

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

April 15, 2014

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on April 15, 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 Doug Fyfe and David Vrshek of Fort Bend County Municipal Utility District No. 187; Shirley McLennan of McLennan & Associates, L.P.; Mike Flory of the Greater Fort Bend County Economic Development Council; Robert Haas of the City of Richmond; Travis Tanner of the City of Rosenberg; Rachele Kanack of the City of Rosenberg Economic Development Corporation ("Rosenberg EDC"); Advisory Director Sharon Wallingford; Councilman Bill Benton from the City of Rosenberg; Alan Jordan of Rudy's; Dawn Engeling, Administrative Assistant (Fire Chief), City of Richmond and Ray Burciaga, Inspector, City of Richmond; Griff Linsenmayer of Central Fort Bend Chamber Alliance ("CFBCA"); Becky Haas of CBK Interests; Pat Waskowiak of Brown and Gray Engineering; Bill Tobin of Houston-Galveston Area Council ("HGAC"); Adisa Harrington of Allen Boone Humphries Robinson LLP ("ABHR"); and Kate Singleton, Executive Director of the District.

Director Ray called the meeting to order at 3:00 p.m. once a quorum was present.

CONSENT AGENDA

Minutes, Financial Report and Pending Invoices

The Board considered approving the minutes of the February 18, 2014, regular meeting and the March 24, 2014, regular meeting. Ms. McLennan reviewed a financial report, a copy of which is attached. After review and discussion, Director Johnson moved to approve the minutes of the February 18, 2014, regular meeting, as amended; the minutes of the March 24, 2014, regular meeting, as amended; and the bookkeeper's report, including payment of the bills. Director Sulak seconded the motion, which passed by unanimous vote.

REGULAR AGENDA

Comments from the Public

Mr. Vrshek expressed his support of the development of the Railroad Quiet Zone adjacent to the Del Webb Sweetgrass development. Councilman Benton of Rosenberg stated that he also supports the Quiet Zone. He noted that the agenda for the April 22, 2014 City Council meeting will include an item for a street setback ordinance for resale. Councilman Benton then updated the Board on the Business Assistance Grant Program and said they will match up to \$20,000 projects at the 50% level. Ms. Kanack stated that the program will target Avenue H.

Amend Fiscal Year 2014 Budget

Ms. McLennan presented an amended budget for the District's fiscal year ending September 30, 2014, a copy of which is attached.

Director Ward asked Ms. McLennan how many hours she estimated per month for accounting services. She stated that approximately 10 to 12 hours would be sufficient to complete the business of the District per month with additional time at the end of the year. Ms. McLennan also explained the invoice from the Rosenberg EDC.

After review and discussion, Director Ward moved to approve the amended budget. Director Johnson seconded the motion, which carried unanimously.

"Quiet Zone" process for railroad horn noise

Ms. Singleton provided background information to the Board regarding the Railroad Quiet Zone Feasibility Study. Comments were received regarding costs associated with the project, including maintenance and insurance. Mr. Tobin stated HGAC has been conducting a study. Mr. Benton discussed the physical limitations of placing a Quiet Zone in some areas and suggested wayside horns could be used by the railroads. Director Johnson inquired who would maintain the horns. Director Ward asked about the upcoming improvements of US 59/69 and whether this might be an opportunity to implement a Quiet Zone. Mr. Tobin stated there may be an opportunity to implement a Quiet Zone already at Brazos Town Center and FM 762/1640. He stated it may be that only paperwork is needed to implement the Quiet Zone in those areas.

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; and Robert Haas-Richmond)

Mr. Tanner updated the Board on development in Rosenberg. Mr. Haas updated the Board on development in Richmond.

Ms. Singleton presented the variance request from Rudy's BBQ, a copy of which is attached. Discussion ensued regarding the percentage of hardiplank being used for masonry requirement. Director Ray stated that it seemed as if there was more glass on the Rudy's in Katy. Mr. Jordan stated that the Richmond location will have more glass. Director Ray stated that he would like to see the amount of hardiplank reduced to less than 50% of the masonry and glass requirement in Design Standard 4.3.1. Director Sulak concurred and stated that the back of the project will face apartments. Because of this, Director Sulak said he would like to see more masonry such as limestone be used on this façade. Mr. Jordan stated that the dumpster enclosure obscured the hardiplank and gave the perception of more masonry and stone. Director Ward asked why wood was used in some instances and not hardiplank. Mr. Jordan stated that the use of wood was adjusted to meet the requirements of other municipalities. Directors Ray and Sulak suggested that limestone be used as a wainscot across the rear façade. After review and discussion, Director Johnson moved to approve the request, subject to including the stone dumpster enclosure and adding more stone wainscoting, which will then be reviewed and approved by staff for compliance with the 80% requirement for percentage of materials. Director Ward seconded the motion, which carried unanimously.

Interlocal Agreement with HGAC for the Livable Cities Grant

Ms. Singleton presented the Interlocal Agreement between the District and HGAC for the Livable Cities Grant. After review and discussion, Director Ward moved to approve the Interlocal Agreement between the District and HGAC for the Livable Cities Grant, and direct that the agreement be filed appropriately and retained in the District's official records. Director Dupuis seconded the motion and it carried unanimously.

Proposed sign ordinances to be adopted by Richmond and Rosenberg

Mr. Tanner stated the City of Rosenberg will hold another workshop on April 22, 2014 to discuss Rosenberg's proposed sign ordinance. Mr. Haas stated no additional changes were proposed to the City of Richmond's proposed sign ordinance. Director Sulak asked Mr. Tanner about El Acapulco Restaurant in Rosenberg. Director Sulak stated that they built a large addition to the building and tore up the parking area and landscaping. Mr. Tanner stated the addition met the District Standards.

Review appointments and receive Committee Reports

Ms. Singleton updated the Board on the Highway 90A Corridor. She stated she will serve as the District's contact for the Business Assistance Review Committee for City of Rosenberg. The Board discussed possible candidates for the corridor committee and concurred to finalize appointments at the next meeting. Mr. Ron Ewer was suggested by Director Ward for the US 59/69 corridor and Director Ray suggested Susanne Lohr for the FM 359 corridor. Ms. Amy Norsworthy was suggested for the FM

762 corridor. Ms. Singleton suggested Richard Fields for the State Highway 36 corridor since he is active in the CFCBA Infrastructure Committee.

Report and comments from Advisory Board members

There was no discussion on this agenda item.

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

Ms. Singleton reported on events and activities she attended during the month including meetings with Livable Centers, CFCBA Infrastructure Committee and Texas Department of Transportation.

Director Johnson gave an update on the Standards Committee meeting.

Report from Executive Director on outstanding and pending District business and plan for involving District businesses

Ms. Singleton suggested the Board schedule a special session to plan for the next six months to a year. The Board requested that Ms. Singleton work on potential dates in early summer for a special planning session.

Ms. Singleton then suggested the Board set policies and deadlines for variance submittals. The Board asked that Ms. Singleton prepare a schedule for variance submittals to present to the Board at the next meeting.

Other matters

Director Ray stated that a welcoming reception for Ms. Singleton is being held following the meeting from 5:30 p.m.-7:30 p.m. at Fort Bend Toyota. He said the District's official office has been moved to the Travis Building, Room 331. Mr. Haas announced to the Board that he is retiring in December 2014.

Adjournment

Director Johnson moved to adjourn the meeting. Director Ward seconded the motion, which carried unanimously.

(SEAL)

Lane Ward
Secretary
West Fort Bend Management District

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Financial report	1
Budget.....	2
Variance request on behalf of Rudy's BBQ	3