

ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES

On this the 12th day of February 2015, the Rosenberg Development Corporation (RDC) of the City of Rosenberg, Fort Bend County, Texas, met in Regular Session, at the Rosenberg Civic Center, 3825 SH 36S, Rosenberg, Texas.

PRESENT

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

STAFF PRESENT

Jeremy Heath	Assistant Economic Development Director
Darren McCarthy	Parks and Recreation Director
Randall D. Malik	Executive Director, Rosenberg Development Corporation
Cynthia Sullivan	Secretary II
Travis Tanner	Executive Director of Community Development
Joyce Vasut	Executive Director of Administrative Services

GUESTS

Randy Wooten	Vice Chancellor, Texas State Technical College
John Kennedy	Director of Development, Fort Bend County, Texas State Technical College

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 REGULAR ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES FOR JANUARY 08, 2015.
- B. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2015 AND THE QUARTERLY INVESTMENT REPORT FOR THE PERIOD ENDING DECEMBER 31, 2014.
Executive Summary: The January 31, 2015 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

President Knesek requested that Consent Agenda Item B be placed on the Regular Agenda as Item 1A.

Action: Director McConathy moved, and Director Bailey seconded to approve Consent Agenda Item A. The motion carried by a vote of six "ayes" and one abstention. President Knesek abstained because he was absent from the January meeting.

REGULAR AGENDA

- 1A. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2015 AND THE QUARTERLY INVESTMENT REPORT FOR THE PERIOD ENDING DECEMBER 31, 2014.

Key discussion points:

- President Knesek requested that specific item titles on the budget classification be corrected so the Financial Report matches the RDC Budget item titles. Joyce Vasut confirmed she could have those item titles corrected to match the Budget item titles.

- President Knesek asked about the City charging RDC for professional services in the amount of \$2,600 for the Business Park Development. Ms. Vasut explained the City is charging RDC actual costs for professional services and is not charging RDC 5% as has been charged previously. She also confirmed that professional services were not included in the total cost of the project.
- President Knesek asked about the reduction of General Funds in the third quarter. Ms. Vasut replied that the RDC funded \$1.7 million for the City to fund the Rosenberg Business Park project.
- President Knesek also pointed out the low interest rate on RDC funds in Texpool. Ms. Vasut reported that Texpool is flexible about moving funds in and out of that account.

Action: Director McConathy moved and Director Scopel seconded a motion to approve the Financial Reports for the period ending January 31, 2015, and the quarterly Investment Report for the period ending December 31, 2014, as presented. The motion passed by a unanimous vote.

1. (This item was taken out of order after Item No. 6)

REVIEW AND DISCUSS CITY SIDEWALK PLAN, AND TAKE ACTION AS NECESSARY.

Executive Summary: This agenda item was requested by the RDC Board at the January RDC Meeting. The RDC Board requested that staff update the map to provide anticipated cost figures of each proposed sidewalk segment. The RDC does not have funds budgeted for the sidewalk project in the Fiscal Year 15 Budget.

Key discussion points:

- Mr. Tanner reported on the dollar amounts for the segments of sidewalk that could benefit commercial development and major commercial centers.

Questions/Answers:

- President Knesek inquired about specific areas highlighted and if funds for sidewalks had been included in the Fiscal Year 2015 Budget.
- Mr. Malik confirmed no funds were budgeted for sidewalks in Fiscal Year 2015.
- President Knesek stated that he appreciates the work completed on sidewalk project and indicated sidewalk project would be discussed in the RDC's Fiscal Year 2016 Budget process.
- Mr. Tanner stated that he would calculate those specific areas for commercial development.
- Director McConathy suggested a focus on the older Rosenberg area sidewalks because new development is required to provide sidewalks.
- Director Barta pointed out there are children walking to schools that do not have sidewalks.
- Mr. Tanner replied that he would look at the City's plan for sidewalks in the areas that include schools.

No action was taken.

2.

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. A local company, Kelly's Welding, could construct the grates at a cost of \$270.00 each. Installation is approximately \$300.00 each for a total cost to complete the project at \$8,000.00. The RDC Projects Fund currently has \$15,888 remaining dollars in the FY 2014 Park Improvements Line Item.

Key discussion points:

- Mr. McCarthy explained the placement of tree grates in downtown Rosenberg. He also reported the rose bushes will be replaced with the type of trees that are planted in that area. He added that ADA requires a curb around the trees for sight impaired citizens.

Questions/Answers:

- President Knesek asked if the City would partner with RDC for this project. The \$8,000 could be funded by RDC and the City each funding \$4,000.
- Mr. McCarthy reported there was \$15,888 remaining for this project in the Fiscal Year 2014 Budget.
- Director Pena agreed the City could partner with this project.
- Director McConathy asked about the types of trees being planted and if the root system be deep enough. Mr. McCarthy affirmed the types of trees have a deep root system.

Action: Director McConathy moved and Director Barta seconded a motion to approve funding in the amount of \$4,000 for the purchase of seven (7) tree grates, half the recommended number, from Kelly's Welding Service to be placed in Downtown Rosenberg. The motion carried by a unanimous vote.

3.

CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-91, A RESOLUTION OF BOARD OF DIRECTORS OF THE ROSENBERG DEVELOPMENT CORPORATION AMENDING THE FISCAL YEAR 2014-15 ANNUAL BUDGET IN THE AMOUNT OF \$260,000 FOR IMPROVEMENTS TO THE ROSENBERG BUSINESS PARK.

Executive Summary: Previously the RDC approved a development agreement with Rosenberg Business Park, Ltd., for the Rosenberg Business Park. This agreement requires RDC and the City to provide infrastructure improvements. RDC and the City each committed \$1.7 million to the project. The City has received bids for the project, and staff is planning

to take the bids to City Council for approval on February 17. Prior to Council approval additional funding in the amount of \$260,000 is needed to cover the bids and the cost for CenterPoint Energy to provide electricity to the site. This budget amendment would provide the additional funds to move forward and obtain Council approval for the infrastructure improvements.

Key discussion points:

- Ms. Vasut explained the budget amendment.

Questions/Answers:

- President Knesek inquired about a partnership between RDC and the City to fund this item.
- Ms. Vasut replied that staff met and it was decided to take this funding request to RDC.
- RDC Board Members agreed to fund half of this amount and to amend the Resolution accordingly.

Action: Director Scopel moved and Director Bailey seconded a motion to amend the amount allocated in the Unrestricted Fund Balance from \$260,000 to \$130,000 for improvements to the Rosenberg Business Park and to approve Resolution No. RDC-91 with such revision. The motion passed by a unanimous vote.

RECESS SESSION, RECONVENE SESSION.

President Knesek recessed the Session at 5:55 p.m., and reconvened the Session at 6:05 p.m.

4. **CONSIDERATION OF AND ACTION ON APPOINTING MEMBERS TO SERVE ON ROSENBERG DEVELOPMENT CORPORATION INCENTIVE COMMITTEE.**

Executive Summary: Staff recommends appointing interested RDC Members to serve on an Incentive Committee. Increasingly, prospect leads sent out by the Governor's Office of Economic Development and Greater Houston Partnership (GHP) are asking for the type of incentives offered by communities.

The purpose of the Incentive Committee would be to evaluate the types of incentives typically offered by communities and economic development corporations in the Houston region and to determine our competitiveness in the Houston market. The Incentive Committee would also recommend potential types of incentives and minimum incentive criteria to the RDC Board.

Key discussion points:

- Mr. Malik requested one Director that also serves on the City Council, and one RDC Board Member volunteer to serve on the Incentive Committee.
- Mr. Malik will also contact the Greater Houston Partnership and CenterPoint Energy to request volunteers for this Committee.

Action: Director Garcia volunteered as the RDC Board Member, and Director Peña as the City Council representative.

5. (This item was taken out of order after Item No.1A.)
HOLD EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.072 TO DELIBERATE THE POTENTIAL PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY; AND, PURSUANT TO SECTION 551.087 OF THE TEXAS GOVERNMENT CODE REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS.

Regular Session was adjourned for Executive Session at approximately 4:20 p.m.

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

Executive Session was adjourned and the RDC Board reconvened Regular Session at approximately 5:25 p.m.

Action: Director McConathy moved and Director Peña seconded a motion to authorize the Economic Development Director to negotiate a performance agreement in the amount of \$2,500,000 with Texas State Technical College when notified the City of Rosenberg is the chosen site for the facility. The motion carried by a unanimous vote.

7. **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:

- President Knesek asked to add discussion regarding a long-term solution for future Economic Development office space after the facilities plan study from the City of Rosenberg is completed.
- City Sidewalk Plan.
- Fort Bend Transit update.
- The RDC Board Members discussed the Department Reports having been recently removed from RDC agendas. Mr. Malik explained the directive he received after City staff members attended a training session sponsored by the Office of the Attorney General regarding Public Information processes.. It was reported that

listing an item that simply states "Departmental Report" does not give the public enough information/notification regarding items that could potentially be discussed within the report. Mr. Malik stated that he will continue to email reports to the RDC Board Members. President Knesek inquired whether a certain agenda item might list more detailed and specific information in order to allow dialog regarding items that might be included in the report. Mr. Malik indicated that he could potentially break report items down to be listed individually in order to provide updates on the Rosenberg economy, etc.

8. **ANNOUNCEMENTS.**

- West Fort Bend Management District Committee is scheduled to meet next week.
- Imperial Arts litigation – There is a hearing scheduled on March 3 at the Fort Bend County Court House. RDC legal counsel goes before the judge at that time. Imperial Arts has requested a motion to dismiss the whole suit, an amended declaratory judgment, and a ruling that they are not bound by the Imperial Arts Performance Agreement. The City Attorney will have an update at RDC's March meeting.
- Cynthia Sullivan accepted another position in the organization to Administrative Assistant in the Information Services and Communication Department. President Knesek stated on behalf of the RDC Board, that the RDC Board appreciates Ms. Sullivan's outstanding service to the organization.

9. **ADJOURNMENT.**

Action: Director McConathy moved and Director Garcia seconded a motion to adjourn the RDC Board Meeting. The motion carried by a unanimous vote. The meeting adjourned at 6:25 p.m.


Cynthia Sullivan
Secretary II