

**ROSENBERG DEVELOPMENT CORPORATION  
MEETING MINUTES**

On this the 13<sup>th</sup> day of March 2014, the Rosenberg Development Corporation (RDC) of the City of Rosenberg, Fort Bend County, Texas, met in a Regular Session, at the Rosenberg Civic Center located at 3825 Highway 36 South, Rosenberg, Texas 77471.

**DIRECTORS PRESENT**

Bill Knesek	President
Allen Scopel	Vice President
Laurie Cook	Secretary
Ted Garcia	Treasurer
Vincent Morales	Director
Dwayne Grigar	Director
Jimmie Peña	Director

**CITY OF ROSENGERG STAFF PRESENT**

Rachelle Kanak	Interim Economic Development Director
Joyce Vasut	Executive Director of Administrative Services
Darren McCarthy	Parks and Recreation Director
Kaye Supak	Executive Assistant
Cynthia Sullivan	Secretary II

**GUESTS**

Paulette Shelton, Director for Fort Bend County Transportation Department  
Johnasan Gregory, CPA for Pattillo, Brown & Hill, L.L.P.

**CALL TO ORDER.**

President Knesek called the meeting to order at 4:05 p.m.

**STATEMENT OF RULES PERTAINING TO AUDIENCE COMMENTS.**

Kaye Supak, Executive Assistant, read the statement of rules pertaining to audience comments.

**COMMENTS FROM THE AUDIENCE.**

No comments.

**CONSENT AGENDA**

- A. CONSIDERATION OF AND ACTION ON THE REGULAR ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES FOR FEBRUARY 13, 2014.
- B. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBEG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING FEBRUARY 28, 2014.
- C. CONSIDERATION OF AND ACTION ON A REPORT FROM THE COMMUNICATIONS DIRECTOR REGARDING THE PREVIOUS MONTH'S COMMUNICATIONS ACTIVITIES AND CONTACTS.

**Key discussion:**

- Director Knesek requested that Consent Agenda Item B be placed on the regular Agenda as Item 1A.

**Action:** Director Scopel moved, and Director Garcia seconded to approve Consent Agenda items A, and C. The motion passed unanimously by those present.

**AGENDA**

**1A. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBEG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING FEBRUARY 28, 2014.**

***Key discussion:***

- General discussion was held regarding the cash balance, the fund balance and RDC projects funding.

**Action:** Director Cook moved and Director Scopel seconded that the Financial Reports for the period ending February 28, 2014, be approved as presented. . The motion passed unanimously by those present.

**1. HEAR AND DISCUSS A PRESENTATION FROM PAULETTE SHELTON, DIRECTOR FOR FORT BEND COUNTY TRANSPORTATION DEPARTMENT, ON THE STATUS OF THE TRANSPORTATION PROGRAM AS IT RELATES TO THE CITY AND THE TRANSIT AND PEDESTRIAN STUDY COMPLETED IN 2010, AND TAKE ACTION AS NECESSARY.**

***Key discussion points:***

- Paulette Shelton, Director for the Fort Bend County Transportation Department, opened the discussion by providing an overview of the status of the transportation in and around Fort Bend County.
- After hearing the history of the system and the plans for the future, Director Peña noted the need to provide public transportation for the residents on the north side of the railroad tracks to an area that would allow them to have opportunities to shop and accommodate business needs.
- The Directors discussed the need for signage and awareness to the opportunities for the Park and Ride areas.

No action was taken.

**2. REVIEW AND DISCUSS PROPOSED 2014 RDC STRATEGIC PLAN, AND TAKE ACTION AS NECESSARY.**

***Key discussion points:***

- Ms. Kanak provided an overview of the Strategic Plan (Plan).
- Director Knesek suggested taking time to study the Plan and recommended tabling same until the next Board meeting.

No action was taken.

**3. REVIEW AND DISCUSS POTENTIAL NAMES FOR THE PROPOSED ROAD LEADING INTO THE ROSENBERG BUSINESS PARK GENERALLY LOCATED OFF OF FM 2218, AND TAKE ACTION AS NECESSARY.**

***Key discussion points:***

- Ms. Kanak reported that the Project Engineer suggested two street names for the Business Park; "Business Park Drive" and "Innovation Court."
- The Directors suggested adding the word "One" before "Business Park Drive."

**Action:** Director Garcia moved and Director Cook seconded to approve the name "One Business Park Drive" for the road leading into the Rosenberg Business Park. The motion passed unanimously by those present.

**Action:** Director Peña moved and Director Grigar seconded to approve the name "Innovation Court" located within the Rosenberg Business Park. The motion passed with Directors Morales, Scopel, Grigar and Peña voting "Yes", and Directors Knesek Garcia, and Cook voting "No".

**RECESS SESSION, RECONVENE SESSION.**

President Knesek recessed the Session at 5:25 p.m., and reconvened the Session at 5:30 p.m.

**4. CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-88, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSENBERG DEVELOPMENT CORPORATION AMENDING THE FISCAL YEAR 2013-14 ANNUAL BUDGET IN THE AMOUNT OF \$1,700,000 FOR THE ROSENBERG BUSINESS PARK PROJECT.**

**Action:** Director Cook moved and Director Garcia seconded to approve Resolution No. RDC-88. The motion passed unanimously by those present.

**5. CONSIDERATION OF AND ACTION ON AN ALTERNATE MEETING DATE FOR THE APRIL ROSENBERG DEVELOPMENT CORPORATION REGULAR BOARD MEETING.**

**Key discussion points:**

- Ms. Kanak reported that the Imperial Performing Arts group requested an onsite, evening meeting with the Board.
- Ms. Kanak also suggested changing the April meeting to late March if possible.
- The Board agreed by consensus to change the regular meeting to Thursday, April 03, 2014, starting at 4 p.m.; and, adjourning the Regular Meeting, and convening in Special Session onsite at the Imperial Performing Arts generally located at 823 Third Street, Rosenberg, at 6:30 p.m.

**6. CONSIDERATION OF AND ACTION ON DRAFT COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE ROSENBERG DEVELOPMENT CORPORATION FOR FISCAL YEAR ENDED SEPTEMBER 30, 2013, SUBMITTED BY PATTILLO, BROWN AND HILL L.L.P.**

**Key discussion points:**

- Ms. Vasut introduced Johnasan Gregory of Pattillo, Brown and Hill L.L.P.
- Mr. Gregory distributed the Corporation's management letter.
- Mr. Gregory presented the Comprehensive Annual Financial Report to the Board.
- General discussion included interest earnings, sales tax sources, clarification of encumbrances, and funding that will be transferred into the Operating Fund.
- Mr. Gregory noted that sales tax revenue will be indicated by source in next year's report.

**Action:** Director Garcia moved and Director Cook seconded to accept the Annual Financial Report as presented. The motion passed unanimously by those present.

**7. CONSIDERATION OF AND ACTION ON THE REQUEST FROM THE CITY OF ROSENBERG PARKS AND RECREATION DEPARTMENT TO CONSIDER A REVISED PLAN TO PURCHASE TREES AND LEASE EQUIPMENT FOR AREA PARKS.**

**Key discussion points:**

- McCarthy presented the plan and pricing per his memorandum for twenty six (26) live oak and six (6) crepe myrtle trees, including moving each tree, for a total cost of \$9,520.00.

**Action:** Director Cook moved and Director Grigar seconded to approve the purchase of trees and lease equipment for area parks in the amount of \$9,520.00 as presented. The motion passed unanimously by those present.

**8. REVIEW AND DISCUSS CITY OF ROSENBERG SIDEWALK PROJECTS, AND TAKE ACTION AS NECESSARY.**

**Action:** Director Cook moved and Director Grigar seconded to table this item. The motion passed unanimously by those present.

**9. CONSIDERATION OF AND ACTION ON A REPORT FROM THE INTERIM ECONOMIC DEVELOPMENT DIRECTOR REGARDING THE PREVIOUS MONTH'S ECONOMIC DEVELOPMENT ACTIVITIES AND CONTACTS.**

**Key discussion points:**

- Ms. Kanak provided an overview of her monthly Economic Development report.

No action was taken.

Note: Director Cook left the meeting at 6:06 p.m.

**10. CONSIDERATION OF AND ACTION ON REQUESTS FOR FUTURE AGENDA ITEMS.**

Staff was directed to include the following item on a future RDC Board Meeting Agenda:

- The discussion of the City wide Garage Sale
- Sidewalks in the City of Rosenberg
- Presentation of the Economic Development Strategic Plan

**11. ANNOUNCEMENTS.**

- Farmer's Market this Saturday, March 15, 2014

**12. ADJOURNMENT.**

**Action:** Director Scopel moved and Director Garcia seconded to adjourn the meeting at 6:15 p.m. The motion passed unanimously by those present.

  
Cynthia Sullivan, Secretary II  
City of Rosenberg

  
Bill Knesek, President  
Rosenberg Development Corporation

RDC Minute Attachments:

1. Transportation Study FY 13 Trip Count
2. Transportation Study Trip Response Data
3. RDC Comprehensive Annual Financial Report for the Period Ended September 30, 2013

FY 13 Trip Count by City of Origin and Destination

ORIGIN

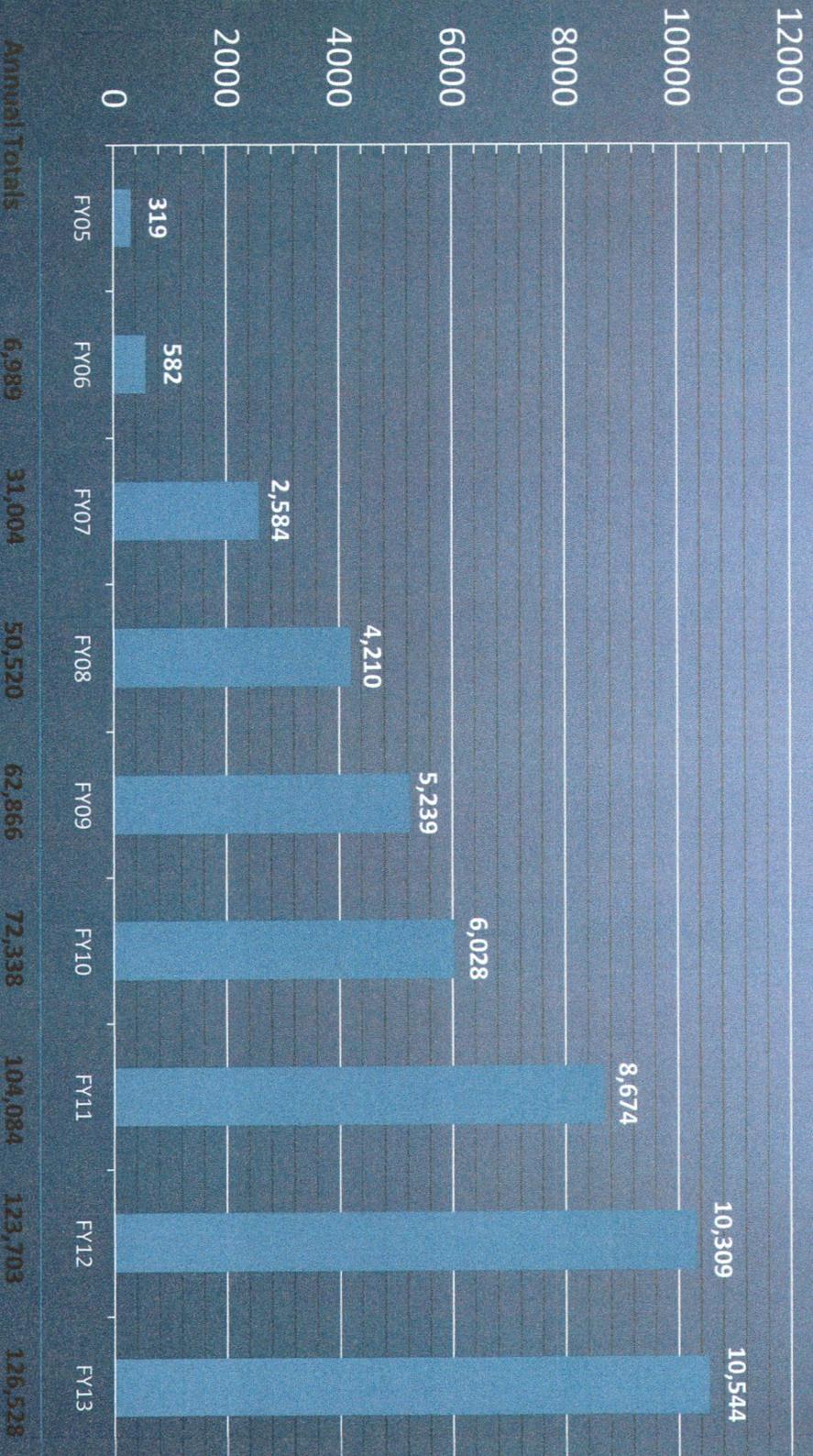
		DESTINATION				
		RSB	RIC	MC	SL	ST
ORIGIN	RSB	9,859	8,261	1,958	2,749	75
	RIC	8,113	3,983	602	1,366	200
	MC	1,931	766	7,211	3,048	4,246
	SL	3156	1482	3014	4363	2861
	ST	83	271	4038	2846	2888

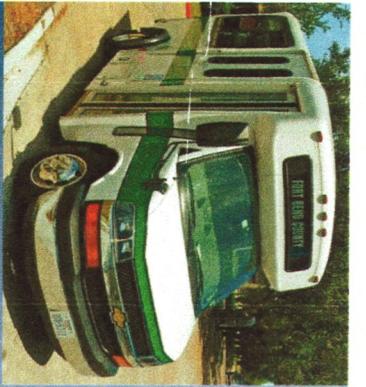


# Demand Response Annual Trips

(Includes JARC/New Freedom)

Avg. Monthly





## FY13 Demand Response Trips Performed & Denials by City of Origin

City of Origin	Performed	Denials
ROSENBERG	31,440	4,702
MISSOURI CITY	22,764	5,272
RICHMOND	19,486	5,443
SUGAR LAND	18,299	5,745
STAFFORD	12,582	1,848
HOUSTON	4,660	2,627
FRESNO	3,288	1,560
NEEDVILLE	2,367	453
KATY	1,532	828
FULSHEAR	1,143	208
ROSHARON	539	570
KENDLETON	523	193
SIMONTON	323	68
BEASLEY	35	29
ARCOLA	396	64
DAMON	-	2
WHARTON	43	-
WALLIS	-	2
ORCHARD	1	26
PLEAK	57	23
<b>TOTAL</b>	<b>119,478</b>	<b>29,663</b>





# Commuter Annual Trips

(Includes Greenway, Galleria, TMC)

Avg. Monthly



69,909  
87,185  
110,386  
126,302  
98,567  
142,751  
196,939  
247,157

TMC for 1 mo. TMC for 7 mo. TMC for 3 mo. TMC for 12mo.