



Date: February 11, 2026
To: Mayor and Councilmembers of the City of Rollingwood
From: Alun Thomas, City Administrator
Subject: City Administrator's Report

City Financials

Highlights of the financials through the month of January 2026:

- As of January 31, 2026, 33% of Fiscal Year 2025-2026 has passed.
- Property taxes collected were 106% of the amount collected in January 2025.
- Sales taxes collected were 98% of the amount collected in January 2025.
- The Water Fund balance is currently at \$1,132,764.52. The General Fund balance is \$6,237,861.66.

Utilities

As of February 11, 2026, the EyeOnWater customer portal has a total of **257** accounts (an increase of 5 since my last report) that are registered within the system, representing 43% of the system's connections. Of those accounts, **201** (up 6 from my last report) have signed up for leak alerts, and the rest have not.

Total water usage for December was 8,649,802 gallons; usage continues to be down due to the winter average months and the decreased need for irrigation at this time of the year. Consistent manual monitoring of leaks by the Utility Billing department, coupled with automated leak alerts from EyeOnWater, have helped reduce the number of identified leaks across the system.

CIP Drainage Projects

Upcoming work includes punch-list items and completion of the outfall on Almarion Way, which has been redesigned, and is awaiting construction.

Updates on these projects and their impacts on residents can be found on our city website, under the public notices section on the front page. The page "Rollingwood Water System Improvements Updates" will be kept up to date with project progress and milestones. A full schedule of all projects can also be found on this page, and the schedule is being updated frequently as the projects progress. Link: <https://www.rollingwoodtx.gov/administration/page/rollingwood-water-system-improvements-updates>

Fiscal Year 2026 Paving Projects

Work has concluded on the Fiscal Year 2026 Paving Projects. History for the project can be found online (<https://www.rollingwoodtx.gov/administration/page/fiscal-year-2026-paving-projects>). I am proud to report that the projects were completed on time and within budget.

Food Trucks

During November's regular Council meeting, Council directed me to examine the issue of rules for food trucks, catering vehicles, and coffee trucks operating within the city limits. Our legal team is still examining the City's existing code to ensure compliance with state law, and once I receive their review, I will continue with the process. The City's Code of Ordinances may need to be restructured to be able to more clearly incorporate the myriad changes to the Code that the new state law requires.

Emergency Management Readiness and Response

With 4 out of 19 members of staff having completed ICS 300 and ICS 400 training, the City of Rollingwood is already well ahead of most cities in emergency management training. During the week of the February Council meeting, the City will host both an ICS 300 (Intermediate Incident Command System for Expanding Incidents) and an ICS 400 (Advanced Incident Command System for Complex Incidents) class, with Westlake Fire Department graciously allowing us free use of their facilities for the event. At that class, additional staff members from the City will gain insight and expertise in emergency management and critical incident response, and the City's capacity to handle a significant event will be greatly improved.

City Staff performed exceptionally well during the recent freezing weather event, with the EOC adhering to ICS principles, and logging activities and equipment usage on federally-approved forms. I extend my deepest thank you to all who assisted with the event – from staff to the City Council, and to the many kind members of the community who stopped by to keep us company and drop off food. Although the weather event could have been much more impactful, I believe that Rollingwood's preparation and response stood out in the region.

Passing of Hollis Jefferies

Hollis Jefferies, who previously served the City of Rollingwood as a councilmember and mayor, passed away last month. Mr. Jefferies' service and dedication to the City is appreciated and remembered, and we extend our condolences to his family and loved ones.

Spring Clean-Up Event

The City will host its annual Spring Clean-Up event on Saturday, March 14, 2026, from 8:00 a.m. to 12:00 p.m. at the upper park parking lot on Gentry Drive. Members of staff will be available during this time to assist residents with unloading items from their vehicles.

Departure of the City Secretary

Late last month, Makayla Rodriguez accepted a job as the City Secretary for the City of West Lake Hills, with her last day with the City of Rollingwood on February 18, 2026. We wish Makayla all the best in her new role, and trust that what she learned here in Rollingwood will provide her career with a strong foundation upon which to build.

City Holidays

City Hall will be closed on Monday, February 16th, 2026, in observance of Presidents' Day.

Contact Me if Needed

I can be reached by email at athomas@rollingwoodtx.gov and by cell phone at (737) 218-8326. Please let me know if you have any questions or concerns.

Sincerely,

Alun Thomas

City Administrator