

# NOTICE OF JOINT CITY COUNCIL AND ROSENBERG DEVELOPMENT CORPORATION MEETING

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

**DATE:** Thursday, August 14, 2014

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

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

**PURPOSE:** Joint City Council and Rosenberg Development Corporation Meeting, agenda as follows:

**The City Council and Rosenberg Development Corporation reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 551, of the Texas Government Code.**

Call to order: Rosenberg Civic Center

## GENERAL COMMENTS FROM THE AUDIENCE.

*Citizens who desire to address the City Council and Rosenberg Development Corporation with comments of a general nature will be received at this time. Each speaker is limited to three (3) minutes. In accordance with the Texas Open Meetings Act, the City Council and Rosenberg Development Corporation are restricted from discussing or taking action on items not listed on the agenda. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments.*

## COMMENTS FROM THE AUDIENCE FOR CONSENT AND REGULAR AGENDA ITEMS.

*Citizens who desire to address the City Council and Rosenberg Development Corporation with regard to matters on the Consent Agenda or Regular Agenda will be received at the time the item is considered. Each speaker is limited to three (3) minutes. Comments or discussion by the City Council Members and Rosenberg Development Corporation Board Members will only be made at the time the agenda item is scheduled for consideration. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments.*

## CONSENT AGENDA

1. Review of Consent Agenda.  
*All Consent Agenda items listed are considered to be routine by the Rosenberg Development Corporation and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Rosenberg Development Corporation Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.*
  - A. Consideration of and action on the Regular Rosenberg Development Corporation Meeting Minutes for July 17, 2014. (Cynthia Sullivan, Secretary II)
  - B. Consideration of and action on the monthly Rosenberg Development Corporation Financial Reports for the period ending July 31, 2014. (Joyce Vasut, Executive Director of Administrative Services)
  - C. Consideration of and action on a report from the Communications Department regarding the previous month's activities. (Angela Fritz, Executive Director of Information Services)

## AGENDA

2. Review and discuss joint City Council and Rosenberg Development Corporation Meeting public posting of notices and proceedings pursuant to the Texas Open Meetings Act. (Scott M. Tschirhart, City Attorney)
3. Hold public hearing regarding the designation of projects for the Rosenberg Development Corporation. (Randall Malik, Economic Development Director)
  - 1) As a type of general project of the Corporation for fiscal year 2014-2015, direct incentives to, or on behalf of, new or expanded business enterprises for infrastructure (limited to streets and roads, rail spurs, water and sewer, electric, and gas utilities, drainage, site improvements and other related improvements, and telecommunications and Internet improvements) found by the Board of Directors to be required or suitable and necessary to promote or develop such new or expanded business enterprises, including the development of a business or industrial park. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$500,000.
  - 2) As a project of the Corporation, to provide targeted infrastructure to the Walsh Road Industrial Park.

The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$300,000.

- 3) As a project of the Corporation, for the development, improvement, expansion or maintenance of facilities relating to the operation of commuter rail, light rail, or motor buses. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.
  - 4) As a project of the Corporation, improvements to enhance the City of Rosenberg's "gateways" by landscaping and related maintenance of entrances and commercial roadways within the City (open space improvements), found by the Board of Directors to be required or suitable for open space improvements. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.
  - 5) As a project of the Corporation, land, buildings, equipment, facilities, and improvements to enhance the City of Rosenberg's public park facilities, found by the Corporation to be required or suitable for amateur sports, athletic, entertainment, tourist, convention, and public park purposes and events, including ball parks, parks and park facilities, open space improvements, and related parking facilities, roads, water and sewer facilities, and other related improvements that enhance any of those item. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$200,000.
  - 6) As a project of the Corporation, land, buildings, equipment, facilities, and expenditures, targeted infrastructure, and improvements that are for the creation or retention of primary jobs that are found by the Board of Directors to be suitable for the development of primary job training facilities for use by institutions of higher education. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$250,000.
  - 7) As a project of the Corporation, for infrastructure improvements necessary towards the creation a City-Wide GIS System. The estimated amount of expenditures for such type of general project in the fiscal year 2014-2015 is \$50,000.
  - 8) As a project of the Corporation, to design and construct a traffic signal at Reading Road and Town Center Boulevard. The estimated amount of expenditures is \$115,375.
4. Review and discuss Rosenberg Development Corporation Business Resource Expo, and the Rosenberg Development Corporation Board may take action as necessary. (Randall Malik, Economic Development Director)
  5. Review and discuss potential Rosenberg Development Corporation FY2015 Budget revisions, and the Rosenberg Development Corporation may take action as necessary. (Randall Malik, Economic Development Director)
  6. Review and discuss Rosenberg Development Corporation Transportation Gateway Maintenance Projects for Fiscal Year 2014-2015, and the Rosenberg Development Corporation Board may take action as necessary. (Randall Malik, Economic Development Director)
  7. Review and discuss Way Finding Signs, and the Rosenberg Development Corporation may take action as necessary. (Bill Knesek, Rosenberg Development Corporation President)
  8. Hold joint Executive Session for deliberations regarding Economic Development negotiations pursuant to Texas Government Code Section 551.087.
  9. Adjourn joint Executive Session, reconvene into Regular Session, and the Rosenberg Development Corporation Board may take action as necessary as a result of Executive Session.
  10. Consideration of and action on a report from the Economic Development Director regarding the previous month's economic development activities and contacts. (Randall Malik, Economic Development Director)
  11. Consideration of and action on requests for future agenda items. (Randall Malik, Economic Development Director)
  12. Announcements.
  13. Adjournment.

**[EXECUTION PAGE TO FOLLOW]**

DATED AND POSTED this the \_\_\_\_\_ day of \_\_\_\_\_ 2014, at \_\_\_\_\_ m.,

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

\_\_\_\_\_  
Attest:  
Linda Cernosek, TRMC, City Secretary

\_\_\_\_\_  
Approved for Posting:  
Robert Gracia, City Manager

\_\_\_\_\_  
Approved for Posting:  
Randall Malik, Economic Development Director

\_\_\_\_\_  
Approved:  
Vincent M. Morales, Jr., Mayor

**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.**

**Executive Sessions: The City Council and Rosenberg Development Corporation may retire to executive session in accordance with the Texas Government Code, any time between the meeting's opening and adjournment for the purposes of:**

- **consultation with legal counsel (Section 551.071);**
- **deliberation regarding real property (Section 551.072);**
- **deliberation regarding economic development negotiations (Section 551.087)**
- **deliberation regarding the deployment or specific occasions for implementation of security personnel or devices (Section 551.076)**

**Attendance by other elected or appointed officials: It is anticipated that members of other city boards, commissions or committees whose meetings may be governed by the Texas Open Meetings Act may attend this meeting in numbers that may constitute a quorum of the other city boards, commissions or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible quorum/meeting of the other boards, commissions or committees of the City, whose members may be in attendance. The members may speak as recognized by the presiding officer, but no action may be taken by any board, commission or committee unless such item is specifically provided for on an agenda designated for that board, commission or committee and posted in compliance with the Texas Open Meetings Act.**

**This Agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering the available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.**

## **General Comments from the Audience:**

**Citizens who desire to address the City Council and Rosenberg Development Corporation with comments of a general nature will be received at this time. Each speaker is limited to three (3) minutes. In accordance with the Texas Open Meetings Act, the City Council and Rosenberg Development Corporation are restricted from discussing or taking action on items not listed on the agenda. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments.**

## **Comments from the Audience for Consent and Regular Agenda Items:**

**Citizens who desire to address the City Council and Rosenberg Development Corporation with regard to matters on the Consent Agenda or Regular Agenda will be received at the time the item is considered. Each speaker is limited to three (3) minutes. Comments or discussion by the City Council Members and Rosenberg Development Corporation Board Members will only be made at the time the agenda item is scheduled for consideration. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments.**

# **ITEM 1**

## **Review of Consent Agenda.**

**All Consent Agenda Items listed are considered to be routine by the Rosenberg Development Corporation and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Rosenberg Development Corporation Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.**

# **ITEM A**

## **Minutes:**

- 1. Regular Rosenberg Development Corporation Meeting  
Minutes – July 17, 2014**

**ROSENBERG DEVELOPMENT CORPORATION  
ANNUAL MEETING MINUTES**

On this the 17<sup>th</sup> day of July 2014, the Rosenberg Development Corporation (RDC) of the City of Rosenberg, Fort Bend County, Texas, met in a Regular Session, at the Rosenberg Civic Center located at 3825 Highway 36 South, Rosenberg, Texas 77471.

**DIRECTORS PRESENT**

Bill Knesek	President
Allen Scopel	Vice President
Ted Garcia	Treasurer
Teresa Bailey	Director
Amanda Bolf	Director
Cynthia McConathy	Director

**DIRECTORS ABSENT**

Jimmie J. Peña	Director
----------------	----------

**CITY OF ROSENBERG STAFF PRESENT**

Randall D. Malik	Economic Development Director
Travis Tanner	Executive Director of Community Development
Joyce Vasut	Executive Director of Administrative Services
Linda Cernosek	City Secretary – Left at 4:15 p.m.
Scott Tschirhart	City Attorney
Cynthia Sullivan	Secretary II

**CITY OF ROSENBERG ELECTED OFFICIALS PRESENT**

Vincent M. Morales, Jr.	Mayor – Left at 5:40 p.m.
-------------------------	---------------------------

**GUESTS PRESENT**

Jesus Acevedo	Reporter, Fort Bend Herald, Rosenberg
---------------	---------------------------------------

**CALL TO ORDER.**

President Knesek called the Annual Rosenberg Development Corporation 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 JUNE 12, 2014.**
- B. **CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING JUNE 30, 2014.**
- C. **CONSIDERATION OF AND ACTION ON A REPORT FROM THE COMMUNICATIONS DIRECTOR REGARDING THE PREVIOUS MONTH'S COMMUNICATIONS ACTIVITIES AND CONTACTS.**

**Key discussion:**

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

**Action:** Director Scopel moved, and Director Garcia seconded to approve Consent Agenda items A and C. The motion passed unanimously by those present.

## REGULAR AGENDA

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

**Key discussion:**

- Ms. Vasut clarified information regarding project funds that are currently in the FY2014 Budget, but will be adjusted out in FY2015 Budget.
- Ms. Vasut clarified ending fund balances, the project fund, and the restricted funds for projects, and restricted funds for debt service.
- General discussion was held regarding administration expense percentages. The Board directed staff to come back with exact amounts the Corporation pays for administrative salaries.
- Ms. Vasut clarified projects that are completed in the 2014 Budget will not be included in the 2015 Budget.

**Action:** Director McConathy moved, seconded by Director Garcia, to approve the Financial Reports for the period ending June 30, 2014, as presented. The motion passed unanimously by those present.

### 1. ADMINISTER STATEMENT OF APPOINTED OFFICER AND OATHS OF OFFICE TO NEWLY APPOINTED MEMBERS.

- Linda Cernosek, City Secretary, administered the oaths of office to Board of Directors present. She had administered the oath of office to Director Peña prior to this meeting.

### 2. CONSIDERATION OF AND ACTION ON ELECTION OF OFFICERS TO THE ROSENBERG DEVELOPMENT CORPORATION BOARD OF DIRECTORS.

**Action:** Director McConathy moved, seconded by Director Bolf, to nominate Director Knesek as President, Director Scopel as Vice President, Director Garcia as Treasurer, and Director Bailey as Secretary. The motion passed unanimously by those present.

### 3. (This item was taken out of order after item #5.) CONSIDERATION OF AND ACTION ON RESOLUTION NO. RDC-90, A RESOLUTION OF THE ROSENBERG DEVELOPMENT CORPORATION BOARD OF DIRECTORS, IN SUPPORT OF A TEXAS STATE TECHNICAL COLLEGE CAMPUS IN ROSENBERG, TEXAS.

**Key discussion points:**

- President Knesek stated Resolution of support is a typical request and one way to formalize our support for the Texas State Technical College, Rosenberg, Texas campus.

**Action:** Director McConathy moved, seconded by Director Bailey, to approve Resolution No. RDC-90 in support of a Texas State Technical College Campus in Rosenberg, Texas. The motion passed unanimously by those present.

### 4. HOLD EXECUTIVE SESSION TO RECEIVE LEGAL ADVICE AND CONSULT WITH CITY ATTORNEY ON LEGAL MATTERS PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE; AND FOR DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS AS AUTHORIZED BY SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

Regular Session was adjourned at approximately 4:22 p.m., for Executive Session.

### 5. ADJOURN EXECUTIVE SESSION, RECONVENE INTO REGULAR SESSION, AND TAKE ACTION AS NECESSARY AS A RESULT OF THE EXECUTIVE SESSION.

Executive Session was adjourned at approximately 5:00 p.m. The Board reconvened into Regular Session.

**Key discussion points:**

- President Knesek stated that based on Executive Session, one item will require action.

**Action:** Director Scopel moved, seconded by Director McConathy, to approve a recommendation for City Attorney, Scott Tschirhart, to correspond with Imperial Performing Arts on behalf of the RDC and request an accounting of funds per the Performance Agreement. The motion passed unanimously by those present.

**6. CONSIDERATION OF AND ACTION ON APPOINTMENT OF ROSENBERG DEVELOPMENT CORPORATION BOARD OF DIRECTOR COMMITTEES.**

- a. Finance Committee
- b. Policy Committee

**Key discussion points:**

- Mr. Malik stated, at the RDC Annual Board Meeting, appointments are made to two committees, as explained in the bylaws excerpt included in this agenda packet.
- President Knesek reviewed the names of the current Finance Committee members.

**Action 6a:** Director McConathy moved, seconded by Director Garcia, to appoint Directors Garcia, Scopel, Bailey, and Bolf as Finance Committee Members. The motion passed unanimously by those present.

**Key discussion points:**

- President Knesek reviewed the names of the current Policy Committee members.

**Action 6b:** Director Garcia moved, seconded by Director Bailey, to appoint Directors Knesek, Peña, and McConathy as Policy Committee Members. The motion passed unanimously by those present.

**Note:** The Board adjourned the meeting at 5:07 p.m., for a break, and reconvened the meeting at 5:20 p.m.

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

**Key discussion points:**

- Mr. Malik reviewed what he and Mr. Tanner discussed with Paulette Shelton, Public Transportation Director. Fort Bend Transit is asking for feedback on a proposed route.
- RDC has budgeted \$80,000 for funding this year.
- The 2010 transit and pedestrian study recommended certain areas that need to be reached:
  - A stop to the north in the downtown area
  - A stop on the south side of US 59 south of Brazos Town Center
  - A stop on the west side of SH 36
  - Incorporate the two hospitals as stops.
- President Knesek stated that when these stops are chosen, the consideration should be the ability for people to get to their destinations on foot; such as moving a stop to City Hall Drive, which is closer to the residential area.
- Rosenberg has the highest ridership in Fort Bend County and the demand for transportation.
- President Knesek asked if the City of Rosenberg is also participating in this project.
- Richmond and the Fort Bend County are also proposed to fund \$80,000 each.
- Current bus services do not operate on Saturday or Sunday. They operate 252 days per year.
- The Board directed staff to seek clarification on stops indicated on the chart, and the map.
- Director Garcia asked if the schedule could be modified.
- Director Scopel stated there is an on-call process for getting a bus if you need one for medical purposes.

**8. CONSIDERATION OF AND ACTION ON THE ROSENBERG DEVELOPMENT CORPORATION APPOINTMENT TO THE BUSINESS ASSISTANCE GRANT REVIEW COMMITTEE.**

**Key discussion points:**

- Mr. Malik explained the Business Assistance Grant Committee's (Committee) purpose and when the scheduled meetings occur. The Committee is comprised of five individuals. The Committee meets the 2<sup>nd</sup> Monday of the month at 6 p.m., at the Civic Center. The fund balance of \$24,000, that hasn't been

allocated to businesses, needs to be spent by the end of this budget year.

- Director Bolf volunteered for this position.

**Action:** Director McConathy moved, seconded by Director Garcia, to appoint Director Bolf as the Business Assistance Grant Committee representative for RDC. The motion passed unanimously by those present.

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

### **Key discussion points:**

- Mr. Malik discussed points of his report with figures and project updates.
- Livable Center study area – US 90 from the triple fork to the Rosenberg/Richmond city limits. Multi-mobile transportation, area more walk-able, complete street concepts, an economic study with a market research to identify companies we need to get here. TIRZ's financial feasibility, way-finding signage, cultural district, historic district.
- Such studies focus on the streets. The appearance of Avenue H is going to be pivotal to the street's success, but the major factor is what we can do to make Avenue H economically viable.
- Mr. Tanner stated the study will show an emphasis on things that can be done after the study has been completed.
- Rosenberg Business Park – Developer has agreed on the two items the RDC wanted to include in the deed agreements.
- Mr. Malik will start sending a weekly schedule to help communicate with the Board members and include the main activities each week, and to give updates on the projects being worked on.
- President Knesek stated that when dirt starts moving in Rosenberg, the Board members should be the first to know and Council members Bolf and McConathy agreed it would be helpful for them also.
- Mr. Malik reported that he and Mr. Tanner have talked about sharing development data.
- Director McConathy asked about contacting existing businesses as time permits. Mr. Malik replied he is working on business retention guidelines.
- Director Scopel suggested the Board get out and help the Executive Director visit these businesses. Mr. Malik suggested a Business Retention Committee and a Ready Recruitment Team; have the right people ready.
- Business Expo event – July 29<sup>th</sup> – 11 a.m., to 2 p.m., at the Civic Center.
- President Knesek suggested offering the free publication called Governing to the Directors of the Board. President Knesek added that it is an excellent publication that deals with state and local governments on a national level. Mr. Malik replied that he will send an email for the Board to determine if they prefer a printed or digital copy.
- Mr. Malik stated that staff is actively pursuing prospects that can be brought to the Board in the near future.
- Mr. Malik stated that Human Resources is doing their due diligence and plans to hire for the Assistant Economic Development Director position in early August.

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

### **Key discussion points:**

- Update on the Fort Bend Transit System
- Director McConathy asked what Economic Development's process is regarding targeting large vacant properties in Rosenberg (working/planning for properties over 50 acres). A main concern is the corner of US 90A and 3<sup>rd</sup> Street which is 90% empty. Possibly a good relationship with the local realtors would help. Mr. Malik stated that he is now attending meetings for the Fort Bend Society of Commercial Realtors.
- The RDC website has a list of all available properties.
- Mr. Malik has researched and may have found better website tools and companies that do a good job of pulling in demographics of the area.
- President Knesek mentioned that Bryan, Texas, has done a great job with abandoned buildings in their city. They refine the process and it is cost effective to the City.
- Director McConathy inquired since RDC funds a good portion of the salaries for Economic Development

employees, does RDC have some voice in the staff evaluations which are part of the recommendation for increases in salary?

- President Knesek replied not in the past, but he was invited to the interview process of hiring the Economic Developer. The Executive Director of RDC is a City employee and has full benefits under the City's policies.
- No specific agenda items were requested for the next meeting.

#### 10. ANNOUNCEMENTS.

- President Knesek reported on the Wall Street Journal Opinion Page. He stated that there is an excellent article extolling the virtues of Houston, Texas. He continued that the authors make a great case for Houston's economic success. He added that Houston has seen a surge in mid-skill level jobs usually requiring a two-year degree or certificate, and that many of the jobs pay more than \$100,000 a year.

#### 11. ADJOURNMENT.

**Action:** Director McConathy moved, seconded by Director Garcia, to adjourn the meeting at 6:15 p.m. The motion passed unanimously by those present.

---

Cynthia Sullivan, Secretary II  
City of Rosenberg

---

Bill Knesek, President  
Rosenberg Development Corporation



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

<b>ITEM #</b>	<b>ITEM TITLE</b>
<b>B</b>	<b>RDC Financial Reports</b>
<b>ITEM/MOTION</b>	
Consideration of and action on the monthly Rosenberg Development Corporation Financial Reports for the period ending July 31, 2014.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

1. RDC Financial Report as of July 31, 2014
2. RDC Quarterly Investment Report for Quarter Ended June 30, 2014

**MUD #:** N/A

**APPROVALS**

**Submitted by:**

*Joyce Vasut*

Joyce Vasut  
Executive Director of  
Administrative Services

**Reviewed by:**

- Economic Development Director *RM*
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal to City Council:**

*Robert Gracia*

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

The July 2014 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.

**CITY OF ROSENBERG, TEXAS**  
**ROSENBERG DEVELOPMENT CORPORATION**  
**AS OF JULY 31, 2014**

Classification	2013-14 Amended Budget	2013-14 Act. Rev/Exp YTD	2013-14 Encumbered	2013-14 YTD Budget Remaining	% of Budget Used  Target
<b>REVENUES:</b>					83%
<i>Sales Taxes</i>	\$ 2,440,701	\$ 2,378,455	\$ -	\$ 62,246	97.45%
<i>Sales Taxes BTC 1</i>	558,202	485,144	-	73,058	86.91%
<i>Sales Taxes BTC 2</i>	446,297	376,061	-	70,236	84.26%
<i>Downtown Sales Taxes</i>	-	32,453	-	(32,453)	
<i>Sales Tax Total</i>	3,445,200	3,272,113	-	173,087	
<i>Interest Earnings</i>	5,000	2,883	-	2,117	57.67%
<b>TOTAL REVENUES</b>	<b>3,450,200</b>	<b>3,274,997</b>	<b>-</b>	<b>175,203</b>	<b>94.92%</b>
<b>EXPENDITURES:</b>					
<b>Administration (max 10%):</b>					
<b>Office Supplies</b>					
a) Office Supplies	1,000	869	-	131	
Total for Office Supplies Account	1,000	869	-	131	86.91%
<b>Computer Supplies</b>					
a) Computer Supplies	3,000	1,252	-	1,748	
Total for Computer Supplies Account	3,000	1,252	-	1,748	41.72%
<b>Business Expense</b>					
a) Board of Director Expenses, RDC Lunches, Chamber Lunches	1,700	488	-	1,212	
Total for Business Expenses Account	1,700	488	-	1,212	28.70%
<b>General Insurance</b>					
a) Insurance	400	229	-	171	
Total for General Insurance Account	400	229	-	171	57.30%
<b>Education and Training</b>					
Total for Education and Training Account	7,500	3,060	-	4,440	40.79%
<b>Other Contractual Services</b>					
Total for Other Contractual Services	241,851	181,678	-	60,173	75.12%
<b>Subtotal for Administration Expenses</b>	<b>255,451</b>	<b>187,575</b>	<b>-</b>	<b>67,876</b>	<b>73.43%</b>
<b>Marketing:</b>					
<b>Business Expenses</b>					
Total for Business Expense Account	3,730	721	-	3,009	19.33%
<b>Dues, Subscriptions, and Memberships</b>					
Total for Dues, Subs. & Memb. Account	58,112	49,568	-	8,544	85.30%

Classification	2013-14 Amended Budget	2013-14 Act. Rev/Exp YTD	2013-14 Encumbered	2013-14 YTD Budget Remaining	% of Budget Used
<b>Outside Professional Services</b>					
a) GFBEDC	12,500	12,500	-	-	
Total for GFBEDC	12,500	12,500	-	-	100.00%
<b>Postage</b>					
a) Postage	200	108	-	92	
Total for Postage Account	200	108	-	92	53.98%
<b>Freight and Express</b>					
a) Freight and Express	100	-	-	100	
Total for Freight and Express Account	100	-	-	100	0.00%
<b>Advertising</b>					
Total for Advertising Account	29,000	26,512	-	2,488	91.42%
<b>Printing and Binding</b>					
a) Marketing, Business Cards, Name Plates	4,500	3,421	-	1,079	
Total for Printing and Binding Account	4,500	3,421	-	1,079	76.02%
<b>Other Contractual Services</b>					
a) Business Retention	10,000	-	-	10,000	
Total for Business Retention	10,000	-	-	10,000	0.00%
<b>Subtotal for Marketing Accounts</b>	<b>118,142</b>	<b>92,830</b>	<b>-</b>	<b>25,312</b>	<b>78.57%</b>
<b>Strategic Planning Consulting</b>					
a) WFBMD Operating Assistance	40,000	40,000	-	-	
b) Transit Study	-	-	-	-	
Total for Strategic Planning Consulting	40,000	40,000	-	-	100.00%
<b>Subtotal for Strategic Planning Accounts</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
<b>Professional Services</b>					
Total for Professional Services	20,000	12,485	-	7,515	62.43%
<b>Subtotal for Professional Services</b>	<b>20,000</b>	<b>12,485</b>	<b>-</b>	<b>7,515</b>	<b>62.43%</b>
<b>Business Incentive Projects</b>					
a) Prospective Business Incentives	500,000	44,621	-	455,379	
Total for Business Incentive Projects	500,000	44,621	-	455,379	8.92%
<b>Improvements other than Building</b>					
Total Funds Transferred to RDC Projects	4,658,539	2,796,219	-	1,862,320	60.02%
Total Debt Service Principal	779,700	584,775	-	194,925	75.00%
Total Debt Service Interest	219,694	164,770	-	54,924	75.00%
<b>Subtotal for Infrastructure Accounts</b>	<b>6,157,933</b>	<b>3,590,385</b>	<b>-</b>	<b>2,567,548</b>	<b>58.31%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,591,526</b>	<b>\$ 3,923,275</b>	<b>\$ -</b>	<b>\$ 2,668,250</b>	<b>59.52%</b>

**ROSENBERG DEVELOPMENT CORPORATION**  
**2013-14 ACTUAL**  
**PERIOD ENDED JULY 31, 2014**

Classification	RDC Actual	RDC Projects	Total
<b>Resources:</b>			
Total Beginning Fund Balance @ 10/01/13	\$ 4,982,451	\$ 1,786,277	\$ 6,768,728
Revenues and Transfers In	3,274,997	2,796,219	6,071,215
Total Funds Available	<u>\$ 8,257,448</u>	<u>\$ 4,582,496</u>	<u>\$ 12,839,943</u>
<b>Uses/Deductions:</b>			
Expenditures and Transfers Out	3,923,275	474,859	4,398,135
<b>Ending Fund Balance:</b>			
Total Ending Fund Balance	\$ 4,334,172	\$ 4,107,636	\$ 8,441,809
Reserved for Debt Service	999,394	-	999,394
Reserved for RDC Projects	-	4,107,636	4,107,636
<b>Unreserved Fund Balance Total</b>	<u>\$ 3,334,778</u>	<u>\$ -</u>	<u>\$ 3,334,778</u>

**Synopsis of Current Revenues and Expenditures  
Rosenberg Development Corporation  
For the Month Ended July 31, 2014**

Account Number	Description	Amount
<b>Revenues</b>		
219-0000-402-0000	Sales Taxes	\$ 322,644.19
		<b>Total Current Period Revenues</b> <u><u>\$ 322,644.19</u></u>
<b>Expenditures</b>		
219-1000-540-3110	Office Supplies (Administration)	71.98
219-1000-540-3120	Computer Supplies (Administration)	(30.24)
219-1000-540-5510	Travel (Education and Training)	450.00
219-1000-540-5710	Other Contractual Services (Administration)	81.53
		<b>Total Administration</b> <u><u>\$ 573.27</u></u>
219-2000-540-3135	Business Expenses (Marketing)	206.51
219-2000-540-5220	Postage (Marketing)	13.30
219-2000-540-5410	Printing and Binding (Marketing)	289.62
		<b>Total Marketing</b> <u><u>\$ 509.43</u></u>
219-6000-540-4390	Professional Services (Outside Professional Svcs)	4,725.42
		<b>Total Professional Services</b> <u><u>\$ 4,725.42</u></u>
219-7000-540-5725	Other Contractual Svcs (Infrastructure)	44,621.00
		<b>Total Infrastructure</b> <u><u>\$ 44,621.00</u></u>
		<b>Total Current Period Expenditures</b> <u><u>\$ 50,429.12</u></u>
<b>Net Excess (Deficit)</b>		<u><u>\$ 272,215.07</u></u>

**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)

Monthly BTC - I Receipts	Monthly BTC - II Receipts	Monthly Downtown Receipts
--------------------------------	---------------------------------	---------------------------------

*Cumulative (1)*

*Cumulative (3)*

*(2)/(4)*

**Fiscal Year 2012-13**

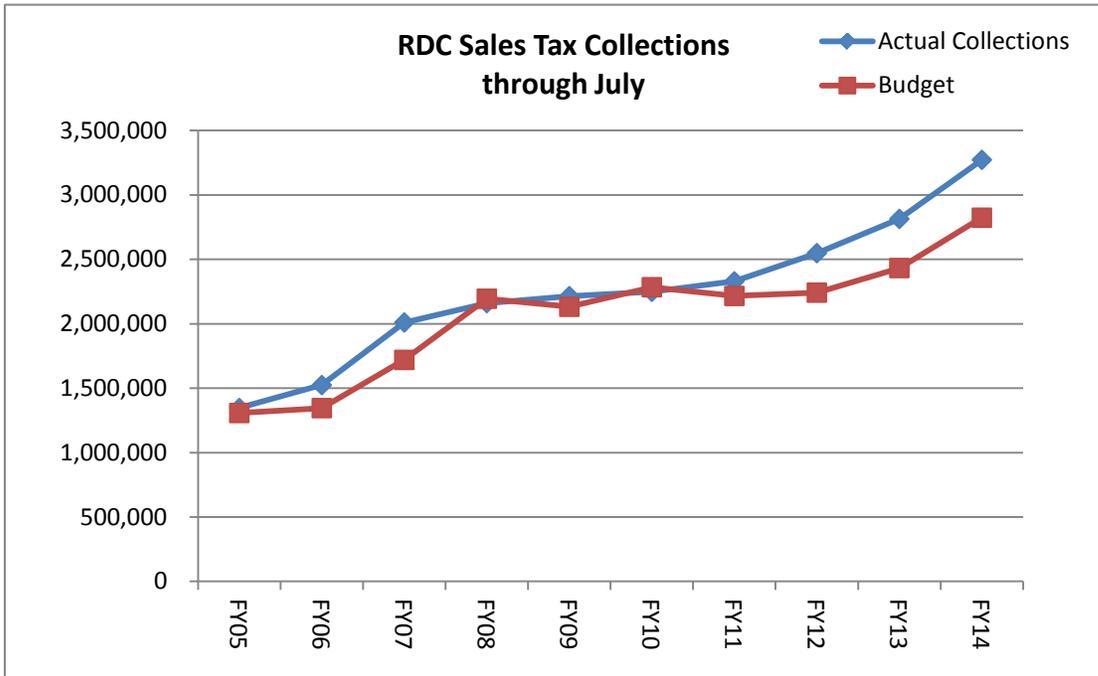
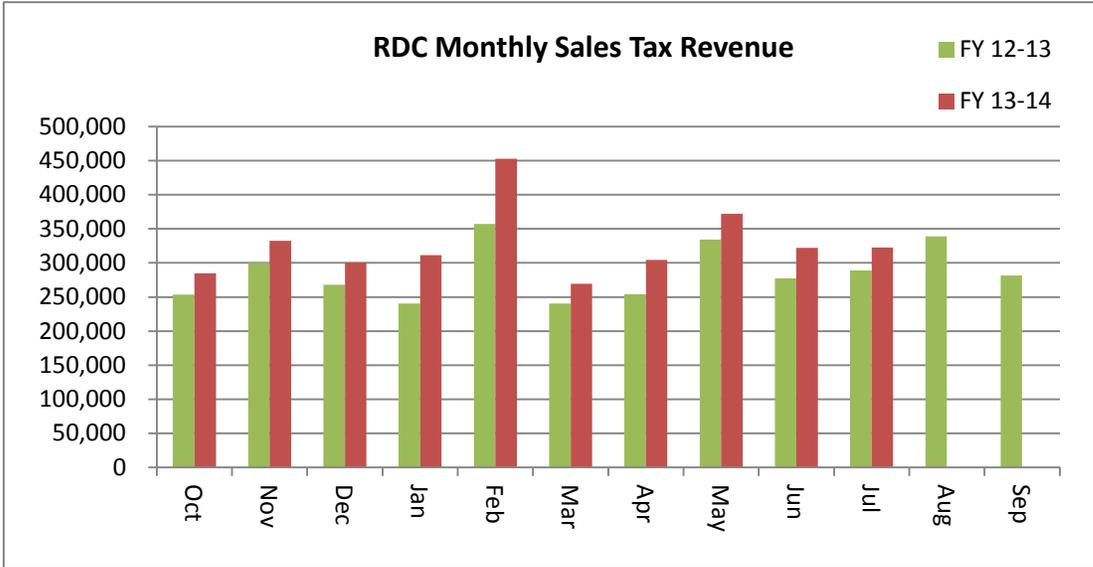
Oct	\$253,488	\$ 253,488	\$ 206,329	\$ 206,329	122.86%	17.3%	17.3%	\$ 39,879	\$ 22,088
Nov	300,245	553,733	268,681	475,010	116.57%	6.7%	11.3%	41,673	56,236
Dec	267,903	821,636	206,328	681,337	120.59%	24.0%	15.1%	48,344	18,259
Jan	240,399	1,062,035	217,242	898,579	118.19%	5.6%	12.8%	40,056	20,626
Feb	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%	19.7%	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	-		340,121	3,162,941						
Sep	-		282,259	3,445,200						
Total								\$ 485,144	\$ 376,062	\$ 32,453

**ROSENBERG DEVELOPMENT CORPORATION  
SALES TAX REVENUES**

**GRAPHS**



**Rosenberg Development Corporation  
Outstanding Debt Service**

<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>
2013-14	779,700	219,694	999,394		999,394
2014-15	802,235	197,708	999,943	(35,000)	964,943
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>\$7,370,710</b>	<b>\$1,501,245</b>	<b>\$8,871,955</b>	<b>(1,700,000)</b>	<b>\$7,171,955</b>

**Rosenberg Development Corporation  
RDC Projects Fund  
For the Period Ended July 31, 2014**

<b>** CP0704 **</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>
Park Improvements	225-7000-540-7030	\$ 400,000	\$ 398,823	\$ 1,271	\$ (94)
Project Management Fee		15,000	15,000	-	-
<b>Totals</b>		<b>\$ 415,000</b>	<b>\$ 413,823</b>	<b>\$ 1,271</b>	<b>\$ (94)</b>

<b>CP0705</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 Gateway Improvements	225-7000-540-7030	\$ 676,392	\$ 618,147	\$ 14,288	\$ 43,957
Project Management Fee		4,016	4,016	-	-
<b>Totals</b>		<b>\$ 680,408</b>	<b>\$ 622,163</b>	<b>\$ 14,288</b>	<b>\$ 43,957</b>

<b>CP1002</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>
US 90A Redevelopment	225-7000-540-7030	\$ 35,000	\$ 9,196	\$ -	\$ 25,804
<b>Totals</b>		<b>\$ 35,000</b>	<b>\$ 9,196</b>	<b>\$ -</b>	<b>\$ 25,804</b>

<b>** CP1207 **</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>
Seatex Expansion Project	225-7000-540-7030	\$ 429,846	\$ 428,380	\$ -	\$ 1,466
<b>Totals</b>		<b>\$ 429,846</b>	<b>\$ 428,380</b>	<b>\$ -</b>	<b>\$ 1,466</b>

<b>** CP1210 **</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>
RDC Downtown Building Renovation	225-7000-540-7020	\$ 400,000	\$ 7,093	\$ -	\$ 392,907
<b>Totals</b>		<b>\$ 400,000</b>	<b>\$ 7,093</b>	<b>\$ -</b>	<b>\$ 392,907</b>

<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	\$ 250,000	\$ 233,914	\$ 198	\$ 15,888
<b>Totals</b>		<b>\$ 250,000</b>	<b>\$ 233,914</b>	<b>\$ 198</b>	<b>\$ 15,888</b>

<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	\$ 1,889,783	\$ 269,158	\$ 28,467	\$ 1,592,158
Project Management Fee		85,000	-	-	85,000
<b>Totals</b>		<b>\$ 1,974,783</b>	<b>\$ 269,158</b>	<b>\$ 28,467</b>	<b>\$ 1,677,158</b>

<b>CP1316</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>
Downtown Parking Lot	225-7000-540-7030	\$ 250,000	\$ 86,648	\$ 8,900	\$ 154,452
Project Management Fee		12,500	-	-	12,500
<b>Totals</b>		<b>\$ 262,500</b>	<b>\$ 86,648</b>	<b>\$ 8,900</b>	<b>\$ 166,952</b>

<b>CP1317</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>
Bamore Road Phase IV	225-7000-540-7031	\$ 750,000	\$ -	\$ -	\$ 750,000
<b>Totals</b>		<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>

<b>** CP1401 **</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>
FY2014 Park Improvements - Master Naturalist	225-7000-540-7030	\$ 50,000	\$ 50,000	\$ -	\$ -
<b>Totals</b>		<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>

<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
<b>Totals</b>		<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

<b>** CP1404 **</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>
Mons Avenue Sidewalks	225-7000-540-7033	\$ 217,000	\$ -	\$ -	\$ 217,000
<b>Totals</b>		<b>\$ 217,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 217,000</b>

<b>Total</b>		<b>\$ 5,098,021</b>	<b>\$ 2,101,359</b>	<b>\$ 53,124</b>	<b>\$ 3,693,538</b>
--------------	--	---------------------	---------------------	------------------	---------------------

<b>Total Project Management Fees</b>		<b>\$ 116,516</b>	<b>\$ 19,016</b>	<b>\$ -</b>	<b>\$ 97,500</b>
--------------------------------------	--	-------------------	------------------	-------------	------------------

**\*\* Projects with asterisks are complete and the remaining balance will be transferred back to the RDC Fund. These projects will be removed from the report next month.**

**ROSENBERG DEVELOPMENT CORPORATION  
QUARTERLY INVESTMENT REPORT  
FOR THE QUARTER ENDED JUNE 30, 2014**

The investment portfolio detailed in the attached report includes all investment transactions made during the above referenced period. The investment portfolio and all related transactions comply with the investment policy of the Rosenberg Development Corporation and the Public Funds Investment Act of the State of Texas.



Investment Officer: \_\_\_\_\_  
Joyce Vasut, Finance Director

Date: 8/5/2014

**ROSENBERG DEVELOPMENT CORPORATION**  
**QUARTERLY INVESTMENT REPORT**  
**AS OF JUNE 30, 2014**

**Balance Comparison by Quarter**

<b><u>INVESTMENT BALANCES BY TYPE</u></b>	<b>Book Value <u>9/30/2013</u></b>	<b>Book Value <u>12/31/2013</u></b>	<b>Book Value <u>3/31/2014</u></b>	<b>Book Value <u>6/30/2014</u></b>
TEXPOOL	\$ 4,890,760	\$ 4,893,983	\$ 2,795,006	\$ 3,161,512
BRAZOS VALLEY SCHOOLS CREDIT UNION	261,718	262,111	245,016	245,380
AMEGY BANK - OPERATING ACCOUNT	38,561	71,303	32,961	32,828
TOTAL CASH AND INVESTMENTS	<u>\$ 5,191,039</u>	<u>\$ 5,227,397</u>	<u>\$ 3,072,983</u>	<u>\$ 3,439,720</u>

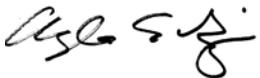
**ROSENBERG DEVELOPMENT CORPORATION**  
**INVESTMENTS OUTSTANDING AS OF JUNE 30, 2014**

Purchase Date	Description	Maturity Date	# Days to Maturity	Cost	Par Value	Coupon Yield	3/31/2014		Quarterly Activity			6/30/2014		Unrealized Gain/Loss
							Book Value	Market Value	Purchases	Maturities	Interest	Book Value	Market Value	
TEXPOOL														
N/A	Texpool - General Fund	N/A	N/A		3,161,512	0.03%	2,795,006	2,795,006	676,289	(310,000)	216	3,161,512	3,161,512	-
													92% OF TOTAL	
BRAZOS VALLEY SCHOOLS CREDIT UNION														
3/28/2014	Certificate of Deposit	3/28/2015	365	245,000	245,000	0.60%	245,016	245,016			364	245,380	245,380	-
													7% OF TOTAL	
DEPOSITORY - AMEGY BANK														
N/A	Operating Account	N/A	N/A		32,828	0.00%	32,961	32,961	327,478	(327,611)		32,828	32,828	-
													1% OF TOTAL	
<b>TOTAL PORTFOLIO</b>				<b>\$ 245,000</b>	<b>\$ 3,439,340</b>	<b>0.07%</b>	<b>3,072,983</b>	<b>3,072,983</b>	<b>1,003,768</b>	<b>(637,611)</b>	<b>580</b>	<b>3,439,720</b>	<b>3,439,720</b>	<b>-</b>



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

<b>ITEM #</b>	<b>ITEM TITLE</b>
<b>C</b>	<b>Communication Report</b>
<b>ITEM/MOTION</b>	
Consideration of and action on a report from the Communications Department regarding the previous month's activities.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>
<b>Annualized Dollars:</b> [ ] One-time [ ] Recurring [X] N/A	<b>Budgeted:</b> [ ] Yes [ ] No [X] N/A <b>Source of Funds:</b> N/A
	[ ] District 1 [ ] District 2 [ ] District 3 [ ] District 4 [ ] City-wide [X] N/A
<b>SUPPORTING DOCUMENTS:</b> 1. Communication Report - July 2014	<b>MUD #:</b> N/A
<b>APPROVALS</b>	
<b>Submitted by:</b>  Angela Fritz, Executive Director of Information Services	<b>Reviewed by:</b> [X] Economic Development Director  [ ] Asst. City Manager of Public Services [ ] City Attorney [ ] City Engineer [ ] (Other)
	<b>Approved for Submittal to City Council:</b>  Robert Gracia City Manager
<b>EXECUTIVE SUMMARY</b>	
This item has been included to provide an overview of Communication activities in the previous month, as they relate to economic development.	

**City of Rosenberg**  
**Communication Report**  
**ECONOMIC DEVELOPMENT Activities**  
**July 1 – July 31, 2014**



- Preparation of upcoming monthly City newsletter and RDC section
  - August/September topic – FY14 Economic Indicators
  - Possible Upcoming Topics:
    - Development update
    - Business Assistance Grant Projects (before and after)
    - RDC Park Projects
  - **Newsletter distribution:** August will be the last month of monthly distribution of the City's INSIDER newsletter in utility bills to allow staff the necessary time to reconfigure the publication, and research the possibility of wider distribution to reach more Rosenberg residents and businesses. It is anticipated that the newsletter will begin distribution in a new format sometime in the fall, and that content will more closely follow reporting on strategic departmental and organizational goals. The newsletter realignment is in line with efforts to increase public engagement and diversify communication outlets, as well as reach as many portions of our community as possible. When details and a new layout have been formulated, an implementation plan will be shared with City Council and RDC to outline content, publication schedule, distribution, etc. Please contact Angela Fritz at (832) 595-3524, or [angelafr@ci.rosenberg.tx.us](mailto:angelafr@ci.rosenberg.tx.us), with any questions.
  
- Review and update City website – ongoing
- Coordinate Municipal Channel information updates – ongoing
- Overall media relations and messaging for City – ongoing
  - Sample of press releases issued:
    - Bamore Road Improvement Project Phase III Ribbon Cutting
    - Rosenberg Excellence in Budget Presentation Award
    - Launch of Financial Transparency Page
    - Fire Station No. 3 Dedication
- Help coordinate and attend District I Town Hall Meeting #2 – July 24, 2014
  
- Attend session I of Certified Public Communicator (CPC) program at Texas Christian University (TCU) through Texas Association of Municipal Information Officers (TAMIO) – Sunday, July 27 – Friday, August 1 – Fort Worth, Texas
  - **CPC @ TCU:** The Certified Public Communicator Program at TCU is a post-baccalaureate, graduate-level residential program for two summers (one week each in 2014 and 2015), plus a two-day winter session with strategic communication professors from TCU's Schieffer School of Journalism. Professional communicators working for city, county, and public-sector agencies create three-year comprehensive communication plans for their organizations during the program. The curriculum, developed by strategic communication professors Jacqueline Lambiase and Laura Bright, offers 95 hours of leadership training and coursework designed for the complexities and challenges of communicating with citizens and stakeholders. It is designed for public information managers and professionals working for cities, counties, school districts, and other public and public-private agencies and organizations.



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

ITEM #	ITEM TITLE
2	Joint RDC and Council Meetings

## ITEM/MOTION

Review and discuss joint City Council and Rosenberg Development Corporation Meeting public posting of notices and proceedings pursuant to the Texas Open Meetings Act.

## FINANCIAL SUMMARY

## ELECTION DISTRICT

### Annualized Dollars:

One-time  
 Recurring  
 N/A

### Budgeted:

Yes  No  N/A

Source of Funds: N/A

District 1  
 District 2  
 District 3  
 District 4  
 City-wide  
 N/A

## SUPPORTING DOCUMENTS:

1. None

MUD #: N/A

## APPROVALS

### Submitted by:

Randall Malik  
Economic Development  
Director

### Reviewed by:

Exec. Dir. of Administrative Services  
 Asst. City Manager of Public Services  
 City Attorney  
 City Engineer  
 (Other)

### Approved for Submittal to City Council:

Robert Gracia  
City Manager

## EXECUTIVE SUMMARY

This item has been added to the Agenda to offer the City Attorney an opportunity to discuss public posting of notices and proceedings pursuant to the Texas Open Meetings Act.



## CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

ITEM #	ITEM TITLE
3	<b>Hold Public Hearing regarding the Designation of Projects for the Rosenberg Development Corporation</b>
<b>ITEM/MOTION</b>	
<p>Hold public hearing regarding the designation of projects for the Rosenberg Development Corporation.</p> <ol style="list-style-type: none"><li>1) As a type of general project of the Corporation for fiscal year 2014-2015, direct incentives to, or on behalf of, new or expanded business enterprises for infrastructure (limited to streets and roads, rail spurs, water and sewer, electric, and gas utilities, drainage, site improvements and other related improvements, and telecommunications and Internet improvements) found by the Board of Directors to be required or suitable and necessary to promote or develop such new or expanded business enterprises, including the development of a business or industrial park. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$500,000.</li><li>2) As a project of the Corporation, to provide targeted infrastructure to the Walsh Road Industrial Park. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$300,000.</li><li>3) As a project of the Corporation, for the development, improvement, expansion or maintenance of facilities relating to the operation of commuter rail, light rail, or motor buses. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.</li><li>4) As a project of the Corporation, improvements to enhance the City of Rosenberg's "gateways" by landscaping and related maintenance of entrances and commercial roadways within the City (open space improvements), found by the Board of Directors to be required or suitable for open space improvements. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.</li><li>5) As a project of the Corporation, land, buildings, equipment, facilities, and improvements to enhance the City of Rosenberg's public park facilities, found by the Corporation to be required or suitable for amateur sports, athletic, entertainment, tourist, convention, and public park purposes and events, including ball parks, parks and park facilities, open space improvements, and related parking facilities, roads, water and sewer facilities, and other related improvements that enhance any of those item. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$200,000.</li><li>6) As a project of the Corporation, land, buildings, equipment, facilities, and expenditures, targeted infrastructure, and improvements that are for the creation or retention of primary jobs that are found by the Board of Directors to be suitable for the development of primary job training facilities for use by institutions of higher education. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$250,000.</li><li>7) As a project of the Corporation, for infrastructure improvements necessary towards the creation a City-Wide GIS System. The estimated amount of expenditures for such type of general project in the fiscal year 2014-2015 is \$50,000.</li><li>8) As a project of the Corporation, to design and construct a traffic signal at Reading Road and Town Center Boulevard. The estimated amount of expenditures is \$115,375.</li></ol>	

<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>
--------------------------	--------------------------

**Annualized Dollars:**

One-time  
 Recurring  
 N/A

**Budgeted:**

Yes  No  N/A

**Source of Funds:** N/A

District 1  
 District 2  
 District 3  
 District 4  
 City-wide  
 N/A

**SUPPORTING DOCUMENTS:**

1. *Fort Bend Herald* Publisher's Affidavit – 07-31-14

**MUD #:** N/A

<b>APPROVALS</b>
------------------

**Submitted by:**



Randall Malik  
 Economic Development  
 Director

**Reviewed by:**

Exec. Dir. of Administrative Services  
 Asst. City Manager of Public Services  
 City Attorney  
 City Engineer  
 (Other)

**Approved for Submittal  
to City Council:**



Robert Gracia  
 City Manager

<b>EXECUTIVE SUMMARY</b>
--------------------------

State law requires that Type B economic developments 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 was published in *Fort Bend Herald* on Thursday, July 31, 2014, 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.

# PUBLISHER'S AFFIDAVIT

THE STATE OF TEXAS §  
COUNTY OF FORT BEND §

Before me, the undersigned authority, on this day personally appeared Stan Woody who being by me duly sworn, deposes and says that he is the Publisher of *Fort Bend Herald* and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

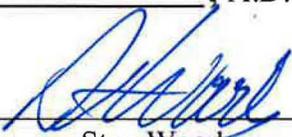
1. it devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
2. it is published at least once each week;
3. it is entered as second-class postal matter in the county where it is published; and
4. it has been published regularly and continuously since 1959.
5. it is generally circulated within Fort Bend County.

(CLIPPING) (S)  
ON Bench

Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

7-31

\_\_\_\_\_, A.D. 2014



Stan Woody  
Publisher

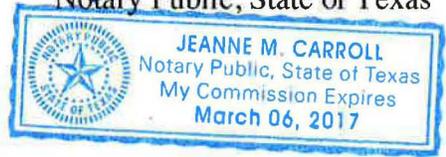
SUBSCRIBED AND SWORN BEFORE ME by Stan Woody who

X a) is personally known to me, or

\_\_\_\_\_ b) provided the following evidence to establish his/her identity, \_\_\_\_\_

on this the 4th day of Aug, A.D. 2014 to certify which witness my hand and seal of office.

Jeanne M Carroll  
Notary Public, State of Texas



**NOTICE OF PROJECTS 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 projects of the Corporation, the following:

1. As a type of general project of the Corporation for fiscal year 2014-2015, direct incentives to, or on behalf of, new or expanded business enterprises for infrastructure (limited to streets and roads, rail spurs, water and sewer, electric, and gas utilities, drainage, site improvements and other related improvements, and telecommunications and Internet improvements) found by the Board of Directors to be required or suitable and necessary to promote or develop such new or expanded business enterprises, including the development of a business or industrial park. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$500,000.

2. As a project of the Corporation, to provide targeted infrastructure to the Walsh Road Industrial Park. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$300,000.

3. As a project of the Corporation, for the development, improvement, expansion or maintenance of facilities relating to the operation of commuter rail, light rail, or motor buses. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.

4. As a project of the Corporation, improvements to enhance the City of Rosenberg's "gateways" by landscaping and related maintenance of entrances and commercial roadways within the City (open space improvements), found by the Board of Directors to be required or suitable for open space improvements. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$80,000.

5. As a project of the Corporation, land, buildings, equipment, facilities, and improvements to enhance the City of Rosenberg's public park facilities, found by the Corporation to be required or suitable for amateur sports, athletic, entertainment, tourist, convention, and public park purposes and events, including ball parks, parks and park facilities, open space improvements, and related parking facilities, roads, water and sewer facilities, and

other related improvements that enhance any of those items. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$200,000.

6. As a project of the Corporation, land, buildings, equipment, facilities, and expenditures, targeted infrastructure, and improvements that are for the creation or retention of primary jobs that are found by the Board of Directors to be suitable for the development of primary job training facilities for use by institutions of higher education. The estimated amount of expenditures for such type of general project in fiscal year 2014-2015 is \$250,000.

7. As a project of the Corporation, for infrastructure improvements necessary towards the creation of a City-Wide GIS System. The estimated amount of expenditures for such type of general project in the fiscal year 2014-2015 is \$50,000.

8. As a project of the Corporation, to design and construct a traffic signal at Reading Road and Town Center Boulevard. The estimated amount of expenditures is \$115,375.

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, August 14th, at 4:00 p.m. Interested citizens are encouraged to attend and offer their comments. For further information, please contact:

Randall Malik  
Economic Development Director  
City of Rosenberg  
Telephone: 832-595-3330



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

ITEM #	ITEM TITLE
4	RDC Business Resource Expo Discussion
<b>ITEM/MOTION</b>	
Review and discuss Rosenberg Development Corporation Business Resource Expo, and the Rosenberg Development Corporation Board may take action as necessary.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

1. Business Resource Expo Flyer – 07-29-14

**MUD #:** N/A

**APPROVALS**

**Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal  
to City Council:**

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

This item has been included on the Agenda to provide an opportunity to discuss the recent Business Resource Expo, and offer suggestions for next year's event.

ROSENBERG DEVELOPMENT CORPORATION

# 2014 BUSINESS RESOURCE EXPO

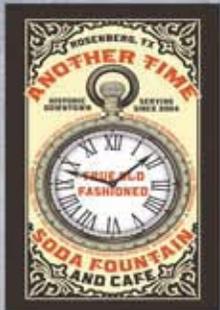
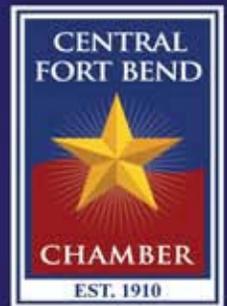
...growth through opportunity

Learn about city and community business resources,  
while sampling some of the finest cuisine in Rosenberg!

Public Welcome

**TUESDAY**  
July 29, 2014  
11 am - 2 pm

Presented in partnership with



The Fort Bend Herald  
PennyWise Resale Center  
Reading Road Professional Office Park  
Rosenberg Business Park, Ltd.  
Rosenberg Community Development Department:  
*Planning, Permitting, Code Enforcement*  
Rosenberg Development Corporation  
Rosenberg Fire Administration  
Rosenberg Police Department  
Texana Center  
Texas Department of Transportation  
Texas State Technical College  
University of Houston - SBDC  
West Fort Bend Management District

**Rosenberg Civic Center, 3825 Hwy 36 S**

For information, contact Shannan at 281.342.5464 or sstavinoha@CFBCA.org



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

<b>ITEM #</b>	<b>ITEM TITLE</b>
5	FY2015 Budget Revisions
<b>ITEM/MOTION</b>	
Review and discuss potential Rosenberg Development Corporation FY2015 Budget revisions, and the Rosenberg Development Corporation may take action as necessary.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

1. FY2015 RDC Budget

**MUD #:** N/A

**APPROVALS**

**Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services *gf*
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal  
to City Council:**

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

This item allows the Rosenberg Development Corporation Board the opportunity to discuss FY2015 Budget items and take action as necessary.

CITY OF ROSENBERG, TEXAS  
2014-15 BUDGET

ROSENBERG DEVELOPMENT CORPORATION FUND

FUND: 219

Classification	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Estimate	2014-15 Budget
<b>ROSENBERG DEVELOPMENT CORPORATION FUND SUMMARY</b>					
<b>Resources:</b>					
Total Beginning Balance	\$ 4,177,855	\$ 4,650,911	\$ 4,982,451	\$ 4,982,451	\$ 2,707,525
Revenues and Transfers In	3,503,072	3,450,200	3,450,200	3,845,000	3,845,000
Total Funds Available	<u>7,680,927</u>	<u>8,101,111</u>	<u>8,432,651</u>	<u>8,827,451</u>	<u>6,552,525</u>
<b>Uses/Deductions:</b>					
Expenditures and Transfers	2,698,476	4,096,987	6,591,526	6,119,926	3,285,469
<b>Ending Fund Balance:</b>					
Total Ending Balance	4,982,451	4,004,124	1,841,125	2,707,525	3,267,056
Reserved for Contingency	985,639	1,017,090	999,394	999,394	964,943
Unreserved ending balance	3,996,812	2,987,034	841,731	1,708,131	2,302,113
<b>Fund Total</b>	<u>\$ 7,680,927</u>	<u>\$ 8,101,111</u>	<u>\$ 8,432,651</u>	<u>\$ 8,827,451</u>	<u>\$ 6,552,525</u>
Net Revenues (Expenditures)	804,596	(646,787)	(3,141,326)	(2,274,926)	559,531

**CITY OF ROSENBERG, TEXAS  
2014-15 BUDGET**

**ROSENBERG DEVELOPMENT CORPORATION FUND**

**FUND: 219**

Classification	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Estimate	2014-15 Budget	Var %
<b>~ REVENUE &amp; EXPENDITURE SUMMARY ~</b>						
<b>REVENUES:</b>						
402-0000 Sales Tax	\$ 2,537,622	\$ 2,440,701	\$ 2,440,701	\$ 2,800,000	\$ 2,800,000	
402-1000 BTC 1 Sales Tax	548,834	558,202	558,202	575,000	575,000	
402-2000 BTC 2 Sales Tax	410,794	446,297	446,297	425,000	425,000	
451-0000 Interest Earnings	5,823	5,000	5,000	5,000	5,000	
<b>TOTAL REVENUES</b>	<b>\$ 3,503,072</b>	<b>\$ 3,450,200</b>	<b>\$ 3,450,200</b>	<b>\$ 3,805,000</b>	<b>\$ 3,805,000</b>	10.3%
<b>EXPENDITURES:</b>						
<b>Administration: (219-1000-540)</b>						
31 10 Office Supplies	\$ 706	\$ 1,000	\$ 1,000	\$ 950	\$ 1,000	
31 20 Computer Supplies	-	3,000	3,000	3,000	2,000	
31 35 Board Meeting and Director's Expenses	826	1,700	1,700	600	1,700	
51 20 General Insurance	120	400	400	230	400	
55 10 Education and Training	2,744	7,500	7,500	4,500	8,250	
57 10 Administration Services-City Reimb.	240,948	241,851	241,851	241,851	244,374	
<b>Subtotal</b>	<b>245,344</b>	<b>255,451</b>	<b>255,451</b>	<b>251,131</b>	<b>257,724</b>	0.9%
<b>Marketing: (219-2000-540)</b>						
31 35 Business Recruitment	1,579	3,730	3,730	600	-	
42 35 Dues, Subscriptions, and Service Contracts	49,471	58,112	58,112	58,112	-	
43 90 RDC Memberships	40,000	40,000	40,000	40,000	-	
43 91 GFBEDC	25,000	12,500	12,500	12,500	12,500	
52 20 Postage	14	200	200	150	200	
52 30 Freight and Express	-	100	100	-	100	
53 10 Advertising	26,370	29,000	29,000	20,000	30,500	
54 10 Printing and Binding	3,537	4,500	4,500	4,500	4,500	
57 30 Business Retention	7,616	10,000	10,000	10,000	-	
<b>Subtotal</b>	<b>153,586</b>	<b>158,142</b>	<b>158,142</b>	<b>145,862</b>	<b>47,800</b>	-69.8%
<b>Memberships and Services: (219-3000-540)</b>						
31 35 Business Recruitment	-	-	-	-	9,000	
42 35 Dues, Subscriptions, and Service Contracts	-	-	-	-	17,627	
43 90 RDC Memberships	-	-	-	-	83,000	
57 30 Business Retention	-	-	-	-	10,000	
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>119,627</b>	100.0%
<b>Professional Services: (219-6000-540)</b>						
43 90 Other Professional Services/Legal Fees	11,256	20,000	20,000	15,000	40,000	
<b>Subtotal</b>	<b>11,256</b>	<b>20,000</b>	<b>20,000</b>	<b>15,000</b>	<b>40,000</b>	100.0%
<b>Infrastructure: (219-7000-540)</b>						
57 25 Prospective Business Incentive	500,000	500,000	500,000	50,000	500,000	
81 10 Principal	747,665	779,700	779,700	779,700	767,235	
81 20 Interest	262,158	219,694	219,694	219,694	197,708	
92 25 Transfer to RDC Projects Fund	778,467	2,164,000	4,658,539	4,658,539	1,355,375	
<b>Subtotal</b>	<b>2,288,290</b>	<b>3,663,394</b>	<b>6,157,933</b>	<b>5,707,933</b>	<b>2,820,318</b>	-54.2%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,698,476</b>	<b>\$ 4,096,987</b>	<b>\$ 6,591,526</b>	<b>\$ 6,119,926</b>	<b>\$ 3,285,469</b>	-50.2%

**CITY OF ROSENBERG, TEXAS  
2014-15 BUDGET**

**RDC PROJECTS FUND**

**FUND: 225**

Classification	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Estimate	2014-15 Budget
<b>RDC PROJECTS FUND SUMMARY</b>					
<b>Resources:</b>					
Total Beginning Balance	\$ 1,313,937	\$ 818,808	\$ 1,786,278	\$ 1,786,278	\$ 1,257,692
Revenues and Transfers In	<u>1,340,382</u>	<u>2,164,700</u>	<u>4,659,239</u>	<u>4,659,239</u>	<u>1,356,075</u>
Total Funds Available	<u>2,654,319</u>	<u>2,983,508</u>	<u>6,445,516</u>	<u>6,445,516</u>	<u>2,613,767</u>
<b>Uses/Deductions:</b>					
Expenditures and Transfers	868,042	2,164,000	6,035,987	5,187,824	1,355,375
<b>Ending Fund Balance:</b>					
Total Ending Balance	<u>1,786,278</u>	<u>819,508</u>	<u>409,529</u>	<u>1,257,692</u>	<u>1,258,392</u>
<b>Fund Total</b>	<u>\$ 2,654,319</u>	<u>\$ 2,983,508</u>	<u>\$ 6,445,516</u>	<u>\$ 6,445,516</u>	<u>\$ 2,613,767</u>
 Net Revenues (Expenditures)	 472,341	 700	 (1,376,748)	 (528,585)	 700

**CITY OF ROSENBERG, TEXAS  
2014-15 BUDGET**

**RDC PROJECTS FUND**

**FUND: 225**

Classification	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Estimate	2014-15 Budget	Var %
<b>~ REVENUE &amp; EXPENDITURE SUMMARY ~</b>						
<b>REVENUES:</b>						
451-0000 Interest Earnings	\$ 1,813	\$ 700	\$ 700	\$ 700	\$ 700	
471-3000 Contributions	60,102	-	-	-	-	
481-3000 Transfer from RDC	1,278,468	\$ 2,164,000	\$ 4,658,539	\$ 4,658,539	1,355,375	
<b>TOTAL REVENUES</b>	<b>\$ 1,340,382</b>	<b>\$ 2,164,700</b>	<b>\$ 4,659,239</b>	<b>\$ 4,659,239</b>	<b>\$ 1,356,075</b>	<b>-70.9%</b>
<b>EXPENDITURES:</b>						
Infrastructure	\$ 868,042	\$ 2,164,000	\$ 6,035,987	\$ 5,187,824	\$ 1,355,375	
<b>Subtotal</b>	<b>868,042</b>	<b>2,164,000</b>	<b>6,035,987</b>	<b>5,187,824</b>	<b>1,355,375</b>	<b>-77.5%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 868,042</b>	<b>\$ 2,164,000</b>	<b>\$ 6,035,987</b>	<b>\$ 5,187,824</b>	<b>\$ 1,355,375</b>	<b>-77.5%</b>

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

<b>Infrastructure (225-7000-540):</b>						
70 32	Aldi Project (CP1402)	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -
70 31	Bamore Road Phase IV (CP1317)	-	-	750,000	750,000	-
	Business Park Development (CP1302)	9,057	1,700,000	3,400,000	3,400,000	-
	City-Wide GIS System	-	-	-	-	50,000
70 20	Downtown Building Renovation (CP1210)	-	-	393,058	7,093	-
	Downtown Parking Lot (CP1316)	4,999	-	245,001	95,000	-
	Fort Bend Transit	-	-	-	-	80,000
	I-69 Bridge Enhancements	-	-	-	-	25,000
	Imperial Arts	250,000	-	-	-	-
	Livable Centers (CP1501)	-	-	-	-	250,000
	Macario Garcia Park Restrooms	-	-	-	-	150,000
70 33	Mons Ave Sidewalks	-	217,000	217,000	-	-
	Parks Improvements (CP0704)	36,613	-	22,927	22,279	-
	Parks Improvements (CP1301)	163,770	-	86,230	62,787	-
43 95	Project Management Fees	-	85,000	85,000	85,000	5,000
	Seatex Expansion Project (CP1207)	279,413	-	147,932	147,932	-
	Texas Master Naturalist Contribution (CP1401)	-	50,000	50,000	50,000	50,000
	TIRZ Legal Expenses	8,718	-	-	-	-
	Traffic Signal at Reading Road and Town Center Blvd	-	-	-	-	115,375
	Transportation Gateway Improvements (CP0705)	114,337	112,000	112,000	67,043	80,000
	US 90 Redevelopment (CP1002)	1,135	-	26,839	690	-
	Walsh Road Industrial Park	-	-	-	-	300,000
	Workforce Development Project	-	-	-	-	250,000
	<b>Subtotal</b>	<b>868,042</b>	<b>2,164,000</b>	<b>6,035,987</b>	<b>5,187,824</b>	<b>1,355,375</b>
	<b>Total Expenditures</b>	<b>\$ 868,042</b>	<b>\$ 2,164,000</b>	<b>\$ 6,035,987</b>	<b>\$ 5,187,824</b>	<b>\$ 1,355,375</b>



# CITY COUNCIL/RDC COMMUNICATION

## August 14, 2014

ITEM #	ITEM TITLE
6	Transportation Gateway Maintenance Projects Discussion
<b>ITEM/MOTION</b>	
Review and discuss Rosenberg Development Corporation Transportation Gateway Maintenance Projects for Fiscal Year 2014-2015, and the Rosenberg Development Corporation Board may take action as necessary.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

1. None

**MUD #:** N/A**APPROVALS****Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal to City Council:**

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

This agenda item allows the RDC the opportunity to review and discuss current Transportation Gateway Maintenance Projects. The RDC currently funds mowing and landscape maintenance to the following areas:

1. Rough Cut Mowing on US 59 from FM 762 to SH 36 (East) - \$22,928.
2. Finish Cut Mowing on US 59 at FM 2218 and SH 36, and at US 90A and SH 36 - \$27,500.
3. Landscape Maintenance at US 59 at FM 2218 and SH 36 (Partial Year) - \$3,680.
4. Rough Cut Mowing on US 59 from SH 36 to Spur 10 (West) (Partial Year) - \$17,999.
5. Finish Cut Mowing on FM 2218 from US 59 to Richmond City Limits (Partial Year) - \$2,072.

Staff is seeking direction on whether the Board is satisfied with the current areas being maintained and if any additional areas need to be considered.



# CITY COUNCIL/RDC COMMUNICATION

August 14, 2014

ITEM #	ITEM TITLE
7	Way Finding Signs Discussion

**ITEM/MOTION**

Review and discuss Way Finding Signs, and the Rosenberg Development Corporation may take action as necessary.

FINANCIAL SUMMARY	ELECTION DISTRICT
-------------------	-------------------

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

- 1. None

**MUD #:** N/A

**APPROVALS**

**Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal to City Council:**

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

This item allows the Rosenberg Development Corporation Board the opportunity to discuss working with Texas Department of Transportation (TxDOT) on adding "Way Finding Signage" on I-69/US 59 to promote Avenue H, the Cultural District, and the Historic Downtown.

# **ITEM 8**

**Hold joint Executive Session for deliberations regarding Economic Development negotiations pursuant to Texas Government Code Section 551.087.**

# **ITEM 9**

**Adjourn joint Executive Session, reconvene into Regular Session, and the Rosenberg Development Corporation may take action as necessary as a result of Executive Session.**



# CITY COUNCIL/RDC COMMUNICATION

## August 14, 2014

ITEM #	ITEM TITLE
10	Economic Development Director's Report

### ITEM/MOTION

Consideration of and action on a report from the Economic Development Director regarding the previous month's economic development activities and contacts.

FINANCIAL SUMMARY	ELECTION DISTRICT
-------------------	-------------------

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

1. Director's Report – July 2014

**MUD #:** N/A

### APPROVALS

**Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal to City Council:**

Robert Gracia  
City Manager

### EXECUTIVE SUMMARY

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



## **Rosenberg Development Corporation Economic Development Director's Update July 2014**

### **New Home Update**

City Housing Starts in 2014:	174
City Housing Starts in July:	16
ETJ Housing Starts in 2014:	278
ETJ Housing Starts in July:	33

### **Economic Indicators:**

Unemployment for June 2014:	4.9%
Non-Adjusted Employment for June 2014:	14,821
May Sales Tax Receipts (April 2014 sales):	\$1,285,822.63
Percentage Change From Previous Year:	+ 11.72%
Annual Sales Tax Receipts for 2014 (April 2014 sales):	\$9,383,672.62
Percentage Change From Previous Year:	+ 18.2%

### **Department Activity**

- Attended the West Fort Bend Management District Monthly Meeting.
- Attended the Central Fort Bend Chamber Alliance (CFBCA) Downtown Division Meeting.
- Attended the Greater Fort Bend Economic Development Council (GFBEDC) monthly Membership Meeting.
- Gave a presentation on Rosenberg Economic Development Projects to the CFBCA Infrastructure and Governmental Affairs Committee meeting.
- Met with Fort Bend Transit to discuss Regional Transit.
- Interviewed prospective Assistant ED Director Candidates.
- Gave a presentation on the Livable Centers Study at the Greater Fort Bend Economic Development Council Board Meeting.
- Attended the Hwy 36A Coalition Monthly Meeting.
- Attended the Fort Bend Society of Commercial Brokers Meeting.
- CRG Texas Environmental Business Retention Visit.
- Enovation Controls Business Retention Visit.
- Met with Commissioner Morrison and the GFBEDC to discuss project Lonestar Tissue.



- Attended City of Rosenberg Pre-Development Meeting for Benedettini Building Expansion.
- Updated prospect marketing materials.

### **Projects Update:**

***Livable Centers Study*** – The Proposal Evaluation Team has chosen Morris Architects to coordinate the Study. The project kickoff meeting is expected to be held in late September.

***Greater Fort Bend Economic Development Council Marketing Plan*** – 2014 is the final year of the five year GFBEDC regional marketing plan. We currently pay \$12,500 annually to share the cost of the GFBEDC regional marketing plan. Economic Development Directors and City Managers of the communities of Fulshear, Missouri City, Richmond, Rosenberg, Stafford, and Sugar Land have been invited to meet with the GFBEDC in two weeks to discuss the history, results, and goals of the plans of the last 5 years and what changes are necessary for the next five years, including funding allocation strategy, target markets, goals, and how the program oversight board is composed.

### **Fort Bend Transit Schedule:**

1. Service implementation – December 1, 2014  
Based on Bus delivery as follows:
  - 1 Existing Job Access and Reverse Commute (JARC) bus currently available. (new replacement bus scheduled for delivery on Monday)
  - 1 Fleet Addition bus Using JARC funding. (Ordered in May - scheduled delivery November)
  - 1 Fleet Addition bus using rural/urban funding pending TxDOT budget amendment approval. Use one of the new buses being delivered on Monday until rural/urban funding bus can be ordered and received.
2. A total of 35.5 hours of service per day is budgeted.
3. Two partners confirmed (Richmond EDC and City of Rosenberg Economic Development Department). Third partner, George Foundation Grant – next submission date October 15. Finalize contracts with EDCs by 10-15-14.
4. Marketing – use savings from service delay to fund marketing expenses. Approx. budget \$23K. Use funding for:
  - Printed Schedules



- Fliers
- Advertisements (public input, service)
- Public Input meeting materials

5. Schedule:

09/01/2014	Advertise Public Meetings Prepare Public Meeting Materials Notify Bus Service Contractor of service addition in December
09/15/2014	Public Meeting on Service Change
09/17/2014	Public Meeting on Service Change
10/01/2014	Finalize Stop locations/photos
10/07/2014	Court approval of Interposal Agreements and George Foundation Submission
10/15/2014	Final Schedule/order printing Issue service order to bus service contractor
11/01/2014	Run Ads/prepare distribute fliers/schedules
12/01/2014	Service Start



## **Assistant Economic Development Director job description and start date**

The assistant Economic Development Director will start on Monday, August 18th. Attached below is the job description for the position:

### **JOB DESCRIPTION**

**POSITION TITLE:** Assistant Economic Development Director  
**NO:** 131

**POSITION**

**PAY GROUP:** M-2  
Official/Administrator

**OCCUPATIONAL**

**CATEGORY:**

**FLSA STATUS:** Exempt

**JOB SUMMARY:** To assist the Economic Development Director in the implementation of programs that facilitates economic growth and development within the City. Performs highly responsible and complex professional work related to the administration of all aspects of the City's Economic Development program pertaining to industrial, commercial and residential businesses.

#### **REPORTING RELATIONSHIPS:**

Reports to: Economic Development Director

Supervises: Has no supervisory responsibility

---

#### **ESSENTIAL JOB FUNCTIONS**

- Under the general supervision of the Economic Development Director, coordinates, administers and develops economic development initiatives on behalf of the City.
- Assists the Economic Development Director in maintaining professional working relationships with local agencies, developers, citizen groups, private consultants and others.
- May provide staff support to a variety of City boards and commissions, such as the Rosenberg Development Corporation and City Council, as directed by the Economic Development Director.
- Assists the Economic Development Director in short and long range planning, program development, special projects and coordination of economic development.
- Assists the Economic Development Director in the promotion of the availability of sites/buildings to prospective businesses and maintains contact with land owners, brokers and developers regarding property suitable for development.



- Assists the Economic Development Director in the coordination of business retention and recruitment efforts, including personal contact.
- May prepare financial analyses, tax abatement calculations and feasibility studies for assigned projects.
- Assists the Economic Development Director in the development and implementation of plans for the personnel, financial & programmatic operation of the divisions, and executes adopted budget plans consistent with City policy.
- Assures special events are planned and executed in an efficient and effective manner.
- May determine the economic and financial impact of publicly assisted projects to the City using such measures as tax base, job creation, direct spending and indirect project benefits.
- Assists the Economic Development Director in implementing contracts for services and the construction of capital projects.
- Assists the Economic Development Director in the development of on-going marketing activities applicable to local and non-local firms.
- Prepares, maintains and distributes materials and informational packets on the City to assist in marketing the community for business development.
- Coordinates the Economic Development website and social media, including updates as needed;
- Prepares grant submissions, RFP's and other reports as required.

### **ADDITIONAL FUNCTIONS OF THE JOB**

- Performs other job related functions as assigned or apparent.

### **KNOWLEDGE, SKILLS AND ABILITIES**

#### **Knowledge:**

- Knowledge of principles of land use, business development and economic development.
- Knowledge of marketing, public relations and related activities.
- Knowledge of computers and various software programs relating to business/economic development.



## July Area Sales Tax Comparisons

City	Net Payment This Period	Comparable Payment Prior Year	Change	2014 Payments To Date	2013 Payments To Date	Change
<b>Rosenberg</b>	\$1,285,822.63	\$1,150,926.29	11.72%	\$9,383,672.62	\$7,936,068.24	18.24%
<b>Richmond</b>	\$411,222.58	\$365,801.36	12.41%	\$2,753,433.47	\$2,627,153.85	4.80%
<b>Fulshear</b>	\$73,530.86	\$67,709.81	8.59%	\$532,815.01	\$423,288.12	25.87%
<b>Houston</b>	\$50,527,806.34	\$49,697,170.22	1.67%	\$370,272,969.06	\$349,992,919.74	5.79%
<b>Humble</b>	\$1,024,747.84	\$1,003,696.63	2.09%	\$7,715,370.63	\$7,180,043.56	7.45%
<b>Katy</b>	\$842,723.64	\$868,687.53	-2.98%	\$6,228,764.93	\$6,062,967.72	2.73%
<b>League City</b>	\$1,226,269.35	\$1,181,590.54	3.78%	\$9,138,661.19	\$8,444,301.86	8.22%
<b>Missouri City</b>	\$602,873.17	\$649,508.50	-7.18%	\$4,536,232.37	\$4,193,425.70	8.17%
<b>Pearland</b>	\$1,973,398.24	\$1,860,289.13	6.08%	\$14,677,567.28	\$13,657,577.98	7.46%
<b>Sugarland</b>	\$3,872,614.50	\$3,487,254.72	11.05%	\$28,123,368.54	\$25,304,140.40	11.14%
<b>Tomball</b>	\$1,133,255.72	\$1,022,413.25	10.84%	\$8,343,262.42	\$7,154,958.67	16.60%

RDC May Allocation: \$321,455.66



# CITY COUNCIL/RDC COMMUNICATION

## August 14, 2014

ITEM #	ITEM TITLE
11	Future Agenda Items
<b>ITEM/MOTION</b>	
Consideration of and action on requests for future agenda items.	
<b>FINANCIAL SUMMARY</b>	<b>ELECTION DISTRICT</b>

**Annualized Dollars:**

- One-time
- Recurring
- N/A

**Budgeted:**

- Yes  No  N/A

**Source of Funds:** N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

**SUPPORTING DOCUMENTS:**

- 1. None

**MUD #:**

### APPROVALS

**Submitted by:**

Randall Malik  
Economic Development  
Director

**Reviewed by:**

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal  
to City Council:**

Robert Gracia  
City Manager

**EXECUTIVE SUMMARY**

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

# **ITEM 12**

**Announcements.**

# **ITEM 13**

**Adjournment.**