



Date: October 16, 2020

To: Mayor and Council Members of the City of Rollingwood

From: Amber Lewis, City Administrator

Subject: City Administrator's Report

Financials – Highlights of the financials for the month of September 2020:

- As of September 30, 2020, 100% of the Fiscal Year has passed.
- Property taxes collected are up 8% from the amount collected in the same period in FY 18-19.
- Sales taxes collected were down 3% as compared to the same period in FY 18-19.
- The Water Fund balance is currently at \$479,627. The General Fund balance is at \$1,291,289.

We met with a representative for Trail of Lights and were able to provide our input on preliminary plans for this year's drive-through only event that may significantly impact traffic in the City of Rollingwood. In an effort to avoid any potential parking issues, we are exploring the use of a similar pass as used during ACL that would allow Rollingwood residents access in or out of the city at all times at the entrance that may be barricaded and closed off to all non-residents. This should significantly reduce extra traffic during this event. We will continue to update you as plans for this event and our response are solidified.

At the October RCDC Meeting, the Board held public hearings for and approved funding for the park improvements exceptional item (\$30,000), MoPac Legal expenses (\$40,000) and a portion of the Comp Plan (\$30,000). These items have now come to Council, where the resolutions will require two readings before a resolution is passed at RCDC.

We have completed and submitted our first application for CARES reimbursement through August 31. We plan to have the remaining invoices compiled into a second report and sent out before the due date of October 30th. As of today, we have been able to take advantage of a majority of the funding allocated to Rollingwood.

At last month's meeting the Council directed Charlie to review and give a report on the Ethics and Liaison Ordinances. Upon his review, he would like to receive policy direction from the Council on how to prepare proposed amendments to the policies. We expect there to be many questions and information sharing for this process. In an effort to avoid a lengthy meeting on these topics, we will be setting up meetings with Council Members in the coming weeks to discuss.

We had our first meeting with the Comprehensive Plan Strike Force on Wednesday, October 14 and the next meeting has been set for Monday, October 26 at 4:00 p.m. The primary goals of the meeting were to make introductions, discuss some of the issues, and to make a plan for future meetings.

The Public Works crew is working on continuing professional development. Over the last month, Nate has taken classes to achieve a Class D Water Operator License and David has taken classes to achieve a Class 3 Wastewater Operator License. They haven't tested, yet, but they are studying and working on it. This is a large part of the goal we have set to become self-sufficient in the operation and maintenance of the water and wastewater systems.

Ashley was elected as the Region 10 representative on the TML Health Board of Trustees. Her term will be three years and start in January 2021. Congratulations to Ashley on this important appointment! Rollingwood will be well represented!

Because last month marked Chief Brady's one year anniversary with Rollingwood, he wrote this month's Picayune article highlighting the department's COVID-19 response and the interlocal agreements that have been put in place. The department is also in the process of filling a paid reserve position and will be getting an announcement out soon to fill Ryan Taylor's position.

While, we are permitted to continue to meet virtually, we have arranged for the Council Chambers to be outfitted with acrylic shields for in-person meetings. All of the hardware is going to be removable so that we are able to continue to use the chambers as an additional work space.

We met this month with the property owners surrounding the Nixon/Pleasant area of drainage concern. K. Friese provided a memo with notes around the meeting which is in your agenda packet under item 11. Gavin is facilitating a site visit and project walk-through with the engineer and the neighbors today.

The Police Department purchased the new mule. It needs to be outfitted with lights, etc. but they have it here and are happy to have this addition to their fleet.

The Police Department is also working on their continuing professional development. They are working on steps to prepare their officers in dealing with on- and off-the-job stress and how to recognize when fellow officers may be feeling particularly stressed. The idea is to ensure that we don't have officers making poor decisions because of stressors. Corporal Lara has also instituted the Vincible program. The most recent topic they discussed was the importance of reporting inappropriate behaviors that may be exhibited by fellow officers.

Chief Brady looked into complaints about aggressive panhandling in the Westwoods shopping center. He contacted APD who did not realize this shopping center was in his jurisdiction. While the panhandling issue may not be addressed, APD did say they would enforce trespassing. If you are approached, please dial 911 to create documentation of this behavior.

I am available by email and cell phone, 512-647-0637. Please let me know if you have any questions or concerns.



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