

MINUTES  
WEST FORT BEND MANAGEMENT DISTRICT

April 17, 2018

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on the 17th day of April, 2018, at the William B. Travis Building, 301 Jackson, first floor conference room, 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 Johnson, thus constituting a quorum.

Also present at the meeting were Jessica Duet and Jose Abraham of the City of Richmond (the "City"); Lisa Rickert and Diane Michaux of Municipal Accounts & Consulting, L.P. ("MAC"); 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 3:04 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the March 20, 2018, regular meeting. After review and discussion, Director Ward moved to approve the minutes of the March 20, 2018, 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

There were no comments from the public.

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. Hughes reported that the District has not yet received the additional funds from Meritage Homes ("Meritage") to cover annexation costs, and she reviewed correspondence with Meritage regarding the outstanding invoice. Ms. Hughes noted that she and Director Johnson met with the Mayor and City Manager of Richmond yesterday, and she reported that the City Commission will not consent to the annexation.

Following review and discussion, Director Ward moved to approve the financial report. Director Sulak seconded the motion and it carried unanimously.

TERMINATION OF BOOKKEEPING CONTRACT WITH FSG INFORMATION SYSTEMS, LP ("FSG") AND ENGAGEMENT OF BOOKKEEPING CONTRACT WITH MAC

Ms. Rickert stated FSG was acquired by MAC in October 2017, and requested that the Board terminate its existing Agreement for Bookkeeping Services between the District and FSG and engage MAC to serve as bookkeeper for the District. She presented an Agreement for Bookkeeping Services with MAC to serve as the bookkeeper for the District. After review and discussion, Director Ward moved to (1) authorize termination of the District's Agreement for Bookkeeping Services with FSG; and (2) authorize execution of an Agreement for Bookkeeping Services with MAC and direct that the Agreement be filed appropriately and retained in the District's official records. Director Vogelsang seconded the motion, which carried unanimously.

RESOLUTION CHANGING AND APPOINTING INVESTMENT OFFICERS; DISCLOSURE STATEMENT FOR INVESTMENT OFFICER AND BOOKKEEPER; AMENDED EXHIBIT A TO DEPOSITORY PLEDGE AGREEMENT WITH AMEGY BANK; AND AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

The Board reviewed a Resolution Changing and Appointing Investment Officer designating Mark Burton and Ghia Lewis with MAC as Investment Officers for the District.

Ms. Higgins stated that in accordance with the District's Investment Policy, Mark Burton and Ghia Lewis, as the District's Investment Officers, are required to execute a disclosure statement that discloses any relationships with banks and brokers who seek to sell investments to the District. She added that the Disclosure Statements will be filed with the Texas Ethics Commission.

Ms. Higgins stated due to the appointment of the new Investment Officers, Exhibit A to the Depository Pledge Agreement with Amegy Bank National Association ("Amegy Bank") will be amended. She reviewed the amended Exhibit A to the Depository Pledge Agreement with Amegy Bank.



Ms. Higgins stated that a revised District Registration Form will be submitted to the Texas Commission on Environmental Quality reflecting the change of bookkeeper and Investment Officer.

After review and discussion, Director Ward moved to (1) adopt the Resolution Changing and Appointing Investment Officers and direct that the resolution be filed appropriately and retained in the District's official records; (2) accept the Disclosure Statements pursuant to the District's Investment Policy and the Public Funds Investment Act and direct that the statements be filed appropriately and retained in the District's official records; (3) approve the amended Exhibit A to the Depository Pledge Agreement with Amegy Bank and direct that the amended Exhibit be filed appropriately and retained in the District's official records; and (4) authorize execution of the District Registration Form, and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Vogelsang seconded the motion, which passed with unanimous vote.

REVIEW AND TAKE ACTION TO AMEND THE DISTRICT'S STANDARDS AND ADOPT RESOLUTION ADOPTING AMENDMENT TO RECODIFIED ARCHITECTURAL AND LANDSCAPING STANDARDS AND GUIDELINES

Ms. Hughes presented proposed Chapter 7 language to amend the District's Signage Standards, a copy of which is attached. She noted that she consulted with the City of Richmond's Planning Department to draft the proposed language. The Board requested Ms. Hughes revise Section 7.2 (4) as follows: Sign ordinances and/or Standards adopted by the Cities of Richmond and Rosenberg shall apply to signs erected in their respective jurisdictions. Following review and discussion, Director Ward moved to adopt a Resolution Adopting Second Amendment to Recodified Architectural and Landscaping Standards and Guidelines, subject to finalization by ABHR, 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 unanimous vote.

REPORT ON DEVELOPMENT IN OR NEAR THE DISTRICT

There was no discussion on this item.

EXECUTIVE DIRECTOR REPORT

The Board concurred to hold its next regular meeting on Tuesday, May 15, 2018, at 3:00 p.m. at Fort Bend Toyota.

Ms. Hughes reported that the Board received an invitation to Texas State Technical College's Open House on May 9, 2018 from 4:30 p.m. - 6:30 p.m.

Ms. Hughes gave an update on mowing of the Highway 90A underpass and the FM 359 corridor.

Ms. Hughes gave an update on spillover light affecting Del Webb Sweetgrass residents located adjacent to the Richmond HEB parking lot, and she reviewed a letter she sent on behalf of the District requesting HEB address the spillover light and install additional light shields.

Ms. Hughes reported on the 2018 Pecan Festival and stated this year's Festival will be held on Sunday, November 18, 2018.

#### FM 762 IMPROVEMENT AND ASSESSMENT PLAN

Ms. Hughes stated she received an update from Commissioner Morales' office regarding the Texas Department of Transportation I-69 & FM 762 intersection Landscape Plan and TranSystems Corporation's Quiet Zone feasibility study (the "Study") of several highway/rail grade crossings in Fort Bend County. She stated a draft of the Study was to be presented to the Fort Bend County Engineer's office April 13, 2018, and she will follow up.

#### HIGHWAY 90A IMPROVEMENT AND ASSESSMENT PLAN

Ms. Hughes reviewed a conceptual boundary map for a proposed assessment for Highway 90A corridor improvements. She noted she intends to present the map to the City for comments.

#### 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 an event to meet the candidates running for City Council in Rosenberg that he attended.

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

(SEAL)



*Lame Ward*

Secretary

West Fort Bend Management District



## LIST OF ATTACHMENTS

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