

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action to adopt a resolution to designate City Administrator Alun Thomas as the acting City Secretary

Description:

In July, City Secretary Ashley Lobb, resigned her position with the City. Under the Texas Local Government Code, Section 22.073, and multiple sections of the Rollingwood Code of Ordinances, certain official actions of the City are to be performed by, or attested to, by the City Secretary. The proposed resolution would designate the City Administrator as the acting City Secretary for the City of Rollingwood, pending the hiring of a permanent City Secretary.

Action Requested:

To approve Resolution 2026-07-22-07 designating City Administrator Alun Thomas as the acting City Secretary

Fiscal Impacts:

No significant fiscal impacts anticipated at this time.

Attachments:

- Draft Resolution 2026-07-22-07 designating City Administrator Alun Thomas as the acting City Secretary