



CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES

Monday, August 14, 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 August 14, 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

Colin Harvey called the meeting to order at 12:04 p.m.

Present Members: Colin Harvey, Bobby Hempfling, Brian Rider, Pat Sheehan, and President Emily Doran (virtually).

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

2. Discussion and possible action on the minutes from the June 12, 2023 RCDC meeting

Pat Sheehan moved to approve the minutes as presented. Colin Harvey seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Update on the Retail Coach Phase 2 with Deliverables

Colin Harvey discussed that since the last meeting, RCDC has executed the agreement with the Retail Coach. He discussed the scope including:

- Re-engage with the developers around Rollingwood plaza,
 - Reach out to Park Hills Baptist Church,
 - Development of a future State economic impact report by property,
 - Have a prioritized set of developer and retail recruiting requirements by entity,
 - Develop a Rollingwood commercial exchange with a 10-year vision and regular cadence,
 - Develop Public Private Partnership opportunities,
 - Development of an incentive policy framework, and
 - Ongoing recruitment and outreach.
4. Update, discussion and possible action on next steps regarding the Commercial Corridor and Park enhancements

Colin Harvey began to discuss funding a design for park drainage and on Edgegrove near the area between Eanes creek and the commercial corridor.

Council Member Phil McDuffee recalled that because there is no immediate timeframe on this development, the City will continue to utilize that land. Focusing on the corridor behind Bee Cave Road off of Edgegrove, beautifying this area would be the short-term plan with a beautification plan as a first phase.

The RCDC and Council Member Phil McDuffee discussed material improvement of the area, planting of trees and landscaping, multiple plans and the physical stability of the area.

Brian Rider suggested that the RCDC design a project to submit to City Council with a landscape architect or someone with appropriate skills to draw some alternative improvements to the City property near Southcrest, Bee Cave, and Edgegrove not to exceed \$10,000.

Colin Harvey offered to do some research on cost and draft a project.

Council Member Kevin Glasheen discussed the area and the landscape remediation project approved by City Council and what that looks like in detail and a privacy issue mentioned by the Mayor. He recommended informing the commercial property owners and brokers of any redevelopment to enhance that area and incorporate it into their uses. Mr. Glasheen suggested that City Council would be likely to approve improvements and cooperative use while RCDC gets the word out.

President Emily Doran expressed concern about the cost of putting in vegetation and then later having that be torn out in the next phase.

Council Member Kevin Glasheen stated that it would be a good idea to wait until there is a client lined up to do the work.

The RCDC and Council Member Kevin Glasheen discussed possible design plans for the area. Colin Harvey recommended one cohesive plan instead of piecemealing the projects. They discussed an overall cleanup plan, a residential barrier or screening, and improving the drainage.

President Emily Doran stated that this topic and messaging should be coordinated with the Retail Coach.

The RCDC discussed cleaning and surveying the area.

Council Member Kevin Glasheen suggested that the RCDC prepare the marketing materials, work with the retail consultant, and survey the area after the landscape remediation.

Council Member Kevin Glasheen discussed private funding for improvements that have been made to the Park, installation of a new double gate, and drainage issues.

Council Member Kevin Glasheen continued to discuss the study of a potential project at the upper Park. He will bring back plans of a masonry retaining wall or a block retaining wall regarding a drainage issue.

Colin Harvey discussed the setting of expectations for the RCDC.

Pat Sheehan moved to make a project in the amount of \$4,000 to for fixing the gates of the park. Brian Rider seconded the motion.

The motion failed with 2 in favor and 3 against.

The RCDC discussed the scope of the RCDC, their bylaws, and improvements in the Park.

Council Member Phil McDuffee mentioned that the timing of the gate installation would be best if it occurred before the start of baseball season.

Colin Harvey recommended creating a fund between the RCDC and City Council for the Park Commission.

President Emily Doran suggested an item for the next meeting to discuss the setting aside of money for this topic.

5. Discussion and possible action on a resolution approving the RCDC Budget for Fiscal Year 2023-2024

City Administrator Ashley Wayman discussed that this budget does not need to be approved today. She discussed the details of the budget including any changes.

Brian Rider moved to table the budget. The motion failed for lack of a second.

Council Member Kevin Glasheen discussed the process that he has followed for attempting to get the gate project installed.

Booby Hempfling proposed to fund \$3,600 for the gate for the park that will allow the dogs in and out easier.

RCDC interjected with possibilities for process moving forward.

Brian Rider moved to approve the RCDC Budget for FY 2023-2024 with the following amendment - Amend the budget proposal to take \$3,000 from this year's budget and \$600 from the new budget to make \$3,600 for the repurposing of it for the gate. Pat Sheehan seconded the motion. The motion carried with 5 in favor and 0 against.

6. Discussion and possible action on a plan regarding transfer of funds to TexPool

Finance Director Abel Campos discussed the fund balances and the amount available to invest in TexPool. He discussed the procedure for transferring money to TexPool.

Bobby Hempfling moved to transfer \$200,000 from our bank account operating cash to TexPool. Brian Rider seconded the motion. The motion carried with 5 in favor and 0 against.

7. RCDC Financials through July 2023

Finance Director Abel Campos discussed the financials through July of 2023.

ADJOURNMENT OF MEETING

The meeting was adjourned at 1:35 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Emily Doran, RCDC President

ATTEST:

Pat Sheehan, RCDC Secretary