

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

August 15, 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 15th day of August, 2017, at Oak Bend Medical Center, 1705 Jackson Street, Conference Room A, 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 Ward, thus constituting a quorum.

Also present at the meeting were Lisa Rickert of FSG Information Systems LP ("FSG"); Dan McDonald of McDonald & Wessendorff Insurance; Whitney Higgins and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR"); and Ellen Hughes, Executive Director of the District.

Director Johnson called the meeting to order at 4:33 p.m. and noted a quorum was present.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

MINUTES

The Board considered approving the minutes from the July 18, 2017, regular meeting. After review and discussion, Director Sulak moved to approve the minutes of the July 18, 2017, regular meeting as submitted. Director Dupuis 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. Rickert reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. She requested the Board

approve additional check, no. 1696 payable to Greenscape Associates in the amount of \$600.00.

Ms. Rickert presented the proposed budget for the fiscal year ending September 30, 2018, a copy of which is attached to the financial report.

Following review and discussion, Director Vogelsang moved to (1) approve the financial report and pay the District's bills as submitted; and (2) adopt the fiscal year end September 30, 2018, budget. Director Dupuis seconded the motion and it carried unanimously.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

Mr. McDonald reviewed the renewal proposal for the District's insurance policies from McDonald & Wessendorff Insurance. Discussion ensued regarding a special event policy for insurance coverage for the 2017 Pecan Harvest Festival (the "Festival"), and Mr. McDonald stated special event coverage for the Festival can be added at any time at an approximate cost of \$500. After review and discussion, Director Dupuis moved to renew the District's insurance with McDonald & Wessendorff Insurance as presented. Director Vogelsang seconded the motion, which passed by unanimous vote.

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.

ADMINISTRATIVE MATTERS

Ms. Hughes reported on the presentation of the District's annual report to the Development Corporation of Richmond.

Ms. Hughes reported on a meeting with the City of Richmond ("Richmond") Manager, Terri Vela and stated she will continue to meet with Ms. Vela on a monthly basis.

The Board concurred to hold its next regular meeting in the District at the Richmond Fire Station No. 1 on September 19, 2017 at 4:30 p.m.

FM 359 RIGHT-OF-WAY BEAUTIFICATION PROJECT

Ms. Hughes gave an update on the 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 stated she anticipates the cost sharing agreement between the District, Pecan Grove Municipal Utility District, Fort Bend County Municipal Utility District No. 140, and Fort Bend County Municipal Utility District No. 145 for the project will be fully executed on August 24, 2017.

PECAN HARVEST FESTIVAL

Ms. Hughes gave an update on the Festival. She noted she is working with Richmond to obtain event insurance for the Festival.

COMMUNITY PROJECTS

Ms. Hughes reported on a proposed construction project at the Highway 90A underpass in Richmond, which the District currently maintains, scheduled for December 2017. She stated the District's mowing of the underpass may cease once construction begins.

DISTRICT MARKETING AND WEBSITE MATTERS

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

FM 762 IMPROVEMENT AND ASSESSMENT PLAN

Discussion ensued regarding preparation of a service plan to include the Quiet Zone Project and maintenance of future I-69 and FM 762 landscaping improvements. Following discussion, the Board requested Ms. Hughes prepare a District Service, Improvement, and Assessment Plan to include the Quiet Zone Project for railroad crossings along FM 762 and maintenance of future I-69 and FM 762 landscaping improvements.

Ms. Hughes reported on a meeting that she will attend on August 18, 2017, with a representative from Texas Department of Transportation to discuss the scope of the landscaping improvements to be installed for the I-69/FM 762 intersection.

DEFINED AREA DEVELOPMENT

There was no discussion on this 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 Vogelsang discussed the Downtown Stomp event held in Historic Downtown Rosenberg on August 5, 2017.

ADJOURNMENT

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

(SEAL)



Kame Ward

Secretary

West Fort Bend Management District

LIST OF ATTACHMENTS

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