



STATE OF TEXAS

COUNTY OF FORT BEND

CITY OF RICHMOND

The Development Corporation of Richmond convened in a regular meeting open to the public and pursuant to notice thereof duly given in accordance with Section 501.072, Local Government Code, Vernon's Texas Codes, in Richmond City Hall Annex within said City on August 13, 2019 at 6:00 p.m. Directors in attendance included the following:

President, Evalyn W. Moore	Vice President, Joe Bonham
Secretary, Verge Greenwood	Treasurer, Carl Drozd
Robert Haas	William B. Morefield, III
Nancie Rain	Terri Vela – City Manager
City Attorney – Gary Smith	Cameron Goodman, Executive Director
City Secretary – Laura Scarlato	

President Moore opened the meeting at 6:00 p.m.

President Moore opened the Public Hearing for the following Proposed Projects:

- i. City Facility Renovation Project
- ii. Signage Improvement Program
- iii. Community Asset Lighting Project
- iv. Relocation of Cyber Security Company

No one commented on the public hearing (2nd) proposed projects, therefore the agenda item was closed.

Agenda item A3 was introduced for public comments. There were no comments from the public, therefore the agenda item was closed.

Agenda item 4 to review and consider taking action on the minutes of the regular meeting held on July 9th, 2019. President Moore inquired as to if there were any additions or corrections to the minutes, there were two. Director Nancie Rain requested the minutes reflect that she was absent for the July 9th meeting and Director Haas requested that it be noted he returned to the Commission Room following the Agenda item A10. Director Bonham made the motion to approve the minutes for the July 9th, 2019 meeting with the corrections as noted. Director Haas seconded the motion and the vote was unanimous to approve.

Agenda item 5 was introduced by President Moore to review and consider taking action on the minutes of the Special Meeting held on July 25th, 2019. President Moore asked if there were any additions or corrections to the minutes, there was one. Director Morefield requested the minutes reflect that he was absent from the July 25th meeting. Director Morefield made the motion to approve the minutes for the July 25th, 2019 meeting with the corrections as noted. Director Rain seconded the motion and the vote was unanimous to approve.

President Moore asked for a review of the Financial Reports through July 31, 2019. Director Carl Drozd, Treasurer stated the sales tax was slightly below projections for the month at 3% below but 2% ahead for the entire year. The expenses are below projections and the shortfall is due to the wayside horns project being pushed to next fiscal year. Everything else is on track. City Manager stated the City had received comments from Union Pacific and a report will be provided in September. There was no action needed regarding the financial reports, the agenda item was closed.

President Moore introduced agenda item 7, review and consider taking action on Richmond Farmers Market proposal. Executive Director Goodman provided a presentation regarding a new farmers market in Richmond. Staff visited with the Farmer's Markets in Waco and Sugar Land to receive advice as to how best to structure rules and regulations and create vendor forms. The City would like to accept SNAP benefits as well. It has been discussed that a Marketing Manager would be hired to manage the planning, spring market and fall market with an estimated 10-12 work week. The manager would create and manage all aspects of the social media and marketing materials. The individual would develop a set calendar, secure private sponsorships, recruit vendors, develop educational programing and seek grant opportunities. Director Goodman provided two options to the Board with Option 1 being the most favorable at the Total cost of \$15,000 (\$5,000 Planning, \$5,000 spring market, \$5,000 fall market). Option 2 was \$34,080. Staff recommended Option #1 as it was most cost effective and was in line with what was budgeted. Rachelle Kanak has extensive experience in event organization and was recommended as the manager. The proposed location is the parking lot at St John's Methodist Church. Director Morefield made the motion to approve Option 1 of the Richmond Farmers Market at \$15,000 with Director Haas seconding the motion. The vote was unanimous to approve.

President Moore announced the board would adjourn to Executive Session at 6:15 p.m., as authorized by Texas Government Code, Sections 551.087 Economic Development Negotiations.

The Board reconvened at 6:26p.m.

Agenda item 9 to reconvene into Open Meeting, and take action on items, if necessary.

There was no action taken during Executive Session.


Director Drozd made the motion to approve the incentive agreement for a project to bring a new business to create at least 10 primary jobs at an average annual salary of \$80,000. Director Rain seconded the motion and the votes were as follows:

Director Robert Haas – Abstain
Director Verge Greenwood – Favor
Director Nancie Rain – Favor
Director Joe Bonham – Favor
Director Carl Drozd – Favor
Director William Morefield – Favor
President Evalyn Moore – Favor

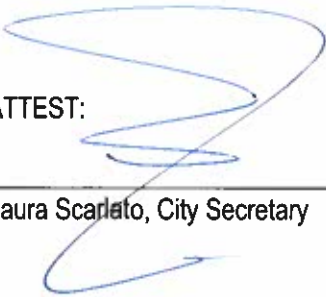
Agenda item 10 to consider and take action on recommendations for future agenda items. There were no suggestions for future agenda items.

There being no further business to come before the Development Corporation of Richmond, the meeting was adjourned at 6:28 p.m.

APPROVED:


Evalyn W. Moore, President

ATTEST:



Laura Scarlato, City Secretary