

**NOTICE OF REGULAR  
ROSENBERG DEVELOPMENT CORPORATION MEETING**

**NOTICE IS HEREBY GIVEN THAT THE ROSENBERG DEVELOPMENT CORPORATION OF THE CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS, WILL MEET IN REGULAR SESSION OPEN TO THE PUBLIC AS FOLLOWS:**

**DATE:** Thursday, December 10, 2015

**TIME:** 4:00 p.m.

**PLACE:** Rosenberg Civic Center  
3825 Highway 36 South  
Rosenberg, Texas 77471

**PURPOSE:** Regular Rosenberg Development Corporation Meeting

Call to order.

Statement of rules pertaining to audience comments.

Comments from the audience.

**CONSENT AGENDA**

- A. Consideration of and action on the Regular Rosenberg Development Corporation Meeting Minutes for November 12, 2015. (Jasmine Bowens, Senior Administrative Specialist)
- B. Consideration of and action on the monthly Rosenberg Development Corporation Financial Reports for the period ending November 30, 2015. (Joyce Vasut, Executive Director of Administrative Services)

**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. (Randall Malik, Executive Director)
- 2. Review and discuss presentation regarding activities carried out by the Central Fort Bend Chamber of Commerce from Regina Morales, President/CEO. (Randall Malik, Executive Director)
- 3. Review and discuss presentation regarding an update on the expanded Richmond/Rosenberg bus routes from Paulette Shelton, Director of Fort Bend Transit. (Randall Malik, Executive Director)
- 4. Review and discuss update on the design of the Downtown Parking Lot Project from Jones and Carter, Inc., and take action as necessary. (Randall Malik, Executive Director)
- 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 the Marcario Garcia Park Restroom Project. (Darren McCarthy, Parks and Recreation Director)
- 6. 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.
- 7. Adjourn Executive Session, reconvene Regular Session, and take action as necessary as a result of Executive Session.

8. 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 (Randall Malik, Executive Director):
  - a. Economic Indicators;
  - b. Business Retention Visits;
  - c. New and Expanded Businesses;
  - d. Existing Businesses;
  - e. Economic Development Partnership Meeting;
  - f. Hwy 36A Coalition Trade Mission to Panama; and,
  - g. RDC Mowing Contracts.
9. Review and discuss requests for future Agenda items, and take action as necessary.
10. Announcements.
11. Adjournment.

{EXECUTION PAGE TO FOLLOW}

DATED AND POSTED this the \_\_\_\_\_ day of \_\_\_\_\_ 2015, at \_\_\_\_\_ m.

by \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Linda Cernosek, City Secretary

Approved for posting:

\_\_\_\_\_  
Randall Malik, Executive Director

**Reasonable accommodation for the disabled attending this meeting will be available; persons with disabilities in need of special assistance at the meeting should contact the City Secretary at (832) 595-3340.**

# **ITEM A**

# **Minutes:**

- 1. Regular Rosenberg Development Corporation Meeting  
Minutes – November 12, 2015**

**ROSENBERG DEVELOPMENT CORPORATION  
MEETING MINUTES**

On this the 12<sup>th</sup> day of November 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
Bill Knesek	President, Rosenberg Development Corporation
Lynn Moses	Director, Rosenberg Development Corporation
Jimmie J. Peña	Director, Rosenberg Development Corporation
Allen Scopel	Vice President, Rosenberg Development Corporation

**STAFF PRESENT**

Jasmine Bowens	Senior Administrative Specialist
Jeremy Heath	Assistant Economic Development Director
Randall Malik	Executive Director, Rosenberg Development Corporation
Travis Tanner	Executive Director of Community Development
Scott Tschirhart	City of Rosenberg Attorney (via conference call)
Joyce Vasut	Executive Director of Administrative Services

**GUEST**

Craig Kalkomey	Department Manager – Municipal and District Services Practice, Jones & Carter, Inc.
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**CALL TO ORDER.**

President Knesek called the meeting to order at 4:00 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 OCTOBER 08, 2015.**
- B. **CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING OCTOBER 31, 2015.**  
*Executive Summary:* The October 2015 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

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

**REGULAR AGENDA**

- 1. **HOLD EXECUTIVE SESSION TO RECEIVE LEGAL ADVICE FROM THE CITY ATTORNEY CONCERNING PENDING LITIGATION, NAMELY DISPUTE WITH IMPERIAL PERFORMING ARTS, INC., PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE; 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 4:02 p.m.

2. **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 4:43 p.m.

**Action:** Director Pena moved, seconded by Director Scopel, to authorize the RDC President to execute, for and on behalf of the RDC, a Performance Agreement by and between the RDC and CVS Pharmacy, Inc. The motion carried by a unanimous vote.

3. **CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-19 FOR THE RDC FINISH CUT AREAS: FM 2218, HWY 90A AND LANE DRIVE, AVENUE F-4<sup>TH</sup> STREET TO 6<sup>TH</sup> STREET, AVENUE G AND 4<sup>TH</sup> STREET LOT.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Finish Cut Areas: FM 2218, Hwy 90A and Lane Drive, Avenue F-4th Street to 6th Street, Avenue G and 4th Street Lot. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Sealed bids were received on Wednesday, November 4, 2015. The bids were opened and tabulated as indicated on the attached bid summary. The following four (4) bids were received:

- Reliant Sand and Construction, \$19,475.00
- Z Best Lawns, \$20,045.00
- Hydrozone Landscape Corporation, \$20,349.00
- BIO Landscape & Maintenance, \$23,199.00

Bids for the project will be presented to the City Council at the November 17th meeting. This Agenda item provides the opportunity for the RDC to recommend approval of bids by City Council. Staff recommends that the Board makes a recommendation to City Council to award Bid No. 2015-19 to Reliant Sand and Construction, in the amount of \$19,475.00.

**Key discussion points:**

- Randall Malik indicated that Reliant Sand and Construction currently has the Contract for all RDC Rough Cut Areas along I-69.

**Action:** Director Scopel moved, seconded by Director Garcia, to recommend the City Council award Bid No. 2015-19 for the RDC Finish Cut Areas: FM 2218, Hwy 90A and Lane Drive, Avenue F – 4<sup>th</sup> Street to 6<sup>th</sup> Street, Avenue G and 4<sup>th</sup> Street Lot to Reliant Sand and Construction, in the amount of \$19,475.00. The motion carried by a unanimous vote.

4. **CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-20 FOR THE RDC FINISH CUT AREAS: HWY 36 AND US 90 A, I-69 AT HWY 36, I-69 AT FM 2218.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Finish Cut Areas: Hwy 36 and US 90 A, I-69 at Hwy 36, I-69 at FM 2218. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Sealed bids were received on Wednesday, November 04, 2015. The bids were opened and tabulated as indicated on the attached bid summary. The following five (5) bids were received:

- Estelita Oledan DBA ECOCUTTER, \$8,888.88
- Reliant Sand and Construction, \$12,265.00
- Z Best Lawns, \$12,100.00
- Hydrozone Landscape Corporation, \$11,781.00
- BIO Landscape & Maintenance, \$27,203.00

Bids for the project will be presented to the City Council at the November 17<sup>th</sup> meeting. This Agenda item provides the opportunity for the RDC to recommend approval of bids to City Council. Staff recommends that the Board make a recommendation to City Council to award Bid No. 2015-20 to Estelita Oledan DBA ECOCUTTER in the amount of \$8,888.88.

**Key discussion points:**

- Randall Malik mentioned that the RDC and City have not utilized the services of ECOCUTTER in the past.
- Jeremy Health mentioned that the company is opening an office in Katy to better serve the West Houston Region.
- President Knesek indicated he would prefer to go with the low bid as we have language in the contract that would allow us to terminate the contract if the work wasn't being performed to expected standards.

**Action:** Director Garcia moved, seconded by Director Scopel, to recommend the City Council award Bid No. 2015-20 for RDC Finish Cut Areas: Hwy 36 and US 90 A, I-69 at Hwy 36, I-69 at FM 2218 to Estelita Oledan DBA ECOCUTTER, in the amount of \$8,888.88. The motion carried by a unanimous vote.

**5. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-21 FOR THE RDC ROUGH CUT AREAS: HIGHWAY 36 TO SPUR 10.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Rough Cut Areas: Highway 36 to Spur 10. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Sealed bids were received on Wednesday, November 4, 2015. The bids were opened and tabulated as indicated on the attached bid summary. The following four (4) bids were received:

- Estelita Oledan DBA ECOCUTTER, \$27,000.00
- Williams Transport, \$25,137.00
- Reliant Sand and Construction, \$30,402.00
- BIO Landscape & Maintenance, \$70,560.00

Bids for the project will be presented to the City Council at the November 17<sup>th</sup> meeting. This agenda item provides the opportunity for the RDC to recommend approval of bids to City Council. Staff recommends that the Board makes a recommendation to City Council to accept the bid of \$25,137.00, by Williams Transport for RDC Rough Cut Areas: Highway 36 to Spur 10.

**Key discussion points:**

- Randall Malik mentioned that Reliant Sand and Construction is the company that currently services the Rough Cut areas along I-69.
- Director Moses asked why we had four separate contracts for the gateway maintenance projects.
- Joyce Vasut indicated that we have simply added new contracts as the RDC has taken on additional areas to mow.
- Director Barta mentioned that she would like to pursue the low bid.

**Action:** Director Scopel moved, seconded by Director Moses, to recommend the City Council award Bid No. 2015-21 for RDC Rough Cut Areas: Highway 36 to Spur 10 to Williams Transport, in the amount of \$25,137.00. The motion carried by a unanimous vote.

**6. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-22 FOR THE RDC ROUGH CUT AREAS: FM 762 TO HWY 36; I-69 FROM FM 2218 TO HWY 36.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Rough Cut Areas: FM 762 to Hwy 36; I-69 from FM 2218 to Hwy 36. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Bids were formally submitted to City of Rosenberg on November 4<sup>th</sup>. The following bids were received:

- Williams Transport, \$16,398.80
- Reliant Sand and Construction, \$18,513.00
- BIO Landscape & Maintenance, \$48,312.00

Bids for the project will be presented to the City Council at the November 17<sup>th</sup> meeting. This agenda item provides the opportunity for the RDC to recommend approval of bids to City Council. Staff recommends that the Board makes a recommendation to City Council to accept the bid of Williams Transport, in the amount of \$16,398.80, for RDC Rough Cut Areas: FM 762 to Hwy 36; I-69 from FM 2218 to Hwy 36.

**Key discussion points:**

- Randall Malik explained Williams Transport is the low bid for this item.

**Action:** Director Barta moved, seconded by Director Garcia, to recommend the City Council to Award Bid No. 2015-22 for RDC Rough Cut Areas: FM 762 to Hwy 36; I-69 from FM 2218 to Hwy 36 to Williams Transport, in the amount of \$16,398.80. The motion carried by a unanimous vote.

7. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-99, A RESOLUTION AUTHORIZING THE ROSENBERG DEVELOPMENT CORPORATION PRESIDENT TO NEGOTIATE AND EXECUTE, FOR AND ON BEHALF OF THE RDC, AN ENGINEERING SERVICES PROPOSAL FOR DESIGN AND CONSTRUCTION PHASE SERVICES FOR THE CONSTRUCTION OF THE AVENUE F PARKING LOT PROJECT, BY AND BETWEEN THE RDC AND JONES AND CARTER, INC., IN AN AMOUNT NOT TO EXCEED \$28,000.**

**Executive Summary:** At the October RDC Meeting, the Board of Directors authorized the RDC Executive Director to move forward with the proposed design of the parking lot on Avenue F. The next required step in the process is to have the site formally engineered by an engineering firm. A proposal for design and construction phase services from Jones and Carter, Inc., has been included as Exhibit "A" to Resolution No. RDC-99.

Staff recommends approval of Resolution No. RDC-99, a Resolution authorizing the RDC President to negotiate and execute, for and on behalf of the RDC, an Engineering Services Proposal by and between the RDC and Jones and Carter, Inc.

**Key discussion points:**

- Randall Malik introduced Craig Kalkomey, a representative of Jones and Carter, Inc.
- Director Garcia asked how the engineering firm was chosen.
- Randall Malik explained that Jones and Carter, Inc., designed a parking lot on the site back in 1999. They have also completed survey work for the current project, and because of their familiarity with the site, staff felt comfortable that Jones and Carter, Inc., would be able to move forward with the project in a timely manner.

**Action:** Director Pena moved, seconded by Director Barta, to approve Resolution No. RDC-99, a Resolution authorizing the Rosenberg Development Corporation President to negotiate and execute, for and on behalf of the RDC, an Engineering Services Proposal for design and construction phase services for the construction of the Avenue F Parking Lot Project, by and between the RDC and Jones and Carter Inc., in an amount not to exceed \$28,000. The motion carried by a unanimous vote.

8. **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;
- RDC/ECONOMIC DEVELOPMENT OFFICE SPACE;
- RDC SIDEWALK PROJECT; AND,
- ECONOMIC DEVELOPMENT PARTNERSHIP MEETING.

**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 updated the Board on the Economic Development Partnership Meeting, mentioning that the meeting will occur on November 18, 2015. It was also mentioned that City staff has now begun to meet to discuss the RDC sidewalk project.

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.

**Key discussion points:**

- Randall Malik asked the Board if they would like the groups/organizations that RDC funds to present an update in December 2015 before discussing contract renewals in January 2016.
- The Board indicated that they would like to hear the presentations.
- Director Scopel also suggested an update from Fort Bend Transit regarding recent changes in the bus routes.

No action was taken.

**10. ANNOUNCEMENTS.**

- President Knesek applauded the three (3) council members on the RDC Board for the recent approval of the new interim corridor standards.
- Randall Malik announced the RDC Policy Meeting will occur on November 17, 2015.

**11. ADJOURNMENT.**

**Action:** Director Scopel moved, seconded by Director Garcia, to adjourn the Regular Rosenberg Development Corporation Meeting. The motion carried by a unanimous vote. The meeting adjourned at 5:15 p.m.

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Jasmine Bowens  
Senior Administrative Specialist

DRAFT



## COMMUNICATION FORM

December 10, 2015

<b>ITEM #</b>	<b>ITEM TITLE</b>
<b>B</b>	<b>Rosenberg Development Corporation Financial Report</b>
<b>ITEM/MOTION</b>	
Consideration of and action on the monthly Rosenberg Development Corporation Financial Report for the period ending November 30, 2015.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

1. RDC Financial Report – November 2015

Joyce Vasut  
Executive Director of Administrative Services

### EXECUTIVE SUMMARY

The November 2015 RDC Financial Report is attached for your review and consideration. Staff recommends approval.

**CITY OF ROSENBERG, TEXAS**  
**ROSENBERG DEVELOPMENT CORPORATION**  
**AS OF NOVEMBER 30, 2015**

Classification	2015-16 Adopted Budget	2015-16 Act. Rev/Exp YTD	2015-16 Encumbered	2015-16 YTD Budget Remaining	% of Budget Target
<b>REVENUES:</b>					
					17%
<i>Sales Taxes</i>	\$ 3,144,427	\$ 495,761	\$ -	\$ 2,648,666	16%
<i>Sales Taxes BTC I</i>	623,341	91,144	-	532,197	15%
<i>Sales Taxes BTC II</i>	501,661	97,295	-	404,366	19%
<i>Downtown Sales Taxes</i>	41,816	5,043	-	36,773	12%
<i>Sales Tax Total</i>	4,311,245	689,243	-	3,622,002	
<i>Interest Earnings</i>	2,000	-	-	2,000	0%
<b>TOTAL REVENUES</b>	<b>4,313,245</b>	<b>689,243</b>	<b>-</b>	<b>3,624,002</b>	<b>16%</b>
<b>EXPENDITURES:</b>					
<b>Administration (max 10%):</b>					
Office Supplies	1,000		-	1,000	0%
Computer Supplies	2,500		-	2,500	0%
Business Expense	1,700	28	-	1,672	2%
General Insurance	400		-	400	0%
Education and Training	9,000		-	9,000	0%
Other Contractual Services	249,500	61,178	-	188,322	25%
<b>Subtotal for Administration Expenses</b>	<b>264,100</b>	<b>61,207</b>	<b>-</b>	<b>202,893</b>	<b>23%</b>
<b>Marketing:</b>					
Outside Professional Services	12,500		-	12,500	0%
Postage	200	11	-	189	5%
Freight and Express	100		-	100	0%
Advertising	29,500		-	29,500	0%
Printing and Binding	4,500	654	2,616	1,230	73%
<b>Subtotal for Marketing Accounts</b>	<b>46,800</b>	<b>665</b>	<b>2,616</b>	<b>43,519</b>	<b>7%</b>
<b>Memberships &amp; Services:</b>					
Business Recruitment	8,500		-	8,500	0%
Dues, Subscriptions & Contracts	6,977	100	-	6,877	1%
RDC Memberships	50,200	875	-	49,325	2%
<b>Subtotal for Memberships &amp; Services Accounts</b>	<b>65,677</b>	<b>975</b>	<b>-</b>	<b>64,702</b>	<b>1%</b>
<b>Professional Services:</b>					
Professional Services - Engineering	35,000		-	35,000	0%
Professional Services - Legal	40,000		-	40,000	0%
<b>Subtotal for Professional Services</b>	<b>75,000</b>	<b>-</b>	<b>-</b>	<b>75,000</b>	<b>0%</b>
<b>Business Retention &amp; Expansion:</b>					
Prospective Business Incentive	500,000		-	500,000	0%
Business Appreciation Luncheon	10,000		-	10,000	0%
<b>Subtotal for Business Retention and Expansion</b>	<b>510,000</b>	<b>-</b>	<b>-</b>	<b>510,000</b>	<b>0%</b>
<b>Infrastructure:</b>					
Debt Service - Principal	617,770	102,962	-	514,808	17%
Debt Service - Interest	177,221	29,537	-	147,684	17%
RDC Projects Fund	3,700,000		-	3,700,000	0%
<b>Subtotal for Infrastructure Accounts</b>	<b>4,494,991</b>	<b>132,499</b>	<b>-</b>	<b>4,362,493</b>	<b>3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,456,568</b>	<b>\$ 195,345</b>	<b>\$ 2,616</b>	<b>\$ 5,258,607</b>	<b>4%</b>

**ROSENBERG DEVELOPMENT CORPORATION**  
**2015-16 ACTUAL**  
**PERIOD ENDED NOVEMBER 30, 2015**

Classification	RDC Actual	RDC Projects	Total
<b>Resources:</b>			
Total Beginning Fund Balance @ 10/01/15 (unaudited)	\$ 3,755,279	\$ 2,074,124	\$ 5,829,403
Revenues and Transfers In	689,243	-	689,243
Total Funds Available	<u>\$ 4,444,522</u>	<u>\$ 2,074,124</u>	<u>\$ 6,518,646</u>
<b>Uses/Deductions:</b>			
Expenditures and Transfers Out	195,345	89,482	284,827
<b>Ending Fund Balance:</b>			
Total Ending Fund Balance	\$ 4,249,177	\$ 1,984,642	\$ 6,233,819
Reserved for Debt Service	794,991	\$ -	794,991
Reserved for RDC Projects	-	\$ 1,984,642	1,984,642
<b>Unreserved Fund Balance Total</b>	<u>\$ 3,454,186</u>	<u>\$ -</u>	<u>\$ 3,454,186</u>

**Synopsis of Current Revenues and Expenditures  
Rosenberg Development Corporation  
For the Month Ended November 30, 2015**

Account Number	Description	Amount
<b>Revenues</b>		
219-0000-402-0000	Sales Taxes	\$ 379,210.11
<b>Total Current Period Revenues</b>		<b><u>\$ 379,210.11</u></b>
<b>Expenditures</b>		
219-1000-540-3110	Office Supplies (Administration)	-
219-1000-540-3120	Computer Supplies (Administration)	-
219-1000-540-3135	Business Expenses (Administration)	-
219-1000-540-5120	Insurance/General Insurance (Administration)	-
219-1000-540-5510	Travel (Education and Training)	-
219-1000-540-5710	Other Contractual Services (Administration)	-
<b>Total Administration</b>		<b><u>\$ -</u></b>
219-2000-540-4391	Outside Professional Contract Svcs (Marketing)	-
219-2000-540-5220	Postage (Marketing)	-
219-2000-540-5230	Freight and Express (Marketing)	-
219-2000-540-5310	Advertising (Marketing)	-
219-2000-540-5410	Printing and Binding (Marketing)	327.00
<b>Total Marketing</b>		<b><u>\$ 327.00</u></b>
219-3000-540-3135	Business Expenses (Business Recruitment)	100.00
219-3000-540-4235	Dues/Subscriptions/Memberships (Business Recruitment)	-
219-3000-540-4390	RDC Memberships (Business Recruitment)	-
<b>Total Business Recruitement</b>		<b><u>\$ 100.00</u></b>
219-5000-540-4315	Engineering (Professional Services)	-
219-5000-540-4390	Legal Fees (Professional Services)	-
<b>Total Professional Services</b>		<b><u>\$ -</u></b>
219-6000-540-5725	Prospective Business Incentive (Business Retention and Expansion)	-
219-6000-540-5730	Business Appreciation Luncheon (Business Retention and Expansion)	-
<b>Total Business Retention and Expansion</b>		<b><u>\$ -</u></b>
219-7000-540-8110	Debt Service (Infrastructure) - Principal for November 2015	51,480.83
219-7000-540-8120	Debt Service (Infrastructure) - Interest for November 2015	14,768.42
219-7000-540-9225	Transfers/Other Fund (Infrastructure) - Transfer to RDC Projects Fund	-
<b>Total Infrastructure</b>		<b><u>\$ 66,249.25</u></b>
<b>Total Current Period Expenditures</b>		<b><u>\$ 66,676.25</u></b>

**CITY OF ROSENBERG, TEXAS  
RDC SALES TAX REVENUES**

Monthly Total Actual Receipts	Cumulative YTD Receipts	Budgeted Receipts		Total YTD Percent of Budget	Prior Year Pct. Increase (Decrease)	
		Monthly	YTD		Month	YTD
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Cumulative (1)		Cumulative (3)		(2)/(4)		

Monthly BTC - I Receipts	Monthly BTC - II Receipts	Monthly Downtown Receipts
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**Fiscal Year 2012-13**

Oct	\$ 253,488	\$ 253,488	\$ 206,329	\$ 206,329	122.86%	17.3%	17.3%	\$ 39,879	\$ 22,088
Nov	300,245	553,733	268,681	475,010	116.57%	6.7%	11.3%	41,673	56,236
Dec	267,903	821,636	206,328	681,337	120.59%	24.0%	15.1%	48,344	18,259
Jan	240,399	1,062,035	217,242	898,579	118.19%	5.6%	12.8%	40,056	20,626
Feb	357,120	1,419,155	326,707	1,225,286	115.82%	4.3%	10.6%	76,617	71,043
Mar	240,499	1,659,655	211,174	1,436,460	115.54%	8.7%	10.3%	39,397	17,709
Apr	254,107	1,913,762	214,541	1,651,001	115.92%	13.1%	10.7%	40,281	19,444
May	334,041	2,247,802	298,699	1,949,700	115.29%	6.8%	10.1%	49,039	57,367
Jun	277,134	2,524,936	232,209	2,181,909	115.72%	13.9%	10.5%	38,850	21,572
Jul	288,843	2,813,779	250,468	2,432,378	115.68%	10.1%	10.4%	43,577	23,776
Aug	339,032	3,152,811	298,843	2,731,220	115.44%	8.3%	10.2%	49,537	59,166
Sep	281,355	3,434,166	238,780	2,970,000	115.63%	12.5%	10.4%	41,584	23,507
Total								\$ 548,834	\$ 410,794

**Fiscal Year 2013-14**

Oct	\$284,645	\$ 284,645	\$ 254,303	\$ 254,303	111.93%	12.3%	12.3%	\$ 45,426	\$ 26,206	\$ 2,678
Nov	332,266	616,912	301,210	555,512	111.05%	10.7%	11.4%	43,511	62,113	2,709
Dec	300,765	917,676	268,764	824,276	111.33%	12.3%	11.7%	41,356	23,209	2,873
Jan	311,275	1,228,951	241,171	1,065,447	115.35%	29.5%	15.7%	55,706	27,306	3,558
Feb	452,793	1,681,744	358,268	1,423,715	118.12%	26.8%	18.5%	81,972	80,410	5,100
Mar	269,503	1,951,247	241,272	1,664,988	117.19%	12.1%	17.6%	35,930	21,835	2,401
Apr	304,220	2,255,468	254,923	1,919,911	117.48%	17.9%	17.9%	44,267	23,697	3,481
May	372,069	2,627,537	335,114	2,255,025	116.52%	11.4%	16.9%	50,765	60,332	2,784
Jun	321,933	2,949,470	278,024	2,533,049	116.44%	16.2%	16.8%	42,815	24,392	3,429
Jul	322,644	3,272,114	289,771	2,822,820	115.92%	11.7%	16.3%	43,395	26,561	3,439
Aug	381,528	3,653,642	340,121	3,162,941	115.51%	12.5%	15.9%	50,943	63,637	2,954
Sep	365,422	4,019,064	282,259	3,445,200	116.66%	29.9%	17.0%	44,345	26,570	2,944
Total								\$ 580,432	\$ 466,269	\$ 38,351

**Fiscal Year 2014-15**

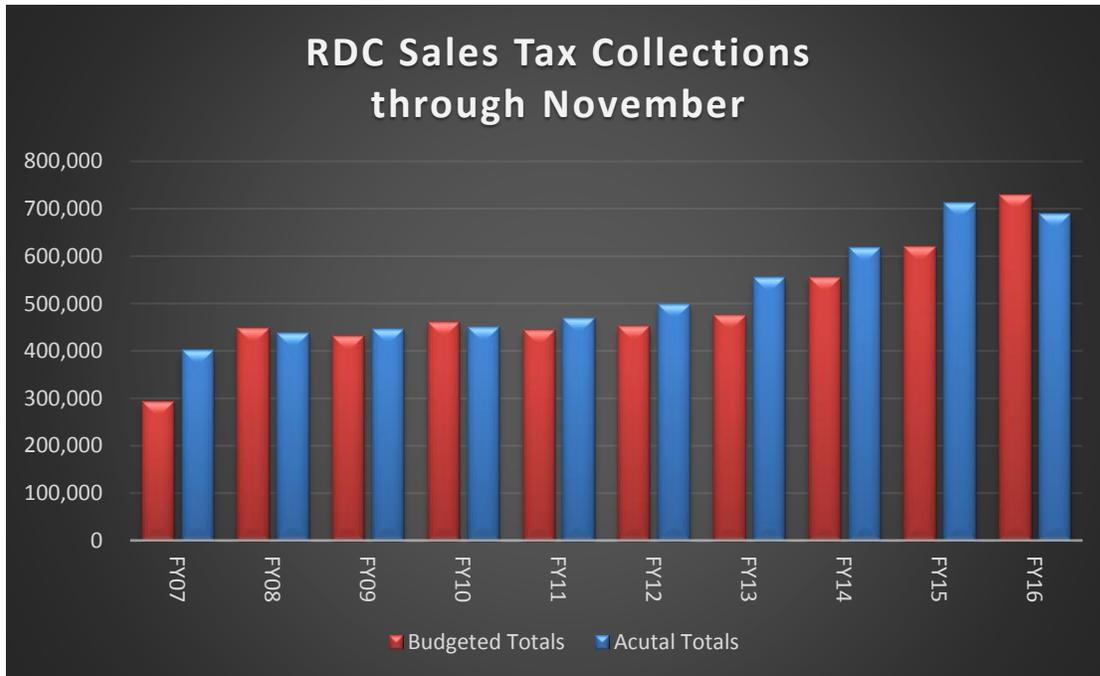
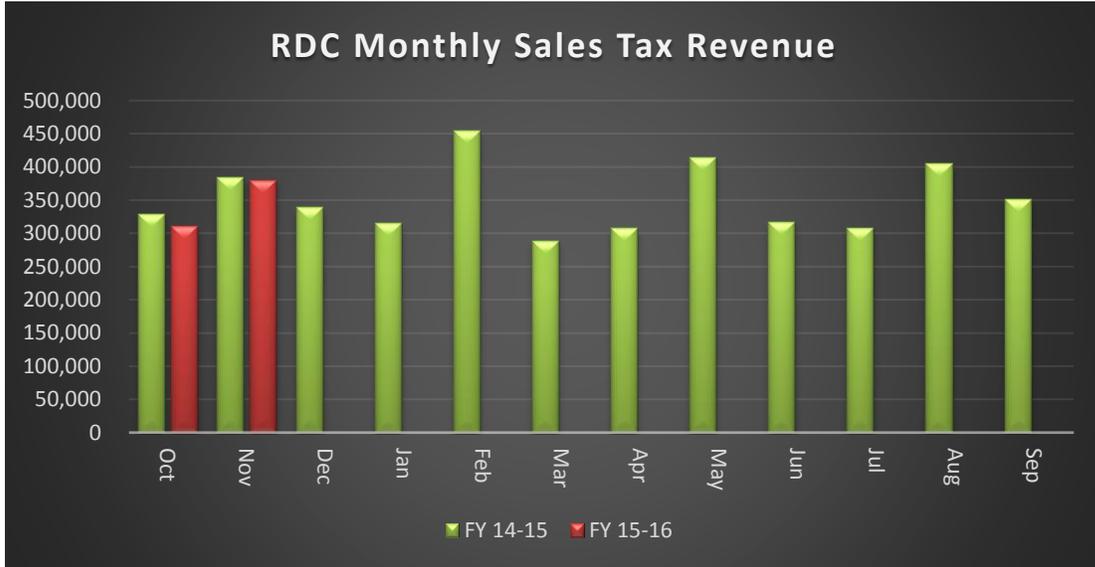
Oct	\$328,597	\$ 328,597	\$ 283,444	\$ 283,444	115.93%	15.4%	15.4%	\$ 47,153	\$ 27,876	\$ 2,454
Nov	383,604	712,201	\$ 335,726	619,171	115.02%	15.5%	15.4%	48,133	66,466	3,267
Dec	338,699	1,050,900	\$ 299,563	918,734	114.39%	12.6%	14.5%	42,177	24,526	2,589
Jan	314,787	1,365,687	\$ 268,808	1,187,542	115.00%	1.1%	11.1%	58,756	28,549	3,443
Feb	453,735	1,819,423	\$ 399,323	1,586,865	114.66%	0.2%	8.2%	87,501	85,910	4,580
Mar	288,676	2,108,098	\$ 268,921	1,855,785	113.60%	7.1%	8.0%	40,699	22,571	3,237
Apr	306,989	2,415,087	\$ 284,136	2,139,921	112.86%	0.9%	7.1%	43,336	23,946	2,340
May	414,271	2,829,359	\$ 373,516	2,513,437	112.57%	11.3%	7.7%	52,568	64,295	3,120
Jun	316,538	3,145,897	\$ 309,884	2,823,322	111.43%	-1.7%	6.7%	41,881	24,158	2,395
Jul	308,052	3,453,949	\$ 322,977	3,146,299	109.78%	-4.5%	5.6%	45,797	26,383	3,140
Aug	404,770	3,858,719	\$ 379,097	3,525,396	109.45%	6.1%	5.6%	52,877	70,363	2,521
Sep	350,958	4,209,677	\$ 314,604	3,840,000	109.63%	-4.0%	4.7%	44,830	28,233	3,130
Total								\$ 605,710	\$ 493,276	\$ 36,216

**Fiscal Year 2015-16**

Oct	\$310,033	\$ 310,033	\$ 336,525	\$ 336,525	92.13%	-5.6%	-5.6%	\$ 44,573	\$ 24,987	\$ 2,463
Nov	379,210	689,243	\$ 392,860	729,385	94.50%	-1.1%	-3.2%	46,572	72,308	2,579
Dec	-		\$ 346,871	1,076,256	#VALUE!		#VALUE!			
Jan	-		\$ 322,382	1,398,638	#VALUE!		#VALUE!			
Feb	-		\$ 464,683	1,863,321	#VALUE!		#VALUE!			
Mar	-		\$ 295,641	2,158,961	#VALUE!		#VALUE!			
Apr	-		\$ 314,396	2,473,357	#VALUE!		#VALUE!			
May	-		\$ 424,267	2,897,624	#VALUE!		#VALUE!			
Jun	-		\$ 324,175	3,221,799	#VALUE!		#VALUE!			
Jul	-		\$ 315,484	3,537,283	#VALUE!		#VALUE!			
Aug	-		\$ 414,536	3,951,819	#VALUE!		#VALUE!			
Sep	-		\$ 359,426	4,311,245	#VALUE!		#VALUE!			
Total								\$ 91,144	\$ 97,295	\$ 5,043

**ROSENBERG DEVELOPMENT CORPORATION  
SALES TAX REVENUES**

**GRAPHS**



**Rosenberg Development Corporation  
Outstanding Debt Service  
2015-2016 Budget**

<b>Fiscal Year</b>	<b>Principal Due</b>	<b>Total Interest</b>	<b>Total Principal &amp; Interest</b>	<b>Adjustment for Business Park</b>	<b>Adjusted Principal &amp; Interest</b>
2015-16	652,770	177,221	829,991	(35,000)	794,991
2016-17	657,305	160,476	817,781	(113,000)	704,781
2017-18	672,840	147,957	820,797	(113,000)	707,797
2018-19	687,875	126,890	814,765	(113,000)	701,765
2019-20	703,410	104,444	807,854	(113,000)	694,854
2020-21	382,980	85,627	468,607	(191,000)	277,607
2021-22	387,515	71,341	458,856	(191,000)	267,856
2022-23	284,800	59,162	343,962	(270,000)	73,962
2023-24	297,835	48,994	346,829	(270,000)	76,829
2024-25	228,190	39,216	267,406	(256,000)	11,406
2025-26	236,225	29,874	266,099		266,099
2026-27	247,295	19,974	267,269		267,269
2027-28	255,330	9,557	264,887		264,887
2028-29	71,400	2,621	74,021		74,021
2029-30	23,005	489	23,494		23,494
<b>Total</b>	<b>\$5,788,775</b>	<b>\$1,083,843</b>	<b>\$6,872,618</b>	<b>(1,665,000)</b>	<b>\$5,207,618</b>

**Rosenberg Development Corporation  
RDC Projects Fund  
For the Period Ended November 30, 2015**

<b>CP1301</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
FY2013 Park Improvements	225-7000-540-7030	\$ 251,177	\$ 245,886	\$ -	\$ 5,291
Totals		\$ 251,177	\$ 245,886	\$ -	\$ 5,291

<b>CP1302</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Business Park Development	225-7000-540-7030	\$ 3,849,783	\$ 2,984,480	\$ 799,908	\$ 65,395
Project Management Fee	225-7000-540-4395	85,000	56,752	-	28,248
Totals		\$ 3,934,783	\$ 3,041,232	\$ 799,908	\$ 93,643

<b>CP1402</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Aldi Project	225-7000-540-7032	\$ 500,000	\$ -	\$ -	\$ 500,000
Totals		\$ 500,000	\$ -	\$ -	\$ 500,000

<b>CP1501</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Livable Centers	225-7000-540-7035	\$ 250,000	\$ 25,540	\$ -	\$ 224,460
Totals		\$ 250,000	\$ 25,540	\$ -	\$ 224,460

<b>CP1503</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Traffic Signal at Reading Rd and Town Ctr Blvd	225-7000-540-7037	\$ 115,375	\$ -	\$ -	\$ 115,375
Totals		\$ 115,375	\$ -	\$ -	\$ 115,375

<b>CP1507</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Macario Garcia Park Restrooms	225-7000-540-7036	\$ 150,000	\$ 11,010	\$ 2,750	\$ 136,240
Totals		\$ 150,000	\$ 11,010	\$ 2,750	\$ 136,240

<b>CP1601</b>		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Transportation Gateways	225-7000-540-7030	\$ 75,000	\$ 7,113	\$ 115	\$ 67,772
Totals		\$ 75,000	\$ 7,113	\$ 115	\$ 67,772

		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Fort Bend Transit	225-7000-540-7030	\$ 75,000	\$ 75,000	\$ -	\$ -
Totals		\$ 75,000	\$ 75,000	\$ -	\$ -

		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Paragon Infrastructure	225-7000-540-7030	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
Totals		\$ 3,000,000	\$ -	\$ -	\$ 3,000,000

		<b>Total</b>	<b>Amount Paid</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Texas State Technical College	225-7000-540-7030	\$ 200,000	\$ -	\$ -	\$ 200,000
Totals		\$ 200,000	\$ -	\$ -	\$ 200,000

**Rosenberg Development Corporation  
RDC Projects Fund  
For the Period Ended November 30, 2015**

<b>Project Description</b>	<b>G/L Account</b>	<b>Total Project Cost</b>	<b>Amount Paid Project To Date</b>	<b>Encumbrance Amount</b>	<b>Remaining Funds</b>
Superior Tanks Incentive	225-7000-540-7030	\$ 25,000	\$ -		\$ 25,000
Totals		\$ 25,000	\$ -	\$ -	\$ 25,000

<b>Project Description</b>	<b>G/L Account</b>	<b>Total Project Cost</b>	<b>Amount Paid Project To Date</b>	<b>Encumbrance Amount</b>	<b>Remaining Funds</b>
Seabourne Creek Nature Park	225-7000-540-7030	\$ 100,000	\$ -		\$ 100,000
Totals		\$ 100,000	\$ -	\$ -	\$ 100,000

<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Texas Master Naturalists Contribution	225-7000-540-7030	\$ 25,000	\$ -		\$ 25,000
Totals		\$ 25,000	\$ -	\$ -	\$ 25,000

<b>Project Description</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>Project To Date</b>	<b>Amount</b>	<b>Funds</b>
Sidewalk Improvements	225-7000-540-7030	\$ 200,000	\$ -		\$ 200,000
Totals		\$ 200,000	\$ -	\$ -	\$ 200,000

<b>Total</b>		<b>\$ 8,816,335</b>	<b>\$ 3,349,029</b>	<b>\$ 802,773</b>	<b>\$ 4,664,534</b>
<b>Total Project Management Fees</b>		<b>\$ 85,000</b>	<b>\$ 56,752</b>	<b>\$ -</b>	<b>\$ 28,248</b>



## COMMUNICATION FORM

December 10, 2015

ITEM #	ITEM TITLE
1	Public Hearing - Traffic Signal Related to Development of CVS Pharmacy, Inc.
<b>ITEM/MOTION</b>	
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.	

APPROVAL	SUPPORTING DOCUMENTS
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**SUBMITTED BY :**

1. RDC Meeting Draft Minute Excerpt – 11-12-15
2. Notice of Public Hearing – 11-29-15

Randall Malik  
RDC Executive Director

EXECUTIVE SUMMARY
<p>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.</p> <p>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.</p> <p>This item has been included on the Agenda to accommodate the required public hearing as advertised in the published notice.</p>

Regular Session was adjourned for Executive Session at approximately 4:02 p.m.

**2. 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 4:43 p.m.

**Action:** Director Pena moved, seconded by Director Scopel, to authorize the RDC President to execute, for and on behalf of the RDC, a Performance Agreement by and between the RDC and CVS Pharmacy, Inc. The motion carried by a unanimous vote.

**3. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-19 FOR THE RDC FINISH CUT AREAS: FM 2218, HWY 90A AND LANE DRIVE, AVENUE F-4<sup>TH</sup> STREET TO 6<sup>TH</sup> STREET, AVENUE G AND 4<sup>TH</sup> STREET LOT.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Finish Cut Areas: FM 2218, Hwy 90A and Lane Drive, Avenue F-4th Street to 6th Street, Avenue G and 4th Street Lot. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Sealed bids were received on Wednesday, November 4, 2015. The bids were opened and tabulated as indicated on the attached bid summary. The following four (4) bids were received:

- Reliant Sand and Construction, \$19,475.00
- Z Best Lawns, \$20,045.00
- Hydrozone Landscape Corporation, \$20,349.00
- BIO Landscape & Maintenance, \$23,199.00

Bids for the project will be presented to the City Council at the November 17th meeting. This Agenda item provides the opportunity for the RDC to recommend approval of bids by City Council. Staff recommends that the Board makes a recommendation to City Council to award Bid No. 2015-19 to Reliant Sand and Construction, in the amount of \$19,475.00.

**Key discussion points:**

- Randall Malik indicated that Reliant Sand and Construction currently has the Contract for all RDC Rough Cut Areas along I-69.

**Action:** Director Scopel moved, seconded by Director Garcia, to recommend the City Council award Bid No. 2015-19 for the RDC Finish Cut Areas: FM 2218, Hwy 90A and Lane Drive, Avenue F – 4<sup>th</sup> Street to 6<sup>th</sup> Street, Avenue G and 4<sup>th</sup> Street Lot to Reliant Sand and Construction, in the amount of \$19,475.00. The motion carried by a unanimous vote.

**4. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID NO. 2015-20 FOR THE RDC FINISH CUT AREAS: HWY 36 AND US 90 A, I-69 AT HWY 36, I-69 AT FM 2218.**

**Executive Summary:** At the October RDC Meeting, the Board authorized staff to receive formal bids for RDC Finish Cut Areas: Hwy 36 and US 90 A, I-69 at Hwy 36, I-69 at FM 2218. Bids were advertised in the Fort Bend Herald on October 18, 2015, and October 25, 2015. Sealed bids were received on Wednesday, November 04, 2015. The bids were opened and tabulated as indicated on the attached bid summary. The following five (5) bids were received:

- Estelita Oledan DBA ECOCUTTER, \$8,888.88
- Reliant Sand and Construction, \$12,265.00
- Z Best Lawns, \$12,100.00
- Hydrozone Landscape Corporation, \$11,781.00
- BIO Landscape & Maintenance, \$27,203.00

Bids for the project will be presented to the City Council at the November 17<sup>th</sup> meeting. This Agenda item provides the opportunity for the RDC to recommend approval of bids to City Council. Staff recommends that the Board make a recommendation to City Council to award Bid No. 2015-20 to Estelita Oledan DBA ECOCUTTER in the amount of \$8,888.88.

## NOTICE OF PROJECT AND PUBLIC HEARING

### ROSENBERG DEVELOPMENT CORPORATION, AN ECONOMIC DEVELOPMENT SALES TAX CORPORATION

The Rosenberg Development Corporation hereby gives notice, pursuant to the Texas Local Government Code, Sec. 505.160, that the Corporation has adopted and designated, as a project of the Corporation, the following:

1. As a project of the Corporation, direct incentives to CVS Pharmacy, Inc. for partial reimbursement of a traffic signal at the intersection of Reading Road and Spacek Road related to the development of a CVS Pharmacy, found by the Board of Directors to be required or suitable and necessary to promote or develop such new or expanded business enterprises. The estimated amount of expenditures for such type of general project in fiscal year 2015-2016 is \$192,465.

The Rosenberg Development Corporation will conduct a public hearing to solicit citizen input regarding the proposed projects and type of general projects identified and described above. The public hearing will be held at the Rosenberg Civic Center, 3825 Highway 36 South, Rosenberg, Texas, on Thursday, December 10th, at 4:00 p.m. Interested citizens are encouraged to attend and offer their comments.

For more information, please contact:

Randall Malik  
Executive Director  
Rosenberg Development Corporation  
Telephone: 832-595-3330



## COMMUNICATION FORM

December 10, 2015

ITEM #	ITEM TITLE
2	Central Fort Bend Chamber Update
<b>ITEM/MOTION</b>	
Review and discuss presentation regarding activities carried out by the Central Fort Bend Chambers from Regina Morales, President.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

SUBMITTED BY :

1. None

Randall Malik  
RDC Executive Director

### EXECUTIVE SUMMARY

Regina Morales, President of the Central Fort Bend Chamber will attend the meeting to update the Board on current activities pursued by the Central Fort Bend Chamber.



## COMMUNICATION FORM

December 10, 2015

<b>ITEM #</b>	<b>ITEM TITLE</b>
3	Fort Bend Transit Update
<b>ITEM/MOTION</b>	
Review and discuss presentation regarding an update on the expanded Richmond/Rosenberg bus routes from Paulette Shelton, Director of Fort Bend Transit.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

1. RDC Meeting Draft Minute Excerpt - 11-12-15

Randall Malik  
RDC Executive Director

### 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.

- Randall Malik explained Williams Transport is the low bid for this item.

**Action:** Director Barta moved, seconded by Director Garcia, to recommend the City Council to Award Bid No. 2015-22 for RDC Rough Cut Areas: FM 762 to Hwy 36; I-69 from FM 2218 to Hwy 36 to Williams Transport, in the amount of \$16,398.80. The motion carried by a unanimous vote.

7. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-99, A RESOLUTION AUTHORIZING THE ROSENBERG DEVELOPMENT CORPORATION PRESIDENT TO NEGOTIATE AND EXECUTE, FOR AND ON BEHALF OF THE RDC, AN ENGINEERING SERVICES PROPOSAL FOR DESIGN AND CONSTRUCTION PHASE SERVICES FOR THE CONSTRUCTION OF THE AVENUE F PARKING LOT PROJECT, BY AND BETWEEN THE RDC AND JONES AND CARTER, INC., IN AN AMOUNT NOT TO EXCEED \$28,000.**

**Executive Summary:** At the October RDC Meeting, the Board of Directors authorized the RDC Executive Director to move forward with the proposed design of the parking lot on Avenue F. The next required step in the process is to have the site formally engineered by an engineering firm. A proposal for design and construction phase services from Jones and Carter, Inc., has been included as Exhibit "A" to Resolution No. RDC-99.

Staff recommends approval of Resolution No. RDC-99, a Resolution authorizing the RDC President to negotiate and execute, for and on behalf of the RDC, an Engineering Services Proposal by and between the RDC and Jones and Carter, Inc.

**Key discussion points:**

- Randall Malik introduced Craig Kalkomey, a representative of Jones and Carter, Inc.
- Director Garcia asked how the engineering firm was chosen.
- Randall Malik explained that Jones and Carter, Inc., designed a parking lot on the site back in 1999. They have also completed survey work for the current project, and because of their familiarity with the site, staff felt comfortable that Jones and Carter, Inc., would be able to move forward with the project in a timely manner.

**Action:** Director Pena moved, seconded by Director Barta, to approve Resolution No. RDC-99, a Resolution authorizing the Rosenberg Development Corporation President to negotiate and execute, for and on behalf of the RDC, an Engineering Services Proposal for design and construction phase services for the construction of the Avenue F Parking Lot Project, by and between the RDC and Jones and Carter Inc., in an amount not to exceed \$28,000. The motion carried by a unanimous vote.

8. **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;
- RDC/ECONOMIC DEVELOPMENT OFFICE SPACE;
- RDC SIDEWALK PROJECT; AND,
- ECONOMIC DEVELOPMENT PARTNERSHIP MEETING.

**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 updated the Board on the Economic Development Partnership Meeting, mentioning that the meeting will occur on November 18, 2015. It was also mentioned that City staff has now begun to meet to discuss the RDC sidewalk project.

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.

**Key discussion points:**

- Randall Malik asked the Board if they would like the groups/organizations that RDC funds to present an update in December 2015 before discussing contract renewals in January 2016.
- The Board indicated that they would like to hear the presentations.
- Director Scopel also suggested an update from Fort Bend Transit regarding recent changes in the bus routes.

No action was taken.

**10. ANNOUNCEMENTS.**

- President Knesek applauded the three (3) council members on the RDC Board for the recent approval of the new interim corridor standards.
- Randall Malik announced the RDC Policy Meeting will occur on November 17, 2015.

**11. ADJOURNMENT.**

**Action:** Director Scopel moved, seconded by Director Garcia, to adjourn the Regular Rosenberg Development Corporation Meeting. The motion carried by a unanimous vote. The meeting adjourned at 5:15 p.m.

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Jasmine Bowens  
Senior Administrative Specialist

DRAFT



## COMMUNICATION FORM

December 10, 2015

ITEM #	ITEM TITLE
4	Engineering Update on Downtown Parking Lot Project
<b>ITEM/MOTION</b>	
Review and discuss update on the design of the Downtown Parking Lot Project from Jones and Carter, Inc.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

1. None

Randall Malik  
RDC Executive Director

### 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.



## COMMUNICATION FORM

December 10, 2015

ITEM #	ITEM TITLE
5	Resolution No. RDC-100 - Budget Adjustment
<b>ITEM/MOTION</b>	
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.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

Darren McCarthy  
Parks and Recreation Director

1. Resolution No. RDC-100
2. Bid Summary Form – Bid No. 2015-12
3. Contract Excerpt - Jones and Carter, Inc.,  
Special Services Estimate – 04-06-15
4. Status Report on Funded Park Projects  
FY2010-FY2015
5. RDC Meeting Minute Excerpt – 06-12-14

**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.

**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 THE MARCARIO GARCIA PARK RESTROOM PROJECT.**

\* \* \* \* \*

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROSENBERG DEVELOPMENT CORPORATION:**

Section 1. The Rosenberg Development Corporation (RDC) does hereby approve the amendment of its Fiscal Year 2015-16 Annual Budget by allocating \$39,304.00 from RDC Project Funds for the Marcario Garcia Park Restroom Project, and further authorizing the expenditure of said funds for the aforementioned expenses.

**PASSED, APPROVED, AND RESOLVED** on this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

**ATTEST:**

**Rosenberg Development Corporation:**

\_\_\_\_\_  
Linda Cernosek, **City Secretary**

\_\_\_\_\_  
Bill Knesek, **President**

**BID SUMMARY**  
**Bid No. 2015-12**  
**PREFABRICATED AND PREASSEMBLED RESTROOM UNIT**

<b>BID NO.</b>	<b>COMPANY</b>	<b>TOTAL BASE BID</b>
1.	Wallis Concrete, LLC PO Box 789 Wallis, TX	\$175,304.00
2.	Bass Construction 1124 Damon Street Rosenberg, TX	\$245,000.00

Mr. Robert Gracia

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April 6, 2015

- B. **Civil Site Services** – We will provide design drawings for the civil site plan for the improvements. The drawings will include the proposed location of the building foundation, the location of sidewalks in the immediate vicinity of the proposed restroom, finished elevations for the foundation and sidewalk at proposed restroom, related grading plans, and the layout of water, sanitary sewer, and electrical services to the restroom building.
- C. **Bidding Phase Services** – We will provide the necessary specifications and bid quantities to assist the City in obtaining bids for the construction of the foundation, sidewalks, utilities, and grading for improvements. We will be available to respond to comments from bidders during this process and will assist the City in the review of any bids received for the project. It is our understanding that the City will be responsible for the bidding process, including, but not limited to, the preparation and publication of bid documents and legal notifications.
- D. **Construction Phase Services** – We will provide construction phase services for the construction of the restroom facilities that include Project Control Staking and, if requested by the City, review of pay requests, responses to Contractor during construction, and finalizing of the project, including final payment to a contractor.

**COMPENSATION**

**I. Surveying Services**

A. **Topographic Survey** – \$3,000 (Lump Sum)

**II. Engineering Services**

A. **Foundation Design** – \$3,000 (Lump Sum)

B. **Civil Site Services** – \$4,000 (Lump Sum)

C. **Bidding Phase Services** – \$2,000 (Lump Sum)

D. **Construction Phase Services** – \$2,000 (Hourly Estimated)

**Total Estimated Fee** \$14,000

**CITY OF ROSENBERG  
STATUS REPORT ON FUNDED PARK PROJECTS  
FY2010 - FY2015**

**2013 Park Improvements**

<b>CP1301</b>		<b>Total</b>	<b>Amount Spent</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Funding Source</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>To Date</b>	<b>Amount</b>	<b>Funds</b>
Park Land Dedication Fund	221-1953-540-7030	12,240	12,240	-	-
RDC Projects Fund	225-7000-540-7030	\$ 251,177	\$ 245,856	\$ -	\$ 5,321
<b>Totals</b>		<b>\$ 263,417</b>	<b>\$ 258,096</b>	<b>\$ -</b>	<b>\$ 5,321</b>

**Macario Garcia Park Restrooms**

<b>CP1507</b>		<b>Total</b>	<b>Amount Spent</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Funding Source</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>To Date</b>	<b>Amount</b>	<b>Funds</b>
RDC Projects Fund	225-7000-540-7036	\$ 150,000	\$ 11,010	\$ 2,750	\$ 136,240
<b>Totals</b>		<b>\$ 150,000</b>	<b>\$ 11,010</b>	<b>\$ 2,750</b>	<b>\$ 136,240</b>

**FY2015 Park Improvements**

<b>CP1509</b>		<b>Total</b>	<b>Amount Spent</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Funding Source</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>To Date</b>	<b>Amount</b>	<b>Funds</b>
Park Land Dedication Fund	221-1953-540-7030	\$ 157,699	\$ 105,736	\$ -	\$ 51,963
<b>Totals</b>		<b>\$ 157,699</b>	<b>\$ 105,736</b>	<b>\$ -</b>	<b>\$ 51,963</b>

**Big League Field - SCRSC**

<b>CP1602</b>		<b>Total</b>	<b>Amount Spent</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Funding Source</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>To Date</b>	<b>Amount</b>	<b>Funds</b>
Park Land Dedication Fund	221-1953-540-7032	\$ 100,000	\$ -	\$ -	\$ 100,000
<b>Totals</b>		<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

**Seabourne Creek Nature Center**

<b>CP1603</b>		<b>Total</b>	<b>Amount Spent</b>	<b>Encumbrance</b>	<b>Remaining</b>
<b>Funding Source</b>	<b>G/L Account</b>	<b>Project Cost</b>	<b>To Date</b>	<b>Amount</b>	<b>Funds</b>
Park Land Dedication Fund	221-1953-540-7031	\$ 150,000	\$ -	\$ -	\$ 150,000
RDC Projects Fund	225-7000-540-7030	\$ 100,000	\$ -	\$ -	\$ 100,000
<b>Totals</b>		<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

2. **HOLD EXECUTIVE SESSION FOR DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS AS AUTHORIZED BY SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.**
3. **ADJOURN EXECUTIVE SESSION, RECONVENE REGULAR SESSION, AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION.**

Executive Session was adjourned at approximately 6:20 p.m. The Board reconvened into Regular Session. No action taken.

4. **REVIEW AND DISCUSS THE DRAFT ROSENBERG FORT BEND TRANSIT ROUTE AND BUDGET WORKSHEET.**

**Action:** Director Pena moved and Director Garcia seconded the motion to table this item until the next regular RDC meeting. The motion passed unanimously by those present.

#### **5. CONSIDERATION OF AND ACTION ON THE RDC FY 2015 BUDGET.**

**Key discussion points:**

- Randall Malik, Economic Development Director, reviewed the proposed Rosenberg Development Corporation Fiscal Year 2014-2015 Annual Budget. The budget was included in the agenda packet.
- \$12,500 ongoing marketing to Greater Fort Bend Economic Development Corporation (GFBEDC) The Board of Directors (Board) requested staff schedule a presentation from GFBEDC explaining how these funds will be used for marketing in this budget year.
- The Board directed staff to split Dues and Subscriptions out from Service Contracts and make them two separate expense accounts. (Dues and Subscriptions; Service Contracts)
- The increase in attorney fees is a result of the Board's decision to use an attorney for agreements and contracts.
- City-wide Geographic Information System (GIS) - Many prospects are asking for this type of information. Total cost for the system is \$71,000 and additional \$10,000 in re-occurring annual costs. Randall Malik is recommending RDC contribute a one-time expenditure of \$50,000 toward this project.
- Fort Bend Transit - \$80,000 expense.
- Downtown Building Renovation - \$400,000 - Council will not be moving forward on this project so these funds will be moved out of restricted and into unrestricted revenue.
- I-69 Bridge Enhancements - \$75,000 is a very early estimate. By the next regular RDC meeting, Randall Malik plans a presentation on this project.
- Livable Centers - \$250,000 – committee is in the process of determining a consultant for a six to nine month study.
- **Macario Garcia Park Restroom - \$150,000 - At the RDC finance meeting, it was recommended RDC fund this expenditure. Darren McCarthy explained this is the last project in the Parks Master Plan that has not been completed. This park use has gone up and is the worst restroom in the park system. The total cost, \$150,000, was on the City budget request list, but will not be funded through the City at this time.**
- Project Management fees reduced from \$85,000 to \$5,000.
- Texas Master Naturalist Contribution - \$50,000.
- Traffic Signal at Reading Road and Town Center Boulevard - \$115,375 - The Board of Directors requested staff to review the agreement regarding the signal light and the agreement with the Reading Road Office Park.
- Transportation Gateway Improvements - \$80,000.
- Walsh Road Industrial Park - \$300,000 for infrastructure reimbursements based on the agreement that requires them to finish by end of the calendar year.
- Workforce Development Project - \$750,000.
- End of 2014-2015 – Unreserved funds would be \$1,600,000.

- Retail development project \$1,000,000 - The Finance Department can take it out of restricted because it will not be expended in 2015.

**Action:** Director Cook moved and Director Pena seconded the motion to approve the RDC FY 2015 Budget with the following changes: \$1,000,000 from the Retail Development to be added back into the unreserved funds and \$393,058 out of restricted funds into unreserved funds. The motion passed unanimously by those present.

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

The Economic Development Activities and Contacts Report was distributed, no formal discussion was held or action taken.

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

There were no requests for future agenda items.

**8. ANNOUNCEMENTS.**

There were no announcements.

**9. ADJOURNMENT.**

**Action:** Director Garcia moved and Director Cook seconded the motion to adjourn the meeting at 7:30 p.m. The motion passed unanimously by those present.

  
\_\_\_\_\_  
Cynthia Sullivan, Secretary II  
City of Rosenberg

  
\_\_\_\_\_  
Bill Knesek, President  
Rosenberg Development Corporation

# **ITEM 6**

**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.**

# **ITEM 7**

**Adjourn Executive Session, reconvene Regular Session, and take action as necessary as a result of Executive Session.**



## COMMUNICATION FORM

December 10, 2015

ITEM #	ITEM TITLE
8	Executive Director's Report
<b>ITEM/MOTION</b>	
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: <ul style="list-style-type: none"><li>a. Economic Indicators;</li><li>b. Business Retention Visits;</li><li>c. New and Expanded Businesses;</li><li>d. Existing Businesses;</li><li>e. Economic Development Partnership Meeting;</li><li>f. Trade Mission to Panama; and</li><li>g. RDC Mowing Contracts</li></ul>	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

Randall Malik  
RDC Executive Director

1. Executive Director's Report – November 2015.

### 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.



## **Rosenberg Development Corporation Economic Development Director's Update November 2015**

### **New Home Update**

City Housing Starts in 2015:	366
City Housing Starts in November:	13
ETJ Housing Starts in 2015:	393
ETJ Housing Starts in November:	32

### **Economic Indicators:**

Unemployment for October 2015:	4.5%
Non-Adjusted Employment for October 2015:	15,754
Labor Force	16,491
October Sales Tax Receipts (August 2015 sales):	\$1,234,675.18
Percentage Change From Previous Year:	- 5.70%
Annual Sales Tax Receipts for 2015 (August 2015 sales):	\$13,823,633.33
Percentage Change From Previous Year:	+ 1.11%

### **Department Activity**

Number of New Leads:	2
Number of Qualified Prospects:	2
Business Retention Visits:	1

- Made presentation on RDC to Central Fort Bend Chamber's Leadership Fort Bend Class of 2016.
- Hosted Rosenberg - Economic Development Partnership Meeting
- Attended Ribbon Cuttings for Spray and Forget and for Friends of North Rosenberg's new Community Garden.
- Staff met with Jones & Carter to discuss Avenue F Parking Lot design and infrastructure.
- Attended Rosenberg Business Park walk-through before the final phase one inspection.
- Attended monthly Fort Bend Chamber Economic Development Division Meeting.
- Attended monthly Main Street Design Committee meeting.
- Attended Gateway to Americas - Houston Conference as part of the Highway 36A Coalition.



- Attended monthly Fort Bend Chamber of Commerce Monthly Meeting.
- Attended Fulshear's State of the City Breakfast at Safari Texas Ranch.

## **Projects Update:**

***Economic Development Partnership Meeting*** – The First Quarterly Economic Development Partnership Meeting was held on Nov. 18. More than 40 invited guests attended the meeting. The program featured updates on the TSTC – Fort Bend Campus and the Rosenberg Business Park.

***Gateway and Grounds Maintenance Contracts*** – Council approved all rough cut and finish cut moving contracts at the December 1, 2015 Council Meeting. The new contracts are now effective.

***Downtown Parking Lot*** – Staff met with Jones & Carter, Planning and Public Works to discuss drainage, utilities, landscaping and surface design of the proposed downtown parking lot.



## November 2015 Area Sales Tax Comparisons (Sept. 2015 receipts)

City	Net Payment This Period	Comparable Payment Prior Year	Change	2015 Payments To Date	2014 Payments To Date	Change
<b>Rosenberg</b>	1,512,037.19	1,529,415.71	-1.13%	15,335,670.52	15,200,483.75	0.88%
<b>Richmond</b>	585,454.49	487,455.66	20.10%	5,070,673.01	4,531,956.54	11.88%
<b>Fulshear</b>	130,348.62	116,827.44	11.57%	1,182,568.44	911,337.21	29.76%
<b>Houston</b>	58,452,781.66	59,752,460.84	-2.17%	607,839,383.90	590,829,264.51	2.87%
<b>Humble</b>	1,131,986.93	1,140,927.04	-0.78%	12,733,988.57	12,079,875.73	5.41%
<b>Katy</b>	1,009,347.60	961,958.98	4.92%	10,265,554.90	10,032,132.15	2.32%
<b>League City</b>	1,722,399.17	1,667,346.25	3.30%	16,070,647.25	14,962,620.52	7.40%
<b>Missouri City</b>	818,933.23	959,152.93	-14.61%	7,881,941.58	7,532,107.21	4.64%
<b>Pearland</b>	2,617,654.80	2,675,519.43	-2.16%	26,252,187.94	23,792,935.58	10.33%
<b>Sugar Land</b>	4,508,260.77	4,525,498.62	-0.38%	47,289,485.80	45,161,489.64	4.71%
<b>Stafford</b>	1,530,740.44	1,708,589.15	-10.40%	15,928,013.96	14,951,404.41	6.53%

RDC November Allocation: \$378,009.30



## COMMUNICATION FORM

December 10, 2015

<b>ITEM #</b>	<b>ITEM TITLE</b>
9	Future Agenda Items
<b>ITEM/MOTION</b>	
Review and discuss requests for future Agenda items, and take action as necessary.	
<b>APPROVAL</b>	<b>SUPPORTING DOCUMENTS</b>

**SUBMITTED BY :**

1. None

Randall Malik  
RDC Executive Director

<b>EXECUTIVE SUMMARY</b>
This item provides the RDC Board the opportunity to request future Agenda items.

# **ITEM 10**

**Announcements.**

# **ITEM 11**

**Adjournment.**