



CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES

Monday, September 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 Monday, September 12, 2022 at 12:00 p.m. Members of the public and the Rollingwood Community Development Corporation were able to participate in the meeting virtually, as long as a quorum of the Rollingwood 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 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 12:10 p.m.

Present Members: President Emily Doran, Barry Delcambre, David Smith, Pat Sheehan, and Brian Rider.

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

PUBLIC COMMENTS

No individuals spoke during 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 11, 2022 RCDC meeting

Brian Rider inquired about follow up from the August 11th meeting from both The Retail Coach and RCDC.

Brian Rider moved to amend the minutes to include \$40,000 on item 4 – MoPac Legal project and approve the consent agenda. Pat Sheehan seconded the motion. The motion carried with 4 in favor and 1 abstention from David Smith.

REGULAR AGENDA

3. Update and discussion on City Council action on RCDC proposed projects

City Administrator Ashley Wayman discussed City Council's approval of the Mo Pac Legal expenditures and approval of the zoning updates to the Comprehensive Plan. The Park amenities project was sent to Park Commission for review.

The RCDC discussed ways to work with the Park Commission for this project.

Council Member Phil McDuffee discussed concerns regarding changes and business within the Park.

The RCDC discussed the traffic and pedestrian study, coordination with potential engineering contacts, and the City's interests with the project.

Council Member Phil McDuffee discussed the traffic patterns for safety and the utilization of the commercial corridor.

David Smith offered to coordinate with the Mayor and City staff to have these conversations with engineers.

4. Discussion and possible action on an amendment to the Administrative Services Agreement between the Rollingwood Community Development Corporation and the City of Rollingwood

President Emily Doran described the amendment to the Professional Services Agreement. Brian Rider inquired about legal fees and coverage. City Administrator Ashley Wayman explained the calculations for line items of the agreement.

The RCDC discussed the actual resource usage and the timing of fund transfers.

Brian Rider moved to amend the agreement to add into item 6 the legal fees and with that change, to approve the agreement. Pat Sheehan seconded the motion. The motion carried with 5 in favor and 0 against.

5. Discussion and possible action on a Resolution approving the RCDC Budget for Fiscal Year 2022-2023

City Administrator Ashley Wayman discussed the RCDC Budget for Fiscal Year 2022 – 2023.

Brian Rider inquired about payments due at the end of this fiscal year.

Barry Delcambre moved to approve the RCDC Budget for Fiscal Year 2022 – 2023 with the amendment. David Smith seconded the motion. The motion carried with 5 in favor and 0 against.

6. Discussion and possible to amend the RCDC bylaws to move the regular meeting to the second Monday of the month at 12:00 p.m. and amend the terms of board members and officers to commence January 1 and end December 31 of the following year

RCDC Attorney Megan Santee discussed the by laws and why the adjusted meeting time is put forward as a resolution.

Brian Rider moved for approval of what's on page 17. David Smith seconded the motion. The motion carried with 5 in favor and 0 against.

7. Update from the Retail Coach

City Administrator Ashley Wayman reported that the Retail Coach represented Rollingwood at the Austin Retail Live Convention.

The RCDC would like a report of what has been presented at these conventions representing Rollingwood.

8. RCDC financials through July 31, 2022

Finance Director Abel Campos discussed the RCDC Financials through July 31, 2022 and the August sales tax receipts.

The RCDC discussed the Amazon “true up” of Rollingwood sales tax. David Smith will discuss this topic with Mayor Gavin Massingill and report back.

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:51 p.m.

Minutes Adopted on the _____ day of _____, 2022.

Emily Doran, RCDC President

ATTEST:

Desiree Adair, City Secretary