



Tuesday, September 10, 2024

AT 5:00 PM

DEVELOPMENT CORPORATION of RICHMOND

MYRTLE CONFERENCE ROOM

1116 Myrtle Street at Morton, Richmond, Texas

and

via Video Conference call

(pursuant to Texas Government Code, Section 551.127)

Join Zoom Meeting

<https://us06web.zoom.us/j/82218178180>

A quorum of the City Commission may be present at this meeting.

1. Call to Order.
2. Recite the Pledge of Allegiance to the U.S. Flag and Texas Flag.
3. Public Comments. (Public comment is limited to a maximum of 3 minutes per item. No deliberations with DCR Board. Time may not be given to another speaker.)
4. Review and consider taking action on the minutes of the regular meeting held on August 13, 2024.
5. Review Financial Reports for August as of August 31st.
6. Review and discuss the Develop Richmond TX Staff Report for August 2024.
7. Future agenda items.
8. Excuse from Attendance at Regular DCR Meeting.
9. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.087, Deliberation Regarding Economic Development Negotiations and Section 551.072, Deliberation Regarding Real Property.

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law), "The Board of Directors may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections" Section 551.087, Deliberation Regarding Economic Development Negotiations and Section 551.072 Deliberation Regarding Real Property.

OPEN MEETING

10. Reconvene into Open Meeting, and take action on items, if necessary.
11. Adjournment

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The Development Corporation of Richmond (DCR) meetings are available to all persons regardless of disability. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary's office at (281) 342-5456 for needed accommodations.

CERTIFICATE

I certify that the above notice of meeting was posted on a bulletin board located at a place convenient to the public in the City Hall, Richmond, Texas, on the 6th day of September 2024, at ____ a.m./p.m.

Lasha Gillespie, City Secretary



**DEVELOP
RICHMOND**
EST. TEXAS 1837

1. Call to Order.



**DEVELOP
RICHMOND**

EST. TEXAS 1837

**2. Recite the Pledge of Allegiance to the U.S.
Flag and Texas Flag.**



**DEVELOP
RICHMOND**

EST. TEXAS 1837

The United States Pledge of Allegiance:

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.



The Texas Pledge of Allegiance:

Honor the Texas flag;
I pledge allegiance to thee, Texas, one state under God, one and indivisible.



3. Public Comments. (Public comment is limited to a maximum of 3 minutes per item. No deliberations with DCR Board. Time may not be given to another speaker.)



**DEVELOP
RICHMOND
EST. TEXAS 1837**

4. Review and consider taking action on the minutes of the regular meeting held on August 13, 2024.



**DEVELOP
RICHMOND**

EST. TEXAS 1837

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, 2024, at 5:00 p.m. Directors in attendance included the following:

President, Kit Jones	City Manager Terri Vela
Vice President, Becky Haas	Economic Development Director, Jerry Jones
Secretary, Nancie Rain	City Attorney, Gary Smith
Tim Jeffcoat	City Secretary, Lasha Gillespie
Cody Frederick	Economic Development Coordinator, Nellie Piña
William B. Morefield, III-not in attendance	
Barry Beard-in attendance via conference call	

Agenda item A.1 Call to Order

- President, Kit Jones called the meeting to order at 5:11 p.m. The meeting was broadcast via video conference call. All members of the public may participate in the meeting and via video conference call. Quorum was determined and meeting was declared open.

Agenda item A2. Recite the Pledge of Allegiance to U.S. and Texas Flags

- Pledges recited.

Agenda item A3. Public comments.

- None.

Agenda item A4. Review and consider taking action on the minutes of the regular meeting held on August 13, 2024.

- Vice President, Becky Haas moved to consider taking action on the minutes of the regular meeting held on August 13, 2024. Secretary Rain seconded. Motion passes unanimously.

Agenda item A5. Review Financial Reports for July as of July 31st.

- Finance Director Preza presented the July financial and sales tax reports concluding there are no major concerns.

Agenda item A6. Review and discuss the Kickoff Presentation to the DCR Board from TIP Strategies (virtual)

- The TIP Strategies team, led by Jeff Marcell and Luke Shuffield, presented a project overview and timeline via Zoom, with a completion deadline set for February 2025. Secretary Nancie Rain raised concerns about aligning the plan with the comprehensive master plan, which City Manager Terri Vela confirmed would be consistent and cohesive. Vice President Becky Haas inquired about implementation requirements and the definition of "representation of similar organizations." Director Jones clarified that implementation would be guided by Board and roundtable feedback and that "similar organizations" referred to business partners like local chambers, SCORE, SBA, SBDC, and county economic development representatives.

Agenda item A7. Review and discuss the Develop Richmond TX July 2024 Staff Report.

- The discussion on the Develop Richmond TX July 2024 Staff Report centered on the business community's response to Hurricane Beryl, updates on the marketing plan, the revamped DCR website, and follow-ups on pre-application conferences. Board members suggested making RYPE a secondary priority, considering additional personnel support, and implementing a website roadmap plug-in to highlight visitor trends and promote Richmond's growth.
- A. Review and discuss comments from Director Jeffcoat regarding the Countywide Economic Development committee conversations.
- TIP Strategies hired for the 5-year plan (Luke Shuffield also on this project)
 - Highlights living and working in Fort Bend County
 - Master planned communities
 - Two influential groups: Select Fort Bend on the marketing side, including Develop Richmond TX; and Fort Bend First, a private sector group replacing Fort Bend EDC
 - Consists of 3 pillars: growth, collaboration, and competitiveness
 - The final plan is to be presented on August 19, 2024
 - Director Jones discussed FAM Tour funds
- President, Kit Jones asked for any questions or comments, and there were none.

Agenda item A8. Review and consider taking action on the Performance Agreement with the YMCA.

- The discussion focused on the YMCA's proposal for the City of Richmond to invest \$1 million over five years in the T.W. Davis Family YMCA Capital Development Project, aiming for a January 1, 2027, opening. Concerns were raised about high maintenance costs, leading to a request for a detailed feasibility study. The board approved the agreement with conditions to include maintenance details and initial funding of \$200,000 in December, with payment schedules to be defined.
- VP Becky Haas moved to approve pending additional language regarding maintenance, and action recommended to the board. Board member, Tim Jeffcoat seconded. All in favor and the motion passes unanimously.

- Secretary Nancie Rain moved for a second motion to revise the agreement of the language to include the conditions on maintenance and initial funding for \$200K in December, with the City Manager, Terri Vela to define the scheduled payment dates. Board member, Barry Beard seconded the motion. All in favor and the motion passes unanimously.

Agenda item A9. Future agenda items.

- All in favor, no future agenda items.

Agenda item A10. Excuse from Attendance at Regular DCR Meeting.

- Approved excuses, all in favor.

Executive Session

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law), "The Board of Directors may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections" Section 551.087, Deliberation Regarding Economic Development Negotiations and Section 551.072 Deliberation Regarding Real Property.

- Executive Session was deemed not necessary.

Agenda Item A11. Adjournment

- Meeting adjourned by President, Kit Jones at 7:15 p.m.

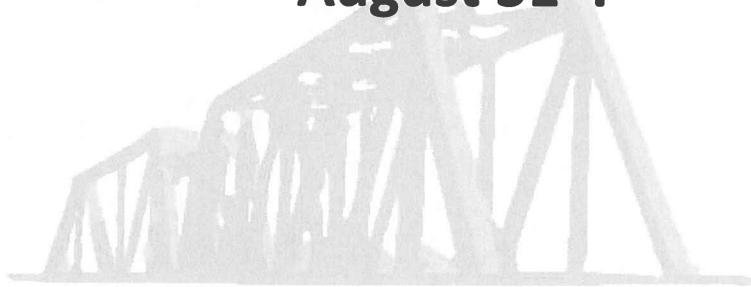
APPROVED:

Kit Jones, President

ATTEST:

Lasha Gillespie, City Secretary

**5. Review Financial Reports for August as of
August 31st.**



**DEVELOP
RICHMOND**

EST. TEXAS 1837



City of Richmond, TX

My Balance Sheet

Account Summary

As Of 08/31/2024

Account	Name	Balance	
Fund: 800 - DEVELOPMENT CORPORATION FUND			
Assets			
800-1101	CLAIM ON CASH-DEVELOPMENT CORP	3,878,054.18	
800-1410	SALES TAX RECEIVABLE	407,348.00	
	Total Assets:	4,285,402.18	<u>4,285,402.18</u>
Liability			
800-2201	DUE TO POOLED CASH	99.76	
	Total Liability:	99.76	
Equity			
800-2900	UNAPPROPRIATED SURPLUS	4,970,209.60	
800-2920	RESTRICTED	457,715.93	
	Total Beginning Equity:	5,427,925.53	
Total Revenue		2,512,343.76	
Total Expense		3,654,966.87	
Revenues Over/Under Expenses		-1,142,623.11	
	Total Equity and Current Surplus (Deficit):	4,285,302.42	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>4,285,402.18</u>



City of Richmond, TX

My Balance Sheet

Account Summary

As Of 08/31/2024

Account	Name	Balance
Fund: 703 - DCR CAPITAL PROJECTS FUND		
Assets		
703-1101	CLAIM ON CASH-DCR CAPITAL PROJ	584,075.29
	Total Assets:	584,075.29
Liability		
	Total Liability:	0.00
Equity		
703-2900	UNAPPROPRIATED SURPLUS	482,473.90
	Total Beginning Equity:	482,473.90
Total Revenue		199,078.80
Total Expense		97,477.41
Revenues Over/Under Expenses		101,601.39
	Total Equity and Current Surplus (Deficit):	584,075.29
	Total Liabilities, Equity and Current Surplus (Deficit):	584,075.29



City of Richmond, TX

Income Statement

Account Summary

For Fiscal: FY2024 Period Ending: 08/31/2024

		Current Total Budget	YTD Activity	Budget Remaining
Fund: 800 - DEVELOPMENT CORPORTION FUND				
Revenue				
RevenueCharacter: 40 - Taxes				
800-4010	SALES TAX REVENUE	1,749,000.00	2,233,475.33	-484,475.33
	RevenueCharacter: 40 - Taxes Total:	1,749,000.00	2,233,475.33	-484,475.33
RevenueCharacter: 45 - Other				
800-4500	OTHER INCOME	5,000.00	13,000.00	-8,000.00
	RevenueCharacter: 45 - Other Total:	5,000.00	13,000.00	-8,000.00
RevenueCharacter: 46 - Interest Income				
800-4600	INTEREST INCOME	75,600.00	260,560.84	-184,960.84
	RevenueCharacter: 46 - Interest Income Total:	75,600.00	260,560.84	-184,960.84
	Revenue Total:	1,829,600.00	2,507,036.17	-677,436.17
Expense				
ExpenseCharacter: 53 - Supplies				
800-6291-53120	OFFICE SUPPLIES	3,000.00	3,109.73	-109.73
	ExpenseCharacter: 53 - Supplies Total:	3,000.00	3,109.73	-109.73
ExpenseCharacter: 56 - Purchased Services				
800-6291-56005	TRAVEL AND TRAINING	13,055.15	9,063.39	3,991.76
800-6291-56006	PERIODICALS AND MEMBERSHIPS	13,350.00	11,500.41	1,849.59
800-6291-56021	ADVERTISING	68,473.38	56,856.68	11,616.70
800-6291-56042	TRANSFERS OUT	2,173,503.00	2,173,503.00	0.00
800-6291-56045	BANK FEES	0.00	0.00	0.00
800-6291-56048	MISCELLANEOUS	442.94	9.58	433.36
800-6291-56080	RESERVE FOR OPPORTUNITIES	0.00	0.00	0.00
800-6291-56081	TSTC COMMITMENT	100,000.00	100,000.00	0.00
800-6291-56083	CONTRACTED SERVICES	370,064.30	369,190.74	873.56
800-6291-56090	RICHMOND HISTORIC DISTRICT	42,497.00	39,829.66	2,667.34
800-6291-56091	FBC TRANSIT	75,000.00	75,000.00	0.00
	ExpenseCharacter: 56 - Purchased Services Total:	2,856,385.77	2,834,953.46	21,432.31
ExpenseCharacter: 59 - Intergovernmental				
800-6291-59030	SALES TAX INCENTIVE AGREEMENTS	5,000.00	0.00	5,000.00
	ExpenseCharacter: 59 - Intergovernmental Total:	5,000.00	0.00	5,000.00
ExpenseCharacter: 60 - Transfers Out				
800-6291-60000	TRANSFER TO OTHER FUNDS	255,438.00	255,438.00	0.00
800-6291-60007	CITY OF RICHMOND REIMB ALLOC	784,776.23	561,465.68	223,310.55
	ExpenseCharacter: 60 - Transfers Out Total:	1,040,214.23	816,903.68	223,310.55
	Expense Total:	3,904,600.00	3,654,966.87	249,633.13
	Fund: 800 - DEVELOPMENT CORPORTION FUND Surplus (Deficit):	-2,075,000.00	-1,147,930.70	
	Total Surplus (Deficit):	-2,075,000.00	-1,147,930.70	

Summary

Project Summary

Project Number	Project Name	Encumbrances	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
16	Wayside Horns	0.00	1,356,525.64	0.00	1,356,525.64	0.00	1,356,525.64	0.00
18	Myrtle Street	0.00	422,390.36	0.00	417,998.50	3,872.41	421,870.91	519.45
22	North 10th ST	0.00	1,299,900.43	1,000,000.00	0.00	0.00	0.00	1,299,900.43
38	Project MEAD	0.00	25,000.00	0.00	25,000.00	0.00	25,000.00	0.00
39	Project Neighbor	0.00	22,000.00	0.00	14,465.00	2,000.00	16,465.00	5,535.00
43	Project Whale	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
44	Project Bend	0.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
81	Economic Development Strategic Plan	0.00	150,000.00	0.00	0.00	30,000.00	30,000.00	120,000.00
89	Marketing Hotel Feasibility Analysis	0.00	49,500.00	49,500.00	0.00	49,358.00	49,358.00	142.00
94	Project Downtown Vacant Structure P...	0.00	25,000.00	25,000.00	0.00	25,000.00	25,000.00	0.00
96	Project Branding	0.00	78,503.00	78,503.00	0.00	30,000.00	30,000.00	48,503.00
Report Total:				1,153,003.00	1,828,989.14	140,230.41	1,969,219.55	1,474,599.88

Group Summary

Group	Encumbrances	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
DCR Capital Projects	0.00	3,443,819.43	1,153,003.00	1,828,989.14	140,230.41	1,969,219.55	1,474,599.88
Report Total:				1,828,989.14	140,230.41	1,969,219.55	1,474,599.88

Type Summary

Group	Encumbrances	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Capital Tracking	0.00	3,394,319.43	1,103,503.00	1,828,989.14	90,872.41	1,919,861.55	1,474,457.88
Report Total:				1,828,989.14	140,230.41	1,969,219.55	1,474,599.88



FY2024



CITY OF RICHMOND, TEXAS
Monthly Sales Tax Analysis
For the period ending
August 31, 2024

A CHARMING PAST
A SOARING FUTURE



Sales Tax Analysis

Date/Key

10/1/2023

8/1/2024

Summary of Performance

Quarter Label	Net Payment	SPA Collections	City Retained SPA	Gross City Collections	MUD Expense SPA	City Retained	Budget Amount	DCR Retained
Q1								
1 - October	891,902	146,577	73,289	687,249	-73,289	613,960	473,706	204,653
2 - November	866,044	110,527	55,264	663,349	-55,264	608,085	540,950	202,695
3 - December	905,351	132,718	66,359	695,603	-66,359	629,244	494,036	209,748
Total	2,663,297	389,823	194,911	2,046,200	-194,911	1,851,289	1,508,692	617,096
Q2								
4 - January	892,126	130,634	65,317	685,424	-65,317	620,107	472,957	206,702
5 - February	1,007,800	154,485	77,243	775,161	-77,243	697,918	595,931	232,639
6 - March	757,523	132,258	66,129	584,675	-66,129	518,546	460,628	172,849
Total	2,657,449	417,377	208,689	2,045,259	-208,689	1,836,570	1,529,516	612,190
Q3								
7 - April	807,956	162,055	81,028	626,224	-81,028	545,196	482,028	181,732
8 - May	926,744	150,908	75,454	713,921	-75,454	638,467	556,796	212,822
9 - June	914,169	176,979	88,489	707,749	-88,489	619,260	512,043	206,420
Total	2,648,870	489,943	244,971	2,047,895	-244,971	1,802,924	1,550,867	600,975
Q4								
10 - July	901,707	158,494	79,247	696,092	-79,247	616,845	502,512	205,615
11 - August	857,907	135,019	67,510	660,308	-67,510	592,798	552,915	197,599
Total	1,759,614	293,513	146,756	1,356,400	-146,756	1,209,643	1,055,427	403,214
Total	9,729,230	1,590,656	795,328	7,495,754	-795,328	6,700,426	5,644,502	2,233,475



Sales Tax Analysis

Date/Key

10/1/2023

8/1/2024

City Sales Tax

Quarter Label	Prior Year Net Payment	Net Payment	YoY Net % Chg	Prior Year City Retained	City Retained	YoY City % Chg	Budget Amount	Actual / Budget (\$)	Actual / Budget (%)
Q1									
1 - October	763,044	891,902	16.89%	526,568	613,960	16.60%	473,706	140,254	29.61%
2 - November	738,217	866,044	17.32%	502,908	608,085	20.91%	540,950	67,135	12.41%
3 - December	713,376	905,351	26.91%	484,741	629,244	29.81%	494,036	135,208	27.37%
Total	2,214,637	2,663,297	20.26%	1,514,217	1,851,289	22.26%	1,508,692	342,597	22.71%
Q2									
4 - January	779,887	892,126	14.39%	538,507	620,107	15.15%	472,957	147,150	31.11%
5 - February	956,893	1,007,800	5.32%	667,622	697,918	4.54%	595,931	101,987	17.11%
6 - March	638,047	757,523	18.73%	434,230	518,546	19.42%	460,628	57,918	12.57%
Total	2,374,828	2,657,449	11.90%	1,640,359	1,836,570	11.96%	1,529,516	307,054	20.08%
Q3									
7 - April	678,144	807,956	19.14%	456,506	545,196	19.43%	482,028	63,168	13.10%
8 - May	782,674	926,744	18.41%	531,924	638,467	20.03%	556,796	81,671	14.67%
9 - June	716,487	914,169	27.59%	489,912	619,260	26.40%	512,043	107,217	20.94%
Total	2,177,306	2,648,870	21.66%	1,478,341	1,802,924	21.96%	1,550,867	252,057	16.25%
Q4									
10 - July	790,298	901,707	14.10%	535,696	616,845	15.15%	502,512	114,333	22.75%
11 - August	917,383	857,907	-6.48%	630,821	592,798	-6.03%	552,915	39,883	7.21%
Total	1,707,681	1,759,614	3.04%	1,166,518	1,209,643	3.70%	1,055,427	154,216	14.61%
Total	8,474,452	9,729,230	14.81%	5,799,435	6,700,426	15.54%	5,644,502	1,055,924	18.71%



Sales Tax Analysis

DateKey

10/1/2023 8/1/2024

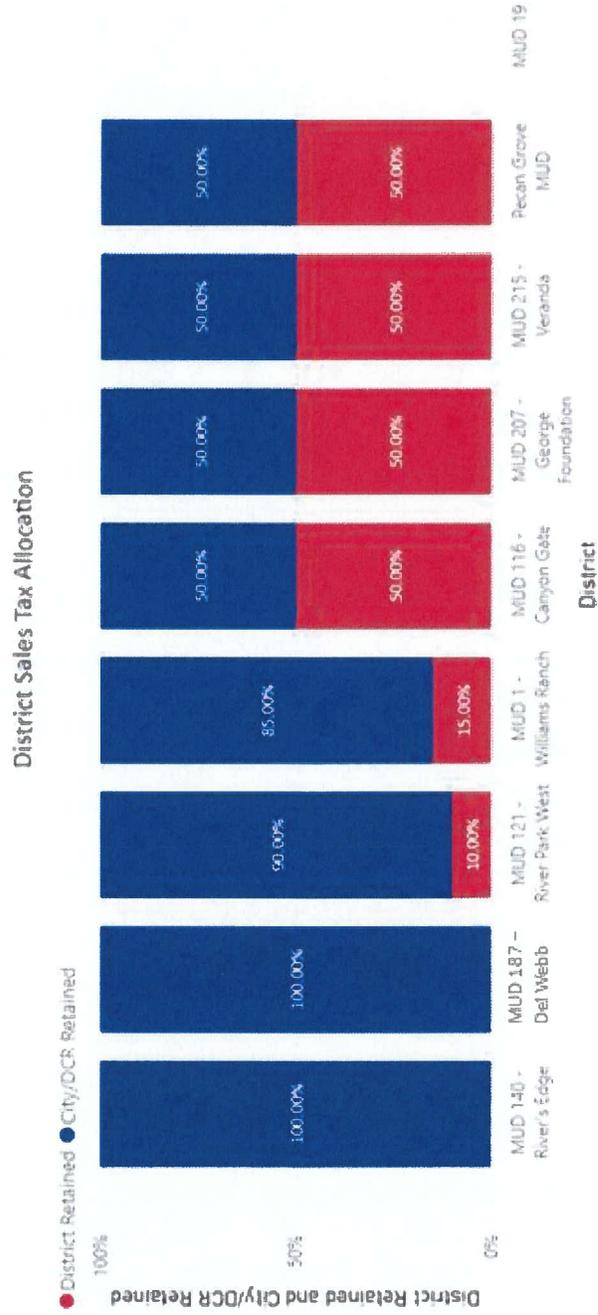
DCR Sales Tax

Quarter Label	Prior Year Net Payment	Net Payment	YoY Net % Chg	DCR Prior Retained	DCR Retained	YoY DCR % Chg	DCR Budget	DCR Act/Bud (\$)	DCR Act/Bud (%)
Q1									
1 - October	763,044	891,902	16.89%	175,523	204,653	16.60%	134,477	70,176	52.18%
2 - November	738,217	866,044	17.32%	167,636	202,695	20.91%	153,566	49,129	31.99%
3 - December	713,376	905,351	26.91%	161,580	209,748	29.81%	140,248	69,500	49.55%
Total	2,214,637	2,663,297	20.26%	504,739	617,096	22.26%	428,291	188,805	44.08%
Q2									
4 - January	779,887	892,126	14.39%	179,502	206,702	15.15%	134,264	72,438	53.95%
5 - February	956,893	1,007,800	5.32%	222,541	232,639	4.54%	169,174	63,465	37.51%
6 - March	638,047	757,523	18.73%	144,743	172,849	19.42%	130,764	42,085	32.18%
Total	2,374,828	2,657,449	11.90%	546,786	612,190	11.96%	434,202	177,988	40.99%
Q3									
7 - April	678,144	807,956	19.14%	152,169	181,732	19.43%	136,839	44,893	32.81%
8 - May	782,674	926,744	18.41%	177,308	212,822	20.03%	158,065	54,757	34.64%
9 - June	716,487	914,169	27.59%	163,304	206,420	26.40%	145,360	61,060	42.01%
Total	2,177,306	2,648,870	21.66%	492,780	600,975	21.96%	440,264	160,711	36.50%
Q4									
10 - July	790,298	901,707	14.10%	178,565	205,615	15.15%	142,654	62,961	44.14%
11 - August	917,383	857,907	-6.48%	210,274	197,599	-6.03%	156,963	40,636	25.89%
Total	1,707,681	1,759,614	3.04%	388,839	403,214	3.70%	299,617	103,597	34.58%
Total	8,474,452	9,729,230	14.81%	1,933,145	2,233,475	15.54%	1,602,374	631,101	39.39%



Sales Tax Analysis

SPA Allocation Agreements Key



DEVELOPMENT CORPORATION OF RICHMOND
SALES TAX REVENUE

GROSS (Includes City & SPAs)		DCR ALLOCATION <i>Actual Income</i>		DCR BUDGET <i>Budgeted Income</i>		Year-to-Date Target to Budget
Total Received	Prior Year % Increase (Decrease) Month to Month	Monthly	Total Received Year-to-Date	Monthly	Total Budget Year-to-Date	

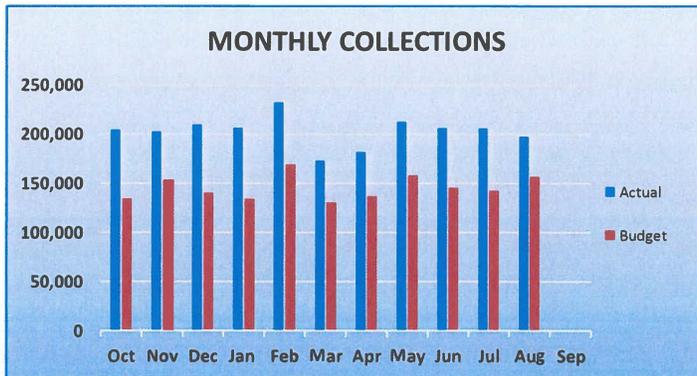
100% = Budget

Fiscal Year 2023

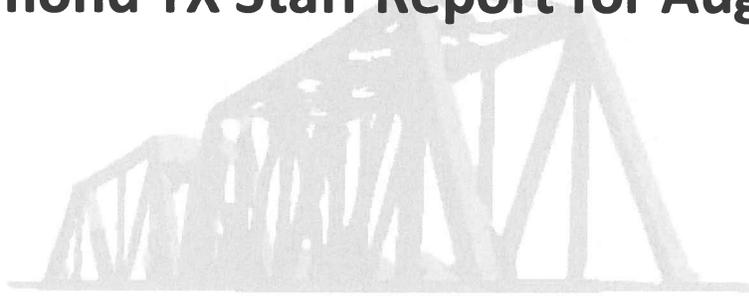
Oct	763,044	5%	175,523	175,523	125,450	125,450	139.91%
Nov	738,217	-18%	167,636	343,159	142,481	267,931	128.08%
Dec	713,376	-8%	161,580	504,739	131,051	398,982	126.51%
Jan	779,887	-11%	179,502	684,241	136,724	535,705	127.73%
Feb	956,893	11%	222,541	906,782	87,977	623,682	145.39%
Mar	638,047	-2%	144,743	1,051,525	115,942	739,625	142.17%
Apr	678,144	30%	152,169	1,203,694	119,342	858,966	140.13%
May	782,674	7%	177,308	1,381,002	148,945	1,007,911	137.02%
Jun	716,487	11%	163,304	1,544,306	134,832	1,142,743	135.14%
Jul	790,298	15%	178,565	1,722,871	135,785	1,278,528	134.75%
Aug	917,383	22%	210,274	1,933,145	152,327	1,430,855	135.10%
Sep	851,854	28%	198,218	2,131,363	136,812	1,567,667	135.96%

Fiscal Year 2024

Oct	891,902	17%	204,653	204,653	134,477	134,477	152.18%
Nov	866,044	17%	202,695	407,348	153,566	288,043	141.42%
Dec	905,351	27%	209,748	617,096	140,248	428,291	144.08%
Jan	892,126	14%	206,702	823,798	134,264	562,555	146.44%
Feb	1,007,800	5%	232,639	1,056,438	169,174	731,730	144.38%
Mar	757,523	19%	172,849	1,229,286	130,764	862,494	142.53%
Apr	807,956	19%	181,732	1,411,019	136,839	999,334	141.20%
May	926,744	18%	212,822	1,623,841	158,065	1,157,398	140.30%
Jun	914,169	28%	206,420	1,830,261	145,360	1,302,758	140.49%
Jul	901,707	14%	205,615	2,035,876	142,654	1,445,413	140.85%
Aug	857,907	-6%	197,599	2,233,475	156,963	1,602,376	139.39%
Sep	0		0		146,624	1,749,000	



**6. Review and discuss the Develop
Richmond TX Staff Report for August 2024.**



**DEVELOP
RICHMOND**

EST. TEXAS 1837



**Report Provided By: Jerry W. Jones Jr., Director
Nellie Pina, Coordinator**

August 2024

DCR's Mission and Strategic Priorities

DCR serves as a Sponsor for Fort Bend SBDC's Small Business Cybersecurity Expo

Entrepreneurs face the same cybersecurity challenges and threats that larger businesses face but with limited resources, capacity, and personnel. Cybersecurity is especially important for entrepreneurs because they can integrate cybersecurity practices at the onset of their investments and business development. Unlike larger firms that can absorb the cost of a cyber-attack, the consequences can be catastrophic for smaller ventures and entrepreneurs.

This Expo was meant to educate and support businesses and answer their questions about cybersecurity. Leave with takeaways to immediately implement in their business and have the opportunity to hear from a Cybersecurity Advisor from the CISA and access cybersecurity service companies in your area.

- Cyber resources
- Critical information
- Cybersecurity do's & don'ts
- Ransomware

Frost Bank provided refreshments. They supported one of our locals, Sandy McGees.

This class was intended for business owners who wanted to learn more about cybersecurity and its implications for their businesses.

Presenter: Jami Palmer, Vice President | Financial Crimes, Frost Bank

Staff finds it easier to connect businesses to resources by partnering with the SBDC and other agencies whose sole purpose is to add value to the businesses within the city and etj of Richmond. These types of activities are mentioned in our current plans and referenced in our comprehensive master plan to work with other entities to grow our business community.

Marketing and Familiarization Tour discussions with County EDC, other EDCs and Chambers

Our department has actively engaged in collaborative discussions with the County's Economic Development Department, the Chambers (Central and Fort Bend), and other regional EDCs to develop a comprehensive Familiarization Tour itinerary. Monthly meetings have been held to align schedules and identify opportunities for joint promotion. We are also near completion of the Economic Development Profile the county will use to promote as a unified document. As of

September 1st, a finalized 2024 Fort Bend County Familiarization Tour schedule is near completion.

2024 Fort Bend County Familiarization Tour

WEST FORT BEND	EAST FORT BEND
<p style="text-align: center;">Wednesday, October 16, 2024 – Welcome & Gathering Site Selectors Arrive in Sugar Land 6:00pm – 7:30pm Cocktail Hour & Hors D’oeuvre County Overview by Carlos Guzman & CenterPoint Overview by Cam</p> <p style="text-align: center;">Goal is to have a final schedule/agenda completed by September 6</p>	
<p>Thursday, October 17, 2024 – West Fort Bend Tour</p> <p>Things to include and think about: Travel time and dress codes for tours, any ID’s requirement</p> <p>8:00am – 8:45am Breakfast at hotel on own 8:45am – 9:15am Travel to Frito Lay- Rosenberg 9:15am – 10:00am Tour of Frito Lay 10:00am – 10:15am Break 10:15am – 11:00am Industry Panel with (tentative) Gurecky Manufacturing, Seatex, OCuSOFT, Frito Lay and Amazon</p> <p>11:00am – 11:20am Travel to LCG-Richmond 11:30am – 12:30pm Lunch by Pier 36 and Introduction to LCG with Ken Tisdel</p> <p>12:30pm – 1:30 pm Supply Chain Opportunities Panel with (tentative) Kansas City Southern, Union Pacific, CenterPoint Energy and Port Freeport</p> <p>1:30pm – 1:45pm Break – Possibly have coffee delivered by Blockhouse with a sweet treat</p> <p>1:45pm – 2:00pm Travel to Texas State Technical College 2:00pm – 2:45pm Tour of Texas State Technical College (TSTC) 2:45pm – 3:45pm Quality of Life Panel – (tentative) NewQuest, Johnson Development Corp., Fulshear EDC</p>	<p>Thursday, October 17, 2024 – East Fort Bend Tour</p> <p>8:30am – 9:30am Breakfast and introductions Sugar Land, TX</p> <p>10:00am – 11:00am Tour Texas Children’s Pharma Missouri City, TX</p> <p>11:30am – 12:30pm Lunch Heaven on Earth - MCTX</p> <p>Stafford – Drive through industrial park to show warehousing.</p> <p>1:30pm – 2:30pm Bluebonnet Nutrition Tour 12915 Dairy Ashford Rd. Sugar Land, TX 77478</p> <p>3:00pm – 3:30pm Break – Snack – BlendIn Coffee Club -COSL 8410 HWY 90A, Ste. B Sugar Land, TX 7747</p> <p>4:00pm – 5:00pm Sugar Land Regional Airport Tour 12888-B S. HWY 6 Sugar Land, TX 77498</p> <p>5:00pm – 6:00pm Break at Hotel Marriott Sugar Land 16090 City Walk Sugar Land, TX 77479</p>

3:45pm – 4:10pm	Travel to Sugar Land Marriott	6:30pm – 9:00pm	Dinner and Cultural Experience at GRHP
4:10pm – 6:00pm	Break at Hotel		
6:00pm – 6:30pm	Travel to George Ranch Historical Park		
6:30pm – 9:00pm	Dinner and Cultural Experience at GRHP		

Friday, October 18, 2024 – Joint Session with West Fort Bend and East Fort Bend

Leave hotel and travel to University of Houston – Sugar Land
 Breakfast catered by University of Houston – Sugar Land
 Jay Neal to provide welcome & gathering
 Keynote Speaker: Population Health – To discuss growth & data in FBC
 Panel –
 Workforce
 Infrastructure (FB Engineering – Stacy)
 Education –
 City Roundtables
 FBC Familiarization Tour ends –
 Site Selectors taken to airport

Richmond’s Small Business Breakfast

September 18th at Long Acres Ranch

Our guest Speaker is Mark Winchester, the new SBA Houston District Director. We have the support of the Small Business Administration, the Fort Bend Small Business Development Center, SCORE, Central and Fort Bend Chambers, and Frost and Prosperity Banks.

8:30 am—Coffee, Breakfast, and Networking—The partners will have tables with their materials and contact information to provide additional information to our businesses.

The guest speaker will follow the introductions and information concerning the strategic planning efforts. The SBA will share a picture of how the entrepreneur is supported through various resources.

TIP Strategies - Next Steps

Staff has worked closely with TIP Strategies to plan for the first in-person interviews and roundtable discussions. We sent emails and reminders soliciting your participation in providing business owners and community leaders who would like to attend the roundtable discussions and interviews.

TIP will be here from September 17-18 to conduct in-person sessions. We encourage you to please share names and emails with us if you have not submitted names yet. This will help shape the

economic vitality of the city for years to come. We want to express our sincere appreciation for your assistance in this important endeavor.

TIP will also attend the small business breakfast and gauge the businesses in attendance. We are working on a draft survey; however, we continue to review and make changes before taking the next steps. We want to ensure that this survey will give us the thoughts and feelings of our residents and businesses.

CivicBrand and Richmond TX

CivicBrand is scheduled to arrive on September 23-24. We have a call next week to discuss the engagement plan further, which will help us better understand how to obtain the information necessary for the plan to be provided and implemented. More information will follow. The city is leading this, and DCR is assisting the administration in being attentive, collaborative, and supportive in every way needed. We are solidifying a path forward and look forward to progressing shortly concerning this project.

Business Retention and Recruitment

Develop Richmond's Visitor Guide

Develop Richmond staff continues to meet with Liz Hamm of BeLocal Richmond to finalize the content for the visitor's guide. We took a pause this month to address this to handle more pressing matters. This included confirming the finalized listings for boutiques, shops, parks, and local events. Additionally, we discussed incorporating new businesses and selecting a final cover image. Once we have a draft document, we will send it to both the DCR and City Commission for review after staff and administration finish revising the publication.

City Coffee

Carlos Guzman and Joe Esh visited with staff (Jerry) to discuss economic development matters within the county and our cities. Kristin was unavailable for the meeting. The meeting this month was continued on the Familiarization tour in October. This tour continues to be a priority for the economic development departments throughout the county. We are discussing ideas on how to proceed with marketing the county beyond this current calendar year. More information to come.

Revive LLC

Staff completed the ASTM E-1527-21 Phase I Environmental Site Assessment Pre-Survey (owner) questionnaire and disclosure statement. We then forwarded the document to the city administration for review, and once we had made the necessary changes, we forwarded it back to Revive.

In addition, we promptly shared detailed information about the site's infrastructure. The city administration and staff reviewed this information, and we stand ready to provide further details if needed, as they have all our contact information.

We are also working with Cierra, who is completing the pitch deck and graphics for the project. We have provided photos and demographic information through our new software, Placier AI. At the moment, there is no more information that they are waiting on from us.

Develop Richmond Texas Revamped Website

Develop Richmond's new website, a dynamic digital portal showcasing Richmond, Texas's exciting growth and development opportunities. Designed with a user-friendly interface and visually appealing aesthetics, the site offers a comprehensive overview of the city's economic landscape, investment potential, and quality of life. <http://developrichmondtx.edsuite.com/>

Update:

We continue to review the website, look for bad links and any grammatical errors, and ensure the information is correct. After researching the site selector portion of the page, we identified that we paid Encode \$8000 to provide the MLS information on the GIS map linked to our website. After speaking to the company's owner, we received a full refund and have procured a new firm that provides customized services for \$3,000 less than we had previously paid. We are now working to get them set up and on our site. We will share the presentation with the board within the next few months.

Texas Two-Step Eco Dev and Tourism in the Region

Nellie attended this event. The Director attended the Branding meeting and other scheduled meetings. Here is a brief summary of the workshop.

Funding Opportunities:

- **Economic Development Administration (EDA):** Offers grants for public works projects, economic adjustment assistance, and strategic plan funding for distressed communities. Applications are submitted through the EDGE Portal.
 - **Contact :** Angela Bonner (6) - abonner@eda.gov
- **Workforce Development:**
 - **Good Jobs Challenge Grant:** Supports job creation, training, and workforce development for a competitive wage.
 - **Workforce Training Grants:** Supports skills development for businesses, particularly those in manufacturing with under 80 employees.
 - **Workforce Solution Office (WSO):** Provides free resources for upskilling and reskilling the workforce, including programs for veteran businesses.
 - **Texas Workforce Commission (TWC):** Offers resources for recruitment and retention.

Industry-Specific Resources:

- **Houston-Galveston Area Council (HGAC):** Provides information on target occupations and industry needs for training. May offer funding for training centers through WSO.

Texas Industry Partnerships:

- **Lonestar Workforce of the Future:** Offers grants for workforce training programs focusing on transferable skills, with awards up to \$7500 per participant.

Tourism Development:

- **Travel Texas:** Offers resources for non-Texan tourism development.
- **Texas Film Commission:** Provides film certification for productions, potentially attracting tourism (e.g., Hallmark movies).
- **Office of the Governor:** Offers a "Tourism Friendly" designation for communities that meet specific criteria.

Next Steps:

- Compile a directory of HUB-certified businesses in Texas (GHBP). Nellie met the President of the Greater Houston Business Procurement Forum, Milton T. to explore Richmond businesses for HUB-certification.
- Invite Fort Bend County to a breakfast meeting on September 18th (832-216-2185).
- A follow-up email from Omar Fortune of H-GAC indicates that they are exploring the possibility of establishing a Revolving Loan Fund (RLF) through the USDA to benefit businesses in the Richmond community. The sender's business development officer, Gilbert Washington, is currently researching eligibility requirements with the USDA.

The sender will follow up with the recipient once the eligibility research is complete.

Regardless of the outcome, they want to explore various ways to support local businesses.

Additional Notes:

- Review the sponsored colleges slide for potential training partnerships.
- Refer to traveltexas.com and travel.texas.gov for tourism market profiles.
- Contact Betty Russo for further information on tourism development resources.

Remember:

- To access EDA funding, create an account and register your organization on the EDGE Portal.
- For Workforce Training Grants, businesses must have under 80 employees (manufacturing focus).

Potential Investment and Job Creation Prospects

Promotes Availability of Sites/Buildings

Pre- Application Meetings: These are initial conversations; nothing is final. They are just gaining information on what would be needed to make the project happen.

- Pre-Application Conference: 126 Collins Rd (warehouses/office

Summary of Business Feedback

Develop Richmond's Positive Impact:

- **Catapult Art Studio (Carmen Flores):**
 - Attended Develop Richmond (DCR) events.
 - Found the process of opening a business much easier with DCR's help.
 - Appreciates the newsletter and knowledge of SBA/SBDC resources.
 - Values the historic lodge meetings and event updates.
 - Feels supported by DCR and knows she can contact them for assistance.

New Business Outreach:

- **Richmond Learning Academy (New Business, 6 Months Old):**
 - Not previously aware of DCR or its services.
 - Signed up for the newsletter and plans to attend the upcoming small business breakfast (Sept 18th).
 - Open to local chamber connections.

Needs Assessment and Support:

- **Tejas Mexican Grill and Cafe (Pete Becerra):**
 - Reported negative experiences with city procedures. (Nightmare!)
 - Did not express interest in DCR programs or events.
 - May need further outreach or targeted assistance.
 - **On the question:** How can our department help your business. Are there other cities similar to our city that you like how small businesses are thriving? Any comments or suggestions for Richmond improvement? **Answer:** Houston

Growth and Development Opportunities:

- **RB Bagley (Dalia White):**
 - Has existing relationship with DCR (Jerry).
 - Desires to expand her seasonal business to full-time.
 - Provided contact information for further assistance (Michelle Moore).
 - Interested in potential grants/incentives for expanding a historical site.
 - Husband may attend future local business events.

Action Items for Develop Richmond:

- **Continue outreach efforts to new businesses like Richmond Learning Academy.**

- **Address Tejas Mexican Grill and Cafe's concerns regarding city procedures.**
- **Schedule a meeting with RB Bagley to discuss expansion plans and grant opportunities. (A Pre-Application Conference Form has been sent)**

Upcoming Events and Activities:

DCR - City of Richmond Events

Patriot Day

City Holiday

Wednesday, Sept 11

Comprehensive Master Plan Update

Morton Masonic Lodge - 211 Morton St. Richmond

Wednesday, Sept 11

5-6:30pm

Richmond's Small Business Breakfast

Long Acres Ranch - 2335 Richmond Pkwy. Richmond

Wednesday, Sept 18

8:30-10am

Fort Bend County Fair Day Parade

City Holiday

Friday, Sept 27

SBA Business Recovery Center Now Open in Fort Bend County

TW Davis Family YMCA - 911 Thompson Rd. Richmond

Mondays - Fridays - No Appointment Necessary

8am-4:30pm

Grand Opening of Myrtle Street and 40th Anniversary of SBDC (Save the Date)

1116 Myrtle Street

Wednesday, October 2nd

More information to come.

Partner Events

A.M. Connections

Fort Bend Chamber of Commerce - 445 Commerce Green Blvd. Sugar Land

Wednesday, Sept 4

8:30 - 10:00 AM

Part 2 Trusted Table: High Road Leadership

Fort Bend Chamber of Commerce - 445 Commerce Green Blvd. Sugar Land

Thursday, Sept 5

8 - 9:30 AM

From Concept to Click

Fort Bend Chamber of Commerce - 445 Commerce Green Blvd. Sugar Land

Thursday, Sept 5

11:30 AM - 1:00 PM

September Breakfast in the Bend

Wharton County Junior College - Ft. Bend Technical Center 5333 FM 1640 Richmond

Tuesday, Sept 10

8:00 AM - 9:30 AM

Fifth Annual Fort Bend Future Technology Expo

Cullen College of Engineering, Technology Division - 13850 University Blvd. Sugar Land

Thursday, Sept 12

4:00 PM - 7:00 PM

P.M. Connections Hosted by the Fifth Annual Fort Bend Future Technology Expo

Cullen College of Engineering, Technology Division - 13850 University Blvd. Sugar Land

Thursday, Sept 12

4:00 PM - 7:00 PM

2024 Fort Bend Infrastructure Conference

(Jerry has been invited as a guest panelist for the Innovative Development Panel)

Safari Texas Ranch - 11627 FM 1464 Richmond

Friday, Sept 13

7:30 AM - 1:30 PM

Future of Education & Workforce Luncheon 2024

Safari Texas Ranch - 11627 FM 1464 Richmond

Wednesday, Sept 18

11:30 AM - 1:00 PM

Coffee & Convos Hosted by Reining Strength Therapeutic Horsemanship

Reining Strength Therapeutic Horsemanship - 7126 FM 359 Rd. Richmond

Friday, Sept 20

8:30 AM - 10:00 AM



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PRE-APPLICATION CONFERENCE REQUEST FORM

Planning Department | 600 Morton Street • Richmond, Texas 77469
Phone 281-232-6871 • Fax 281-238-1215

Pre-application conference provides a valuable opportunity to discuss your project with various City of Richmond department representatives.

Pre-application Conference Timings

Every Tuesday: 9:00 a.m., 10:00 a.m., and 11:00 a.m.

Virtual Meeting via Zoom

To reserve your meeting time, please return completed form with Preliminary site plan; a copy of the survey, and/or other relevant attachments:

- **In Person:** Planning Department | 600 Morton Street, Richmond, Texas 77469
- **Email:** planning@richmondtx.gov

Project Description:	5 warehouse / office buildings		
Location: (Address/ Nearest Intersection)	126 Collins street Richmond, TX 77469		
Contact Person:	Faris Alsewadi		
Property Owner:	Frank Attar		
Email:	falsewadi@interfield.net		
Phone:	707-666-0000		
Attachment Provided:	<input checked="" type="checkbox"/> Site Plan	<input checked="" type="checkbox"/> Survey	<input type="checkbox"/> Other
Requested Date & Time: (Only Tuesdays available)	1 st Choice:	Aug 06 2024	10.00 am or 11.00 am
	2 nd Choice:	Aug 13 2024	10.00 am or 11.00 am
	3 rd Choice:		

Applications must be submitted a minimum of 7 days prior to the requested meeting date.

VESTING DISCLAIMER

I understand and agree that a pre-application conference is voluntary and intended to be an informational session only and does not substitute for my own diligence in determining all requirements that may apply to my development. No representation made during a pre-application conference can modify the regulations that apply to my project. Furthermore, I agree that this request and everything that occurs during the pre-application conference, including but without limitation any questions asked or answers given, shall not constitute a formal application for purposes of vesting under the Texas Vesting Statue.

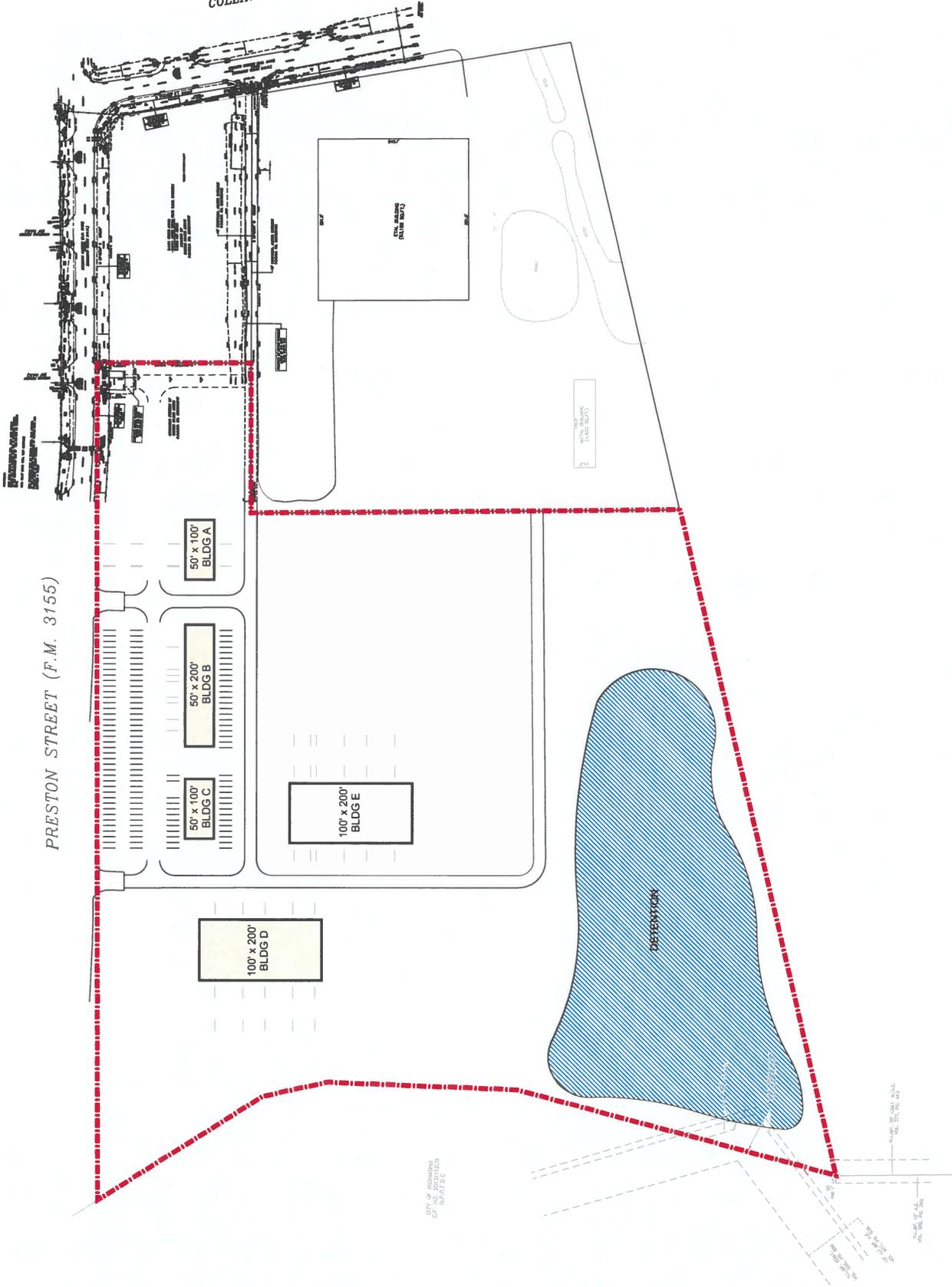
Property Owner/Agent Signature

07.29.2024

Date

COLLINS STREET

PRESTON STREET (F.M. 3155)



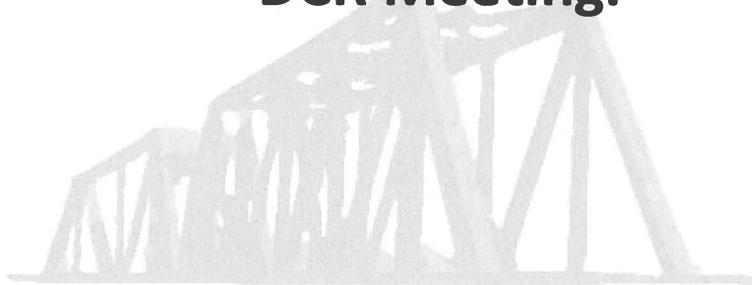
7. Future agenda items.



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**8. Excuse from Attendance at Regular
DCR Meeting.**



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9. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.087, Deliberation Regarding Economic Development Negotiations.

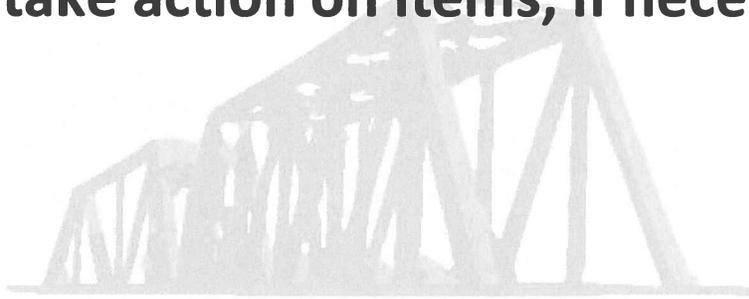
EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law), "The Board of Directors may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections"

Section 551.087, Deliberation Regarding Economic Development Negotiations and Section 551.074 Personnel Matters, Section 551.072 Discuss Real Estate property.

OPEN MEETING

- 10. Reconvene into Open Meeting, and take action on items, if necessary.**



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11. Adjournment



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