

ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES

On this the 9th day of October 2014, the Rosenberg Development Corporation (RDC) of the City of Rosenberg, Fort Bend County, Texas, met in Regular Session, at the Rosenberg Civic Center, located at 3825 SH 36S, Rosenberg, Texas.

PRESENT

Teresa Bailey	Secretary, Rosenberg Development Corporation
Ted Garcia	Treasurer, Rosenberg Development Corporation
Bill Knesek	President, Rosenberg Development Corporation
Cynthia McConathy	Director, Rosenberg Development Corporation
Jimmie J. Pena	Director, Rosenberg Development Corporation
Allen Scopel	Vice President, Rosenberg Development Corporation

ABSENT

Amanda J. Barta	Director, Rosenberg Development Corporation
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STAFF PRESENT

Robert Gracia	City Manager
Jeremy Heath	Assistant Economic Development Director
Randall D. Malik	Executive Director, Rosenberg Development Corporation
Cynthia Sullivan	Secretary II
Travis Tanner	Executive Director of Community Development
Scott Tschirhart	City Attorney
Joyce Vasut	Executive Director of Administrative Services

CALL TO ORDER.

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

STATEMENT OF RULES PERTAINING TO AUDIENCE COMMENTS.

Cynthia Sullivan, Secretary II, read the statement of rules pertaining to audience comments.

COMMENTS FROM THE AUDIENCE.

There were no comments from the Audience.

CONSENT AGENDA

- A. CONSIDERATION OF AND ACTION ON THE JOINT CITY COUNCIL AND ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES FOR SEPTEMBER 11, 2014.
- B. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING SEPTEMBER 30, 2014.
Executive Summary: The September 2014 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.
- C. CONSIDERATION OF AND ACTION ON A REPORT FROM THE COMMUNICATIONS DEPARTMENT REGARDING THE PREVIOUS MONTH'S COMMUNICATIONS ACTIVITIES.
Executive Summary: This item has been included to provide an overview of Communication activities in the previous month, as they relate to economic development.

Key discussion points:

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

Action: Director McConathy moved and Director Garcia seconded a motion to approve the Consent Agenda items A and C with the revised minutes. The motion carried by a unanimous vote of those present.

- 1A. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING SEPTEMBER 30, 2014.

Executive Summary: The September 2014 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

Key discussion points:

- Ms. Vasut clarified information regarding Transfers to RDC Projects Funds that were adjusted in September 2014.

- Ms. Vasut clarified the Total Current Period Expenditures balance regarding the RDC Projects Fund transfers and the Net balance was excess funds, not deficit.

Action: Director Scopel moved and Director Bailey seconded a motion to approve Consent Agenda item B, now Item 1A. The motion carried by a unanimous vote of those present.

1. **HOLD EXECUTIVE SESSION PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE TO RECEIVE LEGAL ADVICE FROM THE CITY ATTORNEY CONCERNING CONTEMPLATED LITIGATION, NAMELY DISPUTE WITH IMPERIAL PERFORMING ARTS, INC.; AND, PURSUANT TO SECTION 551.087 OF THE TEXAS GOVERNMENT CODE FOR DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS.**

President Knesek adjourned the Regular Session and declared an Executive Session at 4:10 p.m.

An Executive Session was held for deliberations pursuant to Section 551.071 of the Texas Government Code to receive legal advice from the City Attorney concerning contemplated litigation, namely dispute with Imperial Performing Arts, Inc.; and, pursuant to Section 551.087 of the Texas Government Code for deliberations regarding Economic Development negotiations.

2. **ADJOURN EXECUTIVE SESSION, RECONVENE INTO REGULAR SESSION, AND TAKE ACTION AS NECESSARY AS A RESULT OF EXECUTIVE SESSION.**

President Knesek adjourned the Executive Session and reconvened into Regular Session at 5:17 p.m. No action was taken.

RECESS SESSION, RECONVENE SESSION.

President Knesek recessed the Session at 5:17 p.m., and reconvened the Session at 5:26 p.m.

3. **CONSIDERATION OF AND ACTION ON INSTALLING TREE GRATES IN DOWNTOWN ROSENBERG.**
Executive Summary: This item has been requested by Darren McCarthy, Rosenberg Parks and Recreation Director, as an opportunity for the Rosenberg Development Corporation to partner with the City of Rosenberg in installing tree grates in Downtown Rosenberg and to take action as necessary. The RDC Projects Fund currently has \$15,888.00 remaining dollars in the FY 2013 Park Improvements Line Item.

Key discussion points:

- Mr. McCarthy presented the details and quotes for the tree grates in Downtown Rosenberg. Director McConathy asked if the grates would replace the brick and cement around the trees.
- Director Garcia asked if there were any local quotes for the work. Mr. McCarthy stated he has not received any local quotes yet and the cement curb would remain around the trees.
- Director Garcia asked if the Downtown Merchants have been asked to participate in this project. Mr. McCarthy will communicate with the merchants.
- Discussion followed about possible trip hazards if the curb around the tree is raised. Consensus of the Directors was to eliminate the trip hazard completely by taking the curb out around the trees.

Action: Director Bailey moved and Director McConathy seconded a motion to request McCarthy to bring back quotes, including any local businesses, showing the cost as presented as well as the cost to remove the raised curbs around the trees and install grates level with the ground. The motion carried by a unanimous vote of those present.

4. **REVIEW AND DISCUSS CITY SIDEWALK PLAN, AND TAKE ACTION AS NECESSARY.**
Executive Summary: This item allows the Rosenberg Development Corporation Board the opportunity to discuss City Sidewalk Plan and take action as necessary.

Key discussion points:

- President Knesek opened the discussion explaining the City's policy on funding sidewalks. President Knesek previously met with Travis Tanner and Melissa Pena to talk about sidewalks in the City of Rosenberg. President Knesek then asked Mr. Tanner to update the Board on the City's progress and plan for sidewalks.
- Mr. Tanner explained that when new developments come into the City, staff prioritizes the sidewalk system to fill in the gaps and make use of those developments to connect to areas that need sidewalks. The City can make a small investment that goes a long way as they partner with developments. Connectivity and improving the sidewalk system is the main goal in this area.
- Mr. Tanner asked for direction of specific areas in need and staff will look at the costs of some of those areas and come back with something concrete.

Action: Director McConathy moved and Director Garcia seconded a motion to authorize staff to continue looking at options, and to bring back a proposal to move forward with construction of sidewalks. The motion carried by a unanimous vote of those present.

5. **CONSIDERATION OF AND ACTION ON DOWNTOWN CITY-OWNED PROPERTY, GENERALLY LOCATED AT 2100 AVENUE G.**

Executive Summary: This item is included to discuss a proposed parking lot Downtown on property purchased by the City of Rosenberg on February 5, 2014 for \$75,000. The RDC budgeted \$250,000 to fund this property.

Key discussion points:

- Mr. Malik spoke about the challenges with this particular site which include a lack of parking spaces with a net gain of about thirteen (13) parking spaces. He also noted that the Livable Center Study will address the parking issue Downtown as well. He also mentioned that the City of Rosenberg has engaged a consultant to help on the Railroad site for extra downtown parking.
- Mr. Heath provided the board with an update on the current efforts of the railroad consultant.
- Director Bailey suggested the property might be better suited as a park since it is such a small area and has trees and grass.
- President Knesek said the original idea was this would be linked with the City-owned property and would be a part of a bigger parking lot.
- President Knesek asked about the option of stone and granite rather than a paved parking lot.
- Director McConathy asked about the larger project with City-owned property. Mr. Malik is not aware of the larger project; this could be addressed in the Livable Centers study as well.
- President Knesek also stated the property could be sold. The consensus of the Board was to keep it edged and trimmed and come back to this after the results of the Livable Centers study.

No action was taken.

6. **REVIEW AND DISCUSS GATEWAY MAINTENANCE CONTRACTS, AND TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been included to provide the Board with an update on the expiration and extensions of the mowing contracts for the RDC.

Key discussion points:

- Mr. Heath updated the Board on the plan to approve mowing on an "as needed" basis with the construction going on in some areas of I-69, SH59 and SH 36. The current contractors have agreed to continue on an "as needed" basis. Contractors are on call and can be contracted for any needs in those construction areas, but are keeping up the other areas that are not under construction. FY2015 Budget, indicates the same funding for mowing costs as FY2014, but costs will be reduced with the fewer times needed to mow those construction areas.
- Mr. Malik reminded the Board they could let us know when they see any areas that need mowing also.

No action was taken.

7. **REVIEW AND DISCUSS WAYFINDING SIGNAGE, AND TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been included on the Agenda to follow-up on the Board of Director's previous discussion regarding Wayfinding Signage.

Key discussion points:

- Mr. Malik explained the areas that are proposed to have wayfinding signage as Reading Road and I-69; Reading Road and Avenue H; along Avenue H to direct drivers to Historical Downtown and Cultural Arts District. Funding options are utilizing the HOT funds. This is also going to be addressed in the Livable Centers Study.
- President Knesek stated that he hopes this captures the Brazos Town Center shoppers and leads them Downtown Rosenberg, which would help Downtown and help Avenue H businesses.
- Director McConathy suggested waiting for any decisions until the Livable Centers Study is completed.

No action was taken.

8. **CONSIDERATION OF AND ACTION ON APPOINTING ONE (1) ROSENBERG DEVELOPMENT CORPORATION MEMBER TO THE LIVABLE CENTERS PLANNING COMMITTEE.**

Executive Summary: This item has been included to provide the RDC Board of Directors the opportunity to appoint one member of the RDC Board to serve on the Livable Centers Planning Committee.

Key discussion points:

- Mr. Malik reported the kick-off meeting had been held and the next meeting is planned for mid to late November.
- President Knesek asked if anyone wanted to volunteer to serve on this Committee.
- Director Pena nominated Director McConathy and she accepted the nomination.

Action: Director Pena moved and Director Bailey seconded a motion to appoint Director McConathy as the member representing the RDC Board on the Livable Centers Planning Committee. The motion carried by a unanimous vote of those present.

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

Executive Summary: This item has been included to provide the Economic Development Director the opportunity to update the Board on the previous month's activities, contacts, and projects.

Key discussion points:

- Mr. Malik met with Fort Bend Transit to discuss the Rosenberg-Richmond Bus Route. Ms. Shelton has been appointed to a jury duty for eight weeks so she will not be able to update the Board for a couple of months.
- Mr. Malik attended a pre-construction meeting for Walsh Road Industrial Park.
- West Fort Bend Management District Committee has scheduled their meetings with the committee members. The Board will receive the minutes of these meetings from Mr. Malik. Directors Pena and Scopel are serving on this committee and the next meeting is Thursday, October 16, at 4:00 p.m.
- IDS Engineering has completed the design of the Rosenberg Business Park and the City Engineer is in the process of reviewing the designs of the infrastructure. There are two businesses looking at ten (10) acres each.
- Sales tax continues to increase.
- Business retention expansion plan – if the board would like to discuss this further, we can put it on a future agenda.

Additional Comments:

- Director McConathy stated her concern with the construction debris on Walsh Road from the Walsh Road Business Park. Mr. Malik will address this with them.
- Director Pena commented that staff is doing a good job.

No action was taken.

10. **REVIEW AND DISCUSS REQUESTS FOR FUTURE AGENDA ITEMS, AND TAKE ACTION AS NECESSARY.**

Executive Summary: This item provides the Rosenberg Development Corporation Board the opportunity to request future agenda items.

Key discussion points:

- Tree Grates
- Sidewalks
- Fort Bend Transit System schedule.
- Dangerous Building Enforcement (City Manager Gracia reported this will be addressed in a City Council Workshop in the near future.)

No action was taken.

11. **ANNOUNCEMENTS.**

- President Knesek shared the Strategic Plan focus is three fold: 1) Image – both business and residential; 2) Mobility – traffic: always the big issue. Important drivers continue to get around in the City; Median Income – Rosenberg stays on the low average Median Income in Fort Bend County.

12. **ADJOURNMENT.**

Action: Director McConathy moved and Director Scopel seconded a motion to adjourn the RDC Board Meeting. The motion carried by a unanimous vote of those present at 6:15 p.m.



Bill Knesek, President
Rosenberg Development Corporation