

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: August 12, 2026

Submitted By:

Staff, on behalf of Mayor Massingill

Agenda Item:

Discussion and possible action on a recommendation by the Mayor to employ a City Secretary

Description:

During executive session on July 22, the City Council discussed the vacant City Secretary position. Mayor Massingill presented the Council with his recommendation for appointment to the position based on the submitted applications. This agenda item affords Council the opportunity to fill the vacancy through appointment. Per Section 2-121 of the City of Rollingwood's Code of Ordinances, the City Secretary shall be appointed and employed by a majority vote of the city council for an initial term of one month.

Action Requested:

To, pursuant to Section 2-121 of the City's Code of Ordinances, appoint and employ a City Secretary for an initial term of one month

Fiscal Impacts:

The funding for this vacant position is included in the current FY2026 budget, and already included in the draft budget documents for FY2027

Attachments:

None