

MINUTES  
WEST FORT BEND MANAGEMENT DISTRICT

February 18, 2014

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on February 18, 2014, 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:

Bob Ray	President
Todd Johnson	Vice President
Lane Ward	Secretary
Anthony Sulak	Assistant Secretary
Joey Dupuis	Assistant Vice President

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Rob Tobias with the City of Richmond Economic Development Corporation; Rachele Kanak and Travis Tanner of the City of Rosenberg; Advisory Director Michele Leach and Ron Ewer; Ke Chen representing McDonald's; Lynne Humphries of Allen Boone Humphries Robinson LLP ("ABHR"); and Rachel Steele, Executive Director of the District.

Director Ray called the meeting to order at 3:04 p.m.

CONSENT AGENDA ITEMS

January 21, 2014, Meeting Minutes Financial Report and Pending Invoices

The Board reviewed the meeting minutes, financial report and invoices. Director Ward noted a comment on the minutes and had a question on the February Financial Report, which Ms. Steele answered. She noted the Financial Report presented today has not been updated to include revenue received. Upon a motion made by Director Sulak and seconded by Director Ward, the Board voted unanimously to approve the minutes and Financial Report.

REGULAR AGENDA ITEMS

Comments from the Public

No comments were received.

Amend Fiscal Year 2014 Budget

The Board took no action on this item.

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)

Director Ray stated there was no action or report from the City of Richmond. Mr. Tanner reported on permits or variances in the City of Rosenberg and updated the Board on the redevelopment of the McDonald's at the corner of Highway 36 and I-69. Director Ray noted he will abstain from discussion and voting because the business owner is a client of his company. Mr. Ke Chen addressed the Board on behalf of McDonald's regarding the signage and refurbishing of the existing sign. He said McDonald's will ensure the refurbished sign is structurally sound. He said the existing sign permit received from Rosenberg has expired. Discussion ensued regarding changes to the sign. Mr. Tanner said the proposed work meets the City's sign ordinance. Mr. Tanner said the mitigation proposed in connection with the variances request are: (1) reducing cut curbs from four to two; (2) additional landscaping at the base of the sign and reducing the number of poles supporting the sign from two to one; (3) additional site landscaping; and (4) additional masonry on the building. The variances requested are: (1) a 10' setback instead of a 35' setback, and a 6' setback instead of a 5' setback; and (2) sign standards.

Director Johnson asked to hear from the McDonald's representative. Mr. Ke Chen, P.E. addressed the Board. It was noted the building redevelopment exceeds the masonry standards, which is a component of the mitigation offered in exchange for the variances. Director Johnson noted the existing asphalt in the parking lot also is being replaced with all concrete, which is an additional mitigation offered.

Director Sulak stated he objects to the height of the sign, which exceeds the District's standards, and believes it should be lowered.

After discussion, Director Johnson moved to approve the variances requested based on the mitigation offered. Director Dupuis seconded the motion, which was approved by a vote of three to one, with Director Sulak voting no and Director Ray abstaining.

Administrative Services Agreement

Director Ray stated the District previously received three proposals for bookkeeping services. After review and discussion of the District's options, Director Dupuis moved to hire McLennan & Associates as the District's bookkeeper on an hourly basis. Director Sulak seconded the motion, which, after discussion, was approved by a vote of four voting yes, with Director Johnson abstaining.

## Update on the proposed sign ordinance being pursued between Richmond and Rosenberg

Mr. Tanner said the City of Rosenberg will be considering the new sign ordinance affecting all remaining corridors within the District at tonight's City Council meeting.

## Committee Reports

Director Ray stated the Board previously stated it would look at changing the Industrial Standards. Mr. Tanner suggested the District also address the situation where property is only partially within the District. Discussion ensued and the Board decided to get the Standards Committee together with representatives from the two cities to review current District Industrial Standards and partial properties.

## Report from Advisory Board Members

Michele Leach updated the Board on the Livable Center grant and 90A Committee efforts.

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

Director Johnson said he and Ms. Steele attended a meeting with the City of Richmond, which appears to be ready to adopt the District's Standards for the 90A corridor. Mr. Tanner said the City of Rosenberg is proceeding with an update to its Comprehensive Plan, which includes the 90A corridor, which may take two years.

## Executive Director Report

Ms. Humphries said the Board should accept the resignation of Ms. Steele. Director Dupuis moved to accept the resignation to be effective no later than March 15, 2014. Director Ward seconded the motion, which passed unanimously.

## Convene in Executive Session pursuant to Section 551.74, Texas Local Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.

The Board met in Executive Session at 4:10 p.m.

## Reconvene in Open Session and authorize appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.

The Board reconvened in Open session at 5:57 p.m. Director Ward moved to authorize ABHR to negotiate a consulting contract with Kate Singleton to serve as Executive Director. Director Dupuis seconded the motion, which passed unanimously.

Adjournment

Director Ward moved to adjourn the meeting at 6:00 p.m. Director Dupuis seconded the motion, which carried unanimously.



*Lane Ward*

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Lane Ward  
Secretary  
West Fort Bend Management District