

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

October 20, 2015

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on the 20th day of October, 2015, 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 Directors Johnson and Sulak, thus constituting a quorum.

Also present at the meeting were Rob Tobias, Director of the Development Corporation of Richmond ("DCR"); Lori Bownds, Building Official, City of Richmond ("Richmond"); Shirley McLennan of McLennan & Associates, L.P.; Robert Haas of Fire Horse Consulting, LLC; Lynne Humphries and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR"); and Mandi Bronsell, Executive Director of the District.

Director Ray called the meeting to order at 3:05 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the September 15, 2015, Board meeting. After review and discussion, Director Ward moved to approve the minutes of the September 15, 2015, Board meeting. Director Dupuis seconded the motion, which passed by unanimous vote. A copy of the approved minutes are filed appropriately in the District's records.

COMMENTS FROM THE PUBLIC

Mr. Tobias expressed appreciation to the Board for its work on the Wayside Horns Project and stated he would like to see the momentum continue. Mr. Tobias reported the Richmond and the City of Rosenberg ("Rosenberg") agreed to contribute funds for an engineering study of the Wayside Horns Project and the DCR requested

matching grants from foundations. Mr. Tobias requested assistance from the District to partner with the DCR on projects to enhance tourism services and also provide District visibility. Director Ray thanked Mr. Tobias for his support of the District.

ACTIVITY WITHIN THE DISTRICT, INCLUDING PERMITS UNDER REVIEW, ISSUED AND CLOSED SINCE THE LAST MEETING, INCLUDING SIGNS, VARIANCE REQUESTS, AND ENFORCEMENT OF STANDARDS

Ms. Bronsell reported she received an application for a sign permit from Goodwill for a store in Rosenberg but she did not receive an application for its building permit. The Board requested Ms. Bronsell provide Goodwill with the District's building permit application.

Ms. Bownds updated the Board on development in Richmond, including a Home 2 Suites by Hilton hotel at River Pointe, a Marriott branded hotel at Williams Way and Hwy 59, Wendy's, a mattress store, and a gas station. In response to an inquiry by the Board, Ms. Bownds stated Richmond's new Comprehensive Plan went into effect on October 1, 2015.

Discussion ensued regarding the District receiving notice of plan reviews from businesses within the District's boundaries within Rosenberg or its ETJ, and the Board requested Ms. Bronsell request copies of new building permits from Rosenberg on a weekly basis, since the permits are open records.

FINANCIAL REPORT

Ms. McLennan presented a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. Ms. Humphries presented an ABHR invoice and reported the invoice includes a pro bono credit of \$15,027.50. It was noted the ABHR invoice was emailed to McLennan and Associates on October 8, 2015. Ms. McLennan requested Board approval of an additional check to ABHR in the amount of \$2,139.91.

Ms. McLennan presented and reviewed the District's annual financial report for fiscal year end September 30, 2015. The Board requested ABHR file the report with the Texas Commission on Environmental Quality by the deadline and also file a copy of the annual financial report with the Finance Director of Richmond.

The Board reviewed the budget for the current fiscal year and a proposal from Reliant Sand and Construction, Inc. ("Reliant") for mowing services in Richmond and its ETJ. The Board requested Ms. Bronsell contact Reliant and request he revise the proposal to remove item no. 1 including 25.5 acres of highway and right-of-way from the proposal.

After review and discussion, Director Ward moved to (1) approve the financial report and pay the District's bills as submitted; (2) approve the annual financial report and direct that the report be filed appropriately and retained in the District's official records; (3) amend the budget for the current fiscal year with the following changes: change landscape and mowing services to \$6,900 and remove the contributions from George Foundation and Henderson-Wessendorff under revenue; and (4) approve the proposal from Reliant, as revised. Director Dupuis seconded the motion, which passed by unanimous vote.

TERMINATION OF SERVICE AGREEMENT WITH FIRE HORSE CONSULTING, LLC

Ms. Humphries reported Mr. Haas sent a notice of termination of the Service Agreement between the District and Fire Horse Consulting, LLC effective August 1, 2015. Mr. Haas stated he will still provide services to the District on a pro bono basis as needed, and he requested the Board appoint him as a member of the Advisory Board or committee where he might best serve the District. Following discussion, Director Ward made a motion to accept the termination of the Service Agreement with Fire Horse Consulting, LLC. Director Dupuis seconded the motion, which passed by unanimous vote.

DISCUSS GOALS AND CONSIDER SCHEDULING A WORKSHOP WITH THE ADVISORY BOARD AND OTHER COMMITTEES WITH THE BOARD TO DISCUSS GOALS FOR 2016

The Board discussed setting goals for projects that the District could implement on behalf of a Tax Increment Reinvestment Zone ("TIRZ") if one was created. In response to an inquiry by the Board, Ms. Humphries described an "Artificial TIRZ". Discussion ensued regarding requesting monetary contributions for District-owned projects. The Board discussed regarding forming a committee to determine specific projects from the City's Comprehensive Plan that enhance assessed value in the Cities and the County and requested Ms. Bronsell contact Ron Ewer, Director Sulak and Dave Vrshek to be on the committee. Ms. Bronsell stated she will schedule the committee meeting for next week. The Board discussed presenting a proposal to the County the first week in November for creation of an Artificial TIRZ before the end of 2015.

COMMITTEE REPORTS AND APPOINTMENTS

The Board discussed appointing Robert Haas as a member of the Standards Committee. After discussion, Director Ward made a motion to appoint Robert Haas as a member of the Standards Committee. Director Dupuis seconded the motion, which was unanimously approved.

Ms. Bronsell reported on the Highway 90A committee. She reviewed a list of potential committee members with the Board and stated she will form the Highway 90A committee soon.

Ms. Bronsell reported on the Historical/Downtown Richmond Committee meeting she attended.

REPORT FROM DIRECTORS AND DISTRICT CONSULTANTS REGARDING EVENTS AND ACTIVITIES ATTENDED DURING THE MONTH AND REQUESTS FOR ACTION

Director Ward reported on the Rosenberg Main Street Program dedication.

Ms. Bronsell reported on a condemnation hearing of the Texas Department of Transportation's ("TxDOT") one-way pairs project and on her attendance at the Cities' Council meetings.

EXECUTIVE DIRECTOR REPORTS AND LEADS DISCUSSION ON OUTSTANDING AND PENDING DISTRICT BUSINESS

Discussion ensued regarding the District applying for grant funds and the Board requested Ms. Bronsell submit applications for a grant from George Foundation in the amount of \$100,000 and from the Henderson-Wessendorff Foundation in the amount of \$50,000 for the years 2016 and 2017, conditional on the City of Richmond's continual annual contribution to the District.

Ms. Bronsell gave an update on the TxDOT Adopt-a-Highway Program for the Highway 90A corridor in the District. She reported much of Highway 90A has been adopted and TxDOT will determine if segments of Highway 90A in the District are available to adopt. Discussion ensued and the Board requested Ms. Bronsell contact TxDOT regarding sponsoring the Highway 90A underpass in Richmond currently being maintained by the District.

Ms. Bronsell gave an update on the District's website and stated activation of the District's new website is complete.

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, OR A SETTLEMENT OFFER

Director Ray announced the Board would convene in Executive Session at 4:04 p.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION
REGARDING CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER

The Board reconvened in Open Session at 4:23 p.m. No action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Lane Ward

Lane Ward

Secretary

West Fort Bend Management District

(SEAL)



LIST OF ATTACHMENTS

Minutes
Page

Financial report2