

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

April 16, 2013

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on April 16, 2013, 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
Robert G. "Bob" Ray	Assistant Vice President

All of the above were present thus constituting a quorum.

Also present at the meeting were Mike Flory with the Greater Fort Bend County Economic Development Council, Advisory Board member Sharon Wallingford, Robert Haas with the City of Richmond; Travis Tanner and Matt Fielder with the City of Rosenberg; Adisa Harrington of Allen Boone Humphries Robinson LLP ("ABHR"); and Rachel Steele, Executive Director of the District.

Director Dupuis called the meeting to order at 3:03 p.m. A moment of silence was observed in honor of Director Terrell.

CONSENT AGENDA ITEMS

1-2. March 19, 2013, 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 March meeting minutes, financial report and pending invoices. The Board continued review of the remaining consent agenda items. After a brief discussion, Director Howard moved for approval of all items on the consent agenda. Director Ray seconded the motion, which passed unanimously.

REGULAR AGENDA ITEMS

3. Comments from the Public

No comments were received from the public.

4. Resolution of appreciation in honor of Cliff Terrell and his service to the Board of Director's

Director Dupuis read the resolution of appreciation in honor of Director Terrell. Director Ward moved that the Board approve the resolution. Director Howard seconded the motion, which passed unanimously.

5. Amend FY 2013 Budget, if necessary.

The Board took no action to amend the budget.

6. Activity within the District, including permits under review issued and closed since the last meeting including signs, variance requests, and enforcement of standards (Travis Tanner-Rosenberg, Robert Haas-Richmond)

Mr. Tanner reviewed development activity that had occurred in Rosenberg since the March meeting. At this time, there are no variances to consider from the City of Rosenberg.

Mr. Haas reviewed his development report with the Board, which is attached. Mr. Haas noted that the City and District were partnering to work with the new tenant at 714 Hwy 90A on compliance with the Districts building and signage standards. The site is the former location of Brazos Cycles. The tenant was conveyed the District standards, but has been non-responsive with compliance. The District has sent an enforcement letter to the tenant and is awaiting a response. Director Howard inquired as to the next step in the enforcement process. Ms. Steele responded that the District hopes to work with the property owner to review the applicability of the standards. The enforcement letter gave the tenant until May 20th to respond to the District before the District would consider enforcing a penalty for non-compliance with the standards. Mr. Haas will update the Board on the progress of the situation at the May meeting. The Board took no action on the development reports.

7. Review appointments and receive Committee Reports:

a. Access Management;

Ms. Steele reported that a public meeting for the project will be held the week of May 13th. An official date should be set this week by the project sponsor, Houston-Galveston Area Council. Director Ward asked that the Board be notified of the meeting date so if they chose to they could attend the meeting. Ms. Steele confirmed that meeting notice would be sent to the board members. The Board took no action on the report.

8. Report from Advisory Board Members

No reports were given.

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

Director Ward noted that the I-69 Coalition held a luncheon in Sugar Land to celebrate the official designation and unveiling of the road signs in Fort Bend County. There are no other updates at this time on the project.

Mr. Howard noted that his term of office would be expiring June 1, 2013 with the Board. Upon consideration Director Howard has decided not to seek re-appointment to the Board and will retire upon the expiration of his board term.

Director Ray also noted that his term of office would be expiring on June 1, 2013 and that he is also considering retirement from the Board. Director Ray will make a final decision before the June 2013 meeting.

The Board took no action on the Report from Directors and Consultants.

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

1. Service proposal to Fort Bend County

Ms. Steele reviewed the service proposal with the Board and asked for feedback prior to submitting the document to Fort Bend County. Director Ward inquired as to how long the interlocal agreement would be in place. Ms. Harrington responded that for a service proposal like this the term should be for one year. Ms. Harrington explained that the one year term allows both parties to evaluate the need, service and performance of tasks. At the end of the term either party has the option to modify services or costs related to services. Director Ray requested that an escalator clause be added to the mowing service portion of the proposal, to account for increases in fuel costs and insurance. After discussion had ended, Director Ward moved that the board enter into negotiations with Fort Bend County to discuss an inter-local agreement to consider the District's service plan for Fiscal year 2014. Director Howard, seconded the motion, which passed unanimously.

11. 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.

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

There was no need to reconvene since the Board did not meet in Executive Session.

13. Adjournment

Director Howard moved to adjourn the meeting at 4:20 pm. Director Ray seconded the motion, which carried unanimously.



Lane Ward
Assistant Secretary,
West Fort Bend Management District

LIST OF ATTACHMENTS TO MINUTES

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summary of activity in Richmond..... **Error! Bookmark not defined.**