

**Village of College Park**  
**Residential Design Review Committee**  
**Re-Scheduled Meeting - 5:00 p.m. – March 19, 2024**  
The Woodlands Township  
2801 Technology Forest Blvd.  
The Woodlands, Texas 77381

**MINUTES**

**Members Present:** Mildred Pombo, Dave Mulberry and Ted Stanley

**Staff Present:** Rachel Downs and Jill Barnes

**Public Present:** Randy Williams

- A. Welcome/call to order.  
Mildred Pombo called the meeting to order at 5:00pm.
- B. Consideration and Action of Election of Residential Design Review Committee Chairperson and Vice Chairperson.  
Ted Stanley motioned to elect Mildred Pombo as Chair, Dave Mulberry 2nd the motion. The motion passed unanimously. Mildred Pombo motioned to elect Ted Stanley as Vice Chair, Dave Mulberry 2nd the motion. The motion passed unanimously.
- C. Consideration and Action of Elections Committee Representative for 2024-2025.  
Mildred Pombo motioned to elect Ted Stanley as Election Committee Representative, Dave Mulberry 2nd the motion. The motion passed unanimously.
- D. Public Comments (3 minutes)  
There were no public comments.
- E. Consideration and Action of Minutes for February 1, 2024.  
Ted Stanley motioned to approve the minutes as presented. Dave Mulberry 2nd the motion. The motion passed.
- F. Review and Disposition of the applications on the Review List for “Exhibit A”  
The College Park committee members reviewed and acted upon the applications list attached.
- G. Staff Approval List for March 19, 2024  
The Staff Approval List was received as presented.
- H. Consideration and Action concerning the absence of any committee member.  
Ted Stanley motioned to approve Paul Schuh’s absence. Mildred Pombo 2<sup>nd</sup> the motion. The motion passed.
- I. Committee Member Comments

Dave Mulberry stated that he would not be attending the April meeting. Ted Stanley stated that he would like someone with IT to train the RDRC on where and how to enter an application for a permit in the new Tyler system from the Townships website. Ted said that he felt it was very difficult to navigate and that residents had contacted him with their frustrations. He would like the RDRC members to be able to help a resident if they had an issue or question.

**J. Staff Comments**

Staff explained to the committee what was included in their committee folders, ex: instructions on how to submit a complaint through the 311 system and that the By Laws were included in the packet. Staff commented that they would let Hennie and Neslihan know that the committee would like training on Tyler.

**K. Adjournment**

A resident, Randy Williams asked how to obtain information to see if a complaint was followed up on and if the staff had made it meet The Standards as he felt his neighbor's property did not meet The Standards. Staff explained about Open Records and informed Mr. Williams how to ask for property information through the Open Records department. The meeting adjourned at 5:48 p.m.

**Exhibit A - Village of College Park**  
Application Reviewed

| Item | Applications Reviewed                               | Property Address      | Sec  | Block | Lot  | Committee Action |
|------|---|-----------------------|------|-------|------|------------------|
| 1    | Home Business and related improvements              | 55 RAINDANCE COURT    | 0011 | 0003  | 0001 | Tabled           |
| 2    | Color Change to front door and related improvements | 18 ORCHID GROVE PLACE | 0007 | 0002  | 0005 | Approved         |