



CITY OF ROLLINGWOOD BUDGET WORKSHOP AND CITY COUNCIL MEETING MINUTES

Wednesday, August 16, 2023

The City Council of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on August 16, 2023. Members of the public and the City Council were able to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

CALL BUDGET WORKSHOP AND REGULAR CITY COUNCIL MEETING TO ORDER

1. Roll Call

Mayor Gavin Massingill called the meeting to order at 6:01 p.m.

Present Members: Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Council Member Phil McDuffee, Council Member Brook Brown and Council Member Alec Robinson.

Also Present: City Administrator Ashley Wayman, City Attorney Charles Zech, City Secretary Desiree Adair, Finance Director Abel Campos, Public Works Director Izzy Parra, Development Services Manager Nikki Stautzenberger, Interim Police Chief Kristal Muñoz, and Assistant to the City Administrator Makayla Rodriguez.

BUDGET WORKSHOP

2. Update and discussion on the FY 2023-2024 Budget

Mayor Gavin Massingill discussed revenue projections and exceptional items. He adjusted one line item, stated projected revenue, and discussed the different revenues generated from the No New Revenue tax rate and Voter Approval tax rate. He discussed the estimated revenues and expenditures with each rate and respective general fund balance.

The City Council discussed the six-month reserve policy and the Development Services department's revenues and expenditures.

City Administrator Ashley Wayman explained the proposed exceptional items for FY 2023-2024 worksheet. Mayor Gavin Massingill took a straw poll of the Council regarding the exceptional items.

The Mayor, City Council and Interim Police Chief Kristal Muñoz discussed the Police Department's exceptional items.

Finance Director Abel Campos and the City Council discussed a potential tax rate between the No New Revenue rate and the Voter Approval rate. They discussed creating a balanced budget to calculate the tax rate between No New Revenue and Voter Approval.

City Administrator Ashley Wayman explained the 10-year expenditure asset replacement plan for yearly stability and the planning of recurring expenditures larger than \$5,000.

Mayor Gavin Massingill recessed the meeting at 7:33 p.m.

Mayor Gavin Massingill reconvened the meeting at 7:41 p.m.

PUBLIC COMMENTS

The following individuals spoke during public comments:

- Genie Nyer, 206 Ashworth Drive, handed out pictures and spoke regarding the need for protective ordinances and building codes. She spoke in favor of changes to the building code and envisioning the future with what we want. She wants consideration to protect legacy trees, for more spacing between structures, for better rules regarding impervious cover, for height limitations, for new or proposed structures appropriate to lot size and adjacent structures, and for privacy.
- Shanthi Jayakumar, 3309 Park Hills Drive, spoke regarding recent citizens who have passed away. They grew up during the great depression, served in the military, had successful careers, and cared for others. She stated that William McAfee, Dr. Robert King, and Gene Brawley will be greatly missed in the community. She expressed appreciation for the Rollingwood Police Department with their caring for the elderly and all the residents.

CONSENT AGENDA

3. Discussion and possible action on the minutes from the July 19, 2023 City Council meeting
4. Discussion and possible action on the minutes from the August 9, 2023 Special City Council meeting
5. Discussion and possible action to authorize the Mayor to enter into an Interlocal Agreement with CAPCOG regarding a Solid Waste Implementation Grant
6. Discussion and possible action on an ordinance amending the FY 2022-2023 Budget for the remaining balance to purchase a wood chipper

7. Discussion and possible action on a Resolution providing at least one accessible voting system in each polling place used in a Texas election and adopting the new equipment certified by the Office of the Texas Secretary of State.

Council Member Brook Brown moved to approve the Consent Agenda. Council Member Alec Robinson seconded the motion. The motion carried with 4 in favor and 0 against.

REGULAR AGENDA

8. Update on the installation of generators at the wastewater lift stations

Public Works Director Izzy Parra provided an update of the work being done at the wastewater lift stations including:

- Concrete footings have been poured,
- Three generators have been installed,
- Waiting for Site Pro to set up the automatic transfer switches,
- Out of the six lift stations, five have had gas risers installed – the one on Pleasant Cove is waiting on engineer approval, and
- Mr. Parra has submitted the request for the meters to be installed on site.

9. Discussion and possible action to issue an RFP for Information Technology Services

City Administrator Ashley Wayman discussed that we currently have two IT services providers - one for the Police Department and one for Administrative Services. Since it is time to review contracts and the City would like one provider to handle both, we would like to issue an RFP for IT Services.

Council Member Brook Brown moved to approve issuance of an RFP for Information Technology services. Mayor Pro Tem Sara Hutson seconded the motion. The motion carried with 4 in favor and 0 against.

10. Discussion and possible action on an ordinance amending Section 2-194 of the City's Code of Ordinances regarding board and commission compliance with the Texas Open Meetings Act

City Administrator Ashley Wayman explained the amendment to the ordinance allowing City Council to make an exception to following the Texas Open Meetings Act for City boards and commissions.

Mayor Pro Tem Sara Hutson moved for approval of the ordinance as drafted. Council Member Phil McDuffee seconded the motion.

Mayor Pro Tem Sara Hutson would like to create a set of guidelines for conditions to grant an exception to the Texas Open Meetings Act.

The City Council discussed the purpose of the Texas Open Meetings Act.

City Attorney Charles Zech explained that state law does not require for purely advisory committees to comply with the Texas Open Meetings Act.

Mayor Gavin Massingill pulled up agenda item 11 at this time.

The City Council discussed the reasons why the CRCRC has had issues with moving forward and how this could allow their pace to quicken.

Dave Bench, 1 Randolph Place, spoke regarding the current difficulties with achieving quorum for the CRCRC.

Mayor Gavin Massingill called for a Roll Call vote:

Council Member Brook Brown	No
Council Member Alec Robinson	No
Council Member Phil McDuffee	Yes
Mayor Pro Tem Sara Hutson	Yes
Mayor Gavin Massingill	Yes

The motion carried with 3 in favor and 2 against. The Mayor voted due to a tie.

11. Discussion and possible action regarding CRCRC compliance with the Texas Open Meetings Act

Dave Bench, 1 Randolph Place, asked if City Council would allow him to bring back some ideas for this item at the next meeting.

12. Discussion and possible action regarding a CRCRC progress report and potential request for appropriations

Dave Bench, Chair of the CRCRC, reported progress regarding the survey and a quote for administering the survey. He has interviewed several people who are interested in the CRCRC. He will bring recommendations for appointing CRCRC members to the next meeting.

13. Update and discussion regarding Park sprinkler system improvements

Council Member Phil McDuffee discussed the Park sprinkler system coverage, estimates provided for improvement of that coverage, and potential funding by the RCDC.

14. Update on the Nixon/Pleasant drainage project

Mayor Gavin Massingill reported that all of the easement drafts have been provided to the neighbors and progress has been made with the agreements.

15. Discussion and possible action regarding the permanent appointment of a Police Chief

Mayor Gavin Massingill discussed that about one year ago Council made an interim appointment for a Police Chief.

Mayor Gavin Massingill stated that as authorized by the Texas Open Meetings Act, the City Council will adjourn into Executive Session pursuant to Texas Government Code section 551.074 regarding the discussion of personnel matters at 8:39 p.m.

Mayor Gavin Massingill reconvened the meeting into regular session at 8:50 p.m.

Mayor Gavin Massingill stated that no action was taken in Executive Session.

Council Member Brook Brown moved to appoint Kristal Muñoz as Police Chief for the City of Rollingwood, Texas. Mayor Pro Tem Sara Hutson seconded the motion. The motion carried with 4 in favor and 0 against.

ADJOURNMENT OF MEETING

Mayor Gavin Massingill adjourned the meeting at 8:52 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Gavin Massingill, Mayor

ATTEST:

Desiree Adair, City Secretary