



## **CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION AGENDA**

**Thursday, April 21, 2022**

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 April 21, 2022 at 12:00 PM. Members of the public and the RCDC may participate in the meeting virtually, as long as a quorum of the RCDC 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 [awayman@rollingwoodtx.gov](mailto:awayman@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 March 31, 2022 RCDC meeting

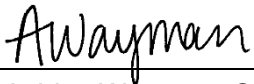
### **REGULAR AGENDA**

3. Presentation from the Retail Coach on the retail market analysis 2022 update
4. Discussion on the RCDC Financials through March 2022

### **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](http://www.rollingwoodtx.gov) on Monday, April 18, 2022 at 12:00 p.m.



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



## **CITY OF ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MINUTES**

**Thursday, March 31, 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 March 31, 2022 at 12:00 PM. 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 12:04 p.m.

**Present Members:** President Emily Doran, Colin Harvey, Pat Sheehan, Brian Rider and David Smith.

**Also Present:** Interim City Administrator Ashley Wayman, RCDC Attorney Megan Santee 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 February 10, 2022 RCDC meeting**

**Brian Rider moved to approve the consent agenda. Pat Sheehan seconded the motion. The motion passed 4-0.**

### **REGULAR AGENDA**

3. Discussion and possible action regarding potential projects for the RCDC in the coming year and assignment of subcommittees for project prioritization and next steps

Emily Doran discussed the list of initiatives that was generated at the last meeting and the intent of this item to assign Board members to look further into these initiatives.

*David Smith joined the meeting during this item.*

The Board discussed a future potential traffic study and the things that would need to be included in the study.

Brian Rider suggested assigning a subcommittee to define what the Board wants the traffic study to look like and start preliminary discussions with engineers.

Emily Doran discussed research she has done regarding farmer's markets and companies that help find the right places for the right events and that this would be something that the Board could look at.

The Board further discussed the idea of a farmer's market of similar event, as well as the idea of a food truck during the baseball, softball and/or swim seasons.

The Board made the following initiative and subcommittee member assignments.

1. Safety, traffic, sidewalks – Pat Sheehan, Brian Rider, David Smith
2. Farmers market or annual event – Barry Delcambre, David Smith
3. Traveling food truck – Brian Rider, Emily Doran, Bobby Hempfling
4. Supporting Retail Coach – Colin Harvey, Emily Doran, Bobby Hempfling

Interim City Administrator Ashley Wayman discussed the previous action to direct staff to work on a resolution regarding a traffic study and the Board agreed that this could be put on hold until further subcommittee review.

The Board further discussed the initiatives and subcommittee assignments.

**Brian Rider moved to appoint four subcommittees to plan for and bring back to the group for further action the four initiatives (1) safety which includes speeding, sidewalks, TXDOT support, parking around the park, potentially reducing speed limits, and access to the commercial corridor (2) farmer's market or annual event, artisan market, etc., (3) traveling food truck, and (4) supporting the Retail Coach. Pat Sheehan seconded the motion. The motion passed 5-0.**

4. Discussion regarding future reports and items of interest from the Retail Coach

Interim City Administrator Ashley Wayman discussed that Aaron Farmer was not in attendance because he was at the ICSC Conference representing the City of Rollingwood, but that he would be presenting at the next meeting.

The Board discussed the reports that will be given by the Retail Coach.

5. Discussion on the RCDC Financials through February 2022

Interim City Administrator discussed the financials through February 2022.

Brian Rider discussed his research on the park restroom facilities and the concession stand area, some of the recommendations relating to the park in the comprehensive plan, softball and little league's interest in a food truck, and how projects would come from the Park Commission.

### **ADJOURNMENT OF MEETING**

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

**Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.**

\_\_\_\_\_  
**Emily Doran, President**

**ATTEST:**

\_\_\_\_\_  
**Ashley Wayman, Interim City Administrator**



# Retail Recruitment Strategy Update

Rollingwood, Texas

April 2022



# Retail Market Analysis 2022 Update

# Cell Phone Analysis

Metrics?

Property:  
Shops at Mira Vista / Bee Cav...

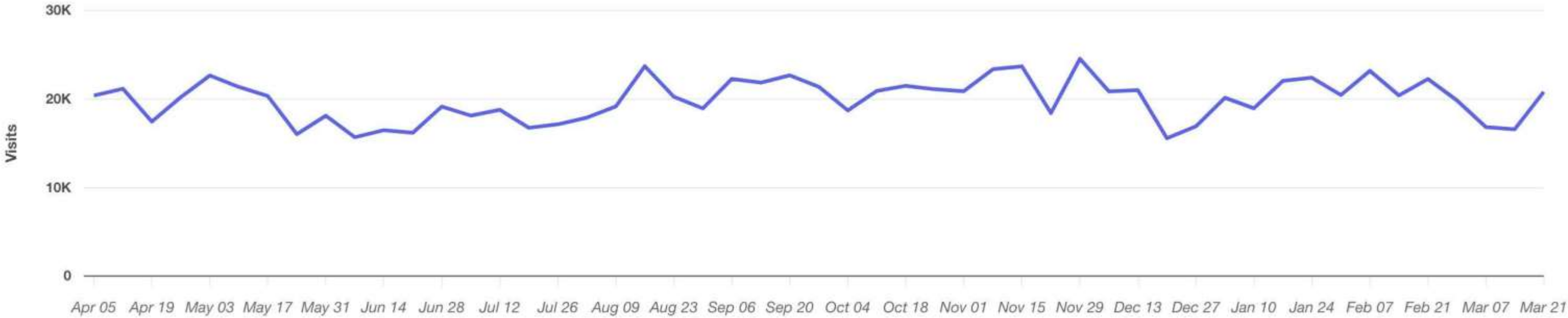
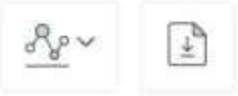


Visits	1M	Avg. Dwell Time	41 min
Visits / sq ft	15.22	Panel Visits	20K
Visitors	284.8K	Estimated Sales (Beta)	N/A
Visit Frequency	3.76		

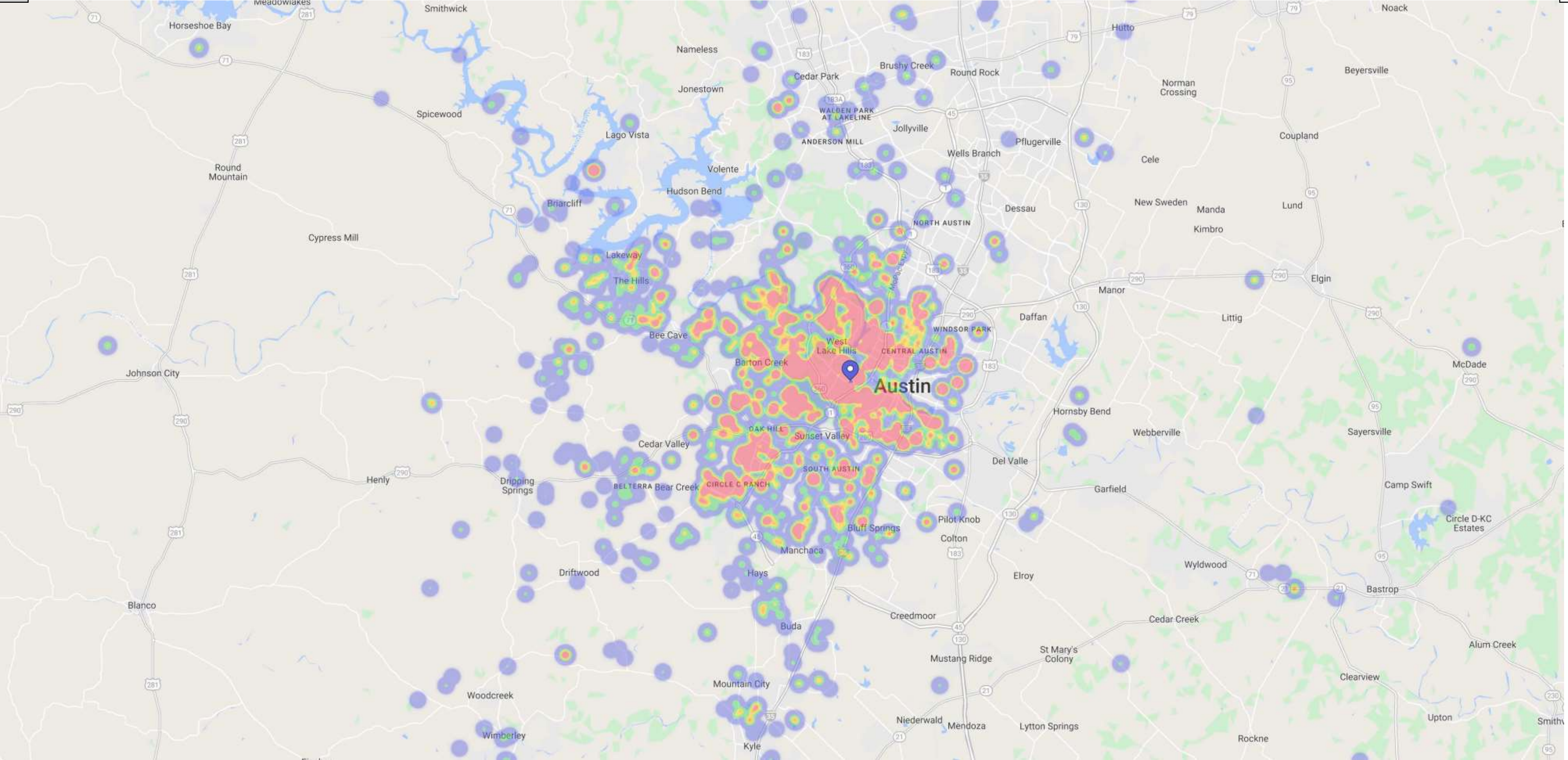
## Visits Trend

?

Venues: Metric: Visits Aggregation: Weekly





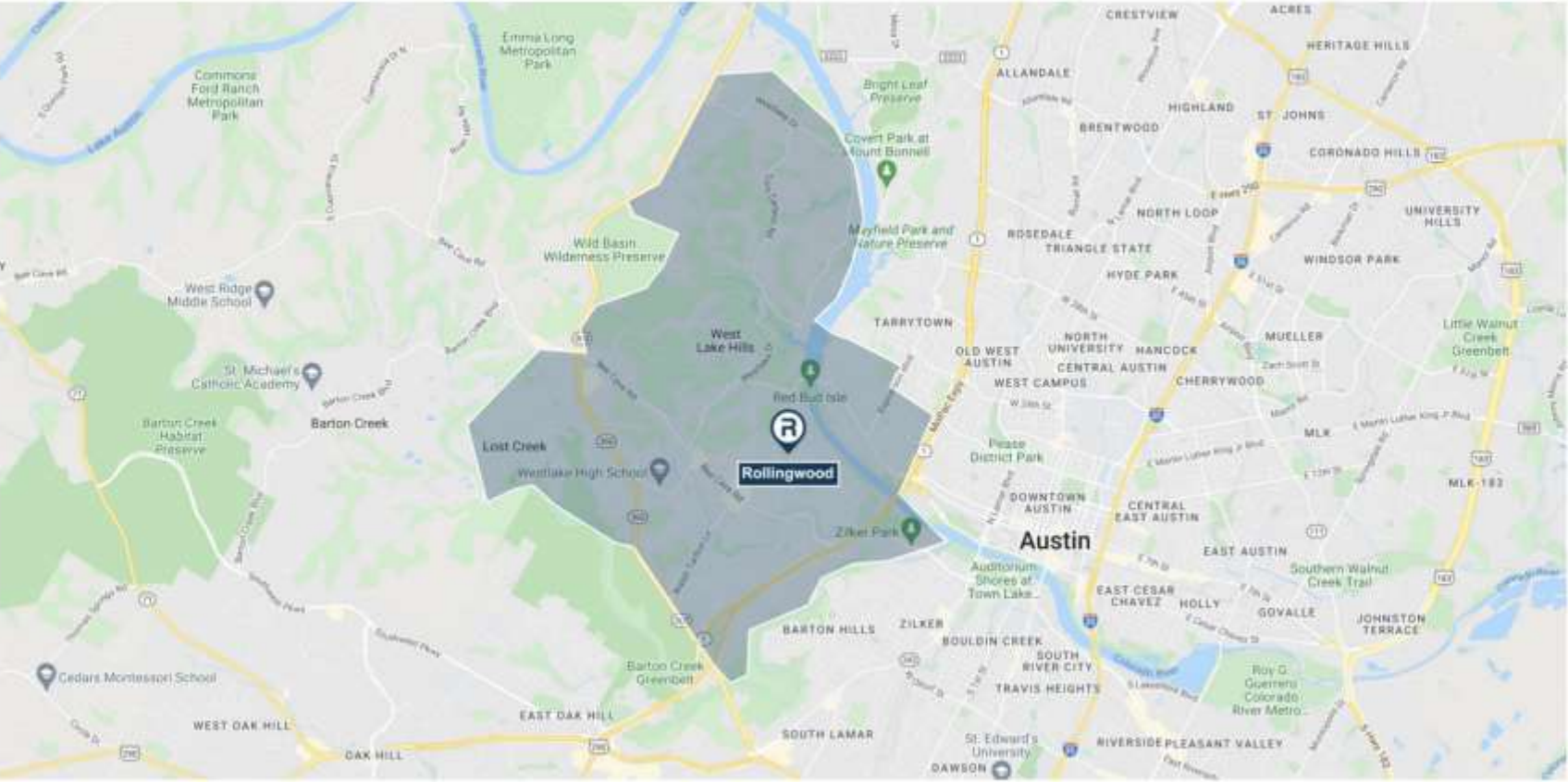


Shops at Mira Vista - Heat map



# Primary Retail Trade Area • Retail Market Profile

Rollingwood, Texas



Population		Age	
2010	26,241	0 - 9 Years	9.72%
2022	29,744	10 - 17 Years	9.39%
2027	31,473	18 - 24 Years	9.05%
Educational Attainment (%)		25 - 34 Years	15.63%
		35 - 44 Years	9.31%
Graduate or Professional Degree	39.27%	45 - 54 Years	12.56%
Bachelors Degree	45.49%	55 - 64 Years	15.50%
Associate Degree	2.90%	65 and Older	18.83%
Some College	7.66%	Median Age	41.63
High School Graduate (GED)	3.49%	Average Age	41.60
Some High School, No Degree	0.63%	Race Distribution (%)	
Less than 9th Grade	0.57%	White	85.75%
Income		Black/African American	1.08%
		American Indian/Alaskan	0.33%
Average HH	\$230,168	Asian	8.88%
Median HH	\$162,466	Native Hawaiian/Islander	0.07%
Per Capita	\$97,774	Other Race	1.36%
		Two or More Races	2.54%
		Hispanic	8.58%



**Ashley Wayman**  
City of Rollingwood  
Interim City Administrator  
  
403 Nixon Drive  
Rollingwood, Texas 78746  
  
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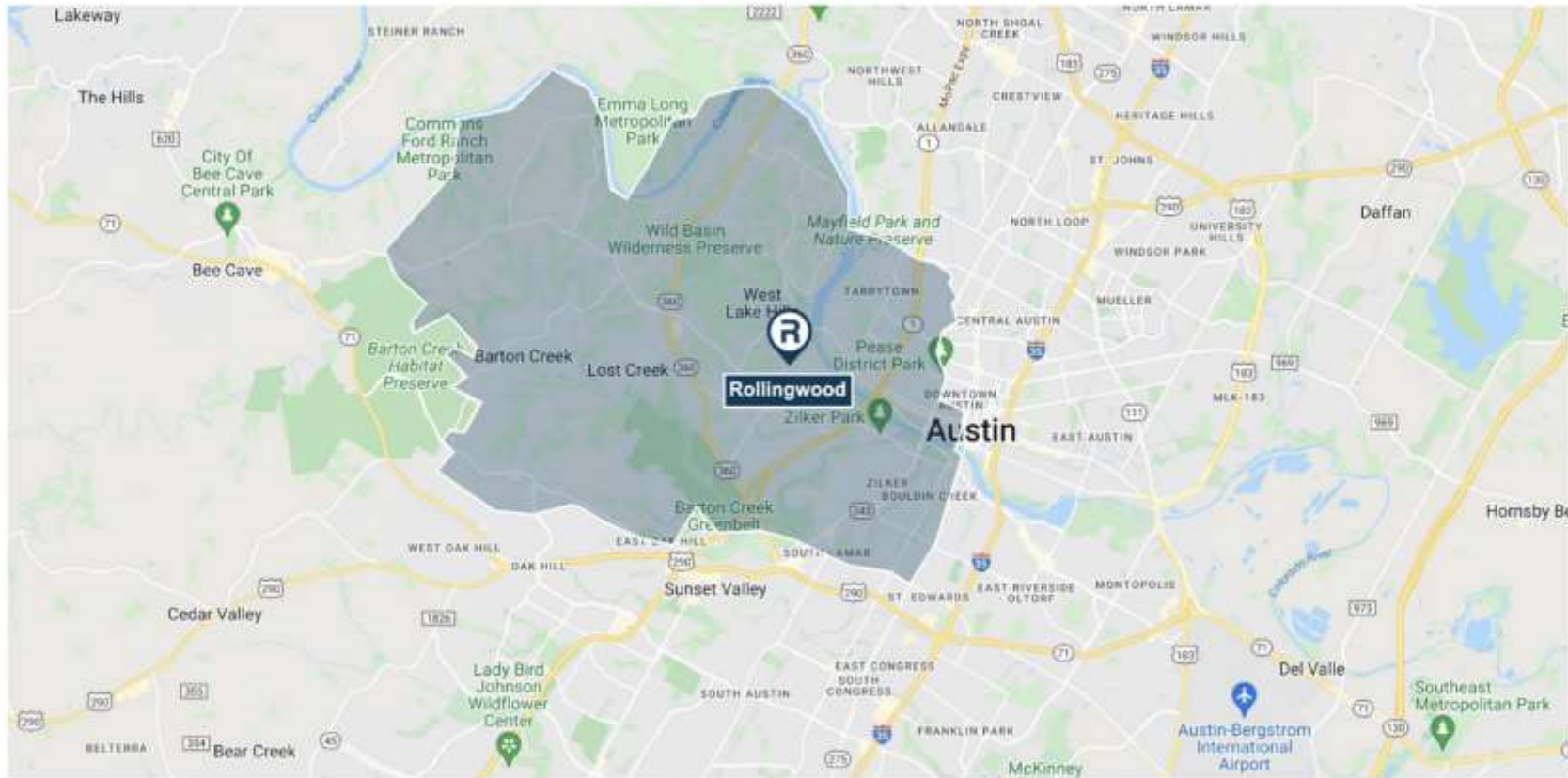
**Aaron Farmer**  
The Retail Coach, LLC  
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www.TheRetailCoach.net

The information contained herein was obtained from sources believed to be reliable, however, The Retail Coach, LLC makes no guarantees, warranties or representations as to the completeness or accuracy thereof. The presentation of this property is submitted subject to errors, omissions, changes of price or conditions, prior sale or lease or withdrawn without notice.



# Retail Trade Area • Retail Market Profile

## Rollingwood, Texas



Population		Age	
2010	92,671	0 - 9 Years	9.47%
2022	113,983	10 - 17 Years	8.98%
2027	121,241	18 - 24 Years	7.42%
Educational Attainment (%)		25 - 34 Years	16.33%
		35 - 44 Years	13.60%
Graduate or Professional Degree	33.29%	45 - 54 Years	14.05%
Bachelors Degree	44.86%	55 - 64 Years	13.78%
Associate Degree	3.30%	65 and Older	16.38%
Some College	9.91%	Median Age	40.66
High School Graduate (GED)	5.36%	Average Age	41.02
Some High School, No Degree	1.79%	Race Distribution (%)	
Less than 9th Grade	1.48%		
Income		White	84.62%
		Black/African American	1.70%
Average HH	\$193,554	American Indian/Alaskan	0.47%
Median HH	\$130,428	Asian	6.48%
Per Capita	\$92,381	Native Hawaiian/Islander	0.06%
		Other Race	3.88%
		Two or More Races	2.78%
		Hispanic	12.69%



**Ashley Wayman**  
City of Rollingwood  
Interim City Administrator

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President

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# Retail Recruitment Strategy

[www.theretailcoach.net](http://www.theretailcoach.net)

# Identifying Retailers & Developers for Recruitment

USING RESEARCH, ANALYSIS AND AVAILABLE SITES  
TO TARGET THE RIGHT RETAILERS AND  
DEVELOPERS.

- Retailers must “fit” the community based on their location criteria







## Costco Wholesale



**SITE CRITERIA**

Costco Wholesale Corporation operates an international chain of membership warehouses, mainly under the "Costco Wholesale" name, that carry quality, brand name merchandise at substantially lower prices than are typically found at conventional wholesalers or retail sources. The warehouses are designed to help small-to-medium-sized businesses reduce costs in purchasing for resale and for everyday business use. Individuals may also purchase for their personal needs.

**DEMO GUIDELINES**

	10-Mile
Population	250,000+
Median Income	\$75,000+

**SEEKING SITES**

- Mainland
- 100,000 SF

**PREFERRED CO-TENANTS**

- High density business district

**SPACE PARAMETERS**

- Free Standing, Regional Strip Mall
- Location to accommodate 5-10,000 square foot building with a 30 foot wide drive aisle
- Parking of 200-300 spaces for Business Center and 750 spaces for Regular Costco, 5 spaces per 1,000 square foot retail building
- Minimum 10 handicap parking spaces or 2% of total parking whichever is greater
- Land: 10-12 acres, for Business Center or 14-16 acres for regular Costco
- Business Center requires \$15,000 - 120,000 SF building and Standard Costco requires average of 150,000 SF building





## CHIPOTLE



**SITE CRITERIA**

Chipotle Mexican Grill is the nation's leading fast-casual Mexican restaurant chain, serving and operating corporate units in almost every major U.S. market. The company is innovative in many respects, from its commitment to hormone-free and organic food, environmentally-friendly operation and energy-efficient design. Segeit Group assists the company in site selection in the Baltimore Metropolitan area, the Maryland Eastern Shore, and lower Delaware.

**DEMO GUIDELINES**

	10-Mile
Desired Customer Base	Protein-rich and sub-tropical areas with strong residential and daytime population
Other Comments	Preferred locations include residential, office, retail, university, medical, and hospitals

**SEEKING SITES**

- Mainland
- 1,000 - 2,000 SF
- Patio seating preferred

**PREFERRED CO-TENANTS**

- Shopping Centers

**TRADE CRITERIA**

- Urban site adjacent with strong residential and daytime population
- Preferred locations include residential, office, retail, university, recreation and hospitals

**SITE CRITERIA**

- Urban, suburban, shopping center end-caps and pads, freestanding buildings
- Current size range from 2,000 to 2,000 square foot depending on traffic and drive-thru
- 25 foot minimum frontage
- Patio seating preferred
- Zoning to accommodate restaurant use and drive thru lanes, beer & wine gardens
- Parking adequate for restaurant use
- Building exterior to show Chipotle standard storefront design and signage
- Excellent visibility and access





## Sprouts



**SITE CRITERIA**

Sprouts Farmers Market is a high-growth, value-priced, healthy grocery store offering a wide selection of natural, organic and fresh foods, vitamins/supplements and other health-related products, with the primary offering being farm-fresh products at extreme value. Sprouts is currently operating more than 200 stores in 18 states (AL, AZ, CA, CO, GA, KS, KY, NM, NC, OK, TN, TX, UT).

**DEMO GUIDELINES**

	10-Mile
Population	100,000+
Median Income	Above average per capita income
Bushecks Degree of Access	4 year college degree
Traffic Count (475)	High traffic counts

**SEEKING SITES**

- Mainland
- 20,000 - 30,000 SF

**SITE CRITERIA**

- 100,000+ population within 10 minutes
- 20,000 - 30,000 square foot store size
- Easy access with high traffic counts
- Minimum of 100+ parking spaces
- 100 - 150 foot drive front

**SPACE PARAMETERS**

- Free Standing
- Liberty's Center
- Neighborhood Strip Mall
- Power Center
- Regional Strip Mall
- Special Strip Mall



**Initial Retailer Match List (DRAFT)**

**Apricot Lane  
Peter Millar  
Duluth Trading Co.  
Hopdoddy  
Via 313  
Snooze, an A.M Eatery  
Tiny Boxwoods  
Kiehl's  
Arhaus  
Natural Pawz  
Pet Supermarket  
Salata  
Yard House  
Tumble22  
Cycle Gear  
Malouf's  
Luna Grill  
Taverna Rossa  
Piada**



# Utilizing Broker Connections

**USING NATIONAL BROKERAGE NETWORK TO EXPEDITE RETAILER AND DEVELOPER INTEREST.**

- Brokers are oftentimes “gatekeepers” for national brands





[www.theretailcoach.net](http://www.theretailcoach.net)

# Interested Prospects



# Identifying Development & Redevelopment Opportunities

AVAILABLE KEY VACANCIES, SITES AND UNDERUTILIZED PROPERTIES ARE KEY TO SUCCESSFUL RECRUITMENT

- Retail
- Restaurants
- Mixed-use
- Lifestyle
- Hospitality
- Healthcare
- Underutilized assets

## Rollingwood Plaza



**1,900 sqft available and a number of leases coming up for renewal**



[www.theretailcoach.net](http://www.theretailcoach.net)

# Recruiting Retailers & Developer s

**NATIONAL INDUSTRY TRADE SHOW  
REPRESENTATION IS KEY.**

- ICSC Red River - Dallas Mar 31- Apr 1, 2022
- ICSC Vegas - May 22-24, 2022
- Retail Live - Austin - September 1, 2022



RETAIL RECRUITMENT EXPERTS



**AARON FARMER**  
**PRESIDENT**

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CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

PAGE: 1

4.

500-RCDC  
FINANCIAL SUMMARY

50.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-PROJECT RELATED	<u>150,000.00</u>	<u>10,970.21</u>	<u>87,229.17</u>	<u>58.15</u>	<u>62,770.83</u>
TOTAL REVENUES	<u>150,000.00</u>	<u>10,970.21</u>	<u>87,229.17</u>	<u>58.15</u>	<u>62,770.83</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00
NON-PROJECT RELATED	88,000.00	0.00	0.00	0.00	88,000.00
ADDITIONAL NEW PROJECTS	<u>40,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>
TOTAL EXPENDITURES	<u>143,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>143,000.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	7,000.00	10,970.21	87,229.17	(	80,229.17)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

500-RCDC 50.00% 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	150,000.00	10,951.34	87,178.71	58.12	62,821.29
TOTAL TAXES	150,000.00	10,951.34	87,178.71	58.12	62,821.29
INVESTMENT INCOME					
500-4-90-4400 INTEREST INCOME	0.00	16.52	38.40	0.00 (	38.40)
500-4-90-4401 INTEREST INCOME - CHECKING	0.00	2.35	12.06	0.00 (	12.06)
TOTAL INVESTMENT INCOME	0.00	18.87	50.46	0.00 (	50.46)
TOTAL NON-PROJECT RELATED	150,000.00	10,970.21	87,229.17	58.15	62,770.83
TOTAL REVENUES	150,000.00	10,970.21	87,229.17	58.15	62,770.83
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

PAGE: 3

4.

500-RCDC

50.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
ECONOMIC DEVELOPMENT =====					
OTHER NON-DEPARTMENTAL					
500-5-80-5524 ROLLINGWOOD BUS PROMOTION	15,000.00	0.00	0.00	0.00	15,000.00
500-5-80-5527 COVID-19 RELIEF PROGRAM	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER NON-DEPARTMENTAL	15,000.00	0.00	0.00	0.00	15,000.00
<hr/>					
TOTAL ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00
NON-PROJECT RELATED =====					
CONTRACTUAL SERVICES					
500-5-90-5275 ADMIN SERVICES AGREEMENT	88,000.00	0.00	0.00	0.00	88,000.00
TOTAL CONTRACTUAL SERVICES	88,000.00	0.00	0.00	0.00	88,000.00
<hr/>					
TOTAL NON-PROJECT RELATED	88,000.00	0.00	0.00	0.00	88,000.00
ADDITIONAL NEW PROJECTS =====					
MISCELLANEOUS OTHER EXP					
500-5-95-5387 MOPAC LEGAL EXPENSES	40,000.00	0.00	0.00	0.00	40,000.00
500-5-95-5388 PARK IMPROVEMENT PROJECT	0.00	0.00	0.00	0.00	0.00
500-5-95-5389 COMPREHENSIVE PLAN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	40,000.00	0.00	0.00	0.00	40,000.00
<hr/>					
TOTAL ADDITIONAL NEW PROJECTS	40,000.00	0.00	0.00	0.00	40,000.00
<hr/>					
TOTAL EXPENDITURES	143,000.00	0.00	0.00	0.00	143,000.00
<hr/>					
REVENUES OVER/ (UNDER) EXPENDITURES	7,000.00	10,970.21	87,229.17	(	80,229.17)

500

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
500-1000	RCDC OPERATING CASH	295,952.56	
500-1005	TEXPOOL	126,521.73	
500-1100	DUE FROM CITY	10,951.34	
500-1350	SALES TAX RECEIVABLE	0.00	
		<u>433,425.63</u>	
TOTAL ASSETS			433,425.63
			=====
LIABILITIES			
=====			
500-2000	ACCOUNTS PAYABLE	0.00	
500-2020	ACCOUNTS PAYABLE RCDC	0.00	
500-2030	PAYABLE TO CITY	24,542.19	
500-2140	Vehicle Financing Notes	0.00	
	TOTAL LIABILITIES	<u>24,542.19</u>	
EQUITY			
=====			
500-3000	FUND BALANCE-UNAPPROPRATED	321,654.27	
500-3001	XXFUND BALANCE	0.00	
500-3010	OTHER FUND BALANCE	0.00	
	TOTAL BEGINNING EQUITY	<u>321,654.27</u>	
TOTAL REVENUE		87,229.17	
TOTAL EXPENSES		<u>0.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		87,229.17	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>408,883.44</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			433,425.63
			=====



