



CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES

Monday, September 13, 2021

Notice is hereby given that the Community Development Corporation of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on September 13, 2021 at 12:00 PM, where the following items will be discussed:

CALL ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MEETING TO ORDER

1. Roll Call

President Barry Delcambre called the meeting to order at 12:02 p.m.

Present Members: President Barry Delcambre, Emily Doran, David Smith, Pat Sheehan, Bobby Hempfling.

Also Present: City Administrator Amber Lewis, Finance Director Abel Campos, and RCDC Attorney Charles Zech.

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 August 12, 2021 RCDC Meeting

Bobby Hempfling motioned to approve the consent agenda. Pat Sheehan seconded the motion. The motion passed 5-0.

REGULAR AGENDA

3. Discussion and possible action on a resolution approving the FY 2021-2022 budget for the Rollingwood Community Development Corporation

David Smith discussed the cost sharing agreement between the City of Rollingwood and the RCDC for administrative services.

City Administrator Amber Lewis explained that this amount was a best guess at one time but that it should be looked at yearly.

David Smith explained that the RCDC might use closer to 10% of city resources.

The RCDC further discussed the Administrative Services Agreement and budget for the upcoming fiscal year.

City Attorney Charles Zech discussed the terms of the Administrative Services Agreement.

David Smith motioned to adopt the budget as is with the following change: changing the Administrative Services Agreement from \$88,000 to \$44,000 subject to further input from Staff and Barry Delcambre's suggestion of putting in place a true up at the end of the fiscal year and subsequent years. Emily Doran seconded the motion.

- **Barry Delcambre – Yes**
- **David Smith – Yes**
- **Bobby Hempfling - Yes**
- **Pat Sheehan – Yes**
- **Emily Doran – Yes**

The motion passed 5-0.

4. Discussion and possible action to schedule a joint meeting with the Comprehensive Plan Strike Force regarding the commercial corridor and what they are considering to incentivize businesses to come to Rollingwood

David Smith discussed, as the RCDC representative on the Strike Force, that there has not been much discussion around incentives for businesses. He also discussed the plan for the Comprehensive Plan document from this point.

The Board discussed tentatively scheduling the joint meeting for Monday, September 27 at 4:00 p.m.

5. Update and continued discussion regarding RCDC participation in a traffic safety and parking plan

The RCDC discussed the history of this discussion between the City Council and RCDC.

The Board took no action on this item.

6. Discussion on the RCDC Financials through July 2021

Pat Sheehan discussed the RCDC Financials through July 2021.

The Board discussed online sales tax sourcing and the document used for requesting funds from the RCDC.

RCDC Attorney Charles Zech discussed authorized projects for the Rollingwood Community Development Corporation.

The Board and RCDC Attorney Charles Zech discussed the TML Handbook on Economic Development as well as the annual Economic Development training put on by TML.

The Board further discussed past RCDC projects, how money was spent, and future agenda item and project ideas. They also discussed reaching out to the Retail Coach to revisit the progress made by their report.

The RCDC set the next regular meeting for Thursday, October 14 at 12:00 p.m.

ADJOURNMENT OF MEETING

The meeting was adjourned at 1:00 p.m.

Minutes Adopted on the _____ day of _____, 2021.

Barry Delcambre, President

ATTEST:

Ashley Wayman, City Secretary