

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

January 19, 2016

The Board of Directors (the "Board") of West Fort Bend Management District (the "District") met in regular session, open to the public, on the 19th day of January, 2016, 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 Rob Tobias, Director of the Development Corporation of Richmond ("DCR"); Lori Bownds, Building Official, City of Richmond ("Richmond"); Gary Smith, attorney for Richmond; Travis Tanner with the City of Rosenberg ("Rosenberg"); Shirley McLennan of McLennan & Associates, L.P.; Robert Haas of Fire Horse Consulting, LLC; Chuck Bertrand and Steve Crow, FM 359 committee members; 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 3:04 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the October 20, 2015, and the December 15, 2015, Board meetings. After review and discussion, Director Ward moved to approve the minutes of the October 20, 2015, and the December 15, 2015, Board meetings. Director Sulak 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. Smith introduced himself to the Board.

FINANCIAL REPORT

Ms. McLennan presented a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. The Board requested Ms. McLennan provide detail to the Board of the 15 hours spent on bookkeeping services last month.

Ms. McLennan presented the proposed amended budget for the fiscal year ending September 30, 2016, a copy of which is attached to the financial report.

Ms. Bronsell discussed the Comcast invoice. She reported Comcast said the District entered into a three year contract with Comcast and the final invoice includes an early termination fee. The Board requested Ms. Bronsell and ABHR review the District's proposal from Comcast and determine the contract terms the Board approved.

Discussion ensued regarding check no. 1541 to Reliant Sand & Construction for September and October mowing services.

After review and discussion, Director Ward moved to (1) approve the financial report and pay the District's bills as submitted; and (2) amend the budget for the current fiscal year. Director Dupuis seconded the motion, which passed by unanimous vote.

ACTIVITY WITHIN THE DISTRICT, INCLUDING PERMITS UNDER REVIEW, ISSUED AND CLOSED SINCE THE LAST MEETING, INCLUDING SIGNS, VARIANCE REQUESTS, AND STANDARDS AND AUTHORIZE PREPARATION OF THE FISCAL YEAR 2015 ANNUAL REPORT ON DISTRICT ACTIVITY

Ms. Bowns updated the Board on development in Richmond, including the River Pointe Center retail strip center in front of Memorial Hermann Hospital and the Hilton and Marriott hotels. In response to an inquiry by the Board regarding clearing on Highway 90A, Ms. Bowns stated the site will be used for FM 359 overpass construction staging.

The Board discussed the 2015 Annual Report on District Activity. Ms. Bronsell stated she will present a draft of the Report to the Board at the next meeting. Following discussion, Director Ward moved to authorize preparation of the 2015 Annual Report on District Activity. Director Dupuis seconded the motion, which passed unanimously.

ADJUST OR AMEND THE DISTRICT'S ARCHITECTURAL AND LANDSCAPING STANDARDS AND GUIDELINES

The Board discussed adjusting the District's Standards in Rosenberg. In response to an inquiry by the Board, Mr. Tanner stated Rosenberg's interim Standards are in effect and Rosenberg plans to adopt or amend the interim Standards following a

one-year review in November 2016. He noted the Standards are enforceable only within the city limits of Rosenberg. The Board discussed a meeting of the Standards committee and concurred to schedule the meeting before the next regular Board meeting on Wednesday, February 16, 2016. The Board requested Ms. Bronsell determine the time for the meeting and notify the Standards Committee members. Mr. Tanner said he would determine if a representative from Rosenberg will attend the meeting.

COMMITTEE REPORTS AND APPOINTMENTS

Ms. Bronsell, Mr. Bertrand and Mr. Crow reported on a meeting of the FM 359 committee.

Director Sulak stated he will attend future Highway 90A committee meetings and requested he be notified of the meeting dates.

Mr. Tobias reported on a presentation from Dave Vrshek of the Wayside Horns committee of the Wayside Horns project along FM 762 and Highway 90A (the "Project") prepared by Quiet Zone Technologies. The Board requested Ms. Bronsell post a link to the Power Point presentation on the District's website. The Board discussed the District supplementing the Wayside Horns project and requested Ms. Bronsell send a letter to Richmond and Fort Bend County to seek clarification on ways the District can partner with Richmond and the County on the Project.

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

Mr. Humphries reported Director Johnson requested the Board meetings be moved to a time later than 3:00 p.m. Following discussion, the Board concurred to begin the February 16, 2016, Board meeting at 4:30 p.m. The Board requested Ms. Bronsell post a notice of the time change on the District's website.

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

Ms. Bronsell gave an update regarding the District applying for grant funds. She stated she submitted Letters of Inquiry to George Foundation and the Henderson-Wessendorff Foundation. She noted the District received an approval response from the Henderson-Wessendorff Foundation and she is now preparing the grant application. The Board requested Ms. Bronsell submit the 2015 Annual Report on District Activity with the grant applications.

The Board discussed scheduling a workshop to set goals for projects that the District could implement. Following discussion, the Board concurred to schedule the workshop on Tuesday, March 29, 2016, at 3:30 p.m. The Board requested Ms. Bronsell e-mail a save-the-date invitation regarding the workshop to the Advisory Committee and other District committee members.

Ms. Bronsell gave an update on the Texas Department of Transportation's ("TxDOT") Adopt-a-Highway Program. She reported she submitted an application to TxDOT to adopt the segment of FM 359 within the District and stated she will contact TxDOT for the Highway 90A underpass in Richmond currently being maintained by the District.

Ms. Bronsell gave an update on mowing proposals she is attempting to obtain for various corridors in the District. Discussion ensued and Ms. Bronsell stated she would request a mowing proposal from Chipco Inc.

Ms. Bronsell reported on her discussions with the City of Sugar Land regarding its beautification project in the District near the intersection of the Grand Parkway and I-69. Discussion ensued regarding possible TxDOT beautification projects in the District near the intersection of FM 762 and I-69.

IMPLEMENTATION OF HOUSE BILL 1295

Ms. Humphries presented and reviewed a memorandum from ABHR regarding implementation of House Bill 1295 that was passed by the Texas Legislature during the 84th Legislative Session, which enacted Section 2252.908, Government Code, imposing new requirements for any new, amended, extended or renewed contracts entered into by governmental entities on or after January 1, 2016. A copy of the memorandum is attached. Ms. Humphries stated that business entities must file a FORM 1295 with the Texas Ethics Commission and disclose certain interested parties, intermediaries, and controlling interests when seeking any contract that is in excess of \$1 million or requires an action or vote by the governing body before a governmental entity may enter into a contract. She discussed FORM 1295 promulgated by the Texas Ethics Commission for a business entity to complete, execute and notarize, and provide to the governmental entity at or in advance of the meeting at which the related contract may be considered.

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

The Board did not convene in Executive Session.

ADJOURNMENT

There being no further business, upon a motion made by Director Dupuis and seconded by Director Ward, the meeting was adjourned.

Lane Ward

Lane Ward
Secretary
West Fort Bend Management District

(SEAL)



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