

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

June 17, 2014

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on June 17, 2014, at the Travis Building, 301 Jackson, First floor conference room, 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 except Director Johnson, thus constituting a quorum.

Also present at the meeting were Travis Tanner, Director of Planning, City of Rosenberg; Robert Haas, Building Official, City of Richmond; Shirley McLennan, McLennan & Associates, L.P., bookkeeper for the District; Legal Counsel Lynne Humphries, Allen Boone Humphries Robinson LLP ("ABHR"); Kate Singleton, Executive Director of the District; and those persons included on the attached list.

Director Ray called the meeting to order at 3:02 p.m. once a quorum was present.

CONSENT AGENDA

Minutes, Financial Report and Pending Invoices

The Board considered approving the minutes of the May 20, 2014, regular meeting. Ms. McLennan reviewed a financial report, a copy of which is attached. After review and discussion, Director Ward moved to approve the minutes of the May 20, 2014, regular meeting and the financial report, including payment of the bills. Director Sulak seconded the motion, which passed by unanimous vote.

REGULAR AGENDA

Comments from the Public

Tom Turpie with Fort Bend Municipal Utility District No. 187 is interested in railroad quiet zones.

Amend Fiscal Year 2014 Budget

Ms. McLennan stated there were no changes to the budget for the District's fiscal year ending September 30, 2014.

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 stated he had no variances for discussion. Mr. Haas stated he had no variances except for one to be presented by Ms. Singleton.

Ms. Singleton presented the variance request for River Pointe Center, a copy of which is filed in the District's official records. She stated the variance deals with parking and landscape setbacks due to configuration of the multiple pad sites on the large commercial tract and constraints of various easements and power lines. Application of the existing District Standards for parking, landscaping, and building setbacks to these sites would reduce parking and access by approximately 36 feet or more of useable space. Proposed development on the remaining tracts would not be able to meet City parking and access requirements or access for emergency vehicles. After review and discussion, Director Dupuis moved to approve the variance request. Director Sulak seconded the motion, which carried unanimously.

Update on proposed sign ordinances to be adopted by Richmond and Rosenberg

Mr. Tanner presented a memorandum regarding the new Rosenberg sign ordinance. Discussion ensued regarding the new height and size standards adopted by the City of Rosenberg. Director Dupuis moved to authorize the WFBMD Standards to be revised to include a paragraph that if a city has a sign ordinance that applies within the corridor, the City's height and size requirements will prevail. Director Ward seconded the motion, which passed by a vote of three yes and one no, being Director Sulak.

Presentation by Jeff Volk on proposed TxDOT projects in Fort Bend County

Mr. Volk updated the Board on proposed TxDOT projects planned in Fort Bend County. A copy of the construction map and schedule is attached.

Presentation on Low Impact Development by Richard Fields of Aguirre & Fields LP

Mr. Fields, Mr. Aguirre, and Mr. Ingram addressed the Board about low impact development that could be done within the District. They gave several examples of projects in the Houston and Sugar Land area.

Review appointments and receive Committee Reports and approve Resolution in support of 36A Coalition requesting TxDOT funding

a. Standards Committee

There was no discussion on this agenda item.

b. Highway 90A Corridor

Ms. Leach stated she needed direction on what the Committee should be doing. Director Ray said the Board is having a special meeting to address goals tomorrow at 2:00 p.m.

c. Discuss and appoint committees chairpersons for additional corridors

There was no discussion on this agenda item.

d. Schedule initial committee meetings

Ms. Singleton said after tomorrow's special meeting to discuss goals, committee meetings can be scheduled.

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 said the meeting to set goals is tomorrow at 2:00 p.m. on the second floor in conference room #215.

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

a. Preparation for June 18 Board Meeting

There was no discussion on this agenda item.

b. Update on "Quiet Zone" process for railroad horn noise.

Ms. Singleton stated she met with Carolyn Cook of the Federal Railroad Administration about railroad crossings in the District and the procedures to establish a Quiet Zone. She stated that Ms. Cook indicated that a typical "Quiet Zone" with the required equipment costs \$350,000 initially and \$5,000 annual maintenance. Ms. Singleton said Ms. Cook indicated that the crossing at FM 1640/762 may need minor improvements to be converted to a Quiet

Zone, however a study would still need to be conducted and costs associated with any upgrades would need to be analyzed. She said wayside horns may be a less expensive “quiet” route. She added Ms. Cook indicated the expense per crossing is approximately \$75,000 per unit. Discussion ensued and the Board agreed to ask Ms. Singleton to proceed to get a better estimate of pricing, and ask the City of Richmond and Fort Bend County to include the cost in their 2014-2015 fiscal year budget.

- c. Review and approve participation in Rosenberg Business Expo, Tuesday, July 29, 2014, at the Civic Center.

The Board indicated past support of this activity. After discussion, Director Ward moved to approve participation; Director Dupuis seconded the motion, and the motion carried unanimously.

- d. Review and take action on purchase of a scanner/copier

Ms. Singleton asked to purchase a scanner/copier that would copy 11x17 paper. An HP7610 scanner/copier is \$250.00 plus ink.

After discussion, Director Ward moved to approve the purchase of a scanner/copier. Director Dupuis seconded the motion, and it carried by unanimous vote.

Adjournment

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

Lane Ward
Secretary
West Fort Bend Management District

(SEAL)

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