

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, October 09, 2014

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 Joint City Council and Rosenberg Development Corporation Meeting Minutes for September 11, 2014. (Cynthia Sullivan, Secretary II)
- B. Consideration of and action on the monthly Rosenberg Development Corporation Financial Reports for the period ending September 30, 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 as they relate to economic development. (Angela Fritz, Executive Director of Information Services)

AGENDA

- 1. Hold Executive Session pursuant to Section 551.071 of the Texas Government Code to receive legal advice from the City Attorney concerning contemplated litigation, namely dispute with Imperial Performing Arts, Inc.; and, pursuant to Section 551.087 of the Texas Government Code for deliberations regarding economic development negotiations.
- 2. Adjourn Executive Session, reconvene into Regular Session, and take action as necessary as a result of the Executive Session.
- 3. Consideration of and action on installing tree grates in downtown Rosenberg. (Darren McCarthy, Parks and Recreation Director)
- 4. Review and discuss City Sidewalk Plan, and take action as necessary. (Bill Knesek, Rosenberg Development Corporation President)
- 5. Consideration of and action on downtown City-owned property, generally located at 2100 Avenue G. (Randall Malik, Rosenberg Development Corporation Executive Director)

6. Review and discuss Gateway Maintenance Contracts, and take action as necessary. (Jeremy Heath, Assistant Economic Development Director)
7. Review and discuss Wayfinding Signage, and take action as necessary. (Randall Malik, Rosenberg Development Corporation Executive Director)
8. Consideration of and action on appointing one (1) Rosenberg Development Corporation member to the Livable Centers Planning Committee. (Randall Malik, Rosenberg Development Corporation Executive Director)
9. Consideration of and action on a report from the Economic Development Director regarding the previous month's economic development activities and contacts. (Randall Malik, Rosenberg Development Corporation Executive Director)
10. Review and discuss requests for future agenda items, and take action as necessary.
11. Announcements.
12. Adjournment.

{EXECUTION PAGE TO FOLLOW}

DATED AND POSTED this the _____ day of _____, 2014, 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. Joint City Council and Rosenberg Development Corporation Meeting Minutes – September 11, 2014**

JOINT CITY COUNCIL AND ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES

DRAFT

On this the 11th day of September 2014, the City Council and the Rosenberg Development Corporation (RDC) of the City of Rosenberg, Fort Bend County, Texas, met in a Joint Session, at the Rosenberg Civic Center, located at 3825 SH 36S, Rosenberg, Texas.

PRESENT

Teresa Bailey	Secretary, Rosenberg Development Corporation
Amanda J. Barta	Director, Rosenberg Development Corporation
Ted Garcia	Treasurer, Rosenberg Development Corporation
Dwayne Grigar	Councilor, District 3
Bill Knesek	President, Rosenberg Development Corporation
Jimmie J. Pena	Director, Rosenberg Development Corporation
Cynthia McConathy	Director, Rosenberg Development Corporation
Vincent M. Morales, Jr.	Mayor
Allen Scopel	Vice President, Rosenberg Development Corporation

STAFF PRESENT

Robert Gracia	City Manager
Luis Garza	Accounting Supervisor
Jeremy Heath	Assistant Economic Development Director
Randall D. Malik	Economic Development Director
Maritza Salazar	Budget Analyst
Cynthia Sullivan	Secretary II
Kaye Supak	Executive Assistant
Travis Tanner	Executive Director of Community Development
Scott Tschirhart	City Attorney (Video Conference)

GUESTS

Jeanne H. McDonald, P.C.	Attorney
Paul Reed	Paragon Outlet Partners, LLC

The City Council reserves 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.

RDC President Bill Knesek called the meeting to order at 4:00 p.m.

GENERAL COMMENTS FROM THE AUDIENCE.

Citizens who desire to address the City Council 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 is 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 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 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 JOINT CITY COUNCIL AND ROSENBERG DEVELOPMENT CORPORATION MEETING MINUTES FOR AUGUST 14, 2014.**

- B. CONSIDERATION OF AND ACTION ON THE MONTHLY ROSENBERG DEVELOPMENT CORPORATION FINANCIAL REPORTS FOR THE PERIOD ENDING AUGUST 31, 2014.**
Executive Summary: The August 2014 RDC Financial Reports are attached for your review and consideration. Staff recommends approval.
- C. CONSIDERATION OF AND ACTION ON A REPORT FROM THE COMMUNICATIONS DEPARTMENT REGARDING THE PREVIOUS MONTH'S COMMUNICATIONS ACTIVITIES.**
Executive Summary: This item has been included to provide an overview of Communication activities in the previous month, as they relate to economic development.

Action: RDC Director Cynthia McConathy moved and RDC Director Ted Garcia seconded a motion to approve the Consent Agenda items A, B, and C. The motion carried unanimously.

- 2. HOLD JOINT EXECUTIVE SESSION PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE TO RECEIVE LEGAL ADVICE FROM THE CITY ATTORNEY CONCERNING CONTEMPLATED LITIGATION, NAMELY DISPUTE WITH IMPERIAL PERFORMING ARTS, INC.; AND, PURSUANT TO SECTION 551.087 OF THE TEXAS GOVERNMENT CODE FOR DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS.**

Action: RDC Director Ted Garcia moved and RDC Director Allen Scopel seconded the motion to adjourn for Joint Executive Session at 4:05 p.m. The motion carried unanimously.

A Joint Executive Session was held pursuant to Section 551.071 of the Texas Government Code to receive legal advice from the City Attorney concerning contemplated litigation, namely dispute with Imperial Performing Arts, Inc.; and, pursuant to Section 551.087 of the Texas Government Code for deliberations regarding Economic Development negotiations.

- 3. 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.**

RDC President Bill Knesek adjourned the Joint Executive Session and reconvened into Joint Session at 5:35 p.m.

RECESS SESSION, RECONVENE SESSION.

RDC President Bill Knesek recessed the Session at 5:35 p.m., and reconvened the Session at 5:45 p.m.

Note: Randall Malik introduced Jeremy Heath, recently hired to serve as Assistant Economic Development Director.

Action: RDC Director Cynthia McConathy moved and RDC Director Ted Garcia seconded a motion to approve a contribution of one million dollars (\$1,000,000.00) to the proposed Texas State Technical College Project to assist with technical training and workforce needs for the benefit of Fort Bend County residents with ten annual equal payments to be allocated to the project over ten years. The motion carried unanimously.

Action: RDC Director Teresa Bailey moved and RDC Director Cynthia McConathy seconded a motion to execute a Memorandum of Understanding with Paragon Outlet Partners, LLC, regarding a proposed outlet mall development to be located on approximately 63 acres of land generally located at US 59/I-69 and Spacek Road. The motion carried unanimously.

- 4. RECEIVE A REPORT ON THE CITY OF ROSENBERG WATER PLAN, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been requested by RDC Board President Bill Knesek to discuss the City of Rosenberg's Water Plan.

Key discussion points:

RDC President Bill Knesek opened the discussion asking the Mayor and/or City Council members to update the RDC Board on issue related to the Rosenberg Water Plan. Comments included the following:

- Certain cities have indicated that they have chosen alternative plans.
- City's need to complete an agreement with Brazos Sport Water Authority to fulfill the 30% reduction mandate to meet the 2016 deadline.
- Water and water planning is important to Rosenberg's economic viability.
- Appreciation expressed to staff and attorney for their efforts on the City's behalf.
- City Council is and has participated in all water-related efforts and is due to be briefed at the next Council meeting.
- Staff was recognized for creative and innovative approach related to the Rosenberg Water Plan since the water plan applies to current residents and the future of Rosenberg's Economic Development.

No action was necessary or taken.

5. **REVIEW AND DISCUSS PROCEDURES FOR JOINT CITY COUNCIL AND ROSENBERG DEVELOPMENT CORPORATION MEETINGS AND PARTICIPATION/ATTENDANCE IN EXECUTIVE SESSIONS, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been requested by RDC Director Jimmie Pena to discuss the procedures for future RDC Meetings and attendance in Executive Sessions which could include members of the City Council.

Key discussion points:

RDC Director Jimmie Pena noted concern regarding City Council's potential participation in Executive Sessions held during joint meetings of the City Council and RDC. City Attorney Tschirhart indicated that though the agenda is jointly posted, that the action items relate only to the Rosenberg Development Corporation. He added that though the meetings are posted as a joint meeting of City Council and the Rosenberg Development Corporation, the potential that there could be a quorum of City Council in attendance makes the meeting subject to the Open Meetings Act, thus requiring the posting of a City Council Meeting. He continued that the structure of the joint posting for this meeting would allow City Council to participate in the meeting, but not vote on action items.

After general discussion, Mayor Vincent Morales indicated that he will not attend future RDC meetings unless his presence is necessary to address a specific agenda item, and/or as requested by the RDC Board.

No action was necessary or taken.

6. **REVIEW AND DISCUSS CITY SIDEWALK PLAN, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been added by RDC President Kneseck to provide the Board an opportunity to discuss sidewalk projects in the City of Rosenberg, and take action if necessary.

By general consensus of the RDC Board, this item was tabled to the next RDC Board meeting.

7. **REVIEW AND DISCUSS WAYFINDING SIGNS, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been included on the Agenda to follow-up on the Board of Director's previous discussion regarding Wayfinding Signage. Included in the supporting documents are examples of wayfinding signage. Additionally, task four of the Livable Centers Study is included in the supporting documents. Task 4.4 of the Livable Centers Study consists of developing designs for wayfinding signage. A PowerPoint consisting of possible location for the Wayfinding Signage will be provided at the meeting.

By general consensus of the RDC Board, this item was tabled to the next RDC Board meeting.

8. **REVIEW AND DISCUSS AMENDING THE WALSH ROAD INDUSTRIAL PARK DEVELOPMENT AGREEMENT, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: The Developer of the Walsh Road Industrial Park has requested an extension of six months to extend utilities to the Industrial Park. The current development agreement requires infrastructure to be completed for the project by December 31, 2014.

Key discussion points:

Randall Malik opened the discussion explaining the developer, Larry Indermuehle, submitted a request for an extension of six months in order to extend utilities to the Walsh Road Industrial Park.

Action: RDC Director Cynthia McConathy moved and RDC Director Allen Scopel seconded a motion to extend the utility reimbursement agreement to June 30, 2015, as requested. The motion carried unanimously.

9. **REVIEW AND DISCUSS APPOINTING ONE MEMBER OF THE ROSENBERG DEVELOPMENT CORPORATION BOARD OF DIRECTORS TO SERVE ON THE CITY OF ROSENBERG COMPREHENSIVE PLAN ADVISORY COMMITTEE, AND THE ROSENBERG DEVELOPMENT CORPORATION MAY TAKE ACTION AS NECESSARY.**

Executive Summary: This item has been included to provide the RDC Board of Directors the opportunity to appoint one member of the RDC Board to serve on the City of Rosenberg Comprehensive Plan Advisory Committee.

Key discussion points:

Travis Tanner, Executive Director of Community Development, presented a brief background on efforts to produce an updated Comprehensive Plan for the City of Rosenberg. The Planning Commission will serve as the primary participants on an advisory committee. City of Rosenberg staff is requesting that a member of the RDC Board serve as a committee member at four (4) planned meetings. RDC Board Member Jimmie Pena volunteered to serve on this committee.

Action: RDC Director Cynthia McConathy moved and RDC Director Amanda Barta seconded a motion to nominate RDC Director Jimmie Pena to serve as the RDC's representative to the Comprehensive Plan Committee. The motion carried unanimously.

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

Key discussion points:

- Randall Malik announced the Business Assistance Grant Program has awarded all the funding for the Fiscal year 2013-2014.
- A representative of Fort Bend Transit is scheduled to present an update to the RDC Board at the next regular meeting.
- The Livable Centers Study has chosen Morris Architects, and will begin their process soon.
- West Fort Bend Management District will meet next week to appoint two members to serve on the new committee with RDC Directors Scopel and Pena.
- Sales tax revenue is about 30% ahead of this time last year.
- Tax Abatement Guidelines are reviewed and reapproved every two years; the guidelines are due to expire in November 2014; and, will be presented to City Council in the near future.
- The general consensus was that the Windshield Survey Report has been informative.

No action was necessary or taken.

11. **CONSIDERATION OF AND ACTION ON REQUESTS FOR FUTURE AGENDA ITEMS.**
Executive Summary: This item provides the Rosenberg Development Corporation Board the opportunity to request future agenda items.

Key discussion points:

- Imperial Performing Arts.
- Sidewalk plan.
- Fort Bend Transit System schedule.
- Wayfinding Signs.
- Alternatives for additional Downtown parking.
- Dangerous Building enforcement.

12. **ANNOUNCEMENTS.**

The Comprehensive Plan Workshop has been set for Thursday, October 09, 2014, at 7:00 p.m., at the Rosenberg Civic Center.

13. **ADJOURNMENT.**

Action: RDC Director Cynthia McConathy moved and RDC Director Allen Scopel seconded a motion to adjourn the RDC Board Meeting. The motion carried unanimously and the meeting was adjourned at 6:41 p.m.

Kaye Supak, Acting City Secretary



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
B	Rosenberg Development Corporation Financial Reports
ITEM/MOTION	
Consideration of and action on the monthly Rosenberg Development Corporation Financial Reports for the period ending September 30, 2014.	
APPROVAL	SUPPORTING DOCUMENTS

SUBMITTED BY :

1) RDC Financial Report – September 2014

A handwritten signature in blue ink that reads "Joyce Vasut".

Joyce Vasut
Executive Director of Administrative
Services

EXECUTIVE SUMMARY

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

CITY OF ROSENBERG, TEXAS
ROSENBERG DEVELOPMENT CORPORATION
AS OF SEPTEMBER 30, 2014

Classification	2013-14 Amended Budget	2013-14 Act. Rev/Exp YTD	2013-14 Encumbered	2013-14 YTD Budget Remaining	% of Budget Target
REVENUES:					100%
<i>Sales Taxes</i>	\$ 2,440,701	\$ 2,934,013	\$ -	\$ (493,312)	120.21%
<i>Sales Taxes BTC 1</i>	558,202	580,432	-	(22,230)	103.98%
<i>Sales Taxes BTC 2</i>	446,297	466,268	-	(19,971)	104.47%
<i>Downtown Sales Taxes</i>	-	38,351	-	(38,351)	
<i>Sales Tax Total</i>	3,445,200	4,019,063	-	(573,863)	
<i>Interest Earnings</i>	5,000	3,073	-	1,927	61.46%
TOTAL REVENUES	3,450,200	4,022,136	-	(571,936)	116.58%
EXPENDITURES:					
Administration (max 10%):					
Office Supplies					
a) Office Supplies	1,000	988	-	12	
Total for Office Supplies Account	1,000	988	-	12	98.84%
Computer Supplies					
a) Computer Supplies	3,000	1,252	-	1,748	
Total for Computer Supplies Account	3,000	1,252	-	1,748	41.72%
Business Expense					
a) Board of Director Expenses, RDC Lunches, Chamber Lunches	1,700	879	-	821	
Total for Business Expenses Account	1,700	879	-	821	51.69%
General Insurance					
a) Insurance	400	229	-	171	
Total for General Insurance Account	400	229	-	171	57.30%
Education and Training					
Total for Education and Training Account	7,500	3,085	-	4,415	41.13%
Other Contractual Services					
Total for Other Contractual Services	241,851	242,309	-	(458)	100.19%
Subtotal for Administration Expenses	255,451	248,742	-	6,709	97.37%
Marketing:					
Business Expenses					
Total for Business Expense Account	3,730	1,184	-	2,546	31.73%
Dues, Subscriptions, and Memberships					
Total for Dues, Subs. & Memb. Account	58,112	50,165	-	7,947	86.32%

Classification	2013-14 Amended Budget	2013-14 Act. Rev/Exp YTD	2013-14 Encumbered	2013-14 YTD Budget Remaining	% of Budget
Outside Professional Services					
a) GFBEDC	12,500	12,500	-	-	
Total for GFBEDC	12,500	12,500	-	-	100.00%
Postage					
a) Postage	200	108	-	92	
Total for Postage Account	200	108	-	92	53.98%
Freight and Express					
a) Freight and Express	100	-	-	100	
Total for Freight and Express Account	100	-	-	100	0.00%
Advertising					
Total for Advertising Account	29,000	28,897	-	103	99.64%
Printing and Binding					
a) Marketing, Business Cards, Name Plates	4,500	3,762	-	738	
Total for Printing and Binding Account	4,500	3,762	-	738	83.61%
Other Contractual Services					
a) Business Retention	10,000	7,919	-	2,082	
Total for Business Retention	10,000	7,919	-	2,082	79.19%
Subtotal for Marketing Accounts					
	118,142	104,534	-	13,608	88.48%
Strategic Planning Consulting					
a) WFBMD Operating Assistance	40,000	40,000	-	-	
b) Transit Study	-	-	-	-	
Total for Strategic Planning Consulting	40,000	40,000	-	-	100.00%
Subtotal for Strategic Planning Accounts					
	40,000	40,000	-	-	100.00%
Professional Services					
Total for Professional Services	20,000	15,178	-	4,822	75.89%
Subtotal for Professional Services					
	20,000	15,178	-	4,822	75.89%
Business Incentive Projects					
a) Prospective Business Incentives	500,000	44,621	-	455,379	
Total for Business Incentive Projects	500,000	44,621	-	455,379	8.92%
Improvements other than Building					
Total Funds Transferred to RDC Projects	4,658,539	3,884,846	-	773,693	83.39%
Total Debt Service Principal	779,700	779,700	-	-	100.00%
Total Debt Service Interest	219,694	219,694	-	-	100.00%
Subtotal for Infrastructure Accounts					
	6,157,933	4,928,861	-	1,229,072	80.04%
TOTAL EXPENDITURES					
	\$ 6,591,526	\$ 5,337,314	\$ -	\$ 1,254,211	80.97%

ROSENBERG DEVELOPMENT CORPORATION
2013-14 ACTUAL
PERIOD ENDED SEPTEMBER 30, 2014

Classification	RDC Actual	RDC Projects	Total
Resources:			
Total Beginning Fund Balance @ 10/01/13	\$ 4,982,451	\$ 1,786,277	\$ 6,768,728
Revenues and Transfers In	4,022,136	3,885,611	7,907,747
Total Funds Available	<u>\$ 9,004,587</u>	<u>\$ 5,671,888</u>	<u>\$ 14,676,475</u>
Uses/Deductions:			
Expenditures and Transfers Out	5,337,314	780,292	6,117,606
Ending Fund Balance:			
Total Ending Fund Balance	\$ 3,667,273	\$ 4,891,596	\$ 8,558,869
Reserved for Debt Service	999,394	-	999,394
Reserved for RDC Projects	-	\$ 4,891,596	4,891,596
Unreserved Fund Balance Total	<u>\$ 2,667,879</u>	<u>\$ -</u>	<u>\$ 2,667,879</u>

**Synopsis of Current Revenues and Expenditures
Rosenberg Development Corporation
For the Month Ended September 30, 2014**

Account Number	Description	Amount
Revenues		
219-0000-402-0000	Sales Taxes	\$ 365,422.25
Total Current Period Revenues		\$ <u>365,422.25</u>
Expenditures		
219-1000-540-3110	Office Supplies (Administration)	-
219-1000-540-3135	Business Expenses (Administration)	38.98
219-1000-540-5510	Travel (Education and Training)	25.00
219-1000-540-5710	Other Contractual Services (Administration)	86.20
Total Administration		\$ <u>150.18</u>
219-2000-540-3135	Business Expenses (Marketing)	170.37
219-2000-540-4235	Dues/Subscriptions/Memberships (Marketing)	-
219-2000-540-5310	Advertising (Marketing)	1,385.00
219-2000-540-5410	Printing and Binding (Marketing)	320.43
219-2000-540-5730	Other Contractual Svcs (Marketing)	7,518.50
Total Marketing		\$ <u>9,394.30</u>
219-6000-540-4390	Professional Services (Outside Professional Svcs)	1,555.00
Total Professional Services		\$ <u>1,555.00</u>
219-7000-540-9225	Transfers/Other Fund (Infrastructure) - Transfer to RDC Projects Fund	(611,372.79)
Total Infrastructure		\$ <u>(611,372.79)</u>
Total Current Period Expenditures		\$ <u>(600,273.31)</u>
Net Excess (Deficit)		\$ <u>965,695.56</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)
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

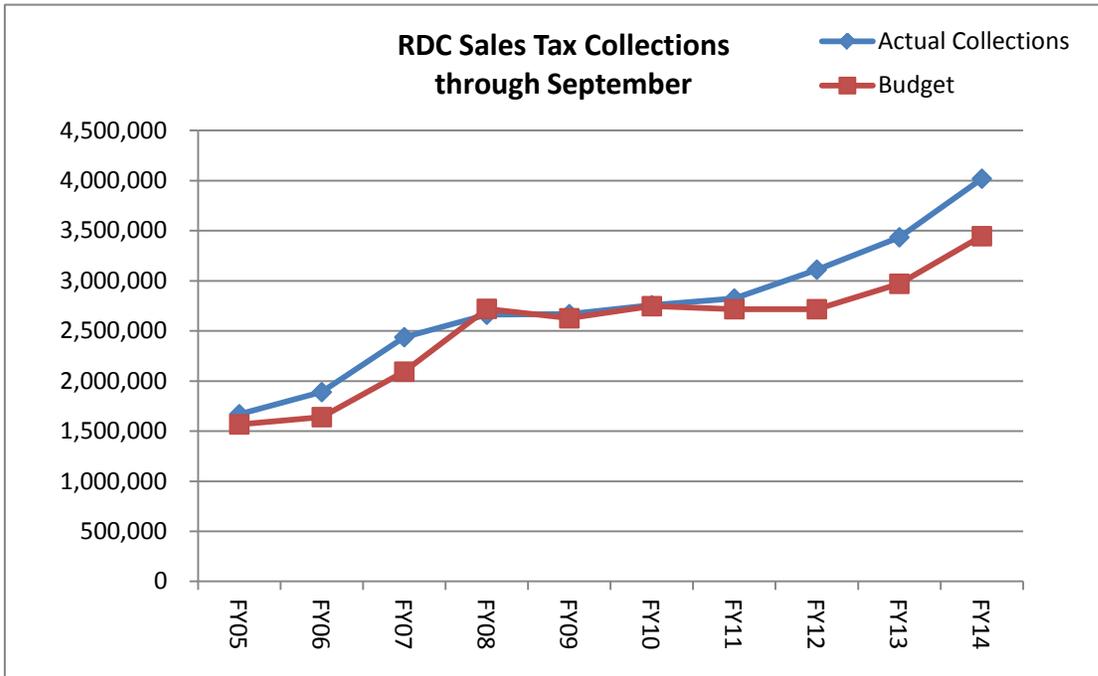
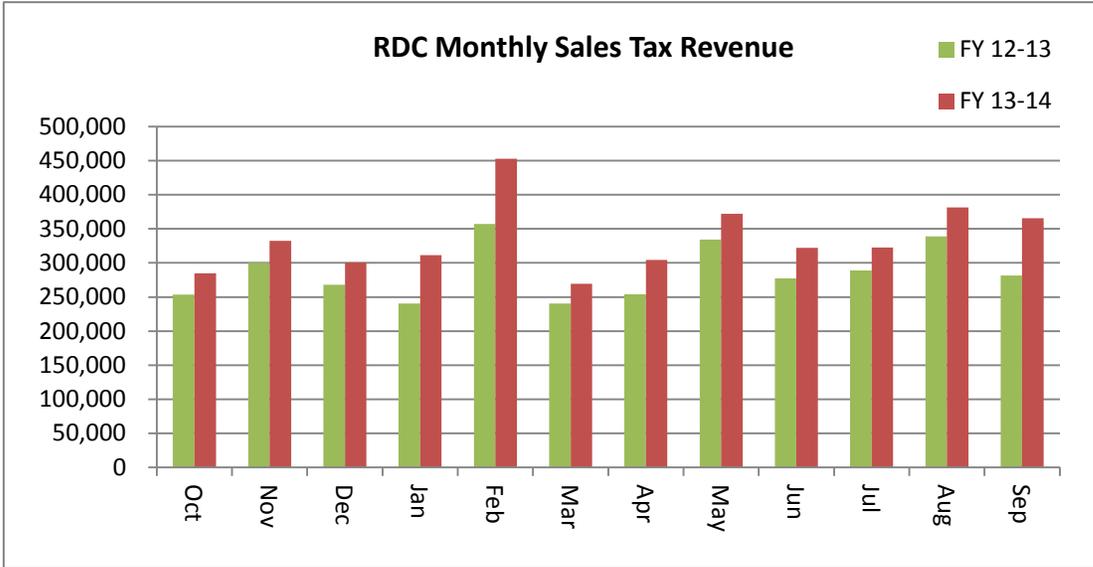
Oct	\$ 253,488	\$ 253,488	\$ 206,329	\$ 206,329	122.86%	17.3%	17.3%	\$ 39,879	\$ 22,088
Nov	300,245	553,733	268,681	475,010	116.57%	6.7%	11.3%	41,673	56,236
Dec	267,903	821,636	206,328	681,337	120.59%	24.0%	15.1%	48,344	18,259
Jan	240,399	1,062,035	217,242	898,579	118.19%	5.6%	12.8%	40,056	20,626
Feb	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%	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	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

**ROSENBERG DEVELOPMENT CORPORATION
SALES TAX REVENUES**

GRAPHS



**Rosenberg Development Corporation
Outstanding Debt Service**

Fiscal Year	Principal Due	Total Interest	Total Principal & Interest	Adjustment for Business Park	Adjusted Principal & Interest
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
Total	\$7,370,710	\$1,501,245	\$8,871,955	(1,700,000)	\$7,171,955

**Rosenberg Development Corporation
RDC Projects Fund
For the Period Ended September 30, 2014**

CP0704		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
Park Improvements	225-7000-540-7030	\$ 400,000	\$ 398,823	\$ 1,271	\$ (94)
Project Management Fee		15,000	15,000	-	-
Totals		\$ 415,000	\$ 413,823	\$ 1,271	\$ (94)

CP0705		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
Transportation Gateway Improvements	225-7000-540-7030	\$ 676,392	\$ 631,774	\$ 1,911	\$ 42,707
Project Management Fee		4,016	4,016	-	-
Totals		\$ 680,408	\$ 635,790	\$ 1,911	\$ 42,707

CP1002		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
US 90A Redevelopment	225-7000-540-7030	\$ 35,000	\$ 9,426	\$ -	\$ 25,574
Totals		\$ 35,000	\$ 9,426	\$ -	\$ 25,574

CP1301		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
FY2013 Park Improvements	225-7000-540-7030	\$ 250,000	\$ 233,914	\$ 198	\$ 15,888
Totals		\$ 250,000	\$ 233,914	\$ 198	\$ 15,888

CP1302		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
Business Park Development	225-7000-540-7030	\$ 3,589,783	\$ 286,258	\$ 11,367	\$ 3,292,158
Project Management Fee		85,000	-	-	85,000
Totals		\$ 3,674,783	\$ 286,258	\$ 11,367	\$ 3,377,158

CP1316		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
Downtown Parking Lot	225-7000-540-7030	\$ 250,000	\$ 95,548	\$ -	\$ 154,452
Project Management Fee		12,500	-	-	12,500
Totals		\$ 262,500	\$ 95,548	\$ -	\$ 166,952

CP1317		Total	Amount Paid	Encumbrance	Remaining
Project Description	G/L Account	Project Cost	Project To Date	Amount	Funds
Bamore Road Phase IV	225-7000-540-7031	\$ 750,000	\$ -	\$ -	\$ 750,000
Totals		\$ 750,000	\$ -	\$ -	\$ 750,000

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

Total		\$ 6,451,175	\$ 1,655,744	\$ 14,746	\$ 4,780,685
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Total Project Management Fees		\$ 116,516	\$ 19,016	\$ -	\$ 97,500
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COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
C	Communication Report

ITEM/MOTION

Consideration of and action on a report from the Communications Department regarding the previous month's activities as they relate to economic development.

APPROVAL	SUPPORTING DOCUMENTS
-----------------	-----------------------------

SUBMITTED BY :

1) Communication Report – September 2014

A handwritten signature in black ink, appearing to read 'Angela E. Fritz'.

Angela E. Fritz
Executive Director
Information Services

EXECUTIVE SUMMARY

This item has been included to provide the Board with an overview of Communication activities in the previous month, as they relate to economic development.

City of Rosenberg
Communication Report
ECONOMIC DEVELOPMENT Activities
September 1 – September 30, 2014



- Continue research and planning of revised quarterly newsletter production and distribution
- Possible upcoming Economic Development-related topics for publicity/coverage:
 - Business Assistance Grant projects (before and after)
 - Comprehensive planning
 - General development update
 - RDC park projects
 - FY 2015 RDC initiatives
- Review and update City website – ongoing
- Coordinate Municipal Channel information updates – ongoing
- Overall media relations and messaging for City – ongoing
- Worked with ED staff to prepare and disseminate press release re: Paragon Outlet project (*Rosenberg, Paragon to Partner on Outlet Shopping Destination Development*), and to answer media queries and requests for interview related thereto resulting in stories in:
 - Houston Chronicle
 - Houston Business Journal
 - ABC 13 News
 - Fort Bend Herald
- Sample of press releases issued:
 - 2014 National Night Out
 - Rosenberg Agrees to Withdraw Lawsuit Dependent on Subsidence District Actions
 - Rosenberg Honored with Texas Comptroller’s Platinum Leadership Circle Award for Transparency
 - Community Workshop Planned to Guide Rosenberg’s Long-Range Growth and Development Policies
- Worked with Planning staff to prepare and disseminate information re: Comprehensive Plan update
 - Development of “brand” image – *Rosenberg 2035: Building Tomorrow Today*
 - Web site: www.CityofRosenberg.com/CompPlan
 - MindMixer site items (to be integrated in to overall webpage as online “townhall” site)



ITEM 1

Hold Executive Session pursuant to Section 551.071 of the Texas Government Code to receive legal advice from the City Attorney concerning contemplated litigation, namely dispute with Imperial Performing Arts, Inc.; and, pursuant to Section 551.087 of the Texas Government Code for deliberations regarding Economic Development negotiations.

ITEM 2

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



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
3	Downtown Rosenberg Tree Grates

ITEM/MOTION

Consideration of and action on installing tree grates in downtown Rosenberg.

APPROVAL	SUPPORTING DOCUMENTS
----------	----------------------

SUBMITTED BY :

A handwritten signature in black ink, appearing to read "Darren McCarthy".

Darren McCarthy
Parks and Recreation Director

- 1) Tree Grating brochure from Hendrick Architectural Products
- 2) Quote from Hendrick Architectural Products for Tree Grates

EXECUTIVE SUMMARY

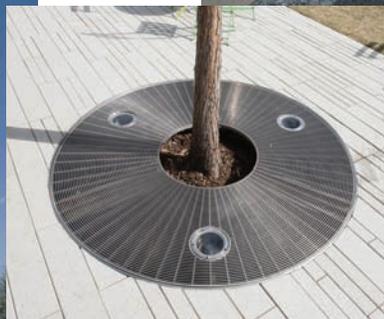
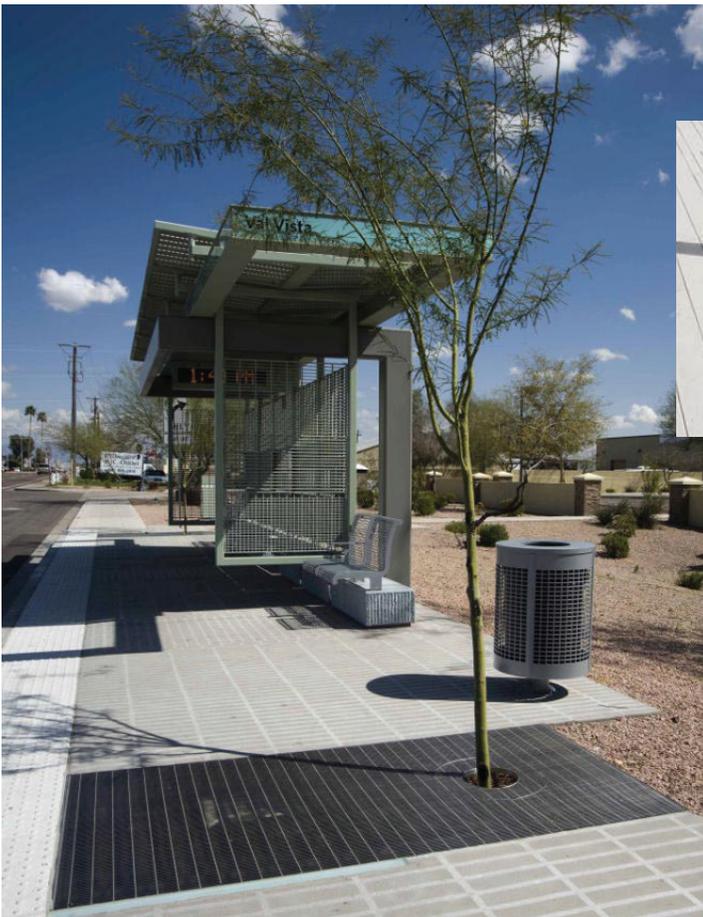
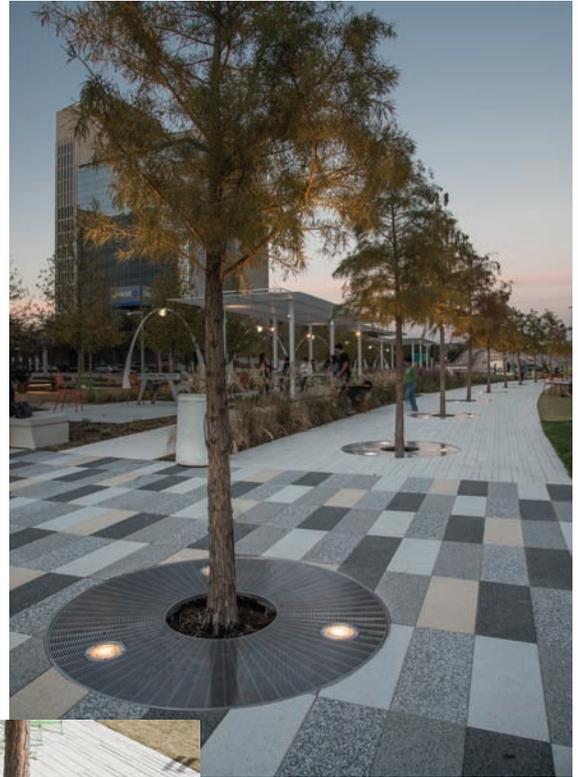
This item has been requested by Darren McCarthy, Rosenberg Parks and Recreation Director, as an opportunity for the Rosenberg Development Corporation to partner with the City of Rosenberg in installing tree grates in Downtown Rosenberg and to take action as necessary. Costs associated with the project can be found on the next page. The RDC Projects Fund currently has \$15,888 remaining dollars in the FY 2013 Park Improvements Line Item.



We bring your vision to life

Tree grating serves an important function in landscape design and architecture. Tree grates protect the base and root system of the tree while providing easy watering and drainage. They also increase the useable space in walking areas and protect pedestrians by covering the tree wells.

Hendrick can offer tree grates in our proprietary profile bar wire. Our grating is available in custom sizes, shapes, and construction.



Call us today to discuss your next project
Hendrick Architectural Products
P. 1-877-840-0881
www.hendrickarchproducts.com
sales@hendrickarchproducts.com

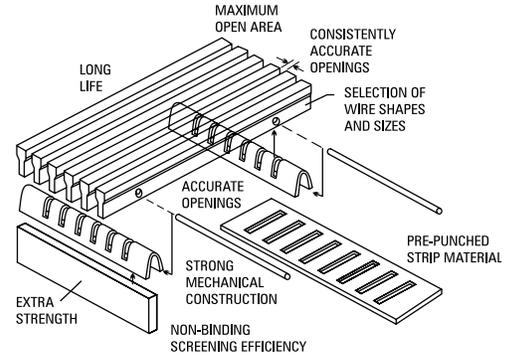
Screen Types

Profile Bar Construction is the preferred construction in the industry. Hendrick Screen Company has engineered a proprietary construction method that makes  PROFILE BAR one of the strongest the industry has to offer.

Profile Bar Construction

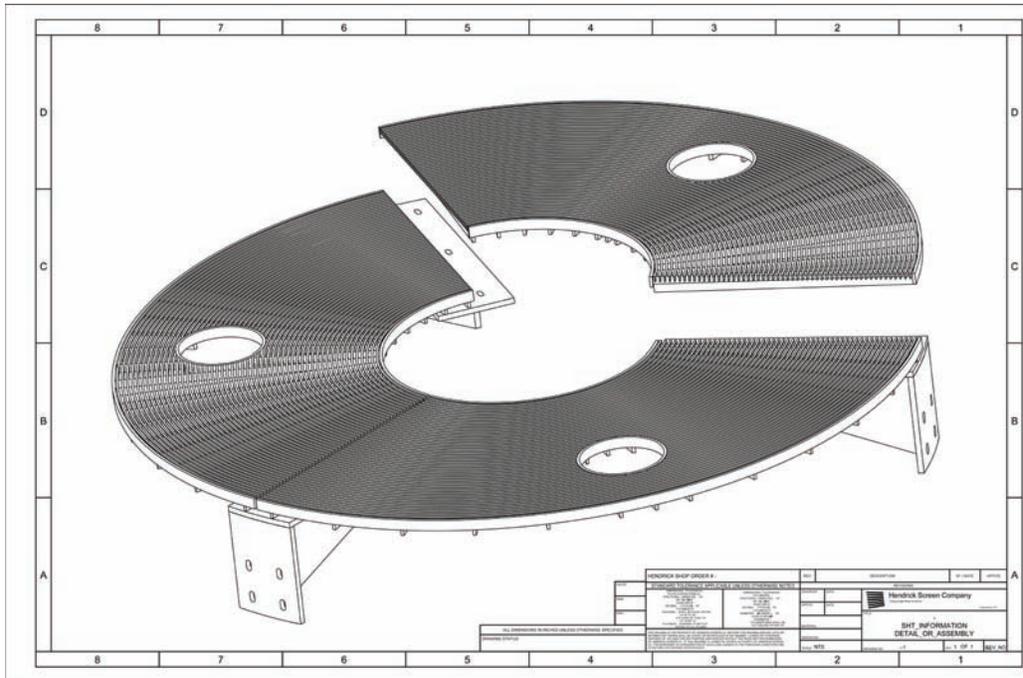
images not to scale

PROFILE BAR	B-69	B-6	B-6S	B-9	B9S	B9M	B-12	T-7	T-12	T-16
BAR WIDTH	.069	.093	.093	.140	.140	.140	.187	.109	.187	.250
BAR HEIGHT	.290	.375	.290	.375	.320	.405	.500	.375	.500	.750
CAP HEIGHT	.093	.093	.093	.125	.125	.125	.156	.125	.156	.218



304, 316L Stainless Steel or Copper Nickel and Aluminum (B9 & B12)
Non-welded interlocked construction

Recommended wire sizes for tree grates are B-9, B-12 and T-16



Hendrick Architectural Products
Cutting Edge Metal Solutions

Hendrick Architectural Products
P. 1-877-840-0881
www.hendrickarchproducts.com
sales@hendrickarchproducts.com

3074 Medley Rd Owensboro, KY 42301
Phone: 270-685-5138 Fax: 270-685-1729

Quotation

Entered : 9/10/2014

Terms : TBD at credit approv

Shipping Terms : FOB Owensboro, KY

Est Ship After Dwg Approval : 6 - 8 weeks after drawing approval.

Quote To : City of Rosenberg 3720 Airport Road Rosenberg, TX 77471 (P) 832-595-3960 (F)	Project Ref : Downtown Roseberg Tree Grates Local Rep : Engineer Representatives (P):832-225-1339 Quote Validity : 20 days
--	--

Contact : Darren McCarthy	Terr : 31	Ref: BM19975	Salesperson : Brenda McCarty
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Line Item	Rev	Qty	U/M	Description	Unit Price	Total Price
-----------	-----	-----	-----	-------------	------------	-------------

19975	0	16.00	Each	City of Rosenberg 36" OAL (wire) x 24" OAW	1,882.00	30,112.00
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36"OAL (wire) x 24"OAW fabricated in (2) sections using B-9 wire, 1/4" slot openings and U-clip supports on 3" centers. Includes 1/4" x 1" banding around the perimeter of each section and at 12" diameter tree cutout and 1/4" x 1-1/2" notched inserts on approx. 9" centers. Support frame provided using 1/4" x 1-1/2" x 1-1/2" inverted angle on 36" sides with drilled mounting holes. Overall height of grating to be 1-1/4" tall. All material 304 s.s. to be provided in a matte finish.

Pricing for 316 s.s. in lieu of 304s.s. \$1,842.00 each.

Grating is designed for light pedestrian load only.

Drawing approval required prior to fabrication. Changes in design or quantity may result in pricing increases.

19975		1.00	each	Freight Charges To Rosenberg, TX	573.34	573.34
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3074 Medley Rd Owensboro, KY 42301
Phone: 270-685-5138 Fax: 270-685-1729

Quotation

Entered : 9/10/2014

Terms : TBD at credit approv

Shipping Terms : FOB Owensboro, KY

Est Ship After Dwg Approval : 6 - 8 weeks after drawing approval.

Quote To : City of Rosenberg
3720 Airport Raod
Rosenberg, TX 77471
(P) 832-595-3960
(F)

Project Ref : Downtown Roseberg Tree Grates

Local Rep : Engineer Representatives
(P):832-225-1339

Quote Validity : 20 days

Standard Terms & Conditions

1. Acceptances

This quotation is effective for twenty days from the date on page one of this quotation (unless otherwise noted thereon) and Buyer's written acceptance must be received at Seller's office address appearing on the front of this quotation and no other attempted acceptance, oral or written, will be binding on Seller. Quotation effectiveness of 20 days also applies to freight charges. The buyer shall be responsible for all changes in quoted freight rates outside the 20 day period including changes in freight rates after acceptance of the order until the order is shipped. Acceptance of this quotation is expressly limited to these Terms and Conditions and the rights of the Buyer and Seller shall be determined exclusively hereby. If the Buyer uses its pre-printed purchase order or other form for acceptance of this quotation, it is expressly understood and agreed that the Terms and Conditions herein shall prevail over any additional, conflicting or different provisions set forth in such Buyer's form, and the issuance of any such purchase order or form by the Buyer shall be deemed to constitute Buyer's assent and agreement to these Terms and Conditions and, in particular, the provisions of this paragraph 3.

2. Quotations on Buyer's Specifications

If this quotation is made pursuant to specifications, drawings or blueprints furnished by the Buyer and Buyer changes or alters said specifications, drawings or blueprints, Seller reserves the right, at its sole discretion, to void this quotation and resubmit a new quotation which shall be considered an offer to sell. Buyer is obligated at all times to notify Seller of any change in its specifications, drawings or blueprints. Buyer acknowledges that Seller has not verified or checked any of the information supplied on the Buyer's drawings or specifications and is not responsible for any errors or omissions contained in that information.

3. Buyer's Creditworthiness

If, in the judgment of the Seller, the financial condition of the Buyer at any time does not justify initiation or continuance of production or shipment on the terms specified on page one of two of this quotation, Seller may require full or partial payment of the price stated on page one of two of this quotation.

4. Delays

Seller shall not be liable for loss or damage due to delay in manufacture or delivery resulting from any cause beyond Seller's reasonable control, including but not limited to compliance with any regulations, orders or instructions of any Federal, State or municipal government or any department or agency thereof, acts of God, acts or omission of the Buyer, acts of any civil or military authority, fires, strikes, factory shutdowns or alternations, embargoes, war, riot, delays in transportation or inability due to causes beyond the Seller's reasonable control to obtain necessary labor, manufacturing facilities or materials from Seller's usual sources, and any delays resulting from any such cause extends the delivery date accordingly. IN NO EVENT SHALL THE SELLER BE LIABLE FOR SPECIAL OR CONSEQUENTIAL DAMAGES FOR ANY DELAY FOR ANY CAUSE.

5. Patent Infringement

Buyer shall save the Seller harmless from all loss, damage or liability, including attorney's fees, arising out of the manufacture by Seller for the Buyer of any patented device or a part thereof or on account of the use of such articles by Buyer, the patents for which Seller does not own or control.

6. Warranty- Disclaimer-Limitation of Remedy and Damages

THIS OFFER TO SELL IS BEING MADE ON THE EXPRESS UNDERSTANDING THAT THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OTHER THAN THOSE CONTAINED IN THIS PARAGRAPH 8 AND THAT THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller warrants the goods sold against defects in material and workmanship for a period of thirty (30) days after the Buyer's receipt of shipment. THE OBLIGATION OF THE SELLER UNDER THIS WARRANTY SHALL BE LIMITED, AT SELLER'S OPTION, TO REPAIRING OR REWORKING F.O.B. SELLER'S PLANT, OR ALLOWING CREDIT ON ANY GOODS WHICH MAY PROVE TO BE DEFECTIVE, PROVIDED THAT BUYER GIVES SELLER PROMPT NOTICE OF THE DEFECT OR DEFECTS. IT IS EXPRESSLY AGREED BY BUYER THAT THIS REMEDY OF REWORKING, REPLACEMENT OR CREDIT AT SELLER'S OPTION, IS THE EXCLUSIVE REMEDY UNDER THIS CONTRACT. Goods returned without the Seller's written permission will not be accepted for credit and will be returned to Buyer F.O.B. Seller's plant. Expenses incurred by Buyer in repairing, reworking or replacing any defective product will not be allowed except by written permission of Seller. Written permission shall include all cost of the work performed and permission must be obtained from the seller prior to any work performed otherwise those expenses are the sole responsibility of the buyer and the warranty becomes null and void. It is the responsibility of the buyer to provide final approval of the drawings or blueprints supplied by the seller verifying the information meets the specifications. Specifications must be provided in writing the seller shall not be responsible for errors or omissions of verbally generated specifications or changes in specifications. IN THE EVENT OF A BREACH OF THIS CONTRACT BY SELLER, THE BUYER IS LIMITED TO THE REMEDIES SET FORTH IN THIS PARAGRAPH AND SHALL NOT BE ENTITLED TO AND HEREBY WAIVES ANY CLAIM FOR CONSEQUENTIAL DAMAGES.

7. Customer's Material

Material furnished by the Buyer for use in the manufacture of the goods shall be shipped to the Seller freight pre-paid and all risk of loss or damage to the Buyer's material shall remain with the Buyer.

8. Cancellation, Changes or Alterations

The Buyer's order, as specified in this quotation, cannot be cancelled or altered nor can deferred deliveries of goods completed or in process be extended beyond the original specified delivery dates, except with the Seller's express written consent and upon terms acceptable to Seller which will indemnify Seller against any loss. In the event an order is cancelled the buyer will be responsible for all charges which may include materials, engineering fees, drafting services, O&M's, processing fees, outside processing, administrative fees, cancellation charges, and any other charges incurred by the seller related to the buyers order.

9. Seller's Remedies as Cumulative

The rights and remedies of the Seller hereunder shall be cumulative and the exercise of any one of them shall not be exclusive of any other right or remedy provided by this contract or allowed by law.

10. Assignment of Contract

Buyer may not assign this contract without the prior written consent of Seller.

11. Entire Agreement

This contract contains the entire agreement between the Seller and the Buyer and is not subject to modification except by written agreement signed by both Buyer and Seller.

12. Law Governing and Forum Selection

The Buyer and Seller agree that this contract is a contract for the sale of goods and disputes hereunder shall be governed by the Uniform Commercial Code and other laws of the Commonwealth of Kentucky and case law there under, and all claims for damages and/or breach of this contract shall be filed in the Circuit Court for Daviess County, Kentucky.



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
4	City of Rosenberg Sidewalk Projects Discussion
ITEM/MOTION	
Review and discuss City Sidewalk Plan, and take action as necessary.	
APPROVAL	SUPPORTING DOCUMENTS

SUBMITTED BY :

A handwritten signature in black ink, appearing to read "R. Malik".

1) None

Randall Malik
Economic Development Director

EXECUTIVE SUMMARY

This item has been added by RDC President Knesek to provide the Board an opportunity to discuss sidewalk projects in the City of Rosenberg, and to take action if necessary.



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
5	Downtown City-Owned Property Discussion
ITEM/MOTION	
Consideration of and action on downtown City-owned property, generally located at 2100 Avenue G.	
APPROVAL	SUPPORTING DOCUMENTS

SUBMITTED BY :

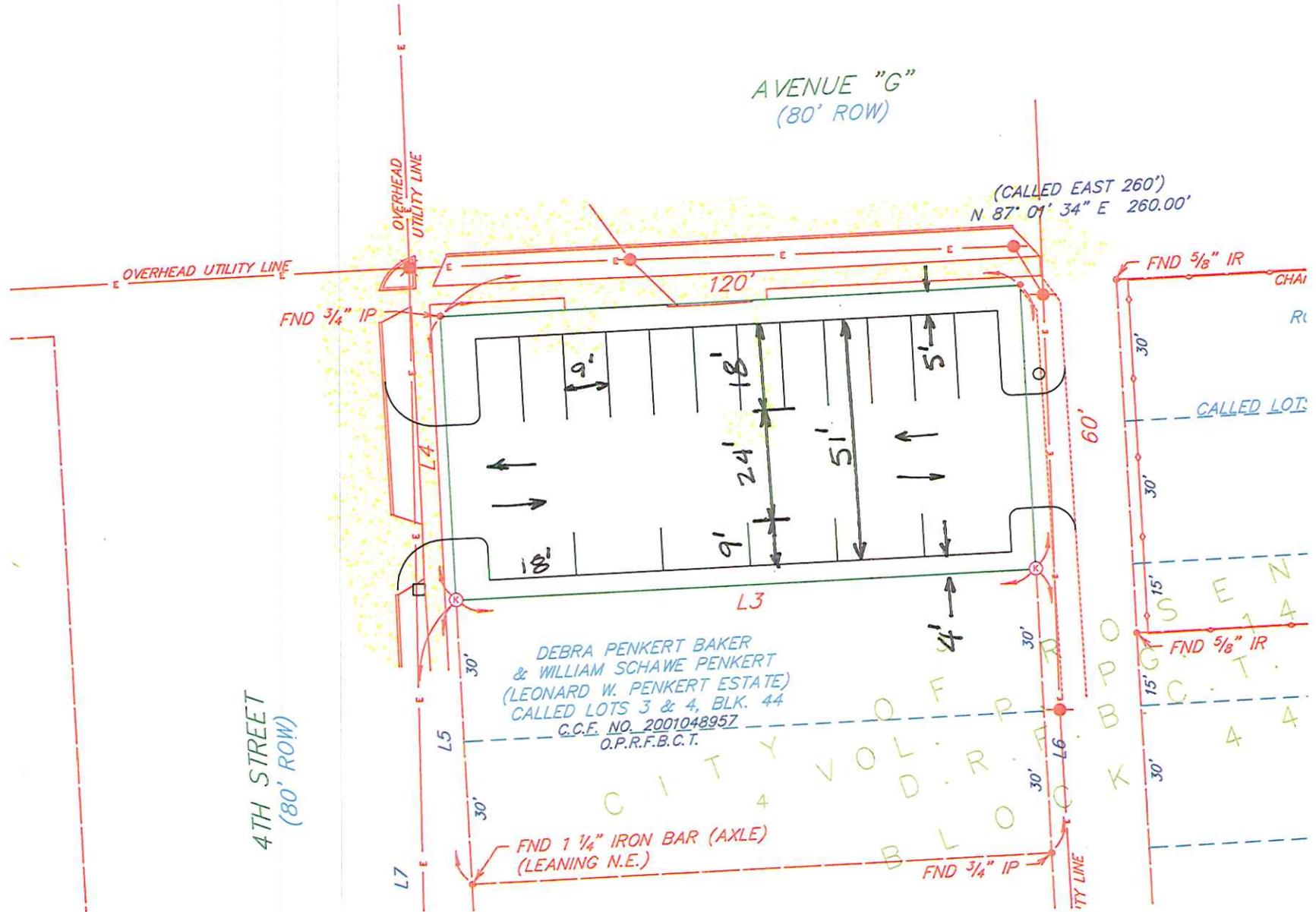
- 1) Proposed Downtown Parking Layout
- 2) Legal Survey of Downtown Property

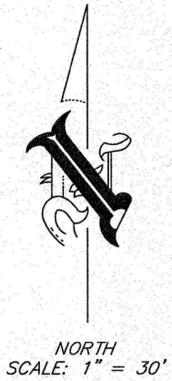
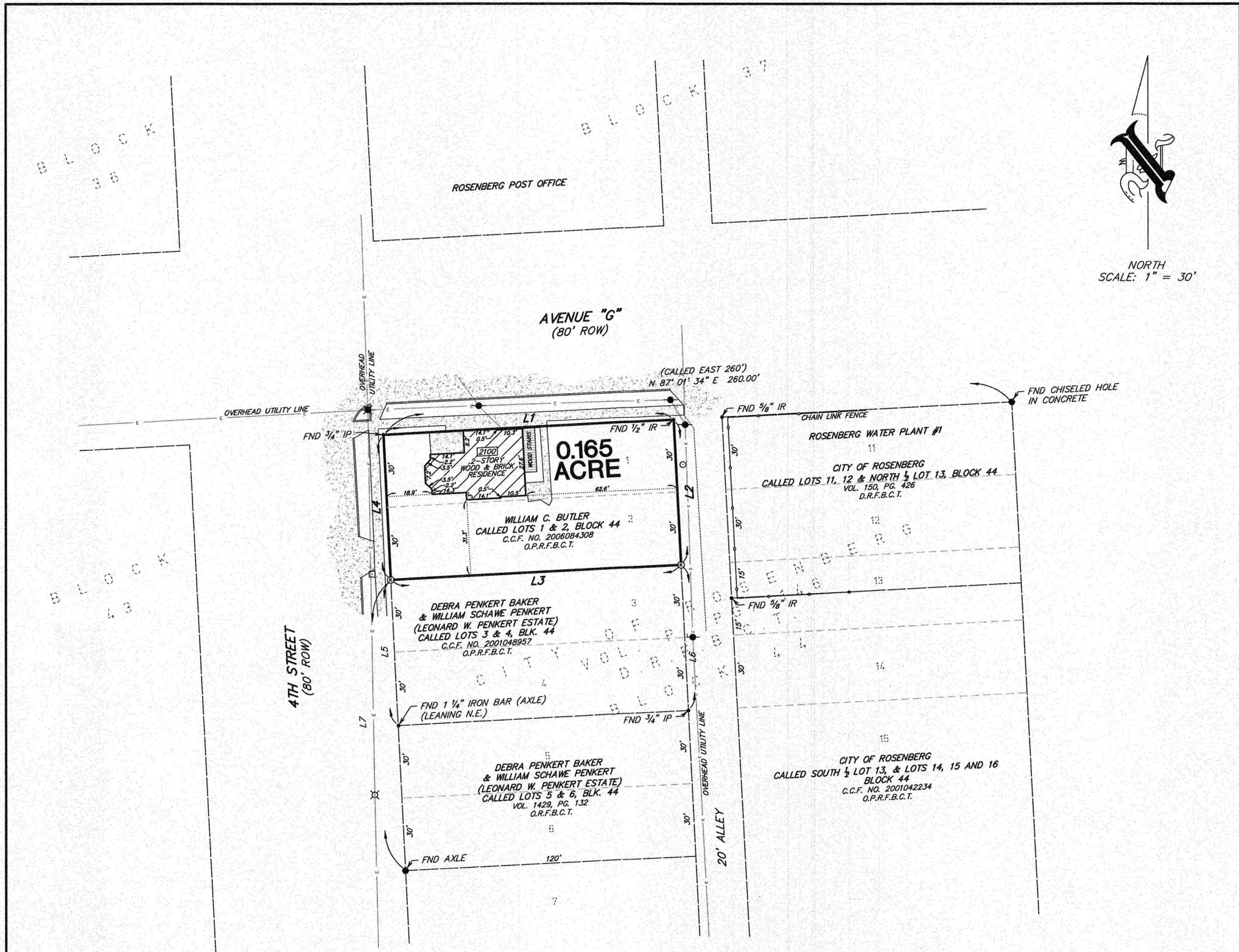
Randall Malik
Economic Development Director

EXECUTIVE SUMMARY

This item is included to discuss a proposed parking lot Downtown on property purchased by the City of Rosenberg on February 5, 2014 for \$75,000. The RDC budgeted \$250,000 to fund this property. The proposed layout of the parking lot and survey on the property can be found on the following pages. At the May Rosenberg Development Corporation Board Meeting, staff recommended that this project be included in the livable centers scope of work.

OPTION #2
18 SPACES.





- GENERAL
1. This Map 2011 Zone
 2. This from height not
 3. The FIRM Kalkomey floor
 4. All title Janu comm affe easo per
 5. Becu upon
 6. Fenc
 7. The und
 8. Visil exc
 9. This was or p
 10. This abo be

LEGEND

These standard symbols will be found in the drawing.

- ⊙ - SET 1/2" IP W/CAP "KALKOMEY SURVEYING"
- - GAS METER
- - POWER POLE
- ⊠ - WATER METER
- ⊞ - LIGHT POLE
- ✱ - POWER POLE/LIGHT POLE

LINE	BEARING	DISTANCE
L1	N 87°01'34" E	120.00'
	(CALLED EAST 120')	
L2	S 02°51'10" E	60.00'
	(CALLED SOUTH 60')	
L3	S 87°01'34" W	120.00'
	(CALLED WEST 120')	
L4	N 02°51'10" W	60.00'
	(CALLED NORTH 60')	
L5	N 02°51'10" W	60.00'
	(CALLED NORTH 60')	
L6	S 02°51'10" E	60.00'
	(CALLED SOUTH 60')	
L7	N 02°51'10" W	120.00'
	(CALLED NORTH 120')	

Subject to the General Notes shown:

We, Charlie Kalkomey Surveying, Inc., acting by and through Chris D. Kalkomey, a Registered Professional Land Surveyor, hereby certify that this survey substantially complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1A, Condition II Survey.

Surveyed: 1-22-2014



Chris D. Kalkomey
Registered Professional Land Surveyor
No. 5869





COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
6	Gateway Maintenance Contract Update

ITEM/MOTION

Review and discuss Gateway Maintenance Contracts, and take action as necessary.

APPROVAL	SUPPORTING DOCUMENTS
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SUBMITTED BY :

1) None

A handwritten signature in black ink, appearing to read "J. Heath".

Jeremy Heath
Assistant Economic Development Director

EXECUTIVE SUMMARY

This item has been included to provide the Board with an update on the expiration and extensions of the mowing contracts for the RDC. At the August RDC Board Meeting, the board recommended to not move forward with mowing contracts in FY 2014-2015 due to the I-69 construction. The City of Rosenberg Finance Department has advised us that we can schedule mowing along I-69 on an as needed basis. Below, are the maintenance costs for each area:

Description	Cost	Contractor
Finish-cut mowing along FM 2218 from I-69 north to City Limits, including the grassy center median as well as the grassy strips between the road and the inner edge of the sidewalk.	\$450.00	Z-Best Lawns
Finish-cut mowing for gateways at Hwy 36 and I-69, and FM 2218 and I-69.	\$1,000.00	Z-Best Lawns
Finish-cut mowing for Gateway at Hwy 36 and Hwy 90.	\$250.00	Z-Best Lawns

EXECUTIVE SUMMARY

Mulch change-out for all landscaping beds FM 2218 and I-69, and Hwy 36 and I-69. Oleander and rose- bush trimming at all landscaping beds at FM 2218 and I-69, and Hwy 36 and I-69.	\$506.25	Z-Best Lawns
Rough cut mowing of the 147 acre unpaved area along the right-of-way at I-69 from Hwy 36 to Spur 10.	\$3,012.00	Reliant Sand & Construction
Rough Cut mowing of the 34.3 acre area along I-69 from FM 762 to Reading Road.	\$891.45	Reliant Sand & Construction
Rough cut mowing of the 17.8 acre area along I-69 from Reading Road to FM 2218.	\$462.62	Reliant Sand & Construction
Rough cut mowing of the 21.8 acre area along I-69 from FM 2218 to Hwy 36.	\$566.68	Reliant Sand & Construction
Landscape maintenance of planters along Avenue H (90A) and 3 rd Street.	\$115.00	Shawn Wleczyk



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
7	Wayfinding Signage Discussion
ITEM/MOTION	
Review and discuss Wayfinding Signage, and take action as necessary.	
APPROVAL	SUPPORTING DOCUMENTS

SUBMITTED BY :

A handwritten signature in black ink, appearing to read 'R. Malik'.

Randall Malik
Economic Development Director

- 1) TxDOT Guidelines for Wayfinding Guide Signing
- 2) Livable Centers Study for Rosenberg: U.S. 90A Corridor - Project Scope, Task 4 - Excerpt
- 3) Bryan and College Station City Wayfinding Program Design Intent Drawings - 09-29-06

EXECUTIVE SUMMARY

This item has been included on the Agenda to follow-up on the Board of Director's previous discussion regarding Wayfinding Signage. Included in the supporting documents are examples of wayfinding signage. Additionally, task four of the Livable Centers Study is included in the supporting documents. Task 4.4 of the Livable Centers Study consists of developing designs for wayfinding signage. A PowerPoint consisting of possible locations for the Wayfinding Signage will be provided at the meeting.

TxDOT Guidelines for Wayfinding Guide Signing

Section 1. General Description

Wayfinding guide signs are a systematic network of directional signs installed and maintained by a city to guide the traveling public to major civic, cultural, visitor, and recreational destinations within a specified region with the minimum number of signs. The goal of a Wayfinding Guide Sign System Plan should be to take advantage of local geographical areas (medical district, historical district, etc.) to replace turn by turn trailblazing to specific, individual locations. With this process, a region's most prominent features and assets are called out and promoted, but only as required to serve visitor guidance.

Section 2. Definitions

- A. City Pride Sign Program - An existing TxDOT sign program that allows municipalities to erect signs near its jurisdictional limits that displays points of interest or geographical, recreational, cultural, or civic information. The City Pride Sign Program policies and procedures are contained in the Texas Administrative Code.
- B. Conventional Road – A street or highway other than a freeway or expressway without access control. A conventional road may include the frontage road of freeways.
- C. Enhancement Marker – A sign or portion of a sign where a shape, color, or pictograph is used as an aesthetic identifier at the top or side of and incorporated into a wayfinding guide sign. An enhancement marker can be incorporated into a wayfinding guide sign or an attachment to the sign.
- D. Pedestrian Directional Sign – Smaller versions of Vehicular Directional Signs to be viewed by pedestrians or bicyclists and not motor vehicle operators.
- E. Pictograph – A non-commercial graphic for a governmental agency or public institution.
- F. TMUTCD – The Texas Manual on Uniform Traffic Control Devices.
- G. Vehicle Directional Sign – A directional guide sign that guides the traveling public to civic, cultural, visitor, and recreational destinations within a specific region.

H. Wayfinding Guide Sign System Plan – The location area, design, engineering, and sign plan submitted to TxDOT for approval. The Plan shall include:

- Sign detail with dimensions, colors and font size for each sign
- Mounting height, type and location of mount
- Distance to any existing adjacent traffic control devices, driveways or other physical roadway features

Section 3. Roles of Cities and TxDOT

A current Municipal Maintenance Agreement between the City and TxDOT must exist. Per the agreement, with written approval from TxDOT the city can install and maintain signs within TxDOT right-of-way along conventional roadways provided the sign and sign structure meet TxDOT requirements. Vehicular Directional signs shall be located so as not to interfere with, obstruct or divert roadway user's attention from official traffic control devices. To implement a Wayfinding Program, the city must submit a Wayfinding Guide Sign System Plan to the local TxDOT district for approval.

On the state highway system, a Wayfinding Guide Sign System Plan may only be applied to conventional roads and only with written approval from TxDOT.

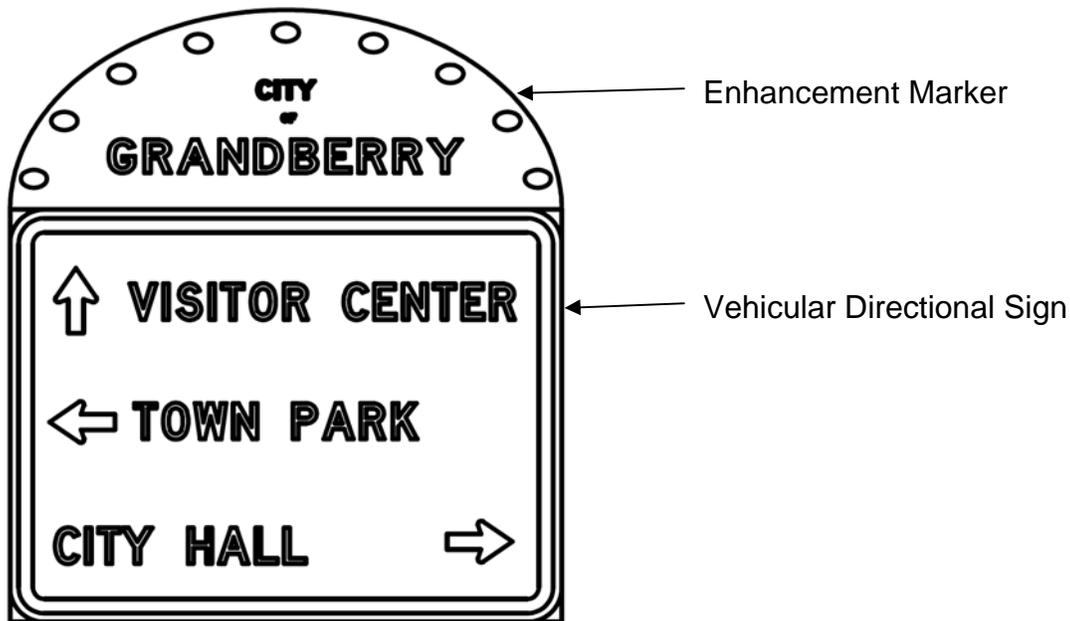


Figure 1. Wayfinding Guide Sign

If TxDOT determines that additional regulatory, warning or guide signing is needed, it may require the city to remove or relocate an existing or planned wayfinding guide sign at the expense of the city. Additionally, the city shall remove a wayfinding guide sign if it has not provided a replacement sign within 60 days of written notification from TxDOT that the sign is damaged, broken, faded or has become a hazard.

Section 4. Types of Wayfinding Guide Signs

Wayfinding guide signs are not permitted on controlled access facilities, including ramps. Once the wayfinding guide signs are approved in writing by TxDOT, the fabrication, installation, and maintenance of all wayfinding guide signs and their assemblies are the responsibility of the city. Signs on TxDOT right-of-way shall be installed on a standard TxDOT support or an alternate support approved by the Traffic Operation Division. Signs on TxDOT right-of-way shall be installed at the appropriate height, offset from travel lane, and spacing from other traffic control devices in accordance with the TMUTCD or TxDOT standards.

A. City Pride Signs

City pride signs may be incorporated into a wayfinding guide sign system plan. The City Pride Sign Program allows cities to erect and display signs concerning points of interest or geographical, recreational, cultural, or civic information at the city limits on state highway right-of-way. If city pride signs are used, the rules for the City Pride Sign Program must be followed (see City Pride sign rules in the Texas Administrative Code, Title 43, Part 1, Chapter 25, Subchapter H).

B. Boundary Area Guide Signs

Boundary Area Guide Signs are informational guide signs at the boundaries of the geographical area of the wayfinding guide signing which identify the use of the color coding for the various districts, regions or destinations within the area. These signs shall be green background with white legend. The color coding shall be accomplished by the use of different colored square or rectangular panels on the face of the guide signs as described in Section 2D.03 of the TMUTCD.

C. Enhancement Markers

Enhancement markers may be used, at the option of the city, as a means of aesthetically identifying the wayfinding guide sign. An enhancement marker may be on the top or side of a wayfinding guide sign. The size and shape of an enhancement marker shall be smaller in comparison to the wayfinding guide signs themselves and approved by TxDOT. Enhancement markers shall not be designed to have an appearance that could be mistaken by road users as being a traffic control device.

D. Vehicle Directional Signs

A vehicular directional sign is installed on conventional roadways providing vehicular directional guidance to destinations or groups of destinations (i.e. Historic District, Medical District, etc.). In regard to location priority, regulatory, warning and guide signs shall have a higher priority than wayfinding guide signs (see TMUTCD Section 2A.16).

Vehicle Directional signs should be limited to 3 destinations per sign and shall not contain commercial advertising. Arrow location and priority order should follow that shown in the TMUTCD. Arrowheads should also be the same design as the Texas Standard Highway Sign Designs. Additional requirement for wayfinding guide signs are detailed in Section 5.

E. Pedestrian Directional Signs

Pedestrian Directional Signs are intended for viewing by pedestrians and bicyclists and should be oriented away from the view of motorists. Pedestrian Directional Signs should not be located in TxDOT Right of Way. Pedestrian Directional Signs may be kiosks and may contain maps of the area. The design, installation, and maintenance of pedestrian directional signs are the full responsibility of the city.

Section 5. Design and Legibility of Wayfinding Guide Signs

A. Basic Requirements and Font

Wayfinding signs are guide signs and they should be rectangular in shape. Standardized colors and rectangular shapes should be used so as to maintain their distinction to the motorist as guide sign information. Simplicity and uniformity in design, position, and application as described in TMUTCD Section 2A.06 are important.

The basic requirements of all highway signs are that they be legible to those whom they are intended and that it be understandable in time to permit a proper response. Desirable attributes include: high visibility by day and night and high legibility (adequately sized letters or symbols, and a short legend for quick comprehension by a road user approaching a sign).

Standard Highway Signs (SHS) alphabet fonts provide optimized legibility. If a font other than an SHS alphabet font (Highway Gothic or Clearview) is used, approval from the Federal Highway Administration shall be required.

Except for signs intended for viewing only by pedestrians, bicyclists, or occupants of parked vehicles, internet addresses shall not be shown on any sign, supplemental plaque, sign panel (including logo panels on specific service signs), or changeable message sign.

B. Retroreflectivity of Wayfinding Guide Signs

Wayfinding guide signs shall be retroreflective or illuminated to show the same shape and similar color by both day and night, unless specifically stated otherwise in this or other TxDOT policies of a particular sign or group of signs. The requirements for sign illumination shall not be considered to be satisfied by street or highway lighting.

C. Word Legends on Wayfinding Guide Signs

Wayfinding guide signs should be limited to 3 destinations per sign (See TMUTCD Section 2D.07) and shall not contain commercial advertising.

Abbreviations (see TMUTCD Section 1A.14) should be kept to a minimum, and should include only those that are commonly recognized and understood, such as AVE (for Avenue), BLVD (for Boulevard), N (for North), or JCT (for Junction).

Word messages should be as brief as possible and the lettering should be large enough to provide the necessary legibility distance. A minimum specific ratio of 1 inch of letter height per 30 feet of legibility distance should be used. Except as noted in the option below, the minimum size of sign legend is 6" for signs on conventional roads. Low speed (25 mph) local streets may have a minimum legend size of 4" (see TMUTCD Section 2A.14).

D. Colors and Legend Contrast

The colors of TMUTCD red, TMUTCD orange, TMUTCD green, TMUTCD fluorescent yellow-green and TMUTCD yellow shall not be used as background colors (color coding) for wayfinding guide signs in order to minimize possible confusion with crucial regulatory and warning sign color meaning readily understood by motorists.

Colors other than the approved TMUTCD colors may be used for color coding of wayfinding guide signs accomplished by the use of different colored square or rectangular panels on the face of the guide signs to provide a color "identity" for the wayfinding destinations by type of destination or by geographical area of the destination.

A minimum contrast value of legend color to background color of 0.70 or 70% is required for wayfinding guide signs (ADA minimum contrast value).

E. Graphics on Wayfinding Guide Signing

Wayfinding guide signs shall not contain commercial advertising or commercial graphics (logos) of businesses, including within the pictographs.

Symbols shown in the TMUTCD are allowed for use on wayfinding guide signs.

Pictographs are allowed for use on wayfinding guide signs. A pictograph is a graphic for a governmental agency (such as for the Dallas Area Rapid Transit light rail system) or a public institution (such as a college or university or public stadium). A stadium with naming rights of a business such as Heinz Stadium shall not display the Heinz company logo on the wayfinding guide signing. The maximum dimension (height or width) of a pictograph shall not exceed the size of the route shield on the guide sign. If the guide sign does not include a route shield, the maximum size of the pictograph shall not exceed four times the letter height of the legend.

Other graphics that specifically identify the wayfinding system, including enhancement markers, may be used on the overall signing assembly and sign posts.

TASK 4: DEVELOP DESIGNS FOR SPECIFIC PROPOSED RECOMMENDATIONS

DURATION: 6 Weeks

DESCRIPTION:

Conceptual ideas and input generated in Task 3 will be developed in more detail. These will include improvements to the pedestrian realm, including adequate sidewalks, crosswalks, pedestrian-oriented lighting, and other amenities, improvements that will support local transit, improvements to U.S. 90A that will improve the safety and mobility while supporting economic development, proposed mixed-use and infill/redevelopment areas, streetscapes, signage, design guidelines, development regulations, and public policies.

METHODOLOGY:

This phase of work consists of detailed design work on preferred alternatives and recommendations. We will focus on creating detailed recommendations for public realm improvements, land use recommendations and an architectural vocabulary and typology that will ensure the coherence and character of the neighborhood.

4.1: In-house workshops to scrutinize concepts from Task 3 and develop specific solutions and tools in accord with project goals.

- Clearly identify the critical projects and the elements that developed in detail
- Identify leaders and organizations critical to project realization
- Identify areas of further research / outreach

4.2: Create mixed-use and identify infill development areas

- Plan of proposed mixed-use solutions in study area
- Toolbox of development types and typologies for study area
- Identify Funding Sources
- Identify Catalytic Projects

4.3: Create and modify plans, sections, sketches that establish vision for the public realm within study area

- Develop transportation plan
- Develop streetscape improvements to encourage pedestrian and bike activity
- Develop open space proposals
- Develop program of amenities in the Public Realm to strengthen sense of place

4.4: Develop signage, wayfinding and public art opportunities

4.5: Client Meeting

TASK 5: DEVELOP IMPLEMENTATION PLAN FOR PROPOSED RECOMMENDATIONS

DURATION: 8 Weeks

DESCRIPTION:

Create an overall project implementation plan that prioritizes projects based on impact and feasibility; identify funding strategies for housing, and other projects and map policy recommendations that may facilitate plan realization. Identify leadership and stakeholders instrumental to achievement of overall and individual projects.

METHODOLOGY:

Based on information gathered throughout the study, a phased implementation will be envisioned and mapped. Each phase for both public realm and land development projects will be coordinated with public and/or private funding sources and strategies. Pro-forma costs for projects will be developed and gaps in funding will be identified. A project Matrix will be created to cross reference inter-related investments.

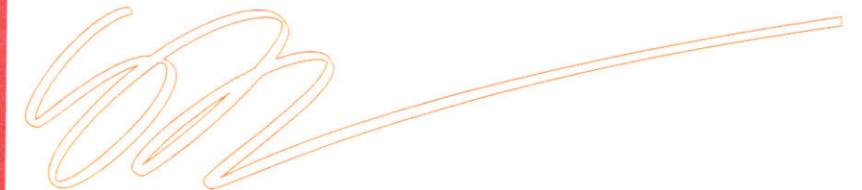
City Wayfinding Program Design Intent Drawings

September 29, 2006

Bryan and College Station

Bryan and College Station, TX

Prepared by



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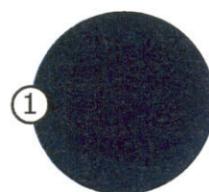
All ideas, designs, arrangements and plans indicated or represented by these drawings are owned by, and property of Bryan-College Station and Corbin Design and were created, evolved and developed for use on and in connection with the specified project. None of such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without the written permission of Corbin Design and Bryan-College Station.

These drawings are considered design-intent and are not for construction. Written dimensions on these drawings have precedence over scaled dimensions. The further development and engineering of the design-intent drawings is expected to be shown in the Fabricator's submitted shop drawings. Contractors shall verify and be responsible for all dimensions and conditions on the job. Corbin should be notified of any variations from the dimensions and conditions shown by these drawings prior to the execution of any work, including changes to graphic designs or typography.

Colors, Symbols, Typography

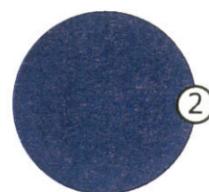
Date	Notes
1 09.18.06	Design Release 1

Colors



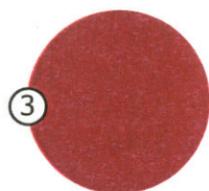
1

Blue



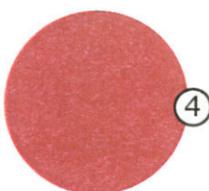
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Light Blue



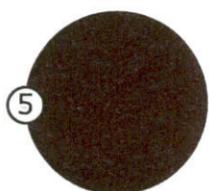
3

Red



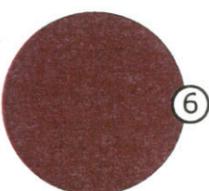
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Light Red



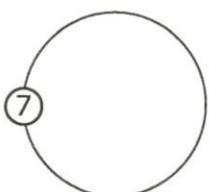
5

Burgundy



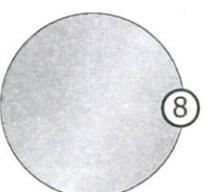
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Light Burgundy



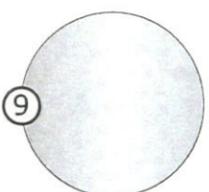
7

White



8

Silver



9

Galvanized Clearcoat

Symbols



DOT Arrow



Public Parking



Generic Medallion
color scheme to match district



Generic Medallion, small
color scheme to match district



Welcome Medallion
color scheme to match district



Bryan Medallion



College Station Medallion



Texas A&M Medallion

Typography

Clearview Highway 2-B

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm

Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz

1234567890

The **Clearview Highway** font family is the wayfinding typeface used in this System. It is used for destination names and informational text on signage.

Capitals

AA BB CC DD EE FF GG HH II JJ KK LL MM

NN OO PP QQ RR SS TT UU VV WW XX YY ZZ

1234567890

The **Capitals** font is one of two decorative fonts used in this System. It is used to add visual interest to text that is not critical for wayfinding.

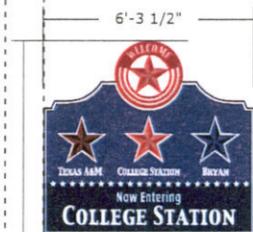
Wayfinding Sign Family

Date	Notes
1 09.18.06	Design Release 1

All sign types are to be located such that no less than 18" horizontal clearance is left between the curb face and the nearest edge of the sign body.



E
Exit Marker



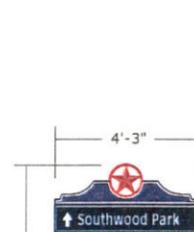
W
Welcome Sign



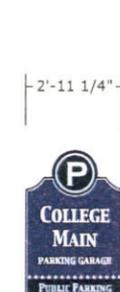
Gx-1
Vehicular Guide
Primary



Gx-2
Vehicular Guide
Secondary



Gx-3
Vehicular Guide
Trailblazer



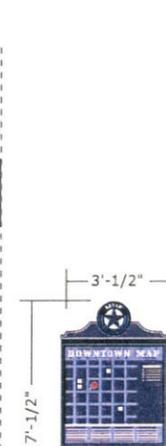
Ix-1
Parking Identifier
Public



Ix-2
Parking Identifier
Texas A&M



Ix-3
Parking Identifier
Wall Mount
Illuminated



Dx-1
Pedestrian
Map Kiosk

Gx-1
Vehicular Guide, Large

Date	Notes
1 09.14.06	Design Release 1

Color Palette

1 Blue	2 Light Blue	3 Red
4 Light Red	5 Burgundy	6 Light Burgundy
7 White	8 Silver	9 Galvanized Clearcoat

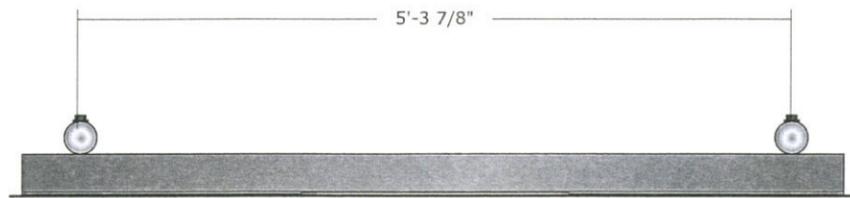
Scale
3/4" = 1'-0"

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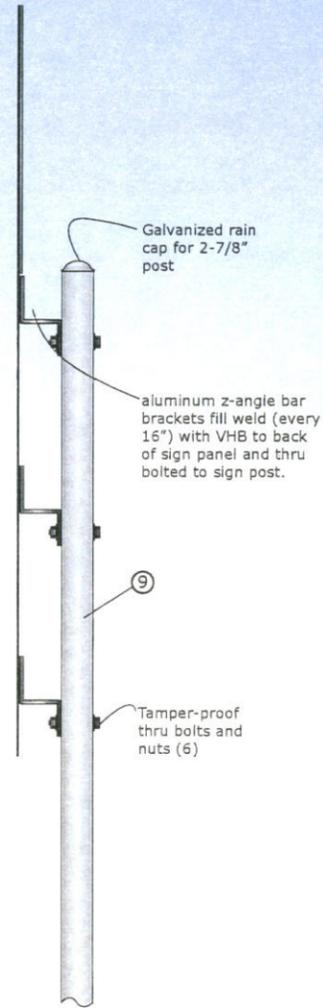


(B) Top View

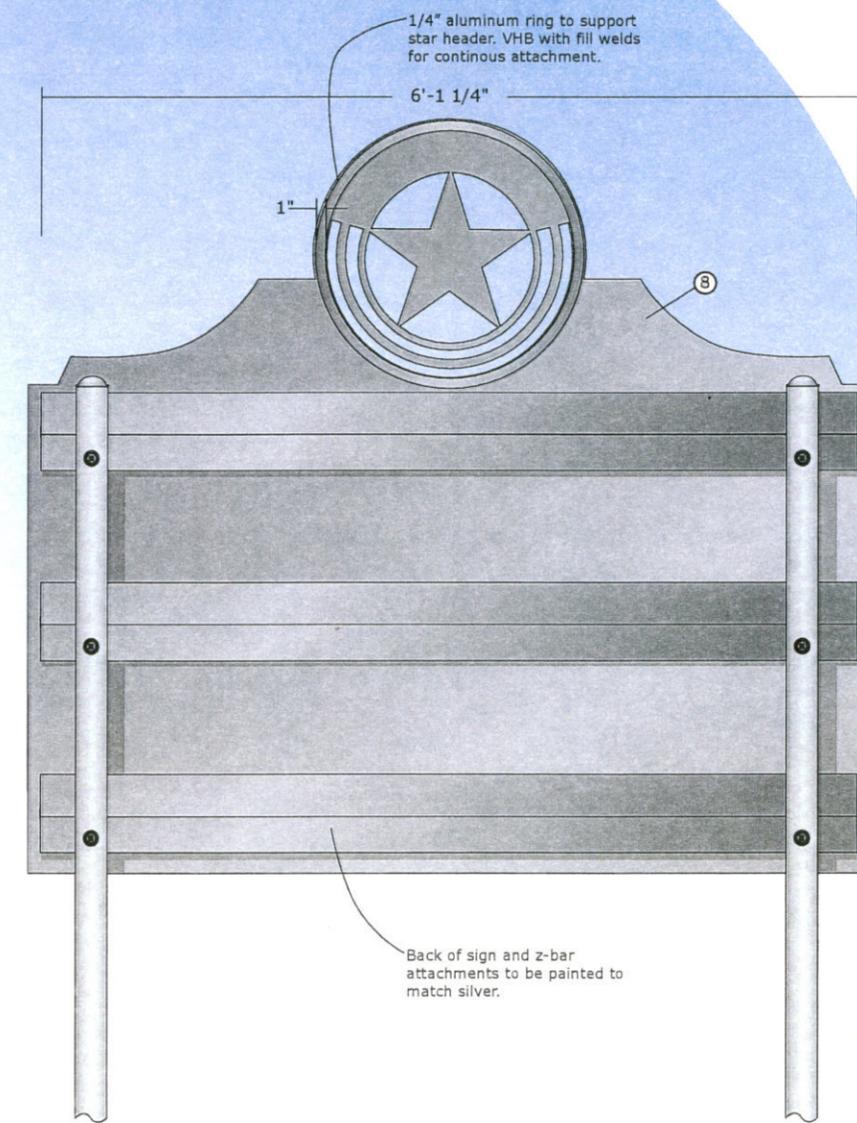


(A) Elevation

Scale: 3/4"=1'-0"



(C) Side View



(D) Back View

Gx-2
Vehicular Guide, Small

Date	Notes
1 09.14.06	Design Release 1

Color Palette

1 Blue	2 Light Blue	3 Red
4 Light Red	5 Burgundy	6 Light Burgundy
7 White	8 Silver	9 Galvanized Clearcoat

Scale

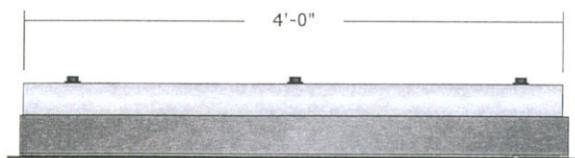
3/4" = 1'-0"

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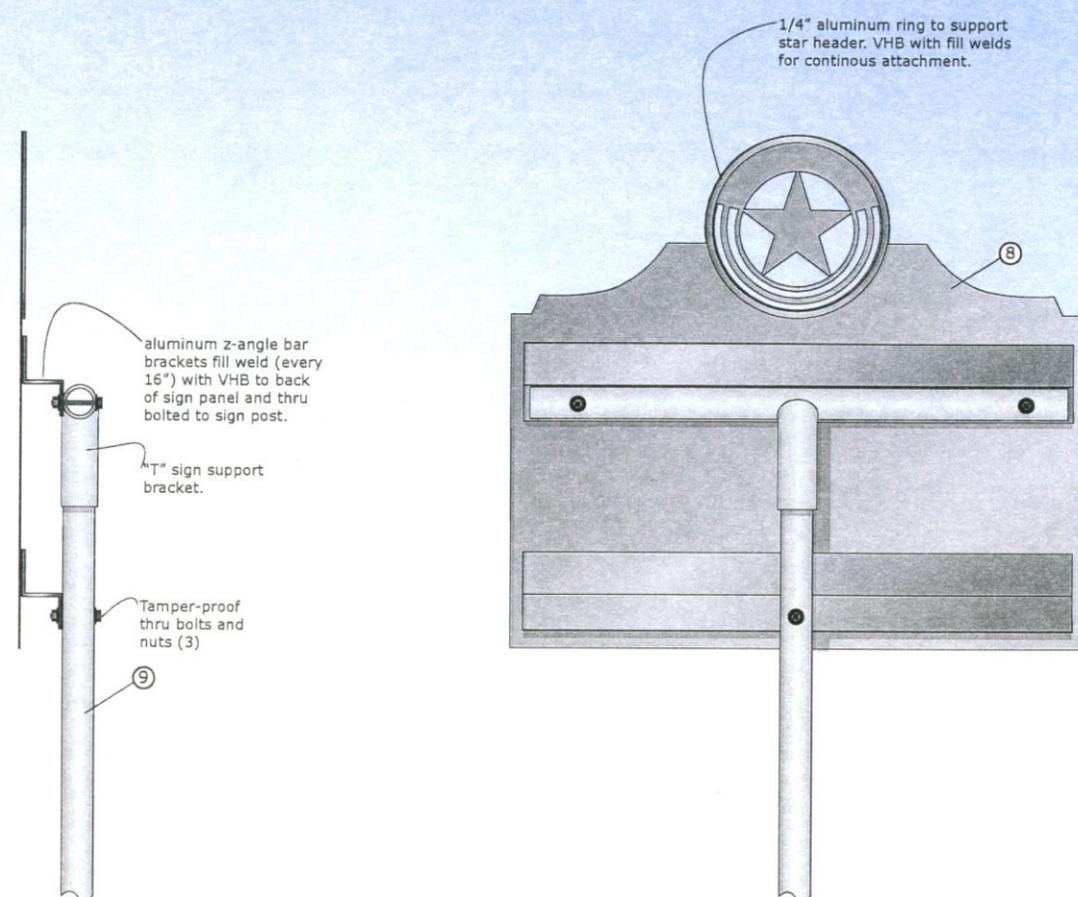


(B) Top View



(A) Elevation

Scale: 3/4"=1'-0"



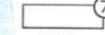
(C) Side View

(D) Back View

Gx-3
Vehicular Trailblazer

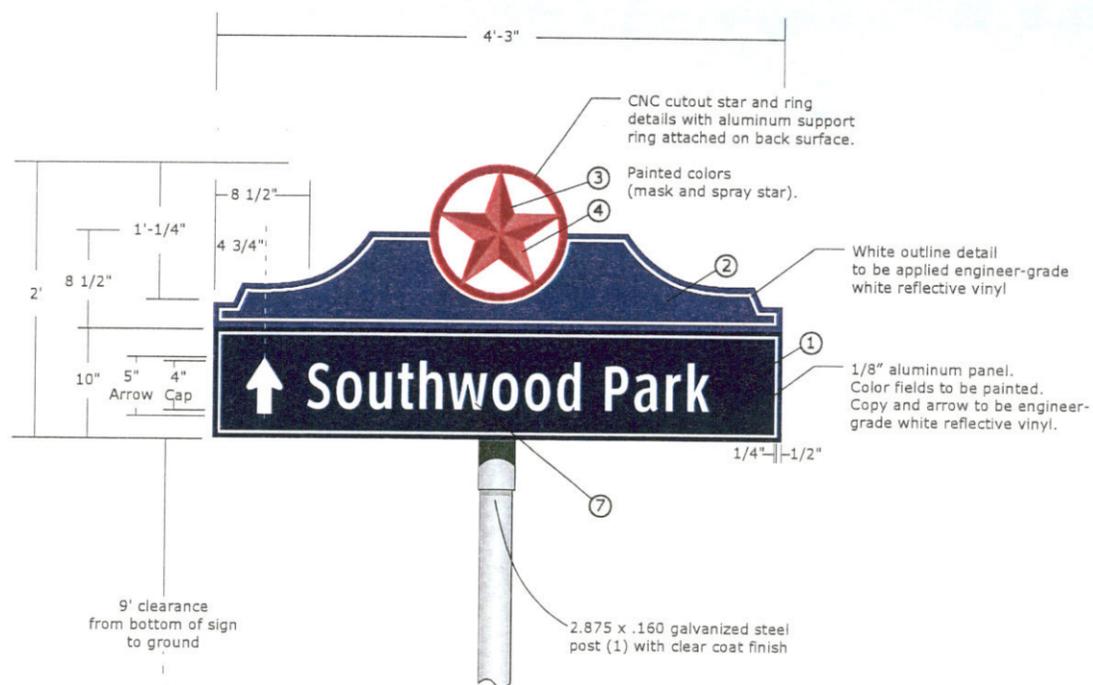
Date	Notes
1 09.14.06	Design Release 1

Color Palette

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 4 Light Red	 5 Burgundy	 6 Light Burgundy
 7 White		

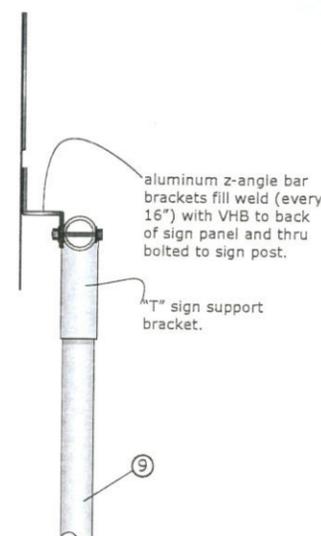


(B) Top View

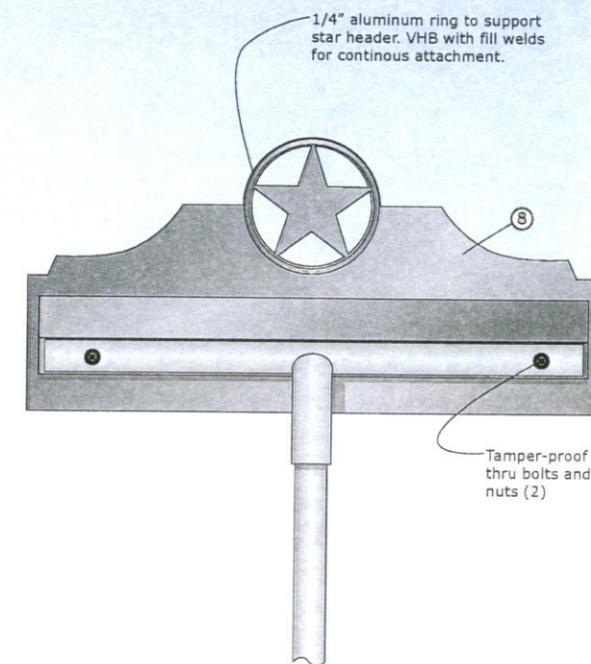


(A) Elevation

Scale: 3/4" = 1"-0"



(C) Side View



(D) Back View

Scales

3/4" = 1'-0"

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E
Exit Marker Sign

Date	Notes
1 09.14.06	Design Release 1

Color Palette

1 Blue	2 Light Blue	3 Red
4 Light Red	5 Burgundy	6 Light Burgundy
7 White	8 Silver	9 Galvanized Clearcoat

Scale

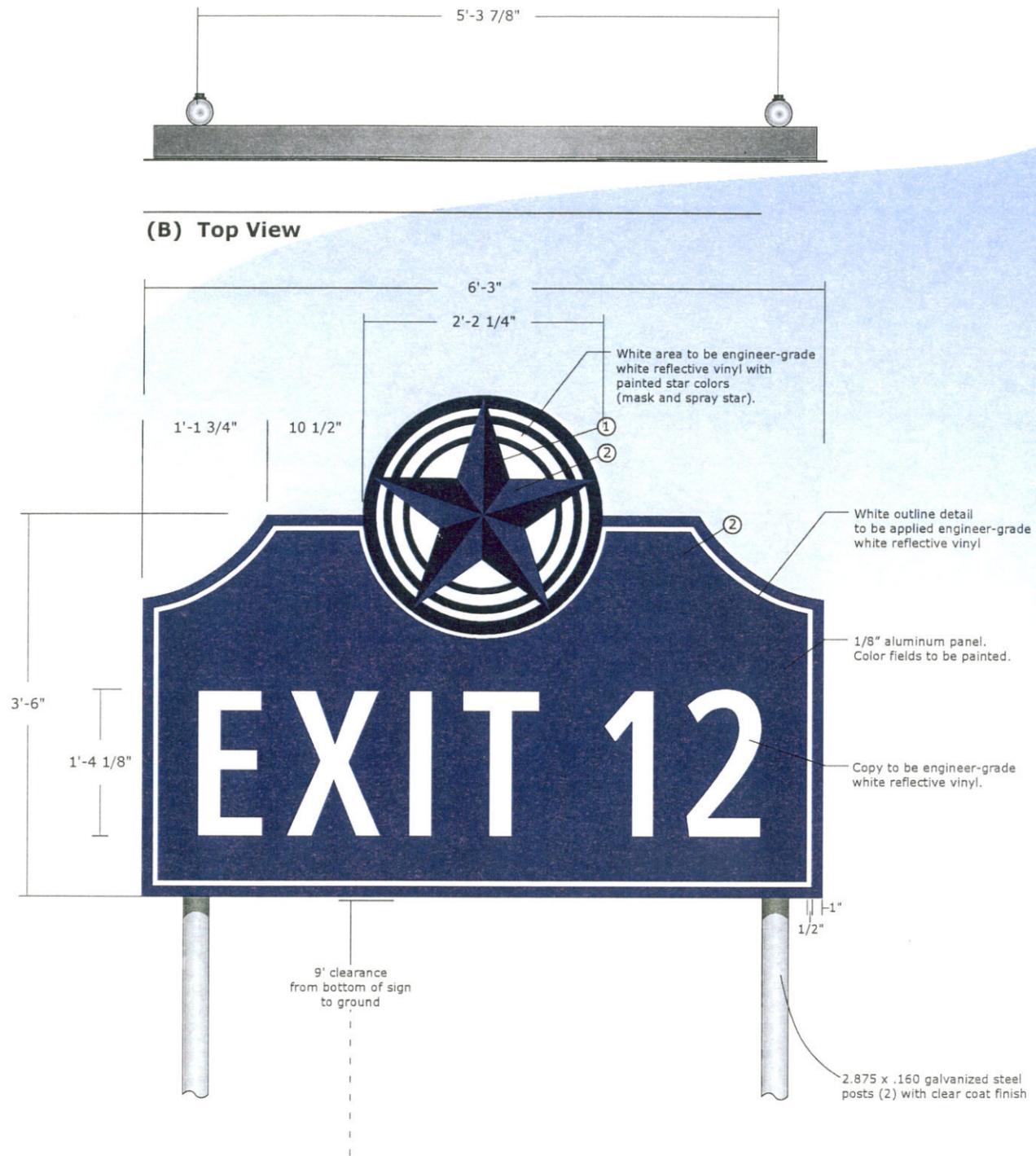
3/4" = 1'-0"

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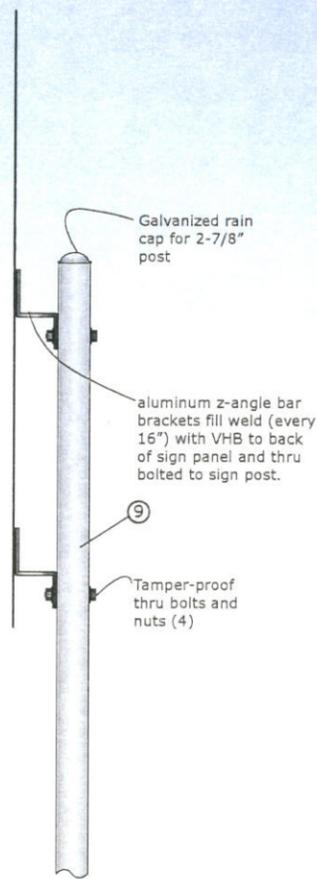
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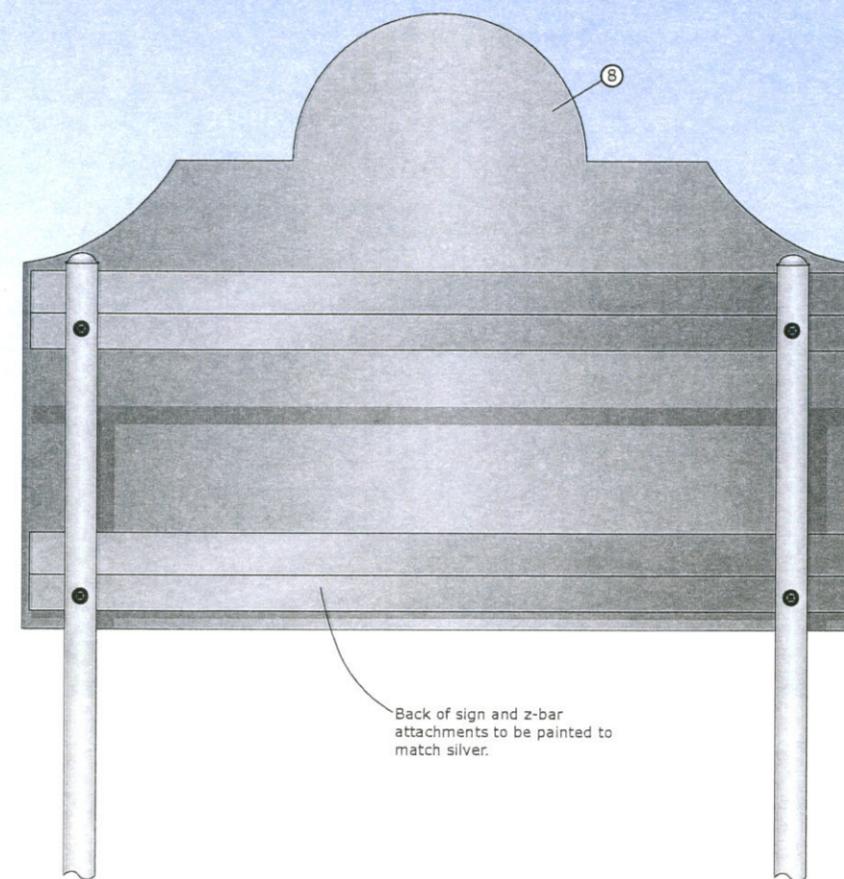
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(B) Top View



(C) Side View



(D) Back View

(A) Elevation

Scale: 3/4"=1'-0"

W
System Welcome Sign

Date	Notes
1 09.14.06	Design Release 1

Color Palette

1 Blue	2 Light Blue	3 Red
4 Light Red	5 Burgundy	6 Light Burgundy
7 White	8 Silver	9 Galvanized Clearcoat

Scale
3/4" = 1'-0"

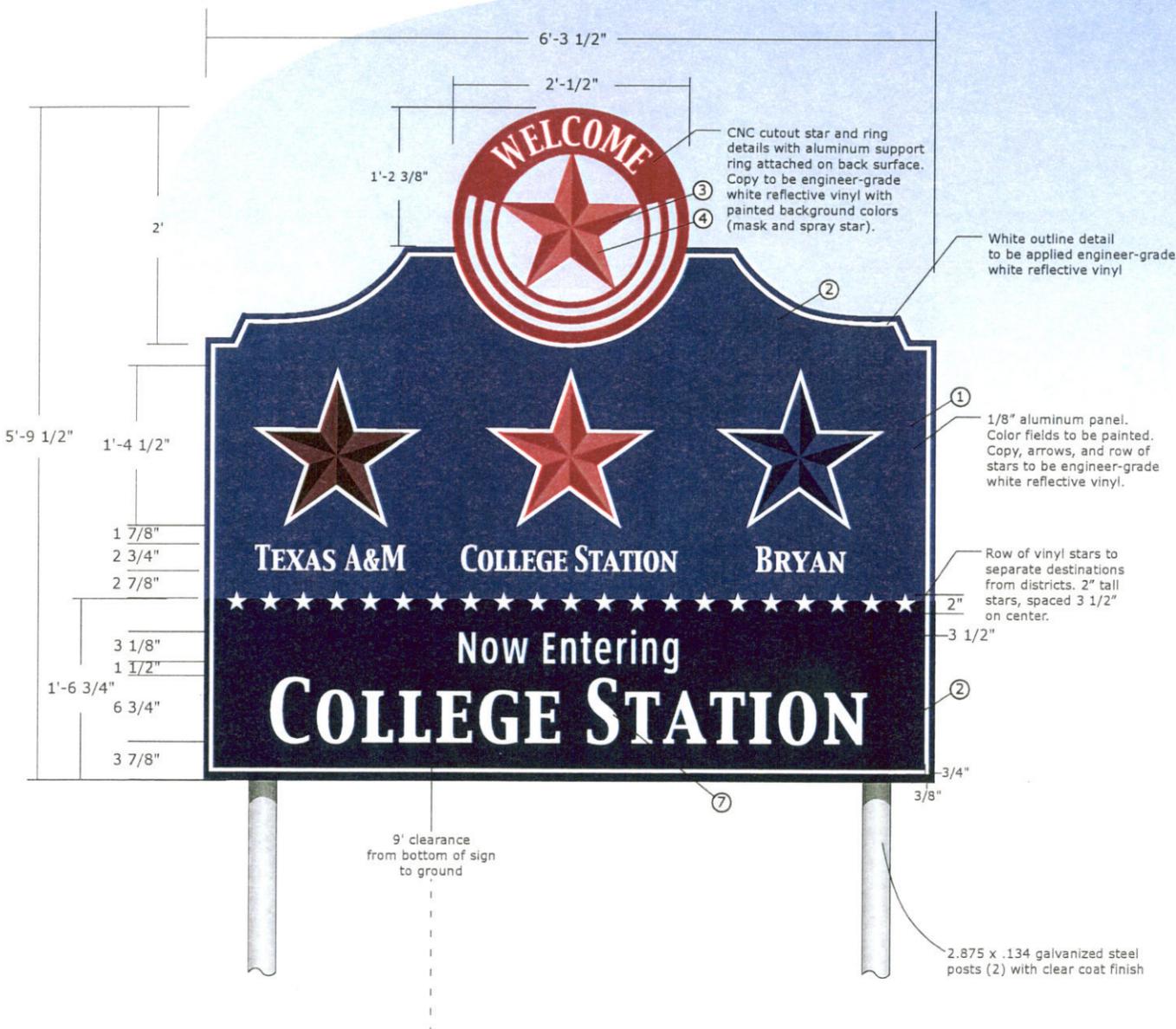
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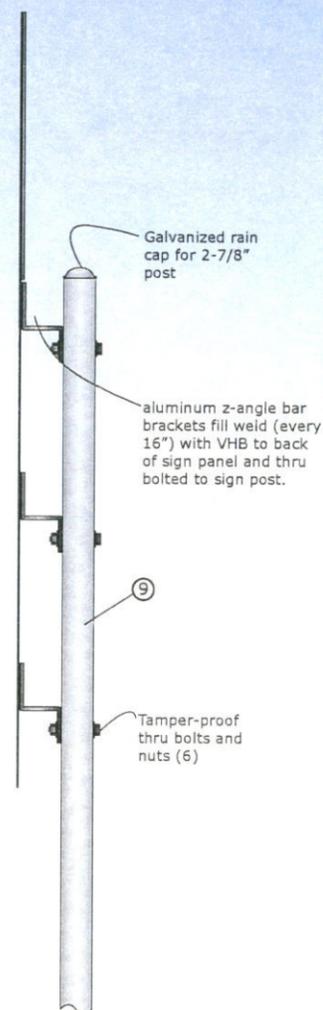


(B) Top View

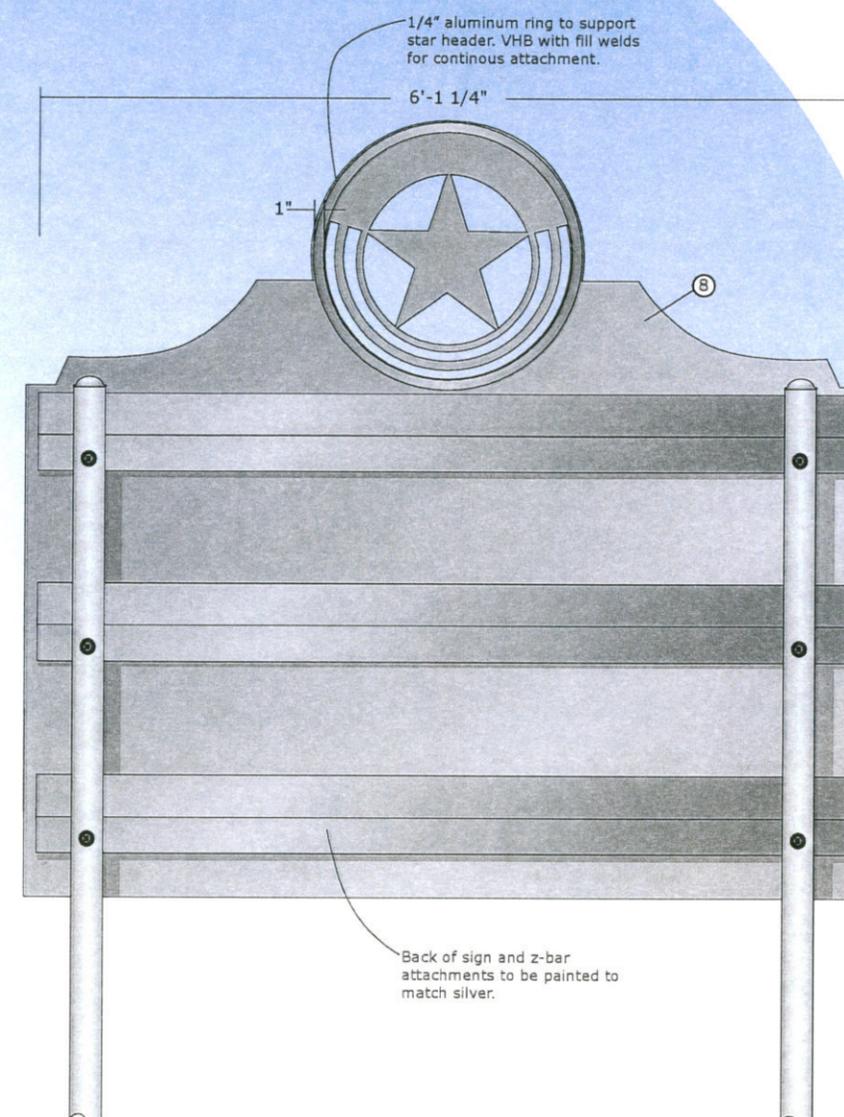


(A) Elevation

Scale: 3/4"=1'-0"



(C) Side View



(D) Back View

Ix-1
Parking Identifier,
Freestanding

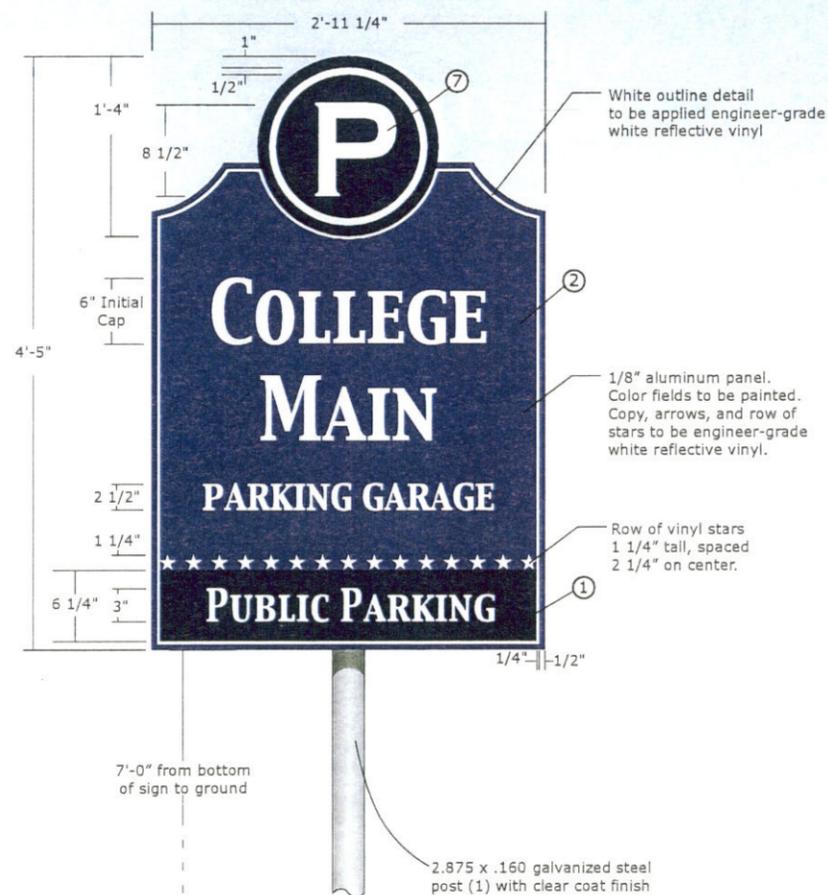
Date	Notes
1 09.14.06	Design Release 1

Color Palette

 1	 2	 3
 4	 5	 6
 7	 8	 9

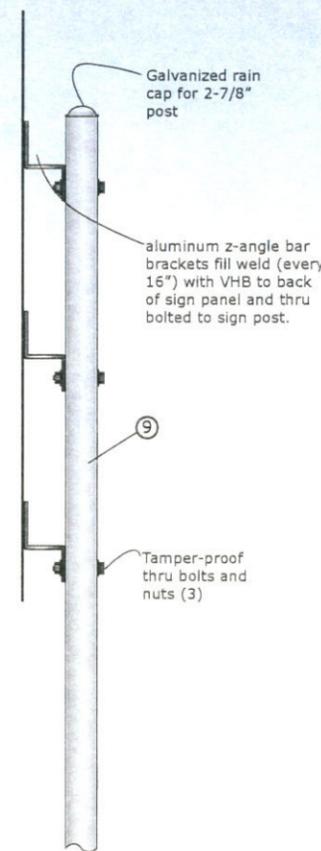


(B) Top View

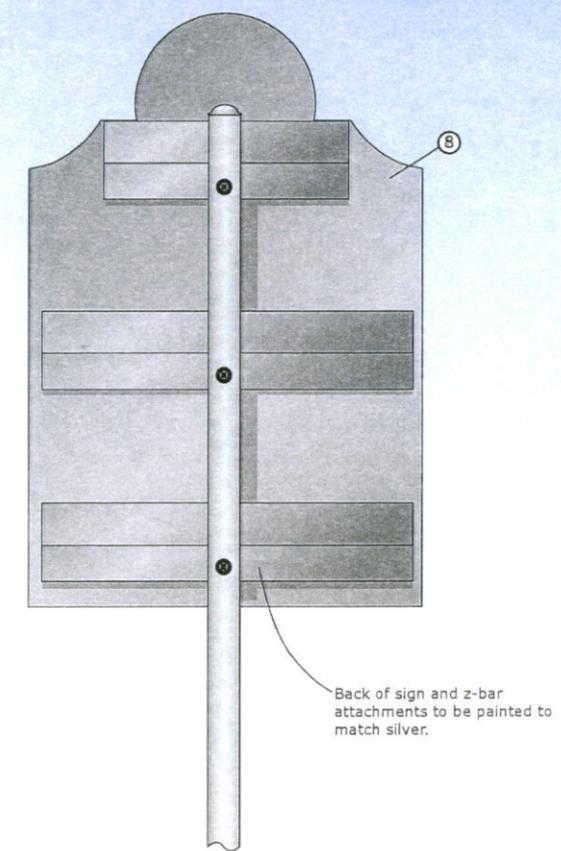


(A) Elevation

Scale: 3/4" = 1'-0"



(C) Side View



(D) Back View

Scale

3/4" = 1'-0"

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Ix-2
Texas A&M Parking Identifier, Freestanding

Date	Notes
1 09.14.06	Design Release 1

Color Palette

1 Blue	2 Light Blue	3 Red
4 Light Red	5 Burgundy	6 Light Burgundy
7 White		

Scale
3/4" = 1'-0"

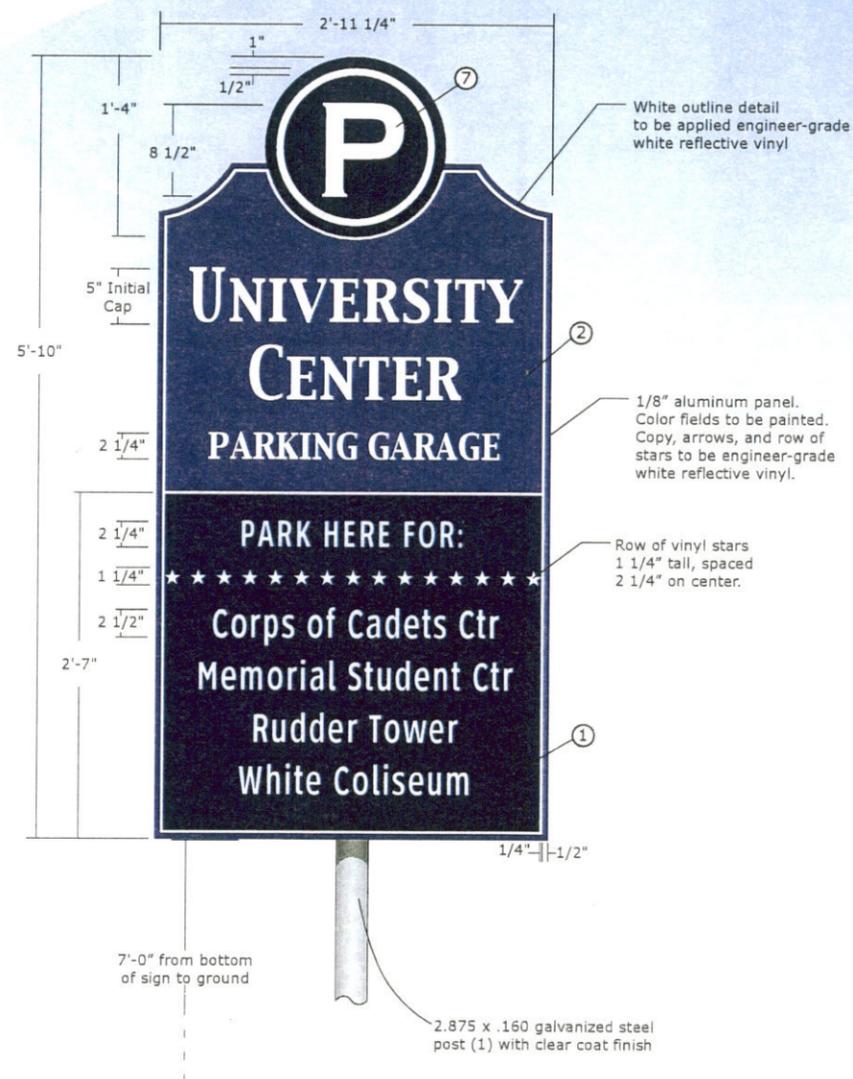
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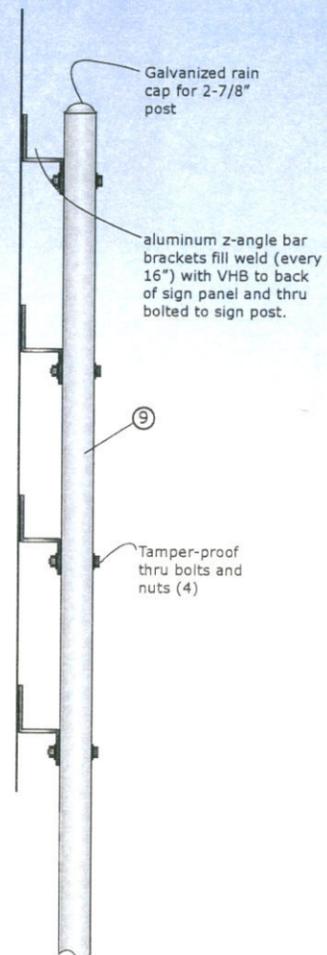


(B) Top View

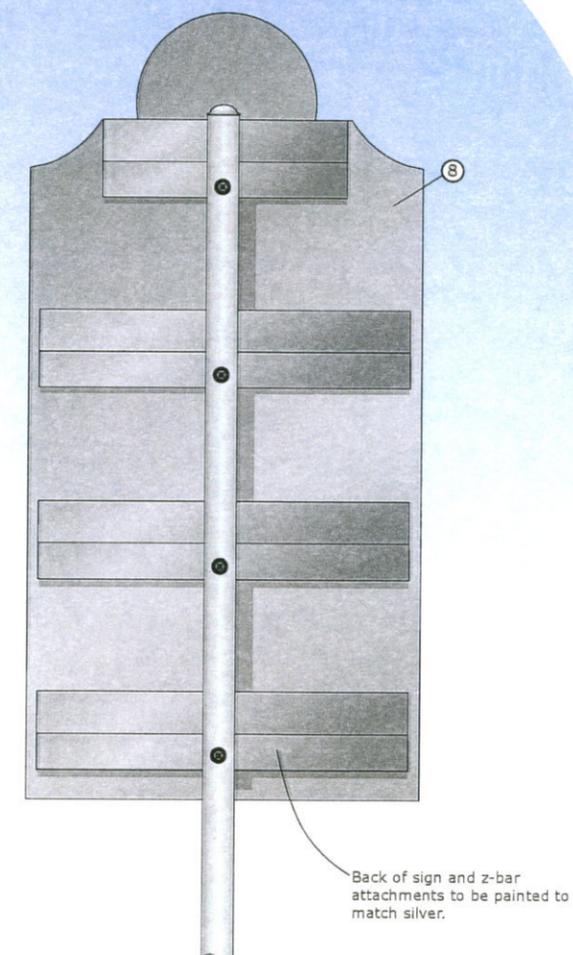


(A) Elevation

Scale: 3/4" = 1'-0"



(C) Side View



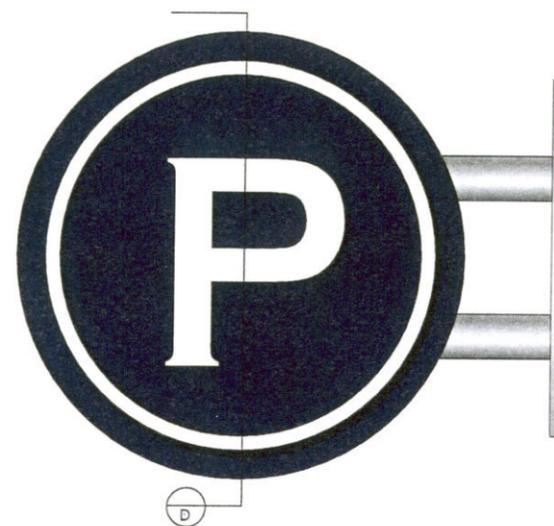
(D) Back View

Document

Ix-3
Parking Identifier,
Wall Mounted

Date	Notes
1 09.14.06	Design Release 1

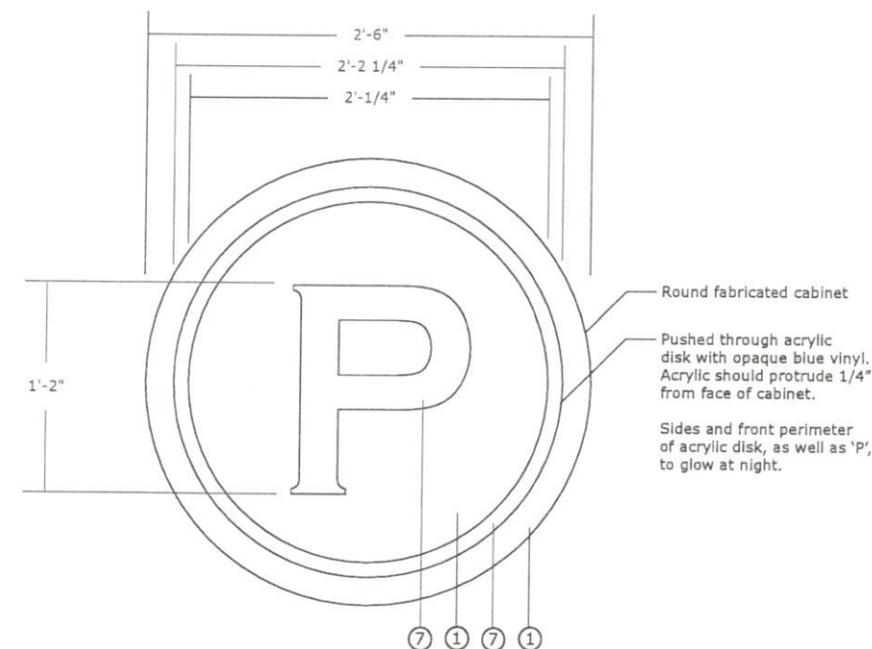
Color Palette



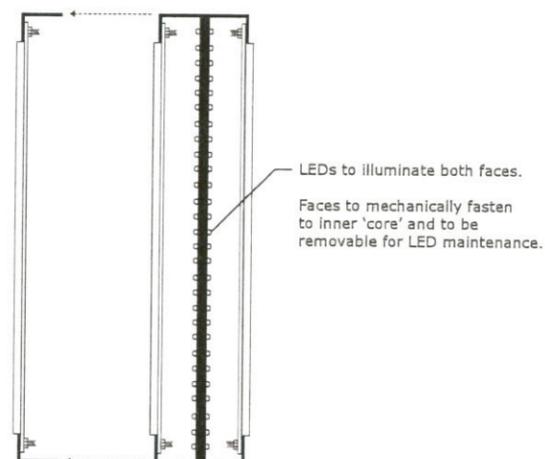
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(B) Illumination Scale: 1"=1'-0"

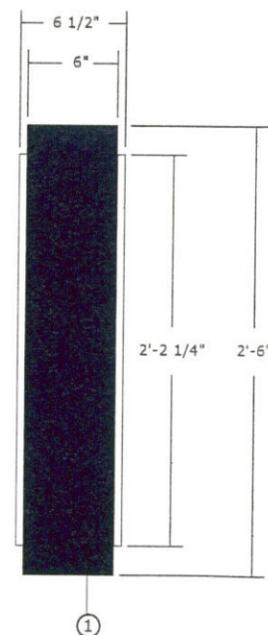


(C) Specification Scale: 1"=1'-0"



LEDs to illuminate both faces.
Faces to mechanically fasten to inner 'core' and to be removable for LED maintenance.

(D) Section Scale: 1"=1'-0"



(E) Side View Scale: 1"=1'-0"

Scale

1" = 1'-0"

Master Signage Program

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231 947.1236 tel
231 947.1477 fax
www.corbindesign.com

Dx-1
Pedestrian Map, Freestanding

Date	Notes
1 09.14.06	Design Release 1

Color Palette

		
Blue	Light Blue	Red
		
Light Red	Burgundy	Light Burgundy
		
White		

Scale

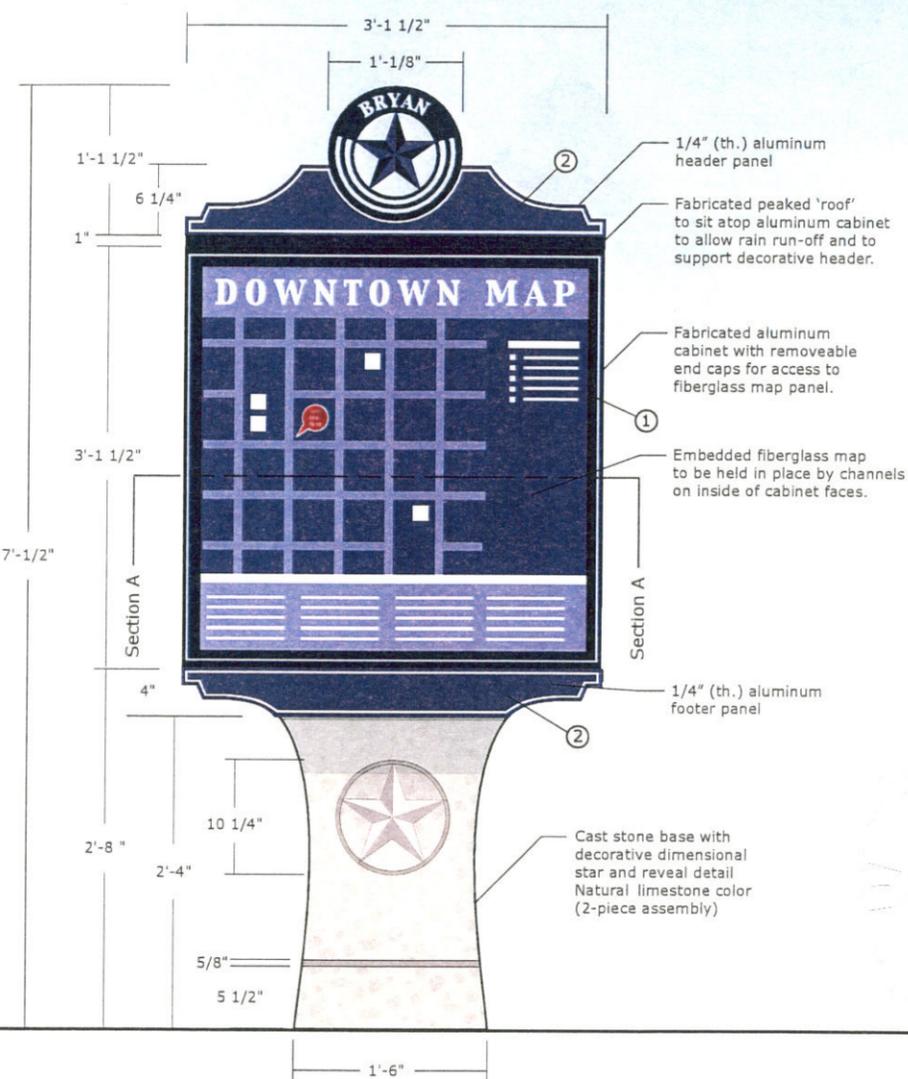
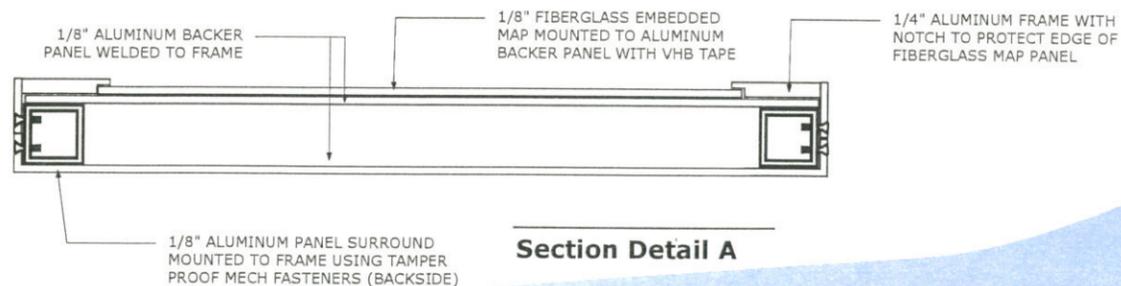
3/4" = 1'-0"

Waste Signage Program

Cities of Bryan & College Station, TX

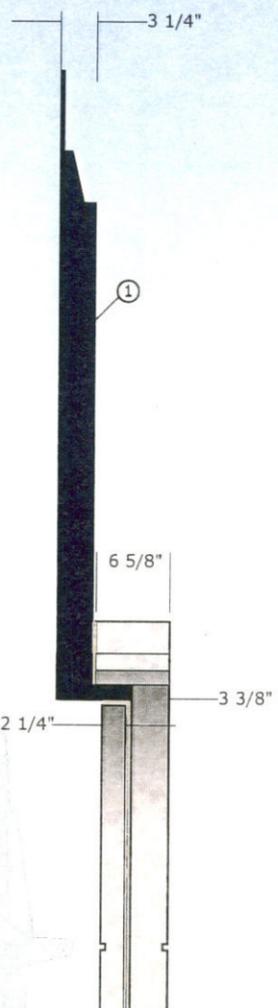
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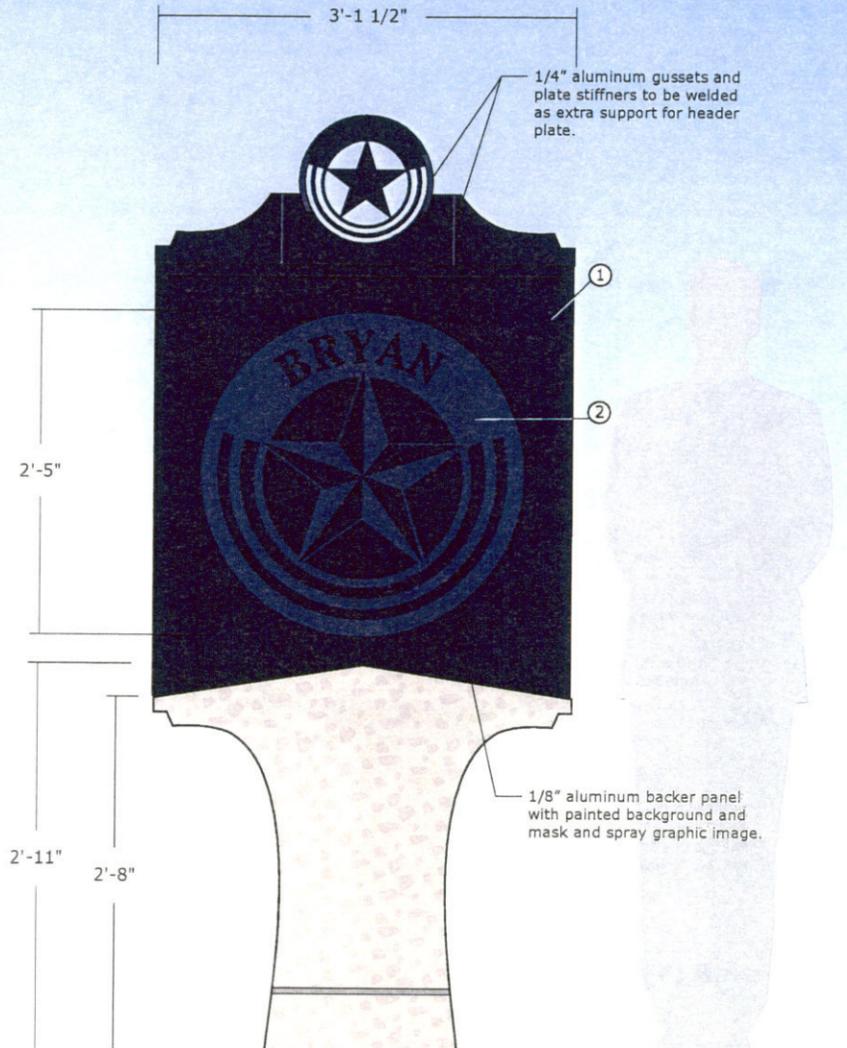


(A) Elevation

Scale: 3/4"=1"-0"



(B) Side View



(C) Back View

Dx-1
Pedestrian Map, Freestanding

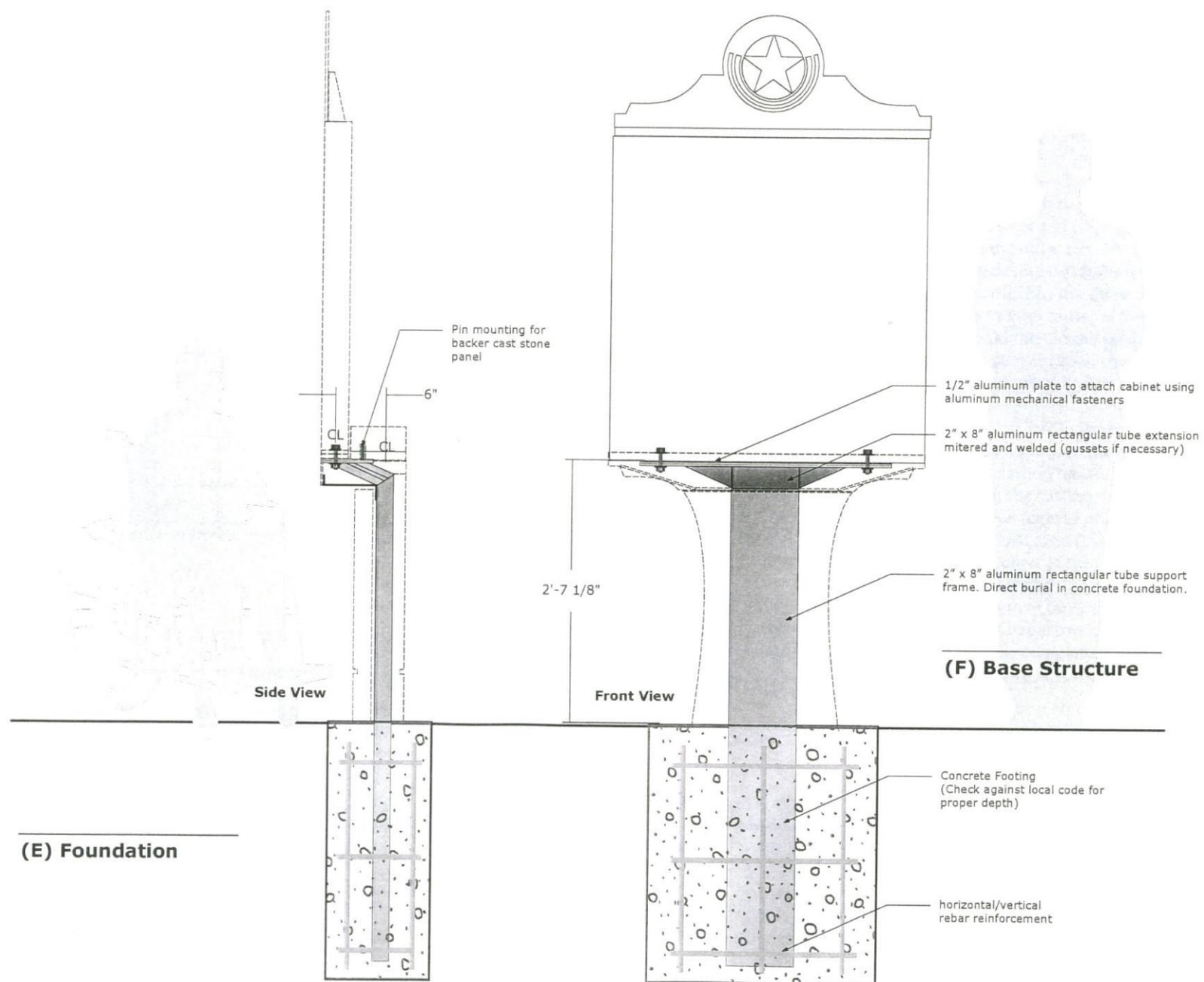
Date	Notes
1 09.14.06	Design Release 1

Color Palette

 1 Blue	 2 Light Blue	 3 Red
 4 Light Red	 5 Burgundy	 6 Light Burgundy
 7 White		



(D) Perspective



(E) Foundation

(F) Base Structure

Scale
3/4" = 1'-0"

Master Signage Program

Cities of Bryan & College Station, TX

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Base Specifications Breakaway

Date	Notes
1 09.14.06	Design Release 1

Color Palette



Scale

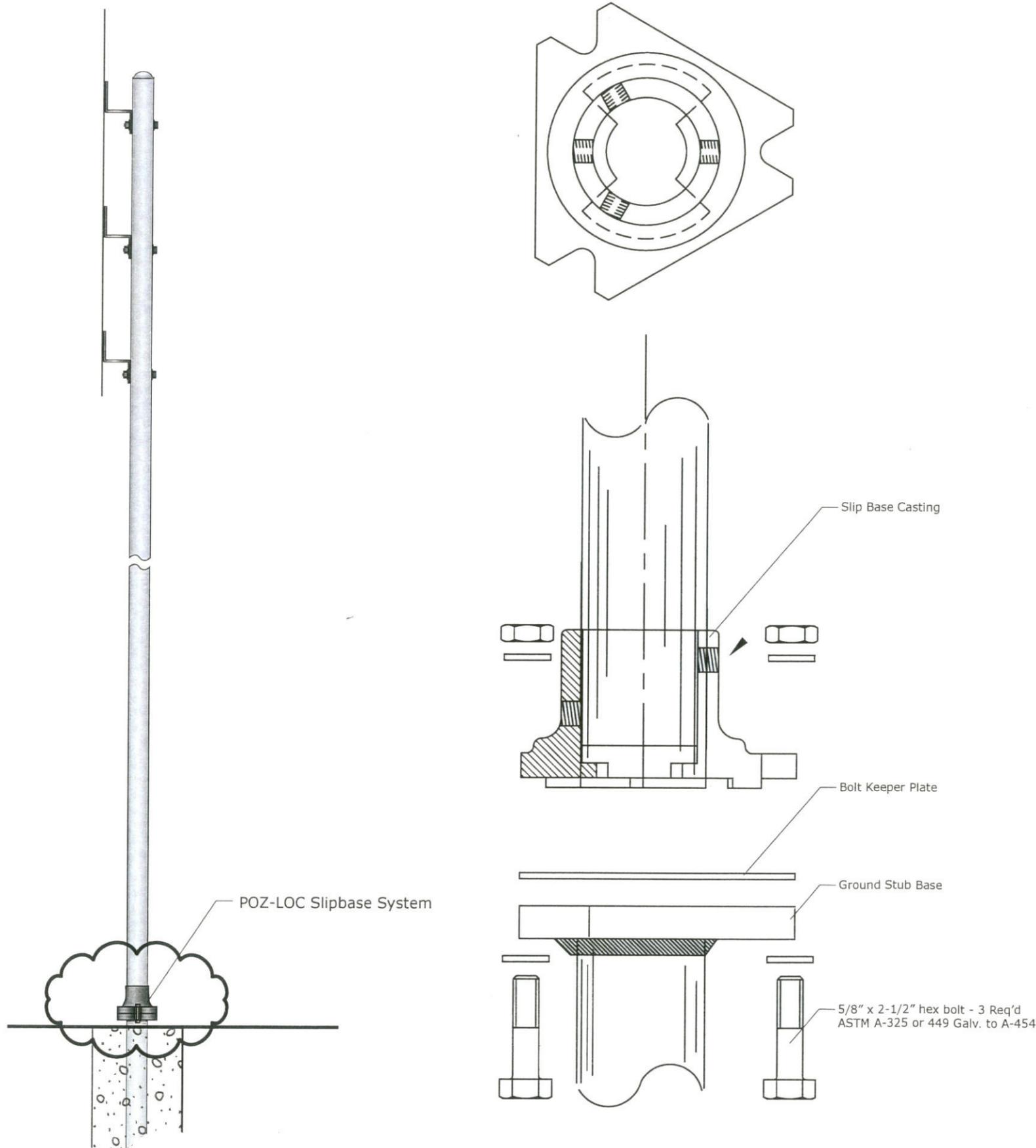
3/4" = 1'-0"

Master Signage Program

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Installation of Slipbase System

1. Drill or dig hole with a minimum width of 12 inches to the depth called for in the standards or 42 inches minimum.
2. Fill the hole with a structural concrete having a minimum of 2000 lb yield or as required by the standards
3. Insert a 10 inch, # 4 or # 5 rebar through the hole located in the center of the stub, center the stub in the hole and press it down until the stub triangle plate is a maximum of 3 inches from the ground line. Level the base making sure it does not drift off level. Let the concrete cure before placing a sign on the base.
4. Place bolt keeper plate on top of ground stub. Place set screw casting on top of keeper plate and align with ground stub slots. With a washer on the 5/8" x 2 1/2" hex bolt, insert it up thru the ground stub base, keeper plate and upper casting. Put a 5/8" hex nut and washer on bolt and hand tighten. Do this with the other two 5/8" x 2 1/2" hex bolts. Using a torque wrench set at 60 ft/lbs with a 1-1/8" socket and 1-1/8" wrench tighten the three bolts. The torque wrench should start at the center of the bolt and pull toward the base to avoid tearing the retainer plate. Tighten all three bolts to 60 ft/lbs then check the first bolt again to make sure it did not shift. The casting is now in place for the post.
5. Attach the sign to the post using 2 7/8" clamps as per DOT standards. Lift and insert the post into the casting. Align the sign facing traffic. The casting has three (3) set screws high and one (1) lower on the casting. Insert and tighten the two (2) high set screws located on each side of the lower set screw to a minimum of 60 ft/lbs. (60 - 80 is normal) Drill a 1/2" hole in the center of the lower set screw hole through the post. Insert and tighten the lower shouldered set screw to a minimum of 60 ft/lbs. Now insert and tighten the 3rd top set screw to a minimum of 60 ft/lbs. Installation of post is now complete.

POZ-LOC and POZITUBE traffic post systems are made by Northwest Pipe Company
Traffic Systems
6307 Toledo St.
Houston, TX 77008
800 369-5009
Customer Service Agent - **Larry Peak** lpeak@nwpipe.com



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
8	Livable Centers Planning Committee

ITEM/MOTION

Consideration of and action on appointing one (1) Rosenberg Development Corporation member to the Livable Centers Planning Committee.

APPROVAL	SUPPORTING DOCUMENTS
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SUBMITTED BY :

1) None

A handwritten signature in black ink, appearing to read "R. Malik".

Randall Malik
RDC Executive Director

EXECUTIVE SUMMARY

This item has been included to provide the RDC Board of Directors the opportunity to appoint one member of the RDC Board to serve on the Livable Centers Planning Committee.



COMMUNICATION FORM

October 09, 2014

ITEM #	ITEM TITLE
9	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.	
APPROVAL	SUPPORTING DOCUMENTS

SUBMITTED BY :

1) Director's Report – September 2014

Randall Malik
RDC Executive Director

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 September 2014

New Home Update

City Housing Starts in 2014:	197
City Housing Starts in September:	23
ETJ Housing Starts in 2014:	316
ETJ Housing Starts in September:	38

Economic Indicators:

Unemployment for August 2014:	5.0%
Non-Adjusted Employment for August 2014:	14,889
September Sales Tax Receipts (July 2014 sales):	\$1,456,956.24
Percentage Change From Previous Year:	+ 29.98%
Annual Sales Tax Receipts for 2014 (July 2014 sales):	\$12,361,707.30
Percentage Change From Previous Year:	+ 18.77%

Department Activity

- Participated in a panel discussion about current economic development projects at the CFBCA's Fort Bend Regional Infrastructure Conference.
- Guest Speaker at the Houston Area Realtors (HAR) Meeting to discuss development in Rosenberg.
- Gave multiple interviews on Paragon Outlets to various media outlets (TV and Radio).
- Attended the West Fort Bend Management District Monthly Meeting.
- Attended the Central Fort Bend Chamber Alliance (CFBCA) Downtown Division Meeting.
- Attended the CFBCA Monthly Meeting.
- Attended the Greater Fort Bend Economic Development Council (GFBEDC) monthly Membership Meeting.
- Attended a special meeting hosted by the GFBEDC to discuss Joint Marketing efforts.
- Attended a Prop 1 Transportation Funding meeting, featuring Move Texas Forward and Judge Robert Hebert at the Fort Bend Chamber of Commerce
- Si Enviro Business Retention Visit.



- Met with Fort Bend Transit to discuss the Rosenberg-Richmond Bus Route
- Attended Texas Economic Development Council's Sales Tax Workshop
- Attended preconstruction meeting for Walsh Road Industrial Park
- Attended the Hwy 36A Coalition Monthly Meeting
- Coordinated Business Assistance Grant Committee Meeting

Projects Update:

West Fort Bend Management District Committee

The West Fort Bend Management District Committee has been finalized. Below, is a list of the committee members:

1. Jimmie Pena (RDC)
2. Allen Scopel (RDC)
3. Ron Ewer (WFBMD)
4. Lane Ward (WFBMD)
5. Lori Browdis (Richmond)
6. Chris Hotze (Richmond)

The committee is expected to meet once a month. All meetings will be posted and open to the public. I will provide the minutes of the meetings to the RDC Board. I will also attend each of the meetings on behalf of the RDC.

Livable Centers Study – The Livable Centers Project Kickoff Meeting is scheduled for Oct. 7th. The Project Kickoff Meeting will identify the schedule and timeline of work.

Rosenberg Business Park - IDS Engineering has completed the design of the Rosenberg Business Park. The City Engineer is in the process of reviewing the designs. Once the designs are approved, we will move forward with setting up the bid process for the installation of infrastructure.



Rosenberg Development Corporation Business Retention & Expansion Program

Purpose:

The Rosenberg Development Corporation recognizes the importance of existing businesses to our City's well-being and desires to make efforts to help keep existing businesses thriving and growing within our corporate limits.

Goals:

1. To learn about each business in our community including their needs, desires, and concerns;
2. To learn more about possible expansion/growth opportunities;
3. To identify and address conditions that could lead to a company relocating to another community; and
4. To develop individual relationships with local businesses so that when a problem, concern, or celebration comes about, the RDC and City can be the first to assist or congratulate the company.

Strategies:

1. Encourage businesses to remain in Rosenberg;
2. Encourage businesses to stay competitive through facility expansion and investment in new technologies. Help companies identify opportunities for financial assistance through state and local incentives;
3. Encourage companies to do business with other Rosenberg businesses;
4. Promote partnerships between local businesses and workforce resources such as Texas State Technical College and Wharton County Junior College.
5. Create a robust database that captures critical information on the company.

Components of the BRE Program will include: personal retention visits, a substantial database, periodic surveys, personal follow-up, sharing knowledge of resources, and a workforce development initiative.

Framework:

Retention Visits

RDC Staff members will attempt to conduct 15 "retention visit" per month, for a total of 180 visits per year. Staff will quarterly update the RDC Board on Business Retention Activities.



Businesses will be selected based on one of the following criteria:

1. Risk of relocation to another community
2. Number of employees
3. Size of investment in the community

An important component of the program will be collecting information on the business community for use in measuring the scope of the City's economic activity. To that end, a database has been created to collect the following information.

Database to include:

Business Name

Contact number

Business Location

Number of Employees

Annual Payroll

Size of Facility

Supplier Support Needed in Rosenberg

Workforce Requirements

Hiring Trends

The database will be maintained by the Economic Development Department utilizing GIS.

Survey

Utilize a survey to learn about business climate, labor/training needs, marketing and trade, finance and banking, regulatory issues, barriers to growth, satisfaction w/ public services or facilities, past utilization of and satisfaction with local business assistance programs; overall marketing conditions, prospects for next five years.

Follow up

Follow up and provide the companies with resources including networking opportunities with suppliers, banking resources, workforce services, and energy audits with their utilities.

The information obtained from the companies will aid the ED department in determining clusters, support services, and suppliers for various industry sectors in the community and help developing networks for the businesses.

The survey tool can also be utilized in determining the City's competitive advantage. Attaining the Company's perspective on the following issues will allow the ED department to address the needs of the business community: labor, access to markets, transportation, education, sites, tax rates, utility cost and availability, quality of life, business climate.

Workforce Initiative

Companies grow with the availability of a highly skilled motivated workforce. Information gleaned from the survey regarding the existing companies' labor needs can be used to develop a strategy with the existing education and workforce development organizations. Economic



Development Staff plans to regularly meet with representatives from TSTC to discuss the training needs of the top Rosenberg employers.

Staff notes:

Develop a profile of each Company with the goal of personally visiting them each year to update the information keeping in mind the following early warning signs which can indicate the need for intervention. The signs can indicate downsizing, expansion, or closure.

Early warning signs: declining /increasing sales, employee/labor challenges, non-local ownership, changes in ownership, expiring lease, competitors coming in, negative attitude about community, regulatory burdens, facility and site expansion needs.



Business Retention and Expansion Form

(This section to be completed prior to visit if possible)

Business/Company Name: _____

Physical Address: _____

Contact Name: _____

Phone Number _____ Fax Number _____

E-mail Address _____ Web Address _____

General Characteristics:

Nature of Business:

Number of Employees: _____ Annual Payroll: _____

Estimated number of employees living in Rosenberg: _____

Size of Facility (Acres or Square Feet):

Status of Local Operation:

What local assistance is needed to help meet your objectives? _____

Supplier Support Needed in Rosenberg:

Workforce Requirements:

Highly Skilled # _____ Semi-Skilled # _____ Unskilled # _____

Additional Skills Needed:

Currently Hiring: Yes / No If so, how many _____



Interview Follow-Up:

Recommendations: _____

Action: _____

Referred
to: _____

Follow-up
Date: _____

Comments: _____

Prepared by: _____ Date: _____



September Area Sales Tax Comparisons

City	Net Payment This Period	Comparable Payment Prior Year	Change	2014 Payments To Date	2013 Payments To Date	Change
Rosenberg	1,456,956.24	1,120,856.92	29.98%	12,361,707.30	10,407,843.66	18.77%
Richmond	434,986.09	335,449.36	29.67%	3,656,079.82	3,407,517.67	7.29%
Fulshear	85,367.00	69,469.94	22.88%	715,618.27	581,212.19	23.12%
Houston	52,827,425.35	49,457,598.28	6.81%	480,445,119.88	456,223,646.60	5.30%
Humble	1,027,377.46	988,802.57	3.90%	9,877,618.20	9,314,171.91	6.04%
Katy	833,028.46	830,921.61	0.25%	8,111,406.07	7,857,774.11	3.22%
League City	1,344,029.49	1,192,858.27	12.67%	12,047,357.84	11,116,107.90	8.37%
Missouri City	636,499.15	607,961.31	4.69%	5,935,711.50	5,507,908.87	7.76%
Pearland	2,018,140.65	1,858,640.41	8.58%	19,104,388.36	17,750,190.18	7.62%
Sugarland	3,930,842.77	3,451,125.75	13.90%	36,674,166.60	32,948,220.95	11.30%
Tomball	1,052,696.90	984,233.32	6.95%	10,614,945.59	9,515,255.57	11.55%

RDC September Allocation: \$364,239.06



COMMUNICATION FORM

October 09, 2014

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

SUBMITTED BY :

1) None

A handwritten signature in black ink, appearing to read "R. Malik".

Randall Malik
Economic Development Director

EXECUTIVE SUMMARY

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

ITEM 11

Announcements.

ITEM 12

Adjournment.