

# **AGENDA ITEM SUMMARY SHEET**

## **City of Rollingwood**

**Meeting Date: August 19, 2026**

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on the Texas Conviction Reporting (TXCR) Interlocal Cooperation Contract (ICC) between the City of Rollingwood and Texas Department of Public Safety

**Description:**

The Texas Department of Public Safety (DPS) is transitioning to the Texas Conviction Reporting (TXCR) system for the electronic submission of final court convictions. Beginning January 1, 2027, all convictions submitted to DPS must be reported through the TXCR system, and participating courts must execute an Interlocal Cooperation Contract by December 31, 2026. The proposed contract will provide the Rollingwood Municipal Court access to the secure, web-based TXCR system at no cost. Under the contract, the Municipal Court must maintain appropriate access controls and report convictions within seven days, as required by state law.

Because the contract expressly requires authorization by the governing body, City Council approval is necessary before it may be executed. Approval will allow the Municipal Court to complete enrollment, obtain access and training, and continue submitting required conviction records after the statewide transition takes effect.

**Action Requested:**

To approve the contract and authorize the Mayor to execute it on behalf of the City.

**Fiscal Impacts:**

No fiscal impacts are anticipated at this time

**Attachments:**

- Letter from DPS
- Proposed TXCR Contract