



**Date:** June 11, 2024  
**To:** Mayor and Council Members of the City of Rollingwood  
**From:** Ashley Wayman, City Administrator  
**Subject:** City Administrator's Report

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Financials – Highlights of the financials through the month of May 2024:

- As of May 31, 2024, 66% of the Fiscal Year has passed.
- Property taxes collected were \_\_\_\_\_% from the amount collected in May 2023.
- Sales taxes collected were \_\_\_\_\_% from the amount collected May 2023.
- The Water Fund balance is currently at \$\_\_\_\_\_. The General Fund balance is at \$\_\_\_\_\_.

\*Financial information not yet available due to state sales tax information not being available yet.

**Budget**

It is officially budget season! City Council Meetings in the months of June, July, August and September will begin at 6:00 p.m. to accommodate budget workshops. In this month's workshop we will be covering the Budget Structure Overview and the base budget worksheets for all funds. Next month we will be covering exceptional items for all funds and initial revenue estimates. Thank you to our team here at City Hall, including our Budget Liaison, Mayor Massingill, for their hard work preparing departmental budget documentation for Fiscal Year 2024-2025! The 2024-2025 Budget Binder can be found at the following link and will be updated throughout the summer: <https://www.rollingwoodtx.gov/finance/page/fy-2024-2025-budget-binder>

**Park**

The Public Works department has spread mulch at both the upper and lower parks, as well as around City Hall, as part of regular maintenance to keep these areas in good condition. They are also beginning a project to address erosion issues in the area around the lower pavilion that will include forming and pouring concrete on the north side of the pavilion nearest the walking path where erosion damage occurs. We expect this project to be completed by the end of June. We appreciate our Public Works team for their efforts in enhancing the park and City Hall!

**Police Department**

The Police Department has ramped up recruiting efforts in recent months and we are excited to announce that a new Police Officer, Ben Bishop, will be joining our team in June! Officer Bishop is in the Army

Reserves and has multiple years' experience in policing. Thank you to Police Chief Muñoz and her team for diligently working to add to our team and for keeping our community safe.

### **City Hall**

Thank you to the Mayor and Council for approving the installation of a new air conditioning unit in City Hall! As the hot weather approaches, this investment will ensure staff, board and commission members, and all other visitors stay cool when visiting City Hall. The new unit was installed on May 25, and we are now much more prepared for our summer meetings!

During one of the storms we experienced in May, the Police Department experienced a leak in their office that led to minor flooding as well as to the discovery of mold on the air conditioning unit. Though the origin of the leak was not discovered, the Public Works department was able to stop the flooding.

### **Electronic Meter Project**

On June 3, we began the replacement phase of the meter upgrade project to swap the current mechanical meters with new electronic meters. As previously decided at the May 15 City Council Meeting, all residents will have their meter swapped and may not opt out of meter replacement. Ameresco and Ratliff Utilities will be working together to complete this project and will be in the community for the next couple months as they work to complete the meter replacements. Additional information about this project can be found on our website here: <https://bit.ly/RW-Meter-Project>

### **Drainage**

At the May City Council Meeting, attention was brought to the clogged culvert on Nixon Drive. The Public Works team has since cleaned out the culvert allowing more water to pass through during heavy rain storms. While we strive to clean out all drainage facilities on a regular basis, we encourage anyone to call or email City staff to report issues like this so they can be quickly resolved.

At the May City Council Meeting, there was a lot of discussion about drainage and various proposals that have been submitted to the city or have been requested and are nearing completion. The contractors working on these proposals or submitting additional information have been asked to attend the Park Commission meeting on Tuesday, June 11. Here is the link to the Park Commission meeting and agenda packet: <https://www.rollingwoodtx.gov/bc-pc/page/park-commission-meeting-138> Because the June Council Meeting is the following day, any decisions or recommendations made by the Park Commission at their meeting will be placed on the July City Council agenda to ensure that staff has enough time to compile needed documentation.

### **MoPac South Expansion Project**

In May 2024, CTRMA began holding a series of Technical Working Group Meetings to inform the completion of the MoPac South Environmental Assessment. These meetings covered the topics of Air Quality, Utilities, Parkland & Bike/Pedestrian Access, Water Quality/Quantity, Cultural & Historical Resources, and Schematic (Operations/Safety). Staff and members of the MoPac South Task Force have been in attendance at each of these meetings. The final recap meeting is scheduled for Wednesday, June 26, 2024 from 2 p.m. – 4 p.m.

While the Technical Working Group meetings have been centered around Alternative 2C, CTRMA has explained that the operational configurations that were originally proposed are still being considered. Additional information about the different operational configurations and updates that have been given about this project can be found on our MoPac South Website at this link: <https://bit.ly/RW-MoPac-South>

### **Water CIP, Drainage Projects and Google Fiber**

Construction activities are ongoing for Water CIP Bond Program Packages 1-4. At this time, Water CIP projects have been completed on Westgate Circle, Ewing Circle and nearby work on Timberline Drive, Jeffrey Cove, Timberline Ridge, South Crest Drive, Inwood Cove and Inwood Road. The broken PRV at Hatley Drive and Almarion Drive has also been replaced. Both the Hubbard/Hatley/Pickwick and Nixon/Pleasant Drainage Projects are also in progress. Updates on these projects and impacts to residents can be found on our city website, under the public notices section on the front page. This page “Updates – 2023/2024 Water System Improvements” will be kept up-to-date with project progress and milestones. A full schedule of all projects can also be found on this page, and will be updated as the projects progress. Link: <https://bit.ly/RW-ProjectUpdates>

Google Fiber will be phasing their installation of fiber throughout Rollingwood to accommodate the ongoing Water CIP and drainage projects. The timing of their installation must be after we complete our water or drainage work on a street, but before we repave the street to avoid our streets being cut into when they are freshly repaved.

Google Fiber has now obtained permits to move forward with the installation of their fiber cables in Phase 1, which includes the areas where Water CIP work has already been completed. They will be coordinating with staff, AO Services and the City Engineer, K. Friese and Associates, throughout their installation. We anticipate Phase 1 work to start **this week** (yay!) and Google Fiber contractors have placed door hangers at homes on the streets that will be affected. We do not yet have information about when Google Fiber will be set up to provide service to Rollingwood but hope to have that information to share with the community in the near future.

### **4<sup>th</sup> of July Festivities**

The Rollingwood Women’s Club will be holding their annual July 4<sup>th</sup> parade at 9:00 a.m. with a celebration to follow in the lower park. The Zilker Clubhouse rental has been confirmed again this year for residents to watch the fireworks in Austin. We hope to see you all there for the celebration!

### **City Hall Closures**

City Hall will be closed on Wednesday, June 19 in observance of Juneteenth and will resume normal business hours on Thursday, June 20, 2024. City Hall will also be closed on Thursday and Friday, July 4 and 5, in observance of Independence Day and will resume regular business hours on Monday, July 8, 2024.

I am available by email at [awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov) and cell phone at 737-218-8326. Please let me know if you have any questions or concerns.

Best,

Ashley Wayman

City Administrator