



**CITY OF ROLLINGWOOD
COMMUNITY DEVELOPMENT CORPORATION
AGENDA**

Monday, February 12, 2024

Notice is hereby given that the Community Development Corporation of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on February 12, 2024 at 5:30 PM. Members of the public and the Community Development Corporation may participate in the meeting virtually, as long as a quorum of the Community Development Corporation and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

Link: <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at dadair@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be 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

PUBLIC COMMENTS

Citizens wishing to address the RCDC for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, RCDC is restricted from discussing or taking action on items not listed on the agenda.

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 December 18, 2023 RCDC meeting

REGULAR AGENDA

- 3. Update from the Retail Coach
- 4. Discussion and possible action on a resolution setting the date and time of regular Rollingwood Community Development Corporation meetings and setting the annual meeting for the election of officers
- 5. Update on City Council action regarding budget amendment for future park projects and RCDC funding for a park retaining wall
- 6. Discussion and possible action to elect a President, Vice President, Secretary and Treasurer of the Rollingwood Community Development Corporation

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov at **5:00 PM** on **February 9, 2024**.

Desiree Adair
Desiree Adair, City Secretary

NOTICE -

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The Community Development Corporation will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the corporation’s attorney(s) pursuant to Texas Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Government Code;
prospective gifts pursuant to section 551.073 of the Texas Government Code;
security personnel and device pursuant to section 551.076 of the Texas Government Code;
and/or economic development pursuant to section 551.087 of the Texas Government Code.
Action, if any, will be taken in open session.



**CITY OF ROLLINGWOOD
COMMUNITY DEVELOPMENT CORPORATION
MINUTES**

Monday, December 18, 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, December 18, 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 12:03 p.m.

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

Also Present: Corporation Attorney Megan Santee, City Administrator Ashley Wayman, City Secretary Desiree Adair, Finance Director Abel Campos, Assistant to the City Administrator Makayla Rodriguez, Utility Billing Manager Veronica Hernandez, Council Member Phil McDuffee, Council Member Kevin Glasheen, and Aaron Farmer (virtually)

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

- 2. Discussion and possible action on the minutes from the November 13, 2023 RCDC meeting

Brian Rider moved approval of the minutes. Pat Sheehan seconded the motion. The motion carried with 6 in favor and 0 against.

REGULAR AGENDA

- 3. Update and planning for 2024 activities from the Retail Coach

Aaron Farmer, of the Retail Coach, presented an update on the Rollingwood retail recruitment strategy including Rollingwood market analytics, property owner search, Rollingwood Plaza update, Park Hills Baptist Church update, Rollingwood Commercial Exchange setup, and incentives and public private partnerships.

The RCDC and Mr. Farmer discussed a potential first Commercial Exchange in February including objectives, messages to convey, quarterly meeting, and location.

The Retail Coach is working on an incentive policy and P3 examples which should be ready for RCDC to review at the next meeting.

4. Discussion and possible action on meeting dates and times of the RCDC

Barry Delcambre moved to change the RCDC meeting to the second Monday of the month at 5:30 p.m. Colin Harvey seconded the motion. The motion carried with 6 in favor and 0 against.

5. RCDC Financials through November 2023

The RCDC and Finance Director Abel Campos discussed the sales tax.

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:26 p.m.

Minutes adopted on the _____ day of _____, 2024.

Emily Doran, President

ATTEST:

Pat Sheehan, RCDC Secretary

RCDC RESOLUTION NO. 2024-02-12-04

A RESOLUTION OF THE ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION APPROVING DATES AND TIMES FOR REGULAR BOARD MEETINGS AND THE ANNUAL BOARD MEETING PURSUANT TO THE CORPORATION BYLAWS

WHEREAS, the Rollingwood Community Development Corporation (RCDC) is a Type B Texas Economic Development Corporation operating under the Chapters 501, 502 and 505 of the Texas Local Government Code and Chapter 22 of the Texas Business Organizations Code; and

WHEREAS, the RCDC Bylaws Section 2.03 provide that the Corporation shall hold regular meetings, and the annual meeting for the election of officers, at the dates and times as may be determined by resolution of the Board.

NOW, THEREFORE BE IT RESOLVED BY THE ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION:

Section 1. That the foregoing recitals are hereby found to be true and correct findings of the RCDC Board of Directors and are fully incorporated into the body of this Resolution.

Section 2. That the RCDC Board of Directors finds and determines that the regular meetings shall be from time to time, as needed, on the second Monday of the month at 5:30 p.m. and the annual meeting for the election of officers shall be the first regular board meeting of the calendar year at the location identified in the Bylaws, unless changed by resolution of the Board.

Section 3. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 4. This resolution shall be in force and effect from and after its passage and it is so resolved.

PASSED AND APPROVED by the Rollingwood Community Development Corporation Board of Directors on this the ____ day of _____ 2024.

ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION

Emily G. Doran, President

ATTEST:

Pat Sheehan, Secretary