



**CITY OF ROLLINGWOOD
COMMUNITY DEVELOPMENT CORPORATION
AGENDA**

Monday, March 10, 2025

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 March 10, 2025 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 mrodriguez@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 January 13, 2025 RCDC meeting

REGULAR AGENDA

- 3. Discussion and possible action to elect a President, Vice President, Secretary and Treasurer of the Rollingwood Community Development Corporation
- 4. Discussion on next steps for the Rollingwood Park Tree Planting Project
- 5. Discussion and update on RCDC Commercial Concepts working group
- 6. Discussion and possible action on initiatives and projects for RCDC funding that are eligible projects pursuant to Chapters 501 and 505 of the Texas Local Government Code
- 7. RCDC Financials through January 2025

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 on Friday, March 7, 2025, at 5:00 p.m.

Makayla Rodriguez

Makayla Rodriguez, 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 city'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, January 13, 2025

The RCDC 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 January 13, 2025. 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 Colin Harvey called the meeting to order at 5:34 p.m.

Present Members: President Colin Harvey, Emily Doran, Bobby Hempfling, and Pat Sheehan

Also Present: City Administrator Ashley Wayman, Interim City Secretary Makayla Rodriguez, City Attorney Stanley Springerley, Council Member Brook Brown, and Council Member Phil McDuffee

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the December 9, 2024 RCDC meeting

Emily Doran moved to approve the meeting minutes. Bobby Hempfling seconded the motion. The motion carried with 4 in favor and 0 against.

REGULAR AGENDA

3. Update and discussion regarding an overview of the Commercial Corridor zoning code changes

Thom Farrell, 3223 Park Hills Drive, provided an overview of the commercial corridor zoning changes as well as discussed the framework and criteria that guided their implementation.

The RCDC and Thom Farrell discussed development opportunities and ideas.

Council Member Brook Brown continued discussion on the zoning changes for the commercial corridor.

The RCDC asked questions regarding future development. Council Member Brook Brown and Thom Farrell shared that they look forward to seeing new development.

- 4. Discussion and possible action to elect a President, Vice President, Secretary and Treasurer of the Rollingwood Community Development Corporation

The RCDC agreed to postpone the item until the next meeting.

- 5. Discussion and possible action regarding Park Commission's park improvement projects

Melissa Morrow, 2502 Timberline Drive and Chair of the Park Commission, discussed the Park Commission's existing projects as well as proposed projects. She stated that she hopes to bring more projects to the RCDC in the near future.

- 6. Discussion and possible action to review and revise proposed representative committee members

President Colin Harvey shared previous discussions to form a group to meet with developers to discuss possible development in the commercial corridor. He reviewed a list of individuals with RCDC.

- 7. RCDC Financials through December 2024

Pat Sheehan reviewed the financials through December 2024.

City Administrator Ashley Wayman and the RCDC discussed a previous study done and the possibility of funding a new study.

- 8. Discussion and possible action on identifying and prioritizing projects for 2025

President Colin Harvey and Bobby Hempfling discussed project ideas for economic development.

Thom Farrell shared information about the commercial corridor with the RCDC.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:35 p.m.

Minutes adopted on the _____ day of _____, 2024.

Colin Harvey, President

ATTEST:

Pat Sheehan, RCDC Secretary

Discussion and possible action on initiatives and projects for RCDC funding that are eligible projects pursuant to Chapters 501 and 505 of the Texas Local Government Code

1. Develop a conceptual design for Rollingwood Plaza and surrounding area incorporating considerations from the Comprehensive plan and code updates along with potential adjustment requirements to be evolved by a representative group of the RCDC, Council and citizens and potential developers. Requested action for the group to approve developing a project and estimating the costs associated with the conceptual design for approval by RCDC and to send to Council for approval.
2. Vote on RCDC support for funding the proposed security cameras to ensure the safety of residents and visitors
3. Identify options for a Rollingwood and Austin partnership to improve the security of the Zilker Preserve. Potential extension of the Rollingwood camera project
4. Develop a plan for potential uses and design improvements to the concession stand building
5. Develop options to improve the back ballfields including enabling multi-sport usage, improving the parking lot and developing a dedicated off-leash dog area. Requested action to take this idea to the Parks board for potential action and project definition with funding support from RCDC
6. Create a project to develop a plan to improve the greenspace buffer between residential and commercial spaces with an initial budget of 5k to support conceptual designs and initial costing estimates

500-RCDC

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
500-1000	RCDC OPERATING CASH	344,199.41	
500-1005	TEXPOOL	358,214.33	
500-1100	DUE FROM CITY	26,111.61	
500-1350	SALES TAX RECEIVABLE	0.00	
			<u>728,525.35</u>
TOTAL ASSETS			<u>728,525.35</u>
LIABILITIES			
500-2000	ACCOUNTS PAYABLE	0.00	
500-2020	ACCOUNTS PAYABLE RCDC	0.00	
500-2030	PAYABLE TO CITY	0.00	
500-2060	Retirement Payout Reserve	0.00	
500-2140	Vehicle Financing Notes	0.00	
	TOTAL LIABILITIES		<u>0.00</u>
EQUITY			
500-3000	FUND BALANCE-UNAPPROPRATED	640,126.79	
500-3001	XXFUND BALANCE	0.00	
500-3010	OTHER FUND BALANCE	0.00	
500-3030	AMOUNTS TO BE PROVIDED FOR	0.00	
	TOTAL BEGINNING EQUITY	640,126.79	
TOTAL REVENUE		88,398.56	
TOTAL EXPENSES		0.00	
TOTAL REVENUE OVER/ (UNDER) EXPENSES		88,398.56	
TOTAL EQUITY & REV. OVER/ (UNDER) EXP.			<u>728,525.35</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/ (UNDER) EXP.			<u>728,525.35</u>

2024-2025

RCDC
MONTHLY FINANCIAL ANALYSIS

NOTE: YTD ACTUAL AS OF 01/31/2025, 33% OF FISCAL YEAR

REVENUE STATUS & COMPARISON TO PRIOR YEAR

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
SALES TAX REVENUE	\$ 175,000	\$ 82,791	47%	\$ 70,621		117%

BUDGET STATUS & COMPARISON TO PRIOR YEAR

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
ECONOMIC DEVELOPMENT:						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 17,500	\$ -	0%	\$ -		#DIV/0!
NON-PROJECTED RELATED:						
REVENUE	\$ 185,000	\$ 88,399	48%	\$ 54,836		161%
EXPENDITURES	\$ 77,000	\$ -	0%	\$ -		#DIV/0!
ADDITIONAL NEW PROJECTS:						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 108,000	\$ -	0%	\$ 3,500		0%

RECAP:	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
REVENUE	\$ 185,000	\$ 88,399	48%	\$ 54,836		161%
EXPENDITURES	\$ 202,500	\$ -	0%	\$ 3,500		0%

CITY OF ROLLINGWOOD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2025

500-RCDC
 FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-PROJECT RELATED	185,000.00	27,457.11	88,398.56	47.78	96,601.44
TOTAL REVENUES	185,000.00	27,457.11	88,398.56	47.78	96,601.44
<u>EXPENDITURE SUMMARY</u>					
ECONOMIC DEVELOPMENT	17,500.00	0.00	0.00	0.00	17,500.00
NON-PROJECT RELATED	77,000.00	0.00	0.00	0.00	77,000.00
ADDITIONAL NEW PROJECTS	108,000.00	0.00	0.00	0.00	108,000.00
TOTAL EXPENDITURES	202,500.00	0.00	0.00	0.00	202,500.00
REVENUES OVER/(UNDER) EXPENDITURES	(17,500.00)	27,457.11	88,398.56		(105,898.56)

CITY OF ROLLINGWOOD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2025

500-RCDC

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-PROJECT RELATED					
TAXES					
500-4-90-4000 SALES TAX REVENUE	175,000.00	26,111.61	82,790.62	47.31	92,209.38
TOTAL TAXES	<u>175,000.00</u>	<u>26,111.61</u>	<u>82,790.62</u>	<u>47.31</u>	<u>92,209.38</u>
INVESTMENT INCOME					
500-4-90-4400 INTEREST INCOME	10,000.00	1,331.23	5,556.68	55.57	4,443.32
500-4-90-4401 INTEREST INCOME - CHECKING	0.00	14.27	51.26	0.00	(51.26)
TOTAL INVESTMENT INCOME	<u>10,000.00</u>	<u>1,345.50</u>	<u>5,607.94</u>	<u>56.08</u>	<u>4,392.06</u>
MISCELLANEOUS REVENUE					
500-4-90-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL NON-PROJECT RELATED	185,000.00	27,457.11	88,398.56	47.78	96,601.44
TOTAL REVENUES	<u>185,000.00</u>	<u>27,457.11</u>	<u>88,398.56</u>	<u>47.78</u>	<u>96,601.44</u>

CITY OF ROLLINGWOOD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2025

500-RCDC

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
ECONOMIC DEVELOPMENT					
OTHER NON-DEPARTMENTAL					
500-5-80-5524 ROLLINGWOOD BUS PROMOTION	17,500.00	0.00	0.00	0.00	17,500.00
500-5-80-5527 COVID-19 RELIEF PROGRAM	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER NON-DEPARTMENTAL	17,500.00	0.00	0.00	0.00	17,500.00
TOTAL ECONOMIC DEVELOPMENT	17,500.00	0.00	0.00	0.00	17,500.00
NON-PROJECT RELATED					
CONTRACTUAL SERVICES					
500-5-90-5275 ADMIN SERVICES AGREEMENT	72,000.00	0.00	0.00	0.00	72,000.00
TOTAL CONTRACTUAL SERVICES	72,000.00	0.00	0.00	0.00	72,000.00
MISCELLANEOUS OTHER EXP					
500-5-90-5380 LEGAL EXPENSES	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL MISCELLANEOUS OTHER EXP	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL NON-PROJECT RELATED	77,000.00	0.00	0.00	0.00	77,000.00
ADDITIONAL NEW PROJECTS					
MISCELLANEOUS OTHER EXP					
500-5-95-5387 MOPAC LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00
500-5-95-5388 PARK IMPROVEMENT PROJECT	50,000.00	0.00	0.00	0.00	50,000.00
500-5-95-5389 COMPREHENSIVE PLAN	0.00	0.00	0.00	0.00	0.00
500-5-95-5390 COMMERCIAL CODES UPDATES COMP	0.00	0.00	0.00	0.00	0.00
500-5-95-5391 MOBILITY, CONNECTIVITY & SAFET	55,000.00	0.00	0.00	0.00	55,000.00
500-5-95-5392 PARK AMENITIES AND PROMOTION	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL MISCELLANEOUS OTHER EXP	108,000.00	0.00	0.00	0.00	108,000.00
TOTAL ADDITIONAL NEW PROJECTS	108,000.00	0.00	0.00	0.00	108,000.00
TOTAL EXPENDITURES	202,500.00	0.00	0.00	0.00	202,500.00
REVENUES OVER/ (UNDER) EXPENDITURES	(17,500.00)	27,457.11	88,398.56		(105,898.56)