records. Director Sulak seconded the motion, which passed by unanimous vote.

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

The Board discussed the Richmond 2017 State of the City event held on June 28, 2017.

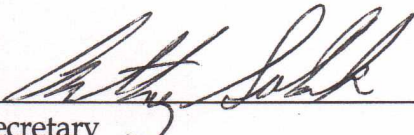
ADJOURNMENT

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

(SEAL)



Asst.


Secretary
West Fort Bend Management District

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