



Date: January 18, 2022
To: Mayor and Council Members of the City of Rollingwood
From: Ashley Wayman, Interim City Administrator
Subject: City Administrator's Report

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

- As of December 31, 2021, 25% of the Fiscal Year has passed.
- Property taxes collected were up 22% 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 \$235,586 The General Fund balance is at \$2,307,795

This week will be a busy one at City Hall. The auditors will be in the office most of the week working on the city's annual audit. They will be presenting the annual audit by the March City Council meeting. We will also be having new microphones installed on the dais and podium early this week that should better capture audio from city meetings and increase our recording quality. We hope to have this installation complete before the City Council Meeting Wednesday evening.

As discussed at the last City Council meeting during the item regarding staff vacancies, we have opened an Assistant to the City Administrator position. This is not an Assistant City Administrator position, but rather a position that assists in various ways in the administration department and city administrator's office. We are looking for a highly motivated individual who is interested in learning about all functions of city hall and will be able to provide support to us, particularly finance and utility billing, where needed. The first review of applications will be the week of January 24.

Mayor Massingill has been working closely with K. Friese and Associates to move forward on the Nixon/Pleasant drainage project. After meetings with the surrounding neighbors and the engineers regarding comments and concerns submitted by neighbors, the engineers are now in the process of addressing those concerns and finishing up the 90% design phase.

Site Pro has completed all necessary installations at the City's lift stations and are now working closely with the city and Crossroads to determine user permissions on the automation system and ensure that this is well outlined in a policy going forward. There is an item on the agenda this month to discuss an addendum to the City's contract with Crossroads to outline how they and the city will interact with the new system. Though we will not have a completed addendum at the meeting, we would like to begin this discussion so we are prepared to go live with the new system when we have all the information we need from Crossroads and Site Pro.

The Police Department and the Public Works department are working on a Resident Winter Storm Preparation informational document that we plan to distribute to the community as well as include in a new resident packet that we will be rolling out in the next few months. We know that there is

still a possibility for winter weather activity and would like to help inform residents on what they can do to be prepared in the event of winter weather.

As discussed and directed at the last Council Meeting, the city's official comment letter to CTRMA regarding the MoPac South Virtual Public meeting was sent in ahead of the deadline on January 7, 2022. The response we received stated that the response to the City's comment will be included in the Open House Summary Report, which will be posted on www.MoPacSouth.com when available in 2022.

The next Zilker Park Vision Planning meeting is scheduled for February 15, 2022 at 6:00 p.m. via Zoom. I will plan to attend the meeting and have put this information on our Zilker Park Vision Plan webpage. Registration information can be found at the following link:
<https://www.austintexas.gov/ZilkerVision>

The Oak Wilt Town Hall has been scheduled for Tuesday, January 25 at 6:00 p.m. This meeting will be recorded and available for viewing on the city's website and YouTube channel.

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
Interim City Administrator



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