



CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES

Monday, September 08, 2025

The RCDC 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 September 8, 2025. Members of the public and the RCDC were able to participate in the meeting virtually, as long as a quorum of the RCDC 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 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 Colin Harvey called the meeting to order at 5:30 p.m.

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

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, Assistant to the City Administrator Lindsay Saenz, and City Attorney Esther Peña

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the May 19, 2025 RCDC meeting

Emily Doran moved to approve the meeting minutes. President Colin Harvey seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion, update, and possible action on hiring a landscape architect to design and define parking areas, fence lines, tree and landscaping locations for improvement in the park

Melissa Morrow, resident at 2502 Timberline Drive and Chair of the Park Commission, explained that the Park Commission would like to hire a landscape architect to define parking areas, tree planting, move the fence on fields 3, 4, and 5, and improve the entrance to the

park. She also discussed the possible use of a gate for the parking lot and that received initial approval from Western Hills Little League to move the fence. Ms. Morrow stated that the Park Commission is requesting \$15,000 for the architect and an additional \$2,000 for a topographical survey.

Members of RCDC asked discussed and questions regarding the request, tree placement near the ball fields, irrigation, coordination with Western Hills Athletic Club, emergency response access, gate installation.

Emily Doran and President Colin Harvey expressed concern regarding piecemealing projects and not directly following the Park Master Plan. Brian Rider expressed his concerns regarding watering obligations for the trees.

The RCDC and Melissa Morrow continued discussion on the proposed project.

Brian Rider moved that the RCDC approve a \$15,000 request for landscape architect services and \$2,000 for a topo survey services to address the feasibility of this plan. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

4. Discussion and possible action regarding the Administrative Services Agreement between the City of Rollingwood and the Rollingwood Community Development Corporation

Emily Doran stated that the administrative services agreement is the same from the previous year.

Emily Doran moved to approved the administrative services agreement. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

5. Discussion and possible action on a resolution approving the Fiscal Year 2025-2026 Budget for the Rollingwood Community Development Corporation

The RCDC discussed the budget.

Emily Doran moved to approved. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

6. Discussion and possible action to authorize the City of Rollingwood's Finance Director to transfer funds between the Rollingwood Community Development Corporation's depository and investment accounts on behalf of the Corporation

President Colin Harvey explained that the request is to determine an appropriate balance to maintain in the depository account, with any excess funds to be transferred by Finance Director Abel Campos to the investment account in order to earn interest.

Emily Doran moved to keep a minimum of 100,000 in the operating account. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

7. RCDC Financials through July 2025

The RCDC discussed the budget through July 2025.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:18 p.m.

Minutes adopted on the _____ day of _____, 2025.

Colin Harvey, President

ATTEST:

Pat Sheehan, City Secretary