

**RICHLAND HILLS DEVELOPMENT CORPORATION
BOARD MEETING
AUGUST 26, 2024
MINUTES**

Roll Call:

Directors present:

Curtis Bergthold, Chair
Doug Knowlton, Council Member
Travis Malone, Council Member
GW Estep, Council Member
Allison Barger, Citizen Member
Ray Stilwell, Citizen Member

Directors absent:

Jorge Cisneros, Citizen Member

Officers

Candice Edmondson, President
Lindsay Rawlinson, Secretary

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

None.

REGULAR AGENDA

3. Administer Oath of Office

City Secretary Lindsay Rawlinson administered the Oath of Office to Chair Curtis Bergthold and Citizen Member Ray Stilwell.

4. Approved minutes from the February 12, 2024 Richland Hills Development Corporation meeting

Motion: Motion was made by Director Estep and seconded by Director Malone to approve the minutes from the February 12, 2024 Richland Hills Development Corporation meeting.

Motion carried by a vote of 6-0.

5. Approved the proposed FY 2025 Richland Hills Development Corporation Budget PUBLIC HEARING

Chair Bergthold opened the Public Hearing at 5:04 p.m. and asked to hear from any proponents followed by opponents of the FY 2025 RHDC Budget.

City Manager Candice Edmondson gave a presentation on the proposed FY 2025 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 2025 budget will include items such as economic development consulting services, business appreciation events, sales tax analysis, incentive agreements, marketing, debt service obligations, general administrative costs, and Building Improvement Grants.

The proposed budget accounts for a proposed three percent raise for city personnel, \$35,000 to establish a Tax Increment Reinvestment Zone (TIRZ) for the Glenview Drive corridor, \$25,000 for project management services, \$30,000 for Building Improvement Grants, \$40,000 for continued implementation of the City's new brand, and \$55,946 in transfers for Community Events. Additionally, the FY 2025 budget includes \$853,733 to complete the restroom/pavilion and expanded parking at Kate Baker Park and the restroom/pavilion and expanded parking at Rosebud Park.

For FY 2025, the estimated revenues are \$1,416,000 and the estimated expenditures are \$1,542,641, with an estimated ending fund balance of \$1,766,332.

Discussion ensued regarding the Building Improvement Grants.

Director of Planning and Development Services JP Ducay confirmed that the grants are being utilized in several areas of the city.

Chair Bergthold closed the Public Hearing at 5:15 p.m.

Motion: Motion was made by Director Estep and seconded by Director Knowlton to approve the FY 2025 Richland Hills Development Corporation Budget.

Motion carried by a vote of 6-0.

6. ADJOURNMENT

There being no further business to come before the Richland Hills Development Corporation, Chair Lopez declared the meeting adjourned at 5:16 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Chair