

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

September 26, 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 26th day of September, 2017, at City of Richmond Fire Station No. 1, 200 Houston Street, 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 Lisa Rickert and Debbie Depinet of FSG Information Systems LP ("FSG"); Lynne Humphries, 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 4:37 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 August 15, 2017 regular meeting. After review and discussion, Director Ward moved to approve the minutes of the August 15, 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.

FM 762 IMPROVEMENT AND ASSESSMENT PLAN

Ms. Hughes reviewed a draft Service, Improvement, and Assessment Plan (the "Plan") for the FM 762 corridor, including the Quiet Zone Project for railroad crossings

along FM 762 and maintenance of future I-69 and FM 762 intersection landscaping improvements. Discussion ensued regarding revisions to the Plan and the appropriate defined area benefitted by the Plan. Ms. Hughes stated one of the next steps in the process of adopting the Plan includes a meeting with the City of Rosenberg ("Rosenberg") to discuss Rosenberg interest in partnering with the District on the implementation of the Quiet Zone Project.

Ms. Hughes reported on a meeting she attended on August 18, 2017, with a representative from the Texas Department of Transportation ("TxDOT") and Commissioner Morales to discuss the scope of the landscaping improvements to be installed for the I-69/FM 762 intersection. She stated the intersection landscape design plan developed in 2009 needs to be updated to complement the final road configuration and noted that while the original design described the area to be landscaped as 44 acres, TxDOT officials now estimate the area to be landscaped based on the current road configuration to be only 10 acres. Ms. Hughes stated TxDOT confirmed the redesign of the intersection landscape is possible and Fort Bend County (the "County") will be responsible for 20% of the redesign costs.

FINANCIAL REPORT

Ms. Rickert reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. Ms. Rickert presented additional check no. 1703 payable to Ms. Hughes in accordance with her Consulting Agreement with the District in the amount of \$2,000.00 for achievement of the FM 359 right-of-way mowing project bonus and additional check nos. 1704-1706 totaling \$2,997.00 for payment of invoices related to advertising for the 2017 Pecan Harvest Festival (the "Pecan Festival"). Discussion ensued regarding allowing Ms. Hughes to approve payment of additional invoices for the Pecan Festival before the next meeting.

Following review and discussion, Director Ward moved to (1) approve the financial report and pay the District's bills as submitted; and (2) authorize the Executive Director to approve up to four additional invoices for the Pecan Festival in an individual amount not to exceed \$1,000 and in an aggregate amount not to exceed \$4,000 in the next 30 day period. Director Sulak seconded the motion and it carried unanimously.

The Board considered authorizing FSG to prepare and file an Annual Financial Report with the Texas Commission on Environmental Quality ("TCEQ") on behalf of the District. Following discussion, Director Johnson moved to authorize FSG to prepare and file an Annual Financial Report with the TCEQ. Director Dupuis seconded the motion and it carried unanimously.

Ms. Richert reported FSG was acquired by Municipal Accounts & Consulting,

L.P. and that there will not be any changes in the company name or personnel serving the District as a result of the acquisition.

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

The Board concurred to hold its next regular meeting in the District at Access Health in Richmond on Tuesday, October 24, 2017, at 3:00 p.m. subject to confirmation of room availability.

FM 359 RIGHT-OF-WAY BEAUTIFICATION PROJECT

Ms. Hughes gave an update on the mowing project of the FM 359 right-of-way. She stated Yellowstone Landscape began the initial mowing and clean-up of the right-of-way on September 20, 2017, and she sent invoices to Pecan Grove Municipal Utility District, Fort Bend County Municipal Utility District No. 140, and Fort Bend County Municipal Utility District No. 145 for their annual share of the mowing costs. The Board requested that Ms. Hughes notify the County Commissioners from Precinct 1 and 3 that mowing has commenced.

PECAN HARVEST FESTIVAL

Ms. Hughes gave an update on and reviewed a working budget for the Pecan Festival, a copy of which is attached. She noted the Development Corporation of Richmond will obtain special event insurance coverage and be responsible for the costs of insurance coverage for the Pecan Festival.

COMMUNITY PROJECTS

Ms. Hughes reported on a proposed construction project at the Highway 90A BNSF Railroad underpass in Richmond, which is the right-of-way the District currently mows and picks up trash. She stated the District's mowing will cease once construction begins at the end of 2017 and that very little grass will remain in the right-of-way when the project is complete in 2020.

DISTRICT MARKETING AND WEBSITE MATTERS

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

HIGHWAY 90A IMPROVEMENT AND ASSESSMENT PLAN

There was no discussion on this agenda item.

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 Ward reported on a County recovery event he attended today. The Board requested Ms. Hughes determine whether there are opportunities for the District to assist the County in its Hurricane Harvey flood disaster recovery.

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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