



**CITY OF ROLLINGWOOD  
COMMUNITY DEVELOPMENT CORPORATION  
MINUTES**

**Monday, September 11, 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 Monday, September 11, 2023 at 12:00 p.m. 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 Emily Doran called the meeting to order at 12:10 p.m.**

**Present Members:** Emily Doran, Colin Harvey, Bobby Hempfling, Brian Rider and Pat Sheehan

**Also Present:** City Administrator Ashley Wayman, Finance Director Abel Campos, 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 August 14, 2023 RCDC meeting

**Bobby Hempfling moved to approve the consent agenda. Pat Sheehan seconded the motion. The motion carried with 5 in favor and 0 against.**

## **REGULAR AGENDA**

### 3. Update from the Retail Coach

President Emily Doran discussed an update from the Retail Coach and stated that he will be present moving forward.

### 4. Discussion and possible action on the RCDC project prioritization's framework and sources of funding

Colin Harvey discussed this agenda item, showing a presentation titled "RCDC Project Prioritization Framework and Expanded Sources of Funding Discussion." He discussed the current status of RCDC funds and project history, the Comprehensive Plan and the Park Master Plan, and recommended actions for both the park and the commercial area.

The RCDC discussed the presented information regarding a possible framework and how to proceed with funds for park projects. They discussed what kind of process would need to be followed, the financial position of the RCDC, the idea of a park endowment, the amount of money to set aside for park projects, collaboration with the Park Commission, private fundraising,

**Bobby Hempfling moved to set aside or earmark \$50,000 for Park's use that has to follow the capital requirements of the RCDC but we do that for this next budget year. Colin Harvey seconded the motion.**

The RCDC further discussed the process of setting aside this money for park projects.

**The motion carried with 3 in favor and 2 abstentions (Rider, Sheehan).**

RCDC Attorney Megan Santee clarified that staff will return to the next meeting with a proposed budget amendment.

Bobby Hempfling asked to see if it was an appropriate use of RCDC funds to fund the legal work of setting up an endowment and Corporation Attorney Megan Santee stated that she would look into it.

### 5. Review and discussion of likely capital needs for commercial development and the park and alignment to the comprehensive plan and the park master plan

The RCDC discussed easements, properties adjacent to the creek, the City GIS map, and the City's engineering firm coming to discuss land ownership at a future meeting.

**Colin Harvey moved to figure out what land we own and what land we don't own. Bobby Hempfling seconded the motion. The motion carried with 5 in favor and 0 against.**

### 6. Discussion and possible action on sources of potential income for both objectives

President Emily Doran asked whether there were any other sources of funds that the group wanted to discussed.

**Colin Harvey moved to table this item until we have more input. Brian Rider seconded the motion. The motion carried with 5 in favor and 0 against.**

7. Discussion and possible action on a framework for the allocation of RCDC financial resources

The RCDC discussed the allocation of RCDC funds, will put this allocation to paper, and bring back for action at the next meeting.

8. Discussion and possible action on a Park Commission request regarding funding of a capital improvement solution to address erosion due to drainage by the fieldhouse in the park with an approximate budget of \$30,000

Victoria Johnson stated that she put this item on the Park Commission. She discussed the drainage issues in the park and that this item would need to be done first. She also stated that the Park Commission voted to ask the City Council to allocate funds for an overall drainage review in the park. She explained that if the Park Commission was to go out and fundraise they need actionable plans.

Colin Harvey thanked Victoria Johnson for attending and clarified that the RCDC is in support of the park. He also explained that if there is not a civil engineering study of the park, there needs to be coordination with the City Hall project.

Council Member Kevin Glasheen stated that this project was ultimately approved by the Park Commission and discussed the process for getting something done through the Park Commission, RCDC and then City Council. He explained that this retaining wall is a solution to a drainage project that he had heard brought up multiple times. The RCDC and Mr. Glasheen discussed obtaining more than one bid for this project.

**Bobby Hempfling moved to approve \$31,000 contingent upon its alignment to the \$50,000 project threshold not requiring multiple bids. Pat Sheehan seconded the motion.**

RCDC attorney Megan Santee interjected that the City will have to comply with any state law requirements for procurement.

**The motion carried with 5 in favor and 0 against.**

City staff will bring back the appropriate documents for amending the budget to the next meeting. Bobby Hempfling stated that, in his opinion, this would be part of the \$50,000 commitment towards the Park.

### **ADJOURNMENT OF MEETING**

**The meeting was adjourned at 1:15 p.m.**

Minutes adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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**Gavin Massingill, Mayor**

**ATTEST:**

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**Pat Sheehan, RCDC Secretary**