

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

July 10, 2012

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on July 10, 2012, at the Richmond City Hall Annex, 600 Morton Street, Richmond, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Joey Dupuis	President
Glenn Howard	Vice President
Lane Ward	Assistant Secretary
Cliff Terrell	Secretary
Bob Ray	Assistant Vice President

all of the above were present with exception of Directors Ray and Terrell, thus constituting a quorum.

Also present at the meeting were Joe Dimare, property owner, Lisa Cook of Brazos Cycles, Advisory Board Members Sharron Wallingford, Billy Benton City of Rosenberg Council Member, and Robert Haas with the City of Richmond, Lynne Humphries with Allen Boone Humphries (ABHR), Richard Fields and Steve Albert with Aguirre and Fields Engineers and Rachel Steele, Executive Director for the District.

Director Dupuis called the meeting to order at 3:10 p.m.

CONSENT AGENDA ITEMS

1-2. June 19, 2012 Meeting Minutes Financial Report and Pending Invoices

The minutes and invoices were provided to the directors in advance of the meeting. The Board reviewed the June meeting minutes, financial report and pending invoices. Director Howard moved for approval of the minutes, financial report and invoices. The Board briefly discussed the financial report. Director Ward asked for the City of Rosenberg to reflect the District's budget amendments made at the June board meeting. Ms. Steele noted that once the meeting minutes of the June 19, 2012 Board meeting were approved and executed they would be forwarded to the City of Rosenberg Finance Department to show that the amendment had been approved by the Board. The City of Rosenberg will reflect the budget amendment on the July financial report, which will be given to the Board at their September Board meeting. Director Ward seconded the motion, which passed unanimously.

REGULAR AGENDA ITEMS

3. Comments from the Public

Mr. Benton commented on the City of Rosenberg's new banner ordinance. Mr. Benton also reported on redevelopment in Rosenberg that will focus on clean-up of existing properties. Mr. Benton said the City of Rosenberg will shift to an automated garbage collection service and curbside recycling in August.

4. Amend 2012 Fiscal Year Budget, if necessary.

The Board took no action on the item.

5. Review and take action on the George Foundation Grant Report

Ms. Steele noted that she is waiting on financial information from the City of Rosenberg to complete and the grant report. Ms. Steele asked that if the Board would approve subject to final review so that it could be submitted as soon as possible. Director Ward moved that the Board approve the report subject to final review. Director Howard seconded the motion, which passed unanimously.

6. Review and discuss an amendment to the Reliant Sand Mowing Contract

Ms. Steele explained the need to increase mowing frequency for Highway 59, US 90A and the US 90 A railroad underpass during the next three months. With the increase in rain in the past few months the vegetation along the rights-of-way has grown back at a faster pace. Additionally, a second cutting on of the Highway 90A corridor is needed in September as it is the parade route for the Fort Bend County Fair and the community will access the area to view the parade. The expected increase is \$1,647 per month. After brief discussion, Director Ward moved that the Board approve the amended contract with Reliant Sand to increase mowing of the service area for the months of August, September and October. Director Howard seconded the motion, which passed unanimously.

7. Review and take action on proposal to increase mowing service to the FM 359 corridor.

Ms. Steele reviewed the proposal to add the FM 359 corridor to the mowing service area. The proposed cost of the service would be \$1,044 with a twice monthly schedule. The FM 359 service area would extend from the intersection of Highway 90A and FM 359, over the railroad crossing to the intersection of FM 359 and Farmer Road. The annual cost for this service would be \$25,056. Upon reviewing the proposal and service area the Board determined that it does not have enough of its own financial resources to fund the maintenance. The Board directed Ms. Steele to outreach to the business

owners and municipal utility districts along the corridor to pursue a local partnership agreement that might include some cost sharing. Ms. Steele agreed to follow-up and provide a status update at a future meeting date.

8. Receive a presentation on Low Impact Development in Fort Bend County.

Richard Fields and Steve Albert with Aguirre and Fields Engineers gave a brief presentation on low impact development practices to the Board. The Board took no action on the item.

9. Activity Within the District, Including Permits Under Review Issued and Closed Since the Last Meeting including, Signs, Variance Requests, and Enforcement of Standards. (Robert Haas-Richmond)

Mr. Haas had no items to report for the month of July.

Ms. Steele reported that Frito Lay would be modifying their landscaping plan for their site expansion in Rosenberg to allow for a secondary access driveway. The revised plan shows the original berm south of the new employee parking lot with the new routing of the drive into the employee lot from the south. The new driveway will require a break in the 4' high screening berm. The revised plan will redirect the berm to accompany the new driveway while still providing screening. All other landscaping on site remains intact as previously approved. Upon review of the revised plan Director Howard moved that the Board accept the revised berm plan. Director Ward seconded the motion, which passed unanimously.

10. Receive an update on the proposed sign ordinance being pursued between Richmond and Rosenberg.

Mr. Haas reported that no progress had been made on the sign ordinance between the two cities since the last Board meeting on June 19th. The Board took no action on the report.

11. Discuss and take action on assessment of penalty of up to \$20,000 per day for developer for violation of the District's standards related to redevelopment of commercial property at 902 Highway 90A in Richmond, Texas.

Mr. Joe Dimare, tenant at 902 Highway 90A, introduced himself and updated the Board on the progress and intent for development at the site. Mr. Dimare reported that he was unaware of the District design guidelines as it related to the redevelopment of a commercial property. Mr. Haas noted that Mr. Dimare had submitted an incomplete site development application for the District to review. At the time of review, the application was missing a site and landscaping plan. After a brief discussion, Director

Howard moved that the Board provide Mr. Dimare with additional time to make a complete application submittal to the City of Richmond. Director Ward seconded the motion, which passed unanimously.

12. Review appointments and receive Committee Reports:
a. 2012 Grant Committee: Access Management

Ms. Steele reported that the proposals for the project were due to H-GAC on Friday, July 20, 2012. Ms. Steele intends to have interviewed and finalized a preferred consultant in time to report at the August 14, 2012 Board meeting. The Board took no action on the report.

b. FM 359 Beautification

Ms. Steele noted that there were no project updates at this time.

13. Report from Advisory Board Members

Director Ward reported that he had attended the State of the City address for the City of Rosenberg and that the Management District had been mentioned several times as part of upcoming projects. Director Ward also reported that the final recommendation for I-69 had been prepared in a document. The document should be finalized and released by TxDOT in the upcoming weeks. Funding has been earmarked for the northern portion of the corridor from Harris to Liberty County to receive the designation in the upcoming months. The Board took no action on the report.

14. Report from Directors and District Consultants Regarding Events and Activities Attended During the Month.

No reports were given and the Board took no action.

15. Report from Executive Director on outstanding and pending District business and plan for addressing District businesses.

Ms. Steele reported that the City of Rosenberg and the Central Fort Bend Chamber would be hosting a business appreciation event on July 16th. The District has participated in the event the past three years and will continue to participate this year. Ms. Steele asked for the Director's to volunteer their time to staff the District's booth at the event and that she would circulate an e-mail to coordinate time and attendance at the event. The Board took no action on the report.

16. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss pending or contemplated litigation.

The Board did not convene in executive session.

17. Reconvene in Open Session and authorize appropriate action regarding contemplated litigation.

18. Adjournment

Director Howard moved to adjourn the meeting at 4:15pm. Director Ward seconded the motion, which carried unanimously.



Cliff Terrell
Secretary, West Fort Bend Management District