



Date: March 19, 2026
To: Mayor and Councilmembers of the City of Rollingwood
From: Alun Thomas, City Administrator
Subject: City Administrator's Report

City Financials

Highlights of the financials through the month of February 2026:

- As of February 28, 2026, 42% of Fiscal Year 2025-2026 has passed.
- Property taxes collected were up 6% from the amount collected in February 2025.
- Sales taxes collected were not significantly different than the amount collected in February 2025.
- The Water Fund balance is currently at \$1,139,589.79. The General Fund balance is \$6,228,893.32.

Utilities

As of March 19, 2026, the EyeOnWater customer portal has a total of **257** accounts (the same number as in my last report) that are registered within the system, representing 43% of the system's connections. Of those accounts, **203** (up 2 from my last report) have signed up for leak alerts, and the rest have not.

Total water usage for February was 7,909,264 gallons versus 5,960,351 gallons in February 2025. This month's usage continues to be below annual averages due to the decreased need for irrigation at this time of the year.

Consistent manual monitoring of leaks by the Utility Billing department, coupled with automated leak alerts from EyeOnWater, have helped to significantly reduce the number of identified leaks across the system. However, 77 of the City's 608 water meters show some degree of continuous usage, with 16 of those meters having a continuous flow of at least 10 gallons per hour. Staff continues to work with customers on correcting those issues through frequent and proactive communication.

Off-Leash Area at the Park

The Park Commission continues to make progress on narrowing down a recommended design for a dedicated off-leash area at the park, with another Commission meeting scheduled for March 24. For Council's convenience, I have included the packet items from that meeting as Attachment "A" to this report.

CIP Drainage Projects

At the time of writing this report, the final steps for completing the outfall on Almarion Way are underway, with construction work expected to be complete before the March Council meeting. This work represents the final phase of the CIP projects.

As Council is aware, in response to concerns raised by a nearby resident, the outfall design was reevaluated and subsequently reengineered to provide an alternative solution that remains fully sound from an engineering and performance standpoint. The original design, which called for a traditional and rather wide concrete spillway, has been replaced with a narrower Flexamat system. This system consists of a flexible matrix or net embedded with concrete blocks, which is designed to conform to the natural contours of the slope while providing effective erosion control and slope stabilization. In addition to meeting technical requirements, this approach offers a more natural aesthetic and integrates more seamlessly with the surrounding environment.

Construction oversight and quality assurance continue to be a priority. Robert Dial, who has been serving as the City's on-site representative for the CIP projects, has been actively monitoring daily construction activities to ensure adherence to project specifications, safety standards, and regulatory requirements. His presence has helped facilitate real-time coordination and issue resolution. In addition, the City's engineer, Abe Salinas of Lochner, has conducted multiple site visits throughout this phase of construction, providing direction to the crews and addressing issues as they arise. His involvement has provided valuable technical guidance, supported design implementation in the field, and ensured that any necessary adjustments are consistent with engineering best practices. For Council's review, a letter from Mr. Salinas confirming the performance and design of the storm drain outfall design is included as Attachment "B" to this report.

Texas Commission on Environmental Quality (TCEQ) had received a complaint alleging that the work being performed at the Almarion Way outfall as a part of the drainage project was not in compliance with applicable requirements for the Edwards Aquifer Protection Program. An investigation by TCEQ found no such violations. I have included the correspondence from TCEQ as Attachment "B" to this report. As with any project in Rollingwood, environmental protection remains a central consideration, particularly in the creek corridor where sensitive vegetation is present. The contractor, AO Services, is taking deliberate steps to avoid disturbance to the critical root zones of existing trees. This includes careful equipment operation, adjusted work limits, and coordination with project oversight staff to minimize impacts. These efforts are intended to preserve the health and longevity of the mature tree canopy, which is an important feature of the area's natural character.

AO Services will implement additional erosion control and stabilization measures across the jobsite, through the application of grass seed over disturbed slopes and exposed soils. This seeding effort will help further stabilize the hillside, thereby reducing the potential for erosion and accelerating the return of natural, native ground cover. Over time, these measures will contribute to restoring the natural beauty of the project area and ensuring long-term resilience. To supplement this site restoration, the City is planning to enhance the disturbed areas following completion of construction by AO Services. This will include the planting of additional bushes and trees to complement existing vegetation and further stabilize the creek environment. These plantings are intended not only to restore but also to improve the ecological and visual quality of the area over time.

Overall, the project remains on track to be successful with strong collaboration among all parties and a continued emphasis on balancing infrastructure improvements with environmental sensitivity and community concerns.

Food Trucks

During November's regular Council meeting, Council directed me to examine the issue of rules for food trucks, catering vehicles, and coffee trucks operating within the city limits. Our legal team is still examining the City's existing code to ensure compliance with state law, and once I receive their review, I will continue with the process. The City's Code of Ordinances may need to be restructured to be able to more clearly incorporate the myriad changes to the Code that the new state law requires. Our legal team expects the final draft of these revisions to be ready in April.

Emergency Management Readiness

With 6 out of the 18 members of staff having completed ICS 300 and ICS 400 training, the City of Rollingwood is already well ahead of most cities in emergency management training. Three additional staff members are scheduled to take the classes this calendar year, while the remaining nine do not need the training.

Spring Clean-Up Event

The City hosted its annual Spring Clean-Up event on Saturday, March 14, 2026, from 8:00 a.m. to 12:00 p.m. at the upper park parking lot on Gentry Drive. The event was well attended again this year. I'd like to extend a personal thank you to the members of staff (and one member of Council!) who made themselves available during this time to assist residents with unloading items from their vehicles.

City Holidays

City Hall will be closed on Friday, April 3rd, 2026, in observance of Good Friday.

Contact Me if Needed

I can be reached by email at athomas@rollingwoodtx.gov and by cell phone at (737) 218-8326. Please let me know if you have any questions or concerns.

Sincerely,

Alun Thomas

City Administrator

Attachment "A" to March 2026 City Administrator's Report

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 24, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action regarding recommendations to City Council for a dog off leash area

Description:

The Rollingwood Park Design Group held a meeting to discuss potential ideas for a dog off leash area in Rollingwood Park on February 2, 2026.

This items allows the Park Commission to review proposed designs for an off leash dog area from Landscape Architect Curt Arnette of Sitio Design and propose a recommendation to City Council.

Action Requested:

Discuss and consider a recommendation to City Council regarding an off leash dog area design.

Fiscal Impacts:

The fiscal impact from this item depends upon the Commission's recommendation and City Council's decision.

Attachments:

- Version A – 3-5-26
- Version B – 3-5-26
- Version C – 3-5-26
- Plan – Dog Park Entrance at Parking Area
- Section – Open Fence
- Section – Solid Fence



sitiodesign

curt arnette, asla
landscape architect
6 1 1 4 ginita lane
austin, texas 78739
512.415.2097
sitiodesigngroup@yahoo.com
sitiodesign.com

March 5, 2026

Dog Park Version 'A'

.5 Acres

* Softball Field - shifted south 30', west 10'

* One field eliminated

1 acre = 43,560 sf
.5 acre = 21,780
.55 acre = 23,958
.6 acre = 26,136 sf

KEY

-  Dog Park Area - 21,790 sf (.5 ac)
 -  Play Field Area - 33,186 sf (.76 ac)
 -  Proposed Planting Areas (Additional Butterfly Gardens)
 -  Proposed Dog Fencing
 -  Proposed Dog Park entrance
 -  Proposed Shade Tree
 -  Existing Ball Field Fencing
 -  Proposed Ball Field Fencing to accommodate proposed parking area
 -  Proposed Ball Field Fencing to accommodate proposed Dog Park
 -  Proposed Guardrail
- Scale 1" = 20'-0"
- North
- Tree protection fencing



LOT 1
WESTERN HILLS ATHLETIC CLUB
ADDITION
BOOK 79, PAGES 355-356
P.R.T.C.T.

LOT 2
0.55 ACRE

20' DRAINAGE EASEMENT
AND P.U.E.
(PER PLAT)

LOT 5A
RESUBDIVISION OF LOTS 5 & 6
CLARK SUBDIVISION



sitiodesign

curt arnette, asla
landscape architect
6 1 1 4 ginitia lane
austin, texas 78739
512.415.2097
sitiodesigngroup@yahoo.com
sitiodesign.com

March 4, 2026

Dog Park Version 'B'

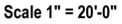
.55 Acres

* Softball Field - shifted south 45', west 10'

* One field eliminated

1 acre = 43,560 sf
.5 acre = 21,780
.55 acre = 23,958
.6 acre = 26,136 sf

KEY

-  Dog Park Area - 24,140 sf (.55 ac)
-  Play Field Area - 29,275 sf (.67 ac)
-  Proposed Planting Areas (Additional Butterfly Gardens)
-  Proposed Dog Fencing
-  Proposed Dog Park entrance
-  Existing Ball Field Fencing
-  Proposed Ball Field Fencing to accommodate proposed parking area
-  Proposed Ball Field Fencing to accommodate proposed Dog Park
-  Proposed Guardrail
-  North
-  Scale 1" = 20'-0"
-  Proposed Shade Tree
-  Tree protection fencing

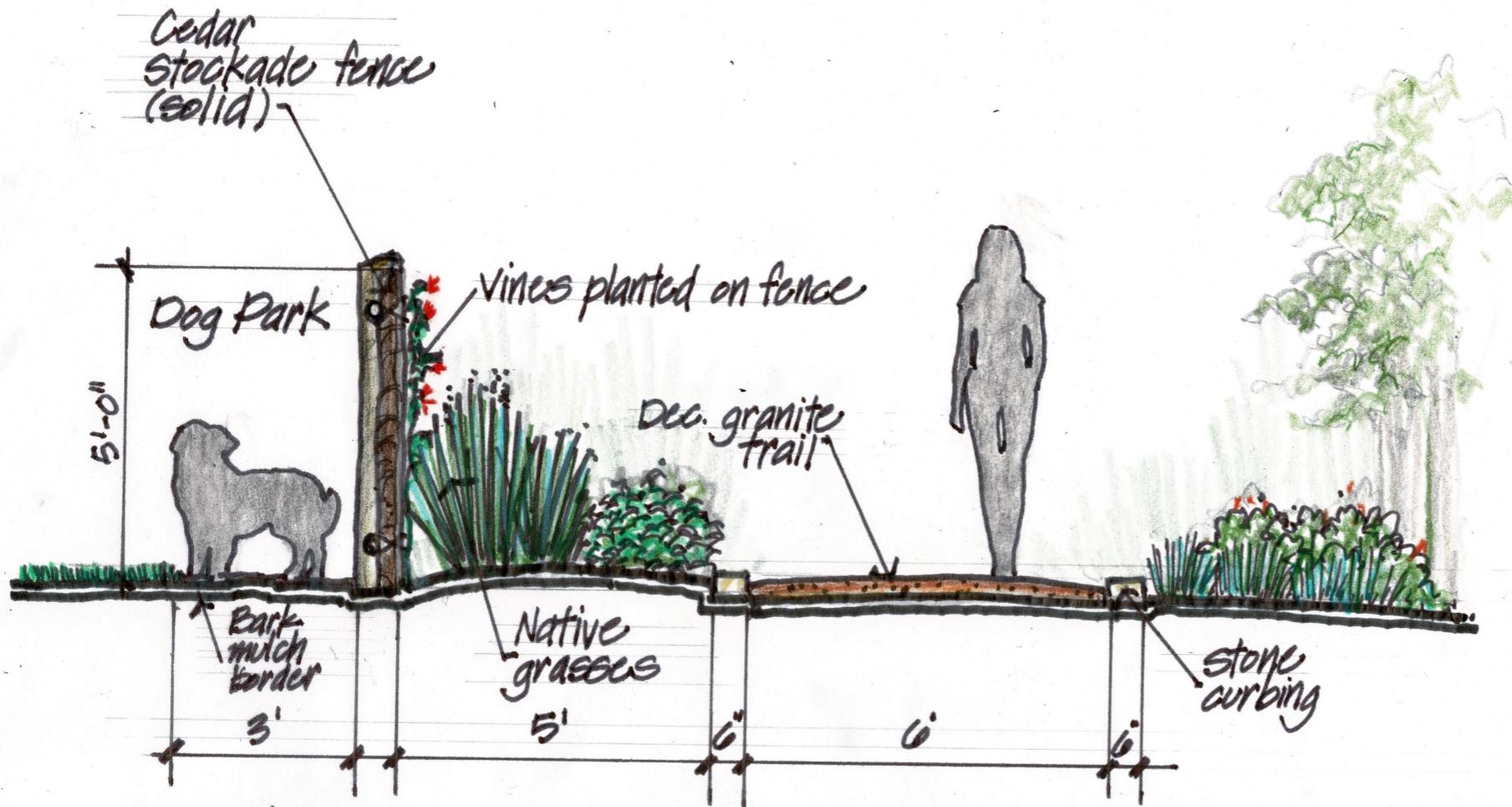


LOT 1
WESTERN HILLS ATHLETIC CLUB
ADDITION
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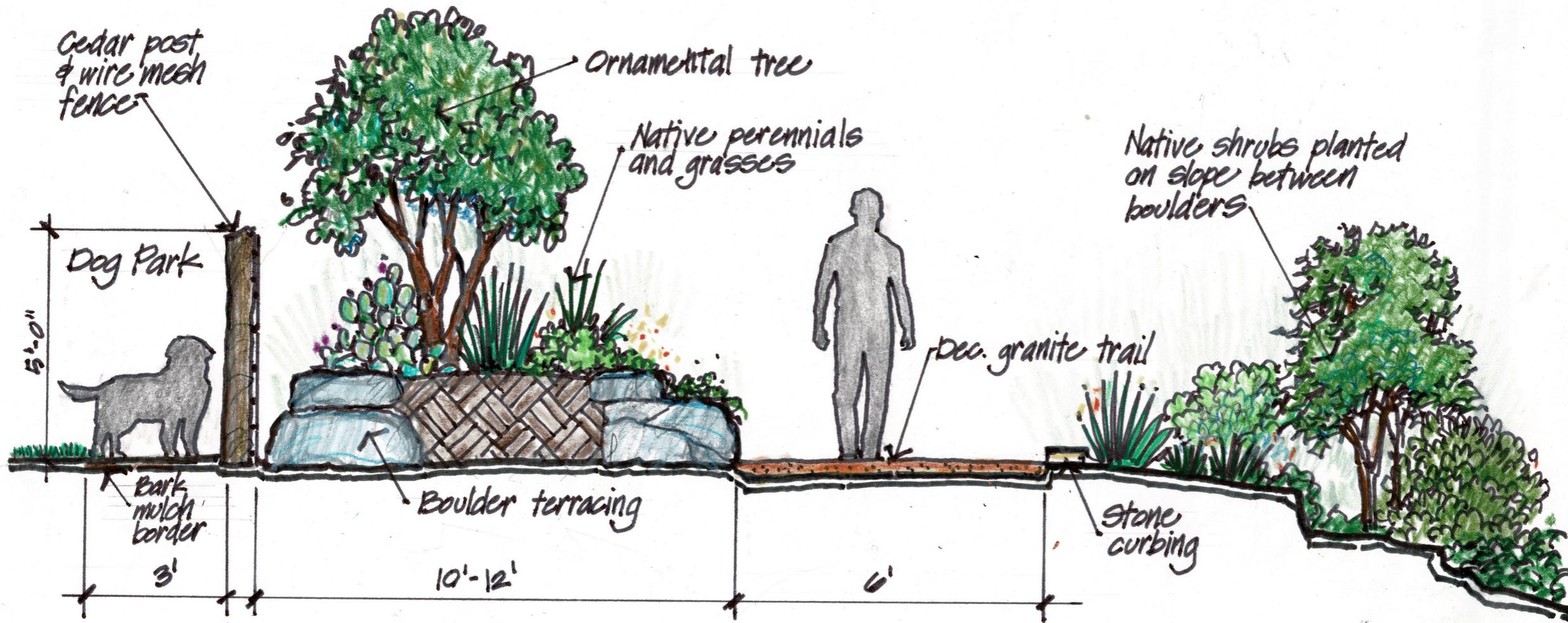
LOT 2
0.55 ACRE

20' DRAINAGE EASEMENT
AND P.U.E.
(PER PLAT)

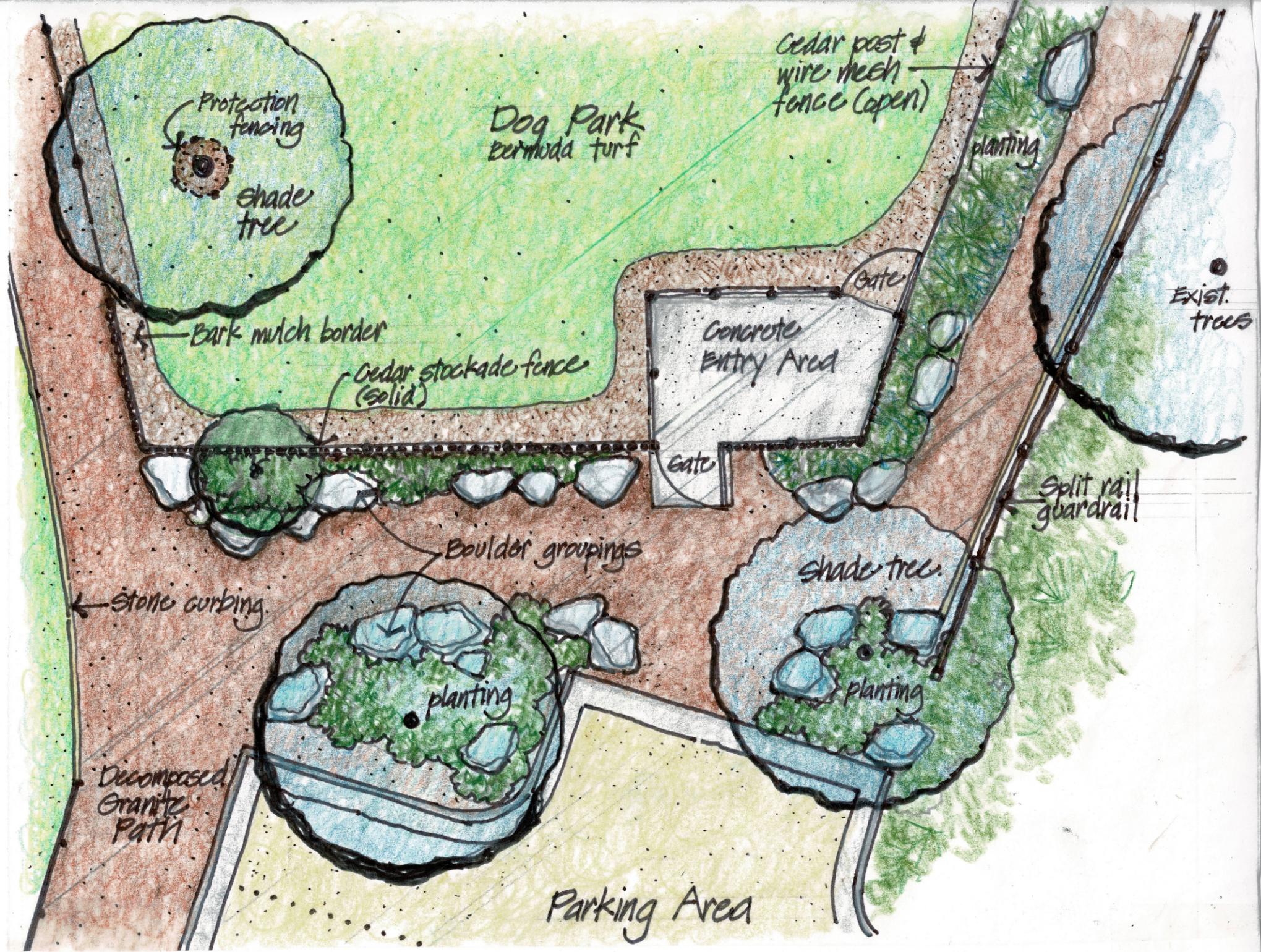
LOT 5A
RESUBDIVISION OF LOTS 5 & 6
CLARK SUBDIVISION



Section - Solid Fence / Planting / Trail
 scale $\frac{3}{8}'' = 1'-0''$



Section - Open Fence / Berm / Trail
 scale $\frac{3}{8}'' = 1'-0''$



Plan - Dog Park Entrance at Parking Area
 scale 1/8" = 1'-0"

Attachment "B" to March 2026 City Administrator's Report



1120 S. Capital of Texas Highway | City View 2, Suite 100
Austin, TX 78746
hwlochner.com
OFFICE 512.338.1704 FAX 312.372.8208

March 19, 2026

Alun Thomas
City Administrator
City of Rollingwood
403 Nixon Dr
Rollingwood, TX 78746

Dear Mr. Thomas:

This letter responds to questions regarding the performance and design of the storm drain outfall located on Almarion Way and documents the engineering basis for the original and revised designs.

The original design provided an outfall oriented generally with the direction of creek flow and included concrete riprap for slope protection at the discharge location. Based on engineering judgment, the original design was acceptable for its intended purpose.

The revised design maintains the original design intent, with modifications including use of Flexamat in place of concrete riprap and revision of the curb opening configuration. Based on engineering judgment, the revised design is also acceptable for its intended purpose. These revisions were developed in response to requests from adjacent property owners and do not change the fundamental drainage objective of the design.

Upon completion of construction of the outfall improvements, a Lochner engineer will review the completed work to confirm it was constructed in general conformance with the design.

Sincerely,

A handwritten signature in black ink, appearing to read 'Abe Salinas III'.

Abe Salinas, PE, CFM

Attachment "C" to March 2026 City Administrator's Report

Brooke T. Paup, *Chairwoman*
Catarina R. Gonzales, *Commissioner*
Tonya R. Miller, *Commissioner*
Kelly Keel, *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

February 5, 2026

Mr. Alun Thomas, City Administrator
City of Rollingwood
403 Nixon Dr.
Rollingwood, Texas 78746-5512

Re: Compliance Investigation at:

2803 Hatley Dr., Rollingwood, Travis County
Regulated Entity No.:RN104052709, Investigation No.: 2123562

Dear Mr. Thomas:

On January 16, 2026, Mr. Colin Gearing of the Texas Commission on Environmental Quality (TCEQ) Austin Region Office conducted an investigation of the above-referenced site to evaluate compliance with applicable requirements for the Edwards Aquifer Protection Program. No violations are being alleged as a result of the investigation.

This investigation was the result of a complaint. For information regarding our complaint policies and procedures, please refer to the following website:
<https://www.tceq.texas.gov/compliance/complaints>

The TCEQ appreciates your assistance in this matter and your compliance efforts to ensure protection of the State's environment. If you or members of your staff have any questions regarding these matters, please feel free to contact Mr. Colin Gearing in the Austin Region Office at Phone 512-239-7015.

Sincerely,

A handwritten signature in black ink, appearing to read "Monica Reyes".

(for)
Monica Reyes, Section Manager
Edwards Aquifer Protection Program
Austin Region Office

MR/cmj