



CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES

Monday, April 10, 2023

The Community Development Corporation of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on April 10, 2023. Members of the public and the Community Development Corporation were able to participate in the meeting virtually, as long as a quorum of the Community Development Corporation and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and will be posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

CALL ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MEETING TO ORDER

1. Roll Call

President Emily Doran called the meeting to order at 12:02 p.m.

Present Members: President Emily Doran, Brian Rider, Pat Sheehan, Barry Delcambre, and Colin Harvey.

Also Present: City Administrator Ashley Wayman, RCDC Attorney Megan Santee, Council Member Phil McDuffee, Council Member Kevin Glasheen, Finance Director Abel Campos, City Secretary Desiree Adair, and Assistant to the City Administrator Makayla Rodriguez.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the RCDC and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a 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.

2. Discussion and possible action on the minutes from the January 9, 2023 RCDC meeting

Brian Rider moved to approve the Consent Agenda. Pat Sheehan seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action to elect a President, Vice President, Secretary and Treasurer of the Rollingwood Community Development Corporation

Colin Harvey nominated Emily Doran to remain President. Pat Sheehan seconded the motion. The motion carried with 5 in favor and 0 against.

Emily Doran nominated Colin Harvey for Vice President. Brian Rider seconded the motion. The motion carried with 5 in favor and 0 against.

Colin Harvey nominated Pat Sheehan for Secretary. Emily Doran seconded the motion. The motion carried with 5 in favor and 0 against.

Colin Harvey nominated Bobby Hempfling for Treasurer. Emily Doran seconded the motion. The motion carried with 5 in favor and 0 against.

4. Presentation from the Retail Coach on potential scope and capabilities for a second phase of work in support of phase one findings and the feedback on the approved Comprehensive Plan

Aaron Farmer, of the Retail Coach, presented a Retail Development Strategy Phase 2 Discussion. He recapped the Phase 1 scope with recommendations, discussed Phase 2 priority sites, and discussed the Phase 2 focus on awareness and implementation.

The RCDC discussed façade improvements, incentives, and funds.

The RCDC asked Council Member Kevin Glasheen for his viewpoint on what would work to get a company to engage in Rollingwood. Council Member Kevin Glasheen gave his background in development and redevelopment. He doesn't think that a City can do anything that will change decision making for developers. In his opinion, the best thing that a City could do is to have a document of properties showing history and ownership. RCDC could help solve development problems such as demolition, and sewer or drainage improvements. Discussion ensued about the market and its effect on development.

Mr. Farmer believes that some properties may become available due to current market influences.

RCDC asked questions of Corporation Attorney Megan Santee regarding the promotional budget. The Corporation discussed the possibility of adding the Commercial Exchange meeting idea into the Welcome to Rollingwood project.

5. Discussion on scope and objectives for Retail Coach second phase of work for the development of detailed plans and execution based on phase one findings and framework provided by the Comprehensive Plan

President Emily Doran called up item 6 simultaneously.

The RCDC discussed the Retail Coach's presentation of Phase 2. It was recommended to add timelines for deliverables.

Barry Delcambre moved to approve Phase 2 of Retail Coach. Colin Harvey seconded the motion. The motion carried with 5 in favor and 0 against.

Colin Harvey moved to self-nominate for working out a timeline of deliverables with the Retail Coach. Barry Delcambre seconded the motion.

6. Discussion and possible action regarding the engagement of the Retail Coach for Phase 2

This item was addressed concurrently with item 5.

7. Analysis of "Due to City of Rollingwood" on the RCDC Balance Sheet

Finance Director Abel Campos discussed current balances with the RCDC.

8. Discussion on the possibility of requesting the use of RCDC funds to make capital expenditures for trail, drainage, and parking lot or other park improvements

Brian Rider discussed items presented to Council regarding Park, trail, and parking improvements. Brian Rider passed out a document describing the proposed projects.

Council Member Kevin Glasheen commented on the process steps to (1) measure support from RCDC, City Council, and the Park Commission on capital expenditures on the Park, (2) authorize expenditures on a landscape architect, and (3) obtain recommendations on Park improvements with cost estimates. The RCDC discussed the Park Master Plan.

RCDC members brought up concerns regarding RCDC funds usage and Park funding. They would like the Park Commission to look into public and private grants for Park projects. Council Member Kevin Glasheen offered his perspective on the tax funds provided to RCDC.

The RCDC discussed the funding of the maintenance of the Park and Park improvements. The RCDC would like the Park Commission to look for other sources of funding and commit to investing in the process.

The RCDC, Council Member Kevin Glasheen, and Council Member Phil McDuffee discussed the roles of the RCDC, the Park Commission, and the City Council. The RCDC asked questions regarding action plans for these Park projects and would like to consider future projects that affect the commercial corridor retail space.

The RCDC would like this item on the next meeting agenda as a project for discussion and possible action.

9. RCDC Financials through February, 2023

Finance Director Abel Campos stated that RCDC had no expenditures last month, just revenues.

ADJOURNMENT OF MEETING

The meeting was adjourned at 2:00 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Emily Doran, RCDC President

ATTEST:

Pat Sheehan, RCDC Secretary