

CITY OF ROSENBERG

CITY COUNCIL WORKSHOP MEETING MINUTES

On this the 30th day of September, 2014, the City Council of the City of Rosenberg, Fort Bend County, Texas, met in a Special Workshop Session, in the Rosenberg City Hall Council Chamber, located at 2110 4th Street, Rosenberg, Texas.

PRESENT

Vincent M. Morales, Jr.	Mayor
William Benton	Councilor at Large, Position 1
Cynthia McConathy	Councilor at Large, Position 2
Jimmie J. Pena	Councilor, District 1
Susan Euton	Councilor, District 2
Dwayne Grigar	Councilor, District 3
Amanda Barta	Councilor, District 4

STAFF PRESENT

Robert Gracia	City Manager
Scott M. Tschirhart	City Attorney
Linda Cernosek	City Secretary
John Maresh	Assistant City Manager of Public Services
Jeff Trinker	Executive Director of Support Services
Joyce Vasut	Executive Director of Administrative Services
Travis Tanner	Executive Director of Community Development
Tonya Palmer	Building Official
Karl Zwahr	Utilities Superintendent
James Lewis	Director of Technology
Dallis Warren	Police Chief
Wade Goates	Fire Chief
Darren McCarthy	Parks and Recreation Director
Randall Malik	Economic Development Director
Jeremy Heath	Assistant Economic Development Director
Lisa Olmeda	Human Resources Director
Kaye Supak	Executive Assistant

During a City Council Workshop, the City Council does not take final action on the agenda items and any consideration of final action will be scheduled at a Regular or Special City Council Meeting. Public comments are welcomed at Regular or Special City Council Meetings. No public comments will be received at a Workshop Meeting.

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 551, of the Texas Government Code.

CALL TO ORDER.

Mayor Morales called the meeting to order at 7:10 p.m.

AGENDA

- HEAR AND DISCUSS A PRESENTATION BY KENDIG KEAST COLLABORATIVE REGARDING THE COMPREHENSIVE PLAN UPDATE PROJECT, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.**
Executive Summary: The Professional Services Agreement for the Comprehensive Plan, approved under Resolution No. R-1787 on August 05, 2014, includes an "Issues and Needs Workshop" for the consultant to provide an orientation to the comprehensive planning process to City Council and to obtain early input and set direction and priorities for the planning effort. This item has been placed on the Agenda per the Agreement to obtain input from City Council. A memorandum from Kendig Keast Collaborative regarding the workshop and overall process was included in the agenda packet.

Key discussion points:

- Travis Tanner, Executive Director of Community Development gave an overview of the item .
- Aaron Tuley provided an outline of the process for the Comprehensive Plan with a PowerPoint outlining:

- What is a Comprehensive Plan?
- Plan Objectives
 - Long-Term Outlook
 - Key factors shaping your community
 - Strategic actions = Desired outcomes
 - Guidance to manage land development
 - Grant funding support
 - Prioritize public investments
- Plan Elements
 - Implementation Action Plan
- Growth (Population)
- Growth (Land Area)
- Density
- Patterns of Growth
 - Scattered Development
 - Cluster Development
 - Corridor Development
 - Contiguous Development
 - Infill and Redevelopment
- Population Projection
- Questions
 - Preferred growth pattern?
 - What type of growth is undesirable?
 - How will you prioritize transportation system investments?
 - How will you manage community character?
 - How will you protect private investment?
 - How will you protect property values?
 - Are there neighborhoods that of revitalization?
 - Are there any natural resources you wish to preserve?
- Process & Timeline
 - Early Input – September – December, 2014
 - Plan Drafting – September, 2014 – May, 2015
 - Review/Hearings/Adoption – June – August, 2015
- Public Input
 - Community Website
 - Community Workshop

Questions/Comments:

- There are lots of apartments but no high end apartments.
- Increase in commercial development for the City and improve on parks system and green space.
- Exercise caution with annexations.
- Do not limit growth to new growth. Emphasis needed on redevelopment
- What would impact be in subdivisions if we had wider streets, impact fees on streets?
- Should developers be required to build and maintain infrastructure without having to borrow money?
- Water conservation needs to be considered in terms of more drought tolerant landscape.
- Consider building standards to incorporate rain harvesting.
- Will there be questions and answers provided?
- The website will post answers to the surveys.
- Mayor Morales commented we have a business park that is getting a lot of interest right now. That will increase commercially. We have an MOU with an outlet mall that will bring a lot. It will create traffic but it will bring in a lot of outside tax dollars. But, it will add to the commercial base that will help us going forward. We are working with TxDOT to make sure we have mobility around the existing Town Center and the new mall.
- Where will we go with the jobs we are adding with housing and master planned community? We will need that. We have the Main Street Program coming for the historical downtown area and the Livable Centers being done. That will be taken into consideration especially along Avenue H and Avenue I corridor that will help improve, restore and redevelop that corridor. We have the ability to have the old with the new and have the best of both worlds in Rosenberg.
- Without zoning we need to look at where we will go with housing development and commercial development. OccuSoft would not have water today if we did not annex that area. We don't want to overdo that either. The land around the Aldi Distribution is becoming commercially interesting. We

developed a deeded business park that will be outstanding and is getting a great response. It will be very good for the City and it will bring some very good jobs. We need to look at balancing that commercial with the residential and where will all of that be. It will be a challenge without zoning.

- Councilor Benton commented about transportation and mobility. If you have a business you want traffic. We need to keep that in mind. The rate of speed in residential areas is a concern.
- Aaron Tuley stated some of the other items we hope to answer through the planning process are what type of growth that's occurred have you found to be undesirable or not see? How will we prioritize transportation system investments? We always hear about traffic but from some groups they have talked to they heard about accessibility and because of the movement of the commercial development to US59 there are a lot of people in the older part of Rosenberg that don't have access to a vehicle and have less access to those commercial amenities. There was talk about transit and pedestrian facilities.
- How will you manage community character? How will you protect private investment and protect property value? These are questions posed to Rosenberg as an organization. Does Rosenberg have a role in that? The reason the questions are asked is even with the business groups they have met with, they have heard we have to have predictability. We are investing in the City and we want to have predictability. What is the City going to give that so they know their investment and property values will be protected once they decide to put their money into Rosenberg.
- Are there any neighborhoods in need of revitalization? Where will those be? We need to pinpoint those throughout the process.
- Are there any natural resources you wish to preserve? We talk about land as agricultural or undeveloped and it is assumed it should all be developed. But, if that should occur is there something that needs to be set aside? Are there critical resources that need to be protected in perpetuity?
- Mayor Morales stated we have Seabourne Nature Park and going forward, which we have in place, make sure we implement common areas and additional parks in future development so we have open areas for people to enjoy.
- We need to maintain the history. We are the one of the only towns in Fort Bend County that has a true historical downtown. Someone looking at the old City Hall is interested because of the history there and the history of that building. We need to balance that because that attracts people to the area.
- Councilor Benton asked if the workshops will ask people what their preference is about public transportation. Be specific as possible in the questions. Many people don't want public transportation.
- Mayor Morales referenced transit and stated that is being looked at from where we are today long term based on population growth.
- Councilor Euton stated revitalization of the Highway 90A corridor would be of great importance. What can we do to improve the apartment communities and areas that have deteriorated? Do we want more apartments? Are high-end apartments a plus and do they stay high-end?
- Aaron Tuley stated that between now and the end of the year they are conducting their first round of community input. He does not have recommendations at this point. They are obtaining Council input now to get an idea of where Rosenberg stands. We have had three small group sessions with economic development stake holders, neighborhood associations, with members of the development community. By the end of the year they will have the first chapter of the Comprehensive Plan prepared and provide that for the City's consideration to make sure the background and context is correct. The main meat of the plan will be prepared between the end of the year and May 2015 while they will prepare the transportation chapter, land use and character and ultimately the implementation program. They will be working with a Comprehensive Plan Advisory Committee. That Advisory Committee is the Planning Commission and preparing a comprehensive plan is part of Planning Commission's role.
- They hope to bring a final document to Council by the summer of 2015 to consider for adoption.
- The project is heavier on community input earlier in the process. Members of the community may come to any meetings. A community workshop tailored toward the public will be held October 9th at 7:00 p.m. in the Rosenberg Civic Center.
- Travis Tanner explained a press release will go out and there will be a website dedicated to the project that will link the Mind Mixer Site.
- Aaron Tuley stated there will be an interactive community website where survey questions will be answered. This is a way people can candidly express their opinions. They will be able to use it like a blog and post general comments. That site goes live on October 6th and will be announced at the Community Workshop on October 9th.
- He hopes to be able to sign Council up on the site as individuals participating in that website. It is important when someone goes in to use a community website of that nature that they know the Mayor or members of Council are signed into that site and can check it for comments.
- No action was taken on the item.

RECESS SESSION, RECONVENE SESSION.

Mayor Morales recessed the session at 8:00 p.m. and reconvened the Session at 8:10 p.m.

2. REVIEW AND DISCUSS CITY'S *INSIDER* NEWSLETTER, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.

Executive Summary: This item has been included to allow for City Council discussion regarding the future publication and content of the Rosenberg *Insider* newsletter.

Key discussion points:

- Councilor Benton stated he has had people ask about the Newsletter. He asked staff to consider reinstating the Newsletter.
- Robert Gracia, City Manager asked Angela Fritz, Executive Director of Information Services to provide Council with an overview of what and why we are doing regarding the Newsletter.
- Angela Fritz stated some general information was shared with Council why we had gone away from the monthly newsletter. We are not proposing doing away with the newsletter. We are proposing to change the way in which we distribute it and the ways we communicate overall. Shifting the newsletter from a monthly to a quarterly distribution is what we are investigating now. That would let us focus some of our resources and time on other communications in other processes to try to reach a more diverse populous in the City.
- The main portion we are looking at is a plan for reinstating it on a quarterly basis to get it physically in the hands of more people in the City. It is in the City's utility bill now which only goes to about 8,200 people. We worked with Customer Service almost a year ago to add different communications medians and engage more of our community. Even within those we serve utilities to there is at least 4,000 people that are in apartments, mobile homes, or somewhere they have a master meter and are not receiving a utility bill. We are looking at a way similar to what LCISD does with their quarterly report that goes out and it would be a separate mailer. That has a better read rate. It would be going to the entire geographic area not just our utility customers.
- Our audiences are diversifying, growing and changing, and our utility audience and water customers do not necessarily equal our audience overall as a community anymore. It lets us diversify our offerings and utilize that space in the monthly newsletter to do targeted pieces toward those services, such as, water conservation, solid waste, street sweeping, leaves, and storm water pollution prevention. That is the broad context behind what we are trying to do. To do that we need some space to do that research to plan and come back with the quarterly numbers. That is what we are working on.
- Councilor Benton stated he appreciates wanting to reach more people. He liked the aspect of the monthly newsletter. How many water bill customers do we have?
- Angela Fritz stated approximately 8,200 water bills are sent out each month.
- Councilor McConathy stated it is still in the research stage about the content of that quarterly newsletter, is that correct?
- Angela Fritz stated yes. The basic idea is that we deal with the day to day issues in a timelier manner. Unfortunately, the monthly newsletter although it went out monthly it is impossible for it to be timely due to the production, printing and insertion in the utility bills. The general idea is to shift the content to some of our broader strategic goals to be able to talk about things in more depth like comprehensive planning and economic development. To deal with the day to day project updates, such as, town hall notifications, Eagle Scout projects at the parks as they happen through our press releases, the website and other tools we will be implementing in the coming year will be used.
- Councilor McConathy suggested since the newsletter will be a tangible document one of the things to include would be common numbers that our citizens and business owners would need, such as, the Community Coordinator which is the central point of collecting a lot of inquiries, questions, complaints, compliments and the like. Not everybody has access to the Internet and if they did it is very cumbersome to find the information you need quickly.
- Councilor Barta stated she has had some inquiries about it. Some citizens like it monthly and others don't mind receiving the newsletter quarterly. Are you looking at sending out 30,000 newsletters? Is it not feasible to continue the monthly until that is figured out?
- Angela Fritz stated we see it as a quarterly update. Those are the measurable strategic goals and things we set out as an organization, departments and things like that. It would be sent to Rosenberg properties. The goal is to blanket the geographic area that is covered by the City if we can financially. It is not feasible to continue the monthly newsletter.
- Councilor Grigar stated after hearing the plan he thinks quarterly distribution is fine. He likes the idea it will go out to all properties and not just utility customers. There are people in our newly annexed areas that do not get a water bill. Reaching out to those people is very beneficial in keeping them in the loop of what is happening in Rosenberg.

- Angela Fritz stated the other issue is that a lot of our residents have Richmond addresses. From a mailing standpoint you can't just select a zip code. She has been meeting with companies to get a strategy. The big question now is the dollar amount. That is why we are being conservative to find out what works. We would like to be able to do it with what we were doing before but there are a lot of variables.
- Councilor Pena stated Angela Fritz does a good job and he knows whatever decision she comes up with will be something that has been studied. He talked to a lot of people that trash the newsletter. The majority do not read it. The cost for a quarterly newsletter makes more sense and it is going to the property owner.
- Councilor Euton stated all her questions have been covered.
- Councilor Benton asked what the cost is of the current water bill newsletter.
- Angela Fritz stated currently it costs approximately \$1,100 to print and the insertion fee is about one cent per insertion. That is approximately \$1,200 per month and \$14,000 to \$15,000 per year.
- Mayor Morales stated the general consensus of Council is for staff to bring the plan back.
- No action was taken on the item.

3. **REVIEW AND DISCUSS A PROPOSAL TO ADD 1.5 ACRES OF CITY-OWNED PROPERTY TO COMMUNITY PARK, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.**

Executive Summary: At the May 22, 2014 Parks and Recreation Board (Board) Meeting, staff reviewed and discussed a proposal to add 1.5 acres of adjacent City-owned property to Community Park. After a brief discussion, the Board unanimously recommended the addition of 1.5 acres of adjacent City-owned property to Community Park.

Staff has placed this item on the Agenda to receive City Council's input on proceeding with the process of adding 1.5 acres of City-owned property to Community Park.

Key discussion points:

- Darren McCarthy, Parks and Recreation Director read the Executive Summary regarding the item.
- A map was provided showing the 1.5 acres. The lot used for storage west of the park and the lot between 5th and 4th Streets addition would make Community Park a full six acres. The lot to the left of the park was used for material storage at one time. The other area has been open land. By adding the acreage it would be nice to put some trails into this park that would wind around those six acres. More trees would be planted to beautify the park. Staff is asking for permission to proceed with a title search to make 100% certain that the City does own those two pieces of property before we try to adopt them into the park.

Questions/Comments:

- Councilor Euton stated this would be a great addition to our park system and she gives her full cooperation to do the title search.
- Councilor Pena asked if this is the low side of that area. He thinks it is a good idea.
- Darren McCarthy stated the part to the left to the west is the low side. The part that is between 5th and 4th Streets is on the higher side across from Jackson Elementary.
- Councilor Grigar stated it is an excellent idea. On the extension of 3rd Street north of Avenue A and 4th Street and 5th Street south of Avenue A, are those designated as streets the City owns or could that be put in parcels instead of right of ways? Would we be obligated to extend those streets one day?
- Travis Tanner stated staff would have to investigate it to see if there are any issues with abandoning the right of way. We need to make sure there are no utilities in there. Often allies will have utilities but it doesn't mean that can't be overcome. We will have to look at it on a case by case basis.
- Councilor Grigar stated it would make it cleaner as a contiguous piece of property.
- Darren McCarthy stated as part of the title search we could call 811 to locate the utilities to make sure there is nothing in the way before it comes back to Council for adoption.
- Councilor Barta stated the area is used a lot and whatever we can do to enhance it would be great.
- Councilor Benton stated you are not suggesting purchasing anymore property, right? We assume this is all City property and maintained. He was looking at the potential marketability of the 5th Street lot. If there was interest somebody would have made the City an offer.
- Darren McCarthy stated no. We are not 100% certain and that is why staff is recommending the title search. It has been maintained as City owned property.
- Councilor McConathy asked if the parcel on the west side of the park is being considered for public access to the river as part of the Brazos River Plan.
- Darren McCarthy stated not necessarily. That would be a good parking spot to load and unload kayaks and canoes. The river access runs the road. The road curves around the playground and goes toward the river and the launch site. This parcel would not be access to that. It is accessed through

the right of way closer to the river.

- Mayor Morales stated the general consensus of Council is to move forward.
- No action was taken on the item.

4. **REVIEW AND DISCUSS FORT BEND GREEN'S BRAZOS RIVER RECREATION MASTER PLAN, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.**

Executive Summary: Fort Bend Green was created to provide a means to facilitate the planning and development of green space utilizing the entire spectrum of federal, state, and local government. A brief introduction to Fort Bend Green was included in the agenda packet. The goal of the Fort Bend Green's Brazos River Recreation Master Plan (Plan) is to create a collaborative plan that recommends priority projects for recreation and conservation within the Brazos River Corridor in Fort Bend County. Ultimately, there will be canoe and kayak launch sites as well as linear parks that will connect all of the communities in Fort Bend County along the Brazos River. A copy of the Plan was provided to City Council at the meeting.

One of the proposed projects identified in the Plan for the City of Rosenberg (City) is to work with Texas Department of Transportation (TxDOT) to create a launch site onto the Brazos River. The property identified in the plan is on the northeast corner of the FM 723 bridge on land recently annexed by the City.

The proposed future site is currently being used as an unofficial launching and fishing site due to the ease of access to the Brazos River. There is also potential for construction of a specified parking area since there is ease of accessibility to the area.

Should City Council wish to participate with the proposed project within the Richmond/Rosenberg Segment of the Plan, the City will have to work with many partners to add the amenities to the proposed future launch site. These partners may include TxDOT, Fort Bend Green, Fort Bend County, and local Boy Scout troops. The City's Parks and Recreation Board will also be reviewing this Plan as it progresses.

Key discussion points:

- Darren McCarthy distributed the Brazos River Recreation Plan. This is a process he has been involved in since 2010 at the request of Fort Bend Green which was headed up as an idea by Judge Hebert. This is to connect all of the different communities in Fort Bend County using the Brazos River.
- Darren McCarthy read the Executive Summary regarding the item and referenced Page 53 of the Brazos River Recreation Plan and pointed out the area. There has been a lot of interest in this site because a lot of people are already using it for river access because it is very accessible. He has met with the National Park Service and Texas Parks and Wildlife Department and it would be an ideal site for them and for Rosenberg to be included as part of a Texas River Paddling Trail. That would be one of the connection sites between the Fulshear segment and the Sugar Land segment. If you go to the Fort Bend Green website you can download a version of this plan.

Questions/Comments:

- Councilor Benton asked what the cost is to the City.
- Darren McCarthy stated we don't know that yet. We would work with the Parks Board if the City wants to pursue that site. One of the things that identify that site in Rosenberg is ease of accessibility. In our segment plan we had two members of the Richmond Fire Department that do a lot of the water rescues on the Brazos when necessary. They looked at the site and identified it as a great spot for emergency access to the Brazos. If Council wishes to proceed with the project staff will come back to Council with cost figures.
- Councilor Barta stated she didn't know the Brazos River would be used for paddleboats.
- Darren McCarthy stated the Brazos River is not a swimmable river and depending upon the level of the river it is excellent for canoeing and kayaking.
- Councilor Grigar stated he would like to see it pursued. In reading the information it looks like it is in TxDOT's right of way and then goes outside of it and is on private property. Some property would have to be acquired to keep the same trail. It is already being used and is a viable piece that people already access for fishing and viable to pursue.
- Darren McCarthy stated he does not know if it is touching private property. That would have to be researched further.
- Councilor Euton asked if there is a plan for a boat ramp or will it be a launch pad? A lot of her customers have small boats they take up and down the bank and they would love to get into the river more conveniently. These are small boats with motors.
- Darren McCarthy stated they will work with Texas Parks and Wildlife to see what they would recommend. He does not think it would be a motorized boat path because of the fluctuating levels of the Brazos River.

- Mayor Morales asked if there is a possibility of getting some grants when the cost is determined.
- Darren McCarthy stated that is what they would like to look into to limit those costs and work with as many partners as possible to make it happen.
- Nowhere in this plan does it say that anyone's house or home will be displaced specifically in the Rosenberg/Richmond segment. We are looking at canoe and kayak launches at this point and trying to get some connectivity to the other segments that we are connected to along the river.
- Mayor Morales stated the general consensus of Council is for staff to move forward on the continuing study.
- No action was taken on the item.

Action: Councilor Barta made a motion, seconded by Councilor McConathy to adjourn for Executive Session. The motion carried by a unanimous vote.

5. **HOLD EXECUTIVE SESSION TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF THE CITY ATTORNEY PURSUANT TO SECTION 551.074 OF THE TEXAS GOVERNMENT CODE.**

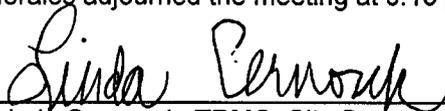
An Executive Session was held to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Attorney pursuant to Section 551.074 of the Texas Government Code.

6. **ADJOURN EXECUTIVE SESSION, AND RECONVENE INTO WORKSHOP SESSION.**

Mayor Morales adjourned the Executive Session and reconvened into Workshop Session at 9:11 p.m. No action was taken as a result of Executive Session.

7. **ADJOURNMENT.**

There being no further business Mayor Morales adjourned the meeting at 9:15 p.m.



Linda Cernosek, TRMC, City Secretary