

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

August 14, 2012

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on August 14, 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, thus constituting a quorum.

Also present at the meeting were Advisory Board Members Mike Shaw and Billy Benton City of Rosenberg Council Member, Robert Cantu with the City of Richmond, Cyndy Powell, Travis Tanner and Matt Fielder with the City of Rosenberg, and Rachel Steele, Executive Director for the District.

Director Dupuis called the meeting to order at 3:00 p.m.

CONSENT AGENDA ITEMS

1-2. June 10, 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 seconded the motion, which passed unanimously.

REGULAR AGENDA ITEMS

3. Comments from the Public

Mr. Benton commented on development in the City of Rosenberg. Mr. Benton reported that the City is looking to repaint the Reading Road bridge in the next sixty days. Mr. Benton inquired as to whether the District would ever extend its boundaries along FM 723 to the North of Rosenberg. Director Howard asked if Ms. Humphries and Ms. Steele could provide the Board with how the annexation process within the local

jurisdiction could be carried out. Director Ward also noted that conversations with the cities of Richmond and Rosenberg should be held to gauge their interest in expansion of the District boundaries. Ms. Steele agreed to provide coordinate and present additional details at a future Board meeting.

4. Review FY 2013 Budget

The Board reviewed the preliminary budget for Fiscal Year 2013. Director Ward asked Ms. Steele to reflect the grant deposit in August and adjust the carryover amount as a result. Ms. Steele confirmed that the revisions would be made and brought back for review and approval at the September Board meeting. The Board took no action on the report.

5. 2013 Insurance renewal from SIG Insurance Services

Ms. Steele reviewed the FY 2013 insurance policy with the Board. The policy and coverage remain the same for FY 2013. After a brief discussion, Director Howard moved that the Board approve the FY 2013 insurance policy. Director Ray seconded the motion, which passed unanimously.

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

Cyndy Powell, with the City of Rosenberg, introduced Travis Tanner as the new City Planner for Rosenberg. Mr. Tanner will attend all future meetings and represent the City for the District. Ms. Powell had no development report for the month of August.

Mr. Cantu circulated a development review report that summarized major milestones in commercial development within the City of Richmond for the month, which is attached to this report.

a. Tiny Steps Education Center

Ms. Steele reported that Tiny Steps Education Center had submitted a revised landscape plan for their site. The plan meets the request previously required by the Board, however since the site plans first review the business owner has now installed a non-conforming commercial sign on the property. The installed sign is a four to five foot tall pole sign with a LED display, which does not fulfill the District's sign design guidelines. Ms. Steele circulated pictures of the existing sign. Upon review and discussion the Board asked that Ms. Steele coordinate with the developer to bring forward the sign plans for the site for review and consideration. The Board took no action to approve the variance request.

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

Ms. Powell reported that no progress had been made on the sign ordinance since the last Board meeting on July 10th. The Board took no action on the report.

8. Review appointments and receive Committee Reports:
 - a. **2012 Grant Committee: Access Management**

Ms. Steele reported that the RFP selection committee had reviewed fourteen proposals for the Access Management submittal. The preferred consultant for the Richmond-Rosenberg Highway 90A study is HNTB Corporation. H-GAC will be finalizing the work scope and the notice to proceed with the consultant in the next month. The project team anticipates a project kickoff meeting to occur in late-September. The Board took no action on the report.

9. Report from Advisory Board Members

Director Dupuis noted that he had attended the Richmond State of the City luncheon on August 10th. The City had mentioned the District several times as a partner in access management. Director Ward reported that the final recommendation for I-69 had been prepared in a document, which he circulated to Ms. Steele and the City representatives. The Board took no action on the report.

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

No reports were given and the Board took no action.

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

Ms. Steele reported that the District participated in the Rosenberg Business Appreciation event at the Rosenberg Civic Center in late July. The District had a table with maps and projects details on the upcoming Access Management planning study. The public response was positive and more than fifteen people asked to be added to the District's project e-mail list. The Board took no action on the report.

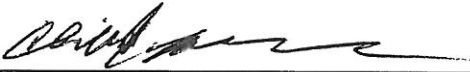
12. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss pending or contemplated litigation.

The Board did not convene in executive session.

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

14. 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