

**RICHLAND HILLS DEVELOPMENT CORPORATION
BOARD MEETING
AUGUST 14, 2023
MINUTES**

Roll Call:

Director's present:

Edward Lopez, Chair
Travis Malone, Council Member
GW Estep, Council Member
Allison Barger, Citizen Member
Curtis Bergthold, Citizen Member
Jorge Cisneros, Citizen Member

Directors absent:

Doug Knowlton, Council Member

Officers

Candice Edmondson, President
Lindsay Rawlinson, Secretary

1. CALL TO ORDER

Chair Lopez Called to Order – Time 5:01 p.m.

2. PUBLIC COMMENTS

None.

REGULAR AGENDA

3. Approve minutes from the February 27, 2023 Richland Hills Development Corporation meeting

Motion: Motion was made by Director Bergthold and seconded by Director Barger to approve the minutes from the February 27, 2023 Richland Hills Development Corporation meeting.

Motion carried by a vote of 6-0.

4. Discuss the proposed FY 2024 Richland Hills Development Corporation Budget

City Manager Candice Edmondson gave a presentation on the proposed FY 2024 Richland Hills Development Corporation (RHDC) Budget and advised that the RHDC fund is dedicated towards economic development and park development. The RHDC budget is split between capital improvements, debt service, operations, and personnel. The proposed FY 2024 budget will include items such as economic development consulting services, business appreciation events, sales tax analysis, incentive agreements, marketing, debt service obligations, and general administrative costs.

The proposed budget accounts for a projected six percent increase in sales tax revenue over FY 2023 as well as a proposed three percent employee pay increase. Fund changes include a Glenview Corridor Master Plan Development (\$40,000,) Brand implementation (\$71,000,) Building Improvement Grants (\$30,000,) as well as a transfer for Community Special Events (\$53,406.) Capital improvements include \$400,000 for park development or economic development, and \$600,000 to complete Kate Baker Park restrooms, pavilion, and parking, and the final payment for park restroom/pavilion at Creek Trail Park.

For FY 2024, the estimated revenues are \$1,249,505 and the estimated expenditures are \$1,270,058, with an estimated ending fund balance of \$1,206,407.

Ms. Edmondson presented a Park Master Plan project priority ranking of the top 20 amenities in the City's parks and where each item stood in completion. Completed projects included playgrounds at Rosebud Park and Creek Trail Park, approved projects that have been placed on hold include the Creek Trail Park Food Truck and Restrooms/Pavilion area, in progress projects included restrooms, pavilions, and parking at Kate Baker Park.

Discussion ensued regarding providing a Welcome Packet for new businesses and RHDC funding the contents of the packet.

5. ADJOURNMENT

A motion was made by Director Estep and seconded by Director Bergthold to adjourn.

Motion passed 6-0.

There being no further business to come before the Richland Hills Development Corporation, Chair Lopez declared the meeting adjourned at 5:37 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Chair