

ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES

On this the 11th day of June 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

Jasmine Bowens	Secretary II
Dan Kelleher	Rosenberg Main Street Manager
Randall Malik	Executive Director, Rosenberg Development Corporation
John Maresh	Assistant City Manager of Public Services
Darren McCarthy	Rosenberg Parks and Recreation Director
Joyce Vasut	Executive Director of Administrative Services

GUESTS PRESENT

Mandi Bronsell	Executive Director of the West Fort Bend Management District
Ron Castillo	Executive Director of the Fort Bend Corps

CALL TO ORDER.

President Knesek called the meeting to order at 4:01 p.m.

STATEMENT OF RULES PERTAINING TO AUDIENCE COMMENTS.

Jasmine Bowens, 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 MAY 14, 2015.**
- B. **CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING MAY 31, 2015.**
Executive Summary: The May 2015 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

Action: Director McConathy moved, seconded by Director Barta, to approve the Consent Agenda items A and B. The motion carried by a unanimous vote.

REGULAR AGENDA

1. **REVIEW AND DISCUSS A PRESENTATION ON THE SCOPE OF SERVICES PROVIDED BY THE FORT BEND CORPS FROM RON CASTILLO, EXECUTIVE DIRECTOR.**
Executive Summary: Ron Castillo, Executive Director of Fort Bend Corps will provide an overview of services offered by Fort Bend Corps. The RDC has annually provided funding of \$3,000 to support the efforts of Fort Bend Corps.

Key discussion points:

- Ron Castillo presented information regarding the Fort Bend Community Revitalization Projects (Fort Bend CORPS) and the five programs they manage to deliver repairs. These programs consist of Hearts & Hammers, Roofs Over Fort Bend, Interior Repair, Neighborhood Cleanup, and Energy Efficiency Improvement.

No action was taken.

2. CONSIDERATION OF AND ACTION ON A REQUEST BY THE PARKS AND RECREATION DEPARTMENT TO USE THE REMAINING FUNDS FROM THE RDC NEIGHBORHOOD PARKS PROJECT FUNDS TO PURCHASE FIELD COVERS FOR THE ADULT SOFTBALL FIELDS AT MACARIO GARCIA AND TRAVIS PARKS.

Executive Summary: At the regularly scheduled Parks and Recreation Board (Board) meeting on May 28, 2015, Parks and Recreation Director, Darren McCarthy presented a plan to the Board to use the remaining funds from CP1301 (FY 2013 Park Improvements line item) to purchase softball infield covers for Macario Garcia Park and Travis Park's adult softball programs. After brief discussion, the item passed by a unanimous vote of those present.

The RDC currently has \$13,517 in remaining funds in CP1301.

Staff recommends the approval of the remaining funds from CP1301 to purchase field covers for the adult softball fields at Macario Garcia and Travis Parks.

Question/Answers:

- President Knesek inquired about the shelf life for the softball covers.
- Darren McCarthy stated the shelf life is approximately fifteen to twenty years.

Action: Director McConathy moved, seconded by Director Bailey, to approve the request by the Parks and Recreation Department to use the remaining funds from the RDC Neighborhood Parks Project Funds, to purchase field covers for the adult softball fields at Macario Garcia and Travis Park. The motion carried by a unanimous vote.

3. CONSIDERATION OF AND ACTION ON PROPOSED FUNDING FOR THE OVERSIZING OF A WATER LINE TO THE TEXAS STATE TECHNICAL COLLEGE (TSTC) FORT BEND CAMPUS IN AN AMOUNT NOT TO EXCEED \$100,000.

Executive Summary: On May 26, 2015, the City of Rosenberg executed a Development Agreement (Agreement) with the Henderson-Wessendorff Foundation. Further, the Agreement provides the City with the option to require certain lines to be oversized to serve land outside the tract, provided that the City bears the costs of the oversizing. This Agenda item provides the RDC with the opportunity to discuss proposed funding necessary to oversize a water line to support additional development around the Texas State Technical College (TSTC) Campus.

The City will be provided oversizing costs and then make the election whether to require the oversizing. Upon completion of the line, the City will credit applicable impact fees owed by the property owner against the oversizing costs and pay the property owner the difference up to \$100,000. Under current consideration is the oversizing of a water line from a 12-inch line to serve only this property to a 16-inch line that will ultimately be needed to support growth and development in this general area of the City and as a part of the City's Capital Improvements Program (CIP) to meet the Fort Bend Subsidence District mandate to reduce groundwater withdrawals by 60% in 2025.

TSTC plans to receive bids on June 15, 2015, and the City will have to commit to the oversizing and provide a funding source no later than the June 16, 2015 City Council Meeting. If the City elects not to oversize the line at this time, the property owner will be authorized to build the line in a size only to serve the property. Additional water lines, or the replacement of this line with a larger one would then have to be funded at such time development occurs in this area of the City. If the City elects to require the line under consideration to be oversized, the City will pay the oversizing costs minus any applicable impact fees up to \$100,000 upon completion of the line.

Staff recognizes the long-term benefits oversizing will provide to future development of this area and recommends the RDC provide funding in the amount not to exceed \$100,000 in order to oversize the 12-inch water line to a 16-inch water line.

Key discussion points:

- Director Pena stated he recalled Rosenberg City Council taking on this item. This was also the recollection of Director Barta and Director McConathy's.

Action: Director McConathy moved, seconded by Director Garcia, to reject the request on the proposed funding for the oversizing of a water line to the Texas State Technical College Fort Bend Campus in an amount not to exceed \$100,000. The motion carried by a unanimous vote.

4. CONSIDERATION OF AND ACTION ON THE RDC FISCAL YEAR 2016 BUDGET.

Executive Summary: The RDC Finance committee met on May 5th and May 19th to discuss the RDC Budget. The Finance Committee recommended submitting the Fiscal Year 2016 Budget to the full Board at the June RDC Meeting.

Key discussion points:

- Randall Malik, Economic Development Director, reviewed the proposed Rosenberg Development Corporation Fiscal Year 2015-2016 Annual Budget.
- \$12,500 ongoing marketing to Greater Fort Bend Economic Development Council (GFBEDC). The Board of Directors (Board) requested staff to schedule a presentation from GFBEDC explaining how these funds will be used for marketing in this budget year.
- The amount of \$150,000, under Administrative Services – City Reimbursements for Administration, is currently an estimate due to the City undergoing a Classification and Compensation Study.
- Director McConathy recommended to increase the Fort Bend CORPS amount by \$2,000 for a total of \$5,000.
- Director Barta suggested, if possible, to increase the Fort Bend CORPS amount annually.
- Darren McCarthy presented information regarding \$100,000 from the RDC Park Improvements funds going towards a Nature Center in Seabourne Creek Nature Park.

No action was taken.

5. (This item was tabled, by consensus of the Board, till the next Regular Meeting.)

CONSIDERATION OF AND ACTION ON REPAINTING ROSENBERG WELCOME SIGNS.

Executive Summary: At the May RDC Meeting, the RDC Board directed staff to provide an estimate to repaint the "Welcome to Rosenberg" signs. Staff estimates the cost to paint the three (3) signs at \$3,897. The RDC currently has \$66,949 in remaining funds in the Transportation Gateway Improvements line item.

6. REVIEW AND DISCUSS FUTURE OFFICE SPACE NEEDS FOR THE ECONOMIC DEVELOPMENT DEPARTMENT, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.

Executive Summary: This item was requested by Bill Knesek, RDC Board President, to discuss future Economic Development office space needs as they relate to the RDC.

Key discussion points:

- President Knesek made a suggestion to find out if a future office space would be feasible and practical.
- The general consensus of the Board was to agree to determine if a future office space would be feasible.

No action was taken.

7. CONSIDERATION OF AND ACTION ON A REPORT FROM THE ROSENBERG DEVELOPMENT CORPORATION EXECUTIVE DIRECTOR REGARDING THE PREVIOUS MONTH'S ECONOMIC DEVELOPMENT ACTIVITIES AND CONTACTS, WHICH INCLUDES THE FOLLOWING:

- UPDATE ON ECONOMIC INDICATORS
- UPDATE ON BUSINESS RETENTION VISITS
- UPDATE ON ECONOMIC DEVELOPMENT COMPLIANCE EFFORTS
- UPDATE ON LIVABLE CENTERS STUDY
- UPDATE ON ECONOMIC DEVELOPMENT MARKETING EFFORTS
- UPDATE ON BNSF DOWNTOWN PROPERTY
- UPDATE ON NEW AND EXPANDED BUSINESSES
- UPDATE ON EXISTING BUSINESSES

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

Key discussion points:

- Randall Malik updated the Board on economic development activities.

No action was taken.

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

Executive Summary: This item provides the RDC Board the opportunity to request future agenda items.

Key discussion points:

- Welcome Signs.
- Sidewalks.
- West Fort Bend Management Presentation.

No action was taken.

9. ANNOUNCEMENTS.

- Town Hall Meeting June 29, 2015.

10. ADJOURNMENT.

Action: Director Barta moved, seconded by Director Scopel, to adjourn the RDC Board Meeting. The motion carried by a unanimous vote. The meeting adjourned at 6:38 p.m.



Jasmine Bowens
Secretary II