



## **CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES**

**Monday, December 12, 2022**

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 December 12, 2022. 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 12:03 p.m.**

**Present Members:** President Emily Doran, Pat Sheehan, Barry Delcambre, and Bobby Hempfling.

**Also Present:** RCDC Attorney Megan Santee, Council Member Phil McDuffee, Finance Director Abel Campos, and Assistant to the City Administrator Makayla Rodriguez.

**Present Virtually:** City Secretary Desiree Adair

### **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 November 14, 2022 RCDC meeting

**Pat Sheehan moved to approve. Bobby Hempfling seconded the motion. The motion carried with 4 in favor and 0 against.**

## **REGULAR AGENDA**

3. Discussion and possible action on the Welcoming of New Businesses to the Commercial Corridor Project

*Colin Harvey and Brian Rider joined the meeting at this time.*

The RCDC discussed dollar amount thresholds and advertising possibilities.

Corporation Attorney Megan Santee suggested a program with parameters including timeframe, dollar amounts, application, scope and budget.

The RCDC discussed duration, advertising, and RCDC branding.

Council Member Phil McDuffee spoke regarding the details that City Council might be looking for in an RCDC project. City Secretary Desiree Adair noted that the deadline for the December 21<sup>st</sup> Council meeting is 5:00 p.m. tomorrow.

The RCDC and Corporation Attorney Megan Santee discussed the guidelines of the program and whether the program should be a pre-purchase, reimbursement, or co-op program.

The RCDC discussed highlighting businesses in a mailer as a separate project.

**Brian Rider moved to propose a project to City Council, that is something along the lines of the text that I wrote, with concepts of how to get reimbursed based on prior drafts of invoices, and some detail about the possible length of the program being not more than one year, and some basis for who is going to approve the advertising. The motion is to develop the program and appointment of a subcommittee by the president to actually flesh out the proposals so that it can go to Council by 5:00 p.m. tomorrow. Colin Harvey seconded the motion. The motion carried with 6 in favor and 0 against.**

4. Discussion and possible action on the Park Amenities and Promotion Project updates

Brian Rider discussed details of the narrowed scope of this project and that it is basically a feasibility study.

The RCDC discussed the reasons for this project and why it was sent back from City Council.

**Barry Delcambre moved to approve the Park Amenities and Promotion project including the proposed addendum by Brian Rider including coffee, chocolate, and snacks at park events to move forward to Council for their final approval. Brian Rider seconded the motion. The motion carried with 5 in favor and 1 against, President Emily Doran.**

5. Discussion and possible action on short-term and long-term RCDC Funding Allocation Strategies

The RCDC discussed reserves and funding strategy. They discussed the past concepts of RCDC expenditures, detail in terms of amount of money spent, and the need to fund significant projects to drive revenue from the commercial corridor. The RCDC discussed large projects such as infrastructure improvements and undeveloped areas, and coordination with the Retail Coach.

**Brian Rider moved to schedule a work session sometime in January with the Retail Coach to talk to them about issues they have run into, and what are the possibilities, and what are the problems, and see what we can figure out to bring some retail with identifiable projects. The scheduled meeting would be 30 minutes before the January 9, 2023 RCDC meeting. Bobby Hempfling seconded the motion. The motion carried with 6 in favor and 0 against.**

6. Update from The Retail Coach

**President Emily Doran tabled this item until the January meeting.**

7. RCDC Financials through October 31, 2022

Bobby Hempfling and the RCDC discussed dollars spent in the first month of the new fiscal year. They discussed with Corporation Attorney Megan Santee the ability of the RCDC to borrow funds.

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 12:54 p.m.

Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Emily Doran, RCDC President

ATTEST:

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Desiree Adair, City Secretary