

**ROSENBERG DEVELOPMENT CORPORATION  
MEETING MINUTES**

On this the 10<sup>th</sup> day of December 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 Highway 36 South, Rosenberg, Texas.

**PRESENT**

Teresa Bailey	Secretary, Rosenberg Development Corporation
Amanda J. Barta	Director, Rosenberg Development Corporation
Ted Garcia	Treasurer, Rosenberg Development Corporation
Lynn Moses	Director, Rosenberg Development Corporation
Jimmie J. Peña	Director, Rosenberg Development Corporation
Allen Scopel	Vice President, Rosenberg Development Corporation

**ABSENT**

Bill Knesek	President, Rosenberg Development Corporation
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**STAFF PRESENT**

Jasmine Bowens	Senior Administrative Specialist
Dan Kelleher	Main Street Manager
Randall Malik	Executive Director, Rosenberg Development Corporation
Darren McCarthy	Parks and Recreation Director
Joyce Vasut	Executive Director of Administrative Services

**GUESTS PRESENT**

Craig Kalkomey	Department Manager, Municipal and District Services Practice, Jones & Carter, Inc.
Jeff Haley	Chair-Elect, Central Fort Bend Chamber
Regina Morales	President/CEO, Central Fort Bend Chamber
Richard Morrison	Commissioner Precinct 1
Paulette Shelton	Director, Fort Bend Transit

**CALL TO ORDER.**

Vice President Scopel called the meeting to order at 4:02 p.m.

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

Jasmine Bowens, Senior Administrative Specialist, 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 NOVEMBER 12, 2015.**
- B. **CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING NOVEMBER 30, 2015.**  
*Executive Summary:* The November 2015 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

**Action:** Director Bailey moved, seconded by Director Garcia, to approve the Consent Agenda items A and B. The motion carried by a unanimous vote of those present.

**REGULAR AGENDA**

1. **HOLD PUBLIC HEARING REGARDING PARTIAL REIMBURSEMENT OF A TRAFFIC SIGNAL AT THE INTERSECTION OF READING ROAD AND SPACEK ROAD RELATED TO THE DEVELOPMENT OF A CVS PHARMACY, INC.**

**Executive Session:** State law requires that Type B economic development corporations must formally designate their projects by published notice and then must wait sixty (60) days after the published notice to expend funds on the designated projects. A public hearing regarding the projects must also be held during the 60-day waiting period.

Pursuant to said requirements, the requisite public notice regarding the partial reimbursement of a traffic signal at the intersection of Reading Road and Spacek Road was published in the Fort Bend Herald on November 29, 2015, beginning the 60-day waiting period required by state law.

This item has been included on the Agenda to accommodate the required public hearing as advertised in the published notice.

**The public hearing was opened by Vice President Scopel at 4:02 p.m. As there were no speakers, the public hearing was closed by Vice President Scopel at 4:04 p.m.**

2. (This item was taken out of order after Item 7)  
**REVIEW AND DISCUSS PRESENTATION REGARDING ACTIVITIES CARRIED OUT BY THE CENTRAL FORT BEND CHAMBER OF COMMERCE FROM REGINA MORALES, PRESIDENT/CEO.**  
**Executive Session:** Regina Morales, President/CEO of the Central Fort Bend Chamber will attend the meeting to update the Board on current activities pursued by the Central Fort Bend Chamber.

**Key discussion points:**

- Randall Malik introduced Regina Morales, President/CEO of the CFBC.
- Regina Morales updated the Board on current activities and the new direction of refocusing on small businesses pursued by the Central Fort Bend Chamber. She explained some of the details of the contract between Central Fort Bend Chamber and RDC. Some of these include an explanation of promotional opportunities in the Membership Directories distributed to all area Chamber members and mailed in relocation and visitor packages. RDC will have a reserved table for three (3) monthly membership luncheons/breakfasts. The RDC logo will also be displayed on the homepage of the Central Fort Bend Chamber's website as a member and will include a link to the RDC website.
- Director Pena suggested working on a future marketing brochure for Rosenberg.

No action was taken.

3. **REVIEW AND DISCUSS PRESENTATION REGARDING AN UPDATE ON THE EXPANDED RICHMOND/ROSENBERG BUS ROUTES FROM PAULETTE SHELTON, DIRECTOR OF FORT BEND TRANSIT.**  
**Executive Summary:** At the November RDC Meeting, the Board requested an update on the expanded Fort Bend Transit bus routes through Richmond and Rosenberg. Paulette Shelton, Fort Bend Transit Director, will attend the meeting to provide an update on the Richmond/Rosenberg Bus Route.

**Key discussion points:**

- Ms. Shelton updated the Board on the current Fort Bend Transit Routes, in Richmond/Rosenberg.
- Director Garcia inquired about creating more routes for the north side of Rosenberg, because there is only one stop, and the elderly are not able to travel a long distance to the bus stop.
- Ms. Shelton explained that people with disabilities who are unable to walk to the bus stop can call and schedule a pick up.
- Director Moses asked why there have not been any passengers for the Justice Center route.
- Ms. Shelton explained that Fort Bend Transit is in the process of strategizing to understand the reason they are lacking passengers for this route.

No action was taken.

4. **REVIEW AND DISCUSS UPDATE ON THE DESIGN OF THE DOWNTOWN PARKING LOT PROJECT FROM JONES AND CARTER, INC.**  
**Executive Summary:** Craig Kalkomey, Department Manager – Municipal Operations Division of Jones and Carter, Inc., will attend the meeting to provide an update on the design of the Downtown Parking Lot Project.

**Key discussion points:**

- Randall Malik introduced Craig Kalkomey.
- Craig Kalkomey presented a draft of the design of the Downtown Parking Lot Project to the Board.

No action was taken.

5. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-100, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSENBERG DEVELOPMENT CORPORATION AMENDING THE FISCAL YEAR 2015-16 ANNUAL BUDGET IN THE AMOUNT OF \$39,304 FOR MARCARIO GARCIA PARK RESTROOM PROJECT.**

**Executive Summary:** Previously the RDC approved \$150,000 from the RDC Projects Fund for the Marcario Garcia Park Restroom Project (Project). Currently, \$11,010 has been paid on a \$14,000 Professional Services Contract with Jones and Carter, Inc., and \$2,750 is encumbered for demolition costs, leaving \$136,240 remaining in the account. On November 18, 2015, two bids were received and opened for Bid No. 2015-12, with the low bid for the Project of \$175,304. An additional \$39,304 is needed to complete the Project based on the lowest bid proposal.

This budget amendment would provide the additional funds from the RDC Projects Fund line item. Should the RDC choose to appropriate the additional funds for this Project, staff will return present City Council with an item to award Bid No. 2015-12 on a future Agenda.

**Key discussion points:**

- Randall Malik introduced Darren McCarthy, Parks and Recreation Director.
- Darren McCarthy mentioned that the cost overrun for the Marcario Garcia Park restroom was due to the increased costs of concrete. Mr. McCarthy also indicated that after reviewing the numbers, the total amount needed to complete the project was an additional \$42,054.

**Action:** Director Pena moved, seconded by Director Moses, to amend the Fiscal Year 2015-16 Annual Budget in the amount of \$\$42,054.00 for Marcario Garcia Park Restroom Project. The motion carried by a unanimous vote of those present.

6. (This item was taken out of order after Item 1)  
**HOLD EXECUTIVE SESSION TO DELIBERATE THE POTENTIAL PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.072; AND REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS PURSUANT TO SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.**

Regular Session was adjourned for Executive Session at approximately 4:05 p.m.

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

**Executive Session:** The Executive Session was adjourned and the RDC Board reconvened Regular Session at approximately 4:45 p.m.

No action was taken as a result of Executive Session.

8. (This item was taken out of order after Item 5)  
**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 UPDATES ON THE FOLLOWING:**

- ECONOMIC INDICATORS;**
- BUSINESS RETENTION VISITS;**
- NEW AND EXPANDED BUSINESSES;**
- EXISTING BUSINESSES;**
- ECONOMIC DEVELOPMENT PARTNERSHIP MEETING;**
- TRADE MISSION TO PANAMA; AND,**
- RDC MOWING CONTRACTS.**

**Executive Session:** 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 mentioned that the first quarterly economic development partnership meeting occurred on November 17<sup>th</sup>. Overall, around forty people attended the meeting.

- Director Pena stated that he was pleased with the turnout for the meeting. He also requested that staff try to work with Paragon on being the next guest speaker.
- Randall Malik indicated that the Highway 36A Coalition has a delegation of Highway 36A representatives going to Panama in January to advocate for increased usage of the Port of Freeport. Mayor McConathy will not be able to attend the delegation visit and she has asked Mr. Malik to go in her stead. The Board indicated their support for Mr. Malik's attendance at the Highway 36A Coalition Delegation Visit.

No action was taken.

**9. 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.

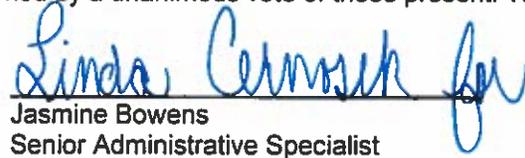
No discussion was held regarding this item.

**10. ANNOUNCEMENTS.**

No Announcements.

**11. ADJOURNMENT.**

**Action:** Director Moses moved, seconded by Director Garcia, to adjourn the Regular Rosenberg Development Corporation Meeting. The motion carried by a unanimous vote of those present. The meeting adjourned at 6:09 p.m.

  
Jasmine Bowens  
Senior Administrative Specialist