

MINUTES
WEST FORT BEND MANAGEMENT DISTRICT

April 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 April, 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 Lisa Rickert of FSG Information Systems LP ("FSG"); 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 4:35 p.m. and noted a quorum was present.

MINUTES

The Board considered approving the minutes from the March 15, 2016, regular meeting and the March 29, 2016, special meeting. After review and discussion, Director Ward moved to approve the minutes of the March 15, 2016, regular meeting as submitted and the March 29, 2016, special meeting as revised. 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

There were no comments from the public.

FINANCIAL REPORT

Ms. Rickert reviewed a financial report, including the budget comparison and the bills presented for payment, a copy of which is attached. The Board discussed the District's annual membership fee to Central Fort Bend Chamber Alliance and a subscription to the Fort Bend Herald.

Discussion ensued regarding check no. 1541 to Reliant Sand & Construction for September and October mowing services and the Board requested Ms. Rickert void the check.

After review and discussion, Director Dupuis moved to approve the financial report and pay the District's bills as submitted, including the Central Fort Bend Chamber Alliance membership fee in the amount of \$175 and the 3-month Fort Bend Herald subscription in the amount of \$27. Director Sulak seconded the motion, which passed by unanimous vote.

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

Ms. Humphries reported on a possible off-development sign variance request she received for the McCrary Meadows development. Ms. Bronsell said the variance request has not been approved by the City of Richmond ("Richmond").

Director Sulak reported on properties in Rosenberg in violation of the Standards.

Ms. Bronsell reported landscaping at the PennyWise Resale store is in violation of the Standards and stated she will contact store management regarding completing the landscaping.

COMMITTEE REPORTS AND APPOINTMENTS

Ms. Bronsell reported regarding the Historical/Downtown Richmond committee. Following discussion, the Board concurred that the District will work with Richmond's Historical Downtown committee rather than having its own Historical/Downtown Richmond committee.

Ms. Bronsell reported on a meeting with Wayside Horns committee member Dave Vrshek and Commissioner Morrison regarding the Wayside Horns project along FM 762 and Highway 90A.

Ms. Bronsell reported on the Richmond Economic Development Corporation ("RDC") Board meeting and stated she will present the annual report on the District's activity at the RDC Board meeting next month.

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

There was no report from Directors or District consultants.

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

Ms. Bronsell gave an update regarding the status of grant funding from The George Foundation and Henderson-Wessendorff Foundation.

The Board discussed the workshop held on March 29, 2016, regarding projects the District could implement. Director Sulak reported regarding neighborhoods adding art to traffic signal control boxes and suggested the District sponsor community projects to place artwork on control boxes. Following discussion, Ms. Bronsell stated she will contact the Texas Department of Transportation ("TxDOT") regarding permission to paint the control boxes.

Ms. Bronsell requested Board approval to spend \$25 a month to promote the District through social media. Following discussion, Directory Dupuis moved to approve expenditures in the amount of \$25 a month for 4 months to promote the District through social media. Director Sulak seconded the motion, which passed by unanimous vote.

Ms. Bronsell gave an update on proposals for mowing and debris pick-up along portions of FM 359 and Highway 90A. She stated ChipCo will submit a proposal for mowing and debris pick-up in the District this week. Following discussion, Director Ward moved to approve a contract for mowing and debris pick-up along portions of FM 359 and Highway 90A with either Greenscape Associates or ChipCo, to be determined by the proposal submitted in the lowest amount, not to exceed \$600 per month, and subject to receipt of House Bill Form 1295 and proof of insurance. Director Sulak seconded the motion, which passed by unanimous vote.

The Board discussed the District's website and requested Ms. Bronsell add a link from the website to the District's social media site. Ms. Bronsell reported regarding adding new photos of development in the District to the District's website.

The Board discussed proposed improvements to Ransom Road, including widening and beautification. Ms. Bronsell reported on an upcoming TxDOT meeting she will attend with Rob Tobias of the RDC. Ms. Humphries updated the Board regarding contracting with a consultant to assist the District with TxDOT projects. Following discussion, the Board requested Ms. Bronsell contact David Gornet to discuss assisting the District with improvements to Ransom Road.

DIRECTOR MATTERS

Ms. Humphries reported Bob Ray submitted a letter of resignation, a copy of which is filed in the District's official records. She reviewed a Resolution Commending Bob Ray for Service to the District. After review and discussion, Director Ward moved

to accept the resignation of Bob Ray and adopt the Resolution Commending Bob Ray for Service to the District. Director Sulak seconded the motion, which passed unanimously.

The Board considered appointing a director to fill the vacancy on the Board. Following discussion, Director Dupuis moved to appoint Robert Vogelsang to fill Position 5, with a term ending June 1, 2017, and adopt an updated List of Government Officers. Director Sulak seconded the motion, which passed unanimously. Ms. Humphries stated ABHR will prepare the Sworn Statement, Oath of Office, and Official Bond for Robert Vogelsang and provide him with a memorandum from ABHR regarding the Open Meetings Act and Public Information Act Training Requirements and a memorandum and forms adopted by the Texas Ethics Commission for making disclosures under Chapter 176 of the Texas Local Government Code, which requires directors and consultants to disclose certain conflicts of interest.

The Board concurred to reorganize the Board next month.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS GOVERNMENT CODE, TO DELIBERATE THE EMPLOYMENT, EVALUATION, AND DUTIES OF DISTRICT'S EMPLOYEE

The Board concurred it was not necessary to convene in Executive Session. The Board requested Ms. Bronsell send her completed self-evaluation to the Board via e-mail.

ADJOURNMENT

There being no further business, the Board concurred to adjourn the meeting.



(SEAL)

Lane Ward

Lane Ward

Secretary

West Fort Bend Management District

LIST OF ATTACHMENTS

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