



Date: December 13, 2021

To: Mayor and Council Members of the City of Rollingwood

From: Ashley Wayman, Assistant City Administrator

Subject: City Administrator's Report

Financials – Highlights of the financials through the month of November 2021:

- As of November 30, 2021, 17% of the Fiscal Year has passed.
- Property taxes collected were up from the amount collected in the same period in FY 20-21.
- Sales taxes collected were up 6% from the amount collected in the same period in FY 20-21.
- The Water Fund balance is currently at \$329,556 The General Fund balance is at \$1,827,132.

It has been a busy Holiday Season at Rollingwood City Hall!

In September, Ace Pipe Cleaning finished the CCTV inspection and videoing of the City's wastewater system, which the city is required to do every 5 years. The City Engineer reviewed the CCTV videos and report. No structural defects were found and no repairs are required on the system. K. Friese + Associates prepared a letter stating such and sent it to the Texas Commission on Environmental Quality (TCEQ). This letter is in the packet along with the Monthly Engineer's report.

As discussed during the presentation on the Commercial Living Unit Equivalent (LUE) Assignment study, a letter informing all commercial users about the change to LUE assignments was included in their utility bills this month. A letter was also sent out to all residential customers regarding tree trimming in the city rights of way per direction of City Council.

We sent out a Swift 911 message to residents on November 23 notifying them of low and fluctuating water pressures in certain areas of the city. These fluctuations were happening in the "low pressure zone" of the city and were caused by a broken pressure relief valve at Hatley Drive and Almarion Drive. A generalized list of affected streets/addresses is: Inwood Circle, 300 block of Inwood Road, 2400 block of Vance Lane, entirety of Vale Street, entirety of Bettis Blvd., 2400-2600 block of Hatley Drive, entirety of Farley Trail, 2400 block of Pickwick Lane, entirety of Riley Road, 2400 and 2500 block of Rollingwood Drive, 2500 block of Timberline Drive, and entirety of Timberline Ridge.

The replacement of this pressure relief valve would be costly, and the City Engineer is looking at the system modeling to see what the options are. There are two other valves currently serving this zone, meaning that we may not need to replace it. We should have a better idea of the next steps in the coming weeks and will provide an update at that time.



Water pressure readings are being taken throughout this process and are not near "dangerously low" flow, they just may be lower than residents are used to. If residents are concerned about their water pressure being too low, they can call our Public Works Operators at (737) 268-6359 or (512) 529-4301 and a member of our Public Works team will come test their water pressure level.

On December 1, Crossroads was able to successfully replace three fire hydrants at Hatley Drive/Wallis Drive, Rollingwood Drive/Wallis Drive and Pickwick Lane/Almarion Drive. These hydrants were on the list of replacements that were identified and budgeted for this year.

You may have also seen SitePro in town the past two weeks. They are working on the lift station automation project, as budgeted for and approved for the use of the city's American Rescue Plan Act funds. They should have all the lift stations completed by the end of this week. The second project that SitePro will be working on in the City is providing power generation to each of the city's 7 lift stations. This project has not yet begun and is dependent on the availability of generators. As soon as we have more information regarding when we can expect to have generators available for installation we will provide an update.

Finally, we will be shutting down City Hall on Tuesday, December 14 from 11:30 am to 1:00 pm for the City's holiday luncheon. We will resume normal operations at 1:00 pm. City Hall will be closed Thursday and Friday, December 23 and 24 in observance of the Christmas Holiday. City Hall will also be closed on Friday, December 31 for the New Year's Holiday.

I am available by email and cell phone at 737-218-8326. Please let me know if you have any questions or concerns.

Best,

Ashley Wayman
Assistant City Administrator



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