



**Wednesday, January 16, 2019**  
**CITY OF ROLLINGWOOD 403 NIXON DRIVE, ROLLINGWOOD, TEXAS 78746**  
**REGULAR CITY COUNCIL MEETING AGENDA**

**NOTICE OF THE REGULAR MEETING OF THE CITY OF ROLLINGWOOD CITY COUNCIL, ROLLINGWOOD, TEXAS, BEGINNING AT 7:00 PM, TO BE HELD IN THE MUNICIPAL BUILDING, 403 NIXON DRIVE, ROLLINGWOOD, TEXAS, ON WEDNESDAY, JANUARY 16, 2019, WHERE THE FOLLOWING ITEMS WILL BE HEARD:**

**1. CALL REGULAR CITY COUNCIL MEETING TO ORDER - 7:00 P.M.**

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1.01 CALL REGULAR CITY COUNCIL MEETING TO ORDER AND ROLL CALL

**2. CITIZEN COMMENTS - ITEMS NOT ON THE AGENDA**

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2.01 Comment Guidelines: All Citizen Comments are for items NOT on the agenda - PLEASE LIMIT COMMENTS TO 3 MINUTES.

**3. PUBLIC HEARING - Parking Ordinance**

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3.01 OPEN PUBLIC HEARING - Amending the City Code of Ordinances Section 14.02.203 - Prohibited Uses, Subsection (2) (B), and Section 12.04.052, Parking or Storage on Private Property in Residential Areas to provide for the storage of trailers, boats, campers, motor homes and recreational vehicles on the driveway of any private property owner.

3.02 CLOSE PUBLIC HEARING AND RECONVENE INTO REGULAR MEETING.

3.03 DISCUSSION AND POSSIBLE ACTION RESULTING FROM THE PUBLIC HEARING AND THE RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION.

**4. PRESENTATIONS**

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4.01 Presentation of 1st Quarter 2018-2019 Investment Report (October, November and December 2018)

4.02 Presentation of 1st Quarter 2018-2019 Budget Review - (October, November and December 2018)

4.03 Presentation by Buie and Company - Unveiling of the City Brand.

4.04 DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE TO AMEND THE BUDGET FOR THE FISCAL YEAR 2018-2019 TO REFLECT ADDITIONAL SALES TAX REVENUE AND EXPENDITURES FOR COMMUNICATIONS AND OUTREACH AS SET FORTH IN ATTACHMENT "A-1" TO THIS NOTICE OF PUBLIC MEETING.

4.05 DISCUSSION AND POSSIBLE ACTION ON A PROPOSAL FROM BUIE & COMPANY TO PROVIDE GENERAL COMMUNICATIONS AND OUTREACH SERVICES ON AN AS-NEEDED BASIS AND TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT.

4.06 Presentation and interviews of the highest ranked firms and responses as submitted to the City's Request for Proposals for City Attorney services.

**5. CONSENT AGENDA - Items under the Consent Agenda can be pulled for discussion and action at the request of the City Council. All other items under the Consent Agenda will be approved with one motion.**

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5.01 DISCUSSION AND POSSIBLE ACTION TO APPROVE THE DECEMBER 19, 2018 CITY COUNCIL MEETING MINUTES.

**6. CITY ENGINEER REPORT - LNV, Inc.**

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6.01 City Engineer: LNV, Inc., Report for December 2018.

6.02 DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE TO AMEND THE BUDGET FOR THE FISCAL YEAR 2018-2019 TO EFFECT THE TRANSFERS OF FUNDS AND TO REFLECT ADDITIONAL REVENUE RECEIVED AS SET FORTH IN ATTACHMENT "A-2" TO THIS NOTICE OF PUBLIC MEETING AND TO AUTHORIZE THE EXPENDITURE OF RSDP ZONE 7 FUNDS IN ADJACENT RSDP ZONE 8.

6.03 DISCUSSION AND POSSIBLE ACTION TO CONSIDER THE RECOMMENDATION OF THE CITY ENGINEER AND TO AWARD THE CONTRACT FOR THE 2019 DRAINAGE IMPROVEMENTS.

6.04 DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE EASEMENT AGREEMENT FOR 305 NIXON DRIVE FOR THE 2019 DRAINAGE IMPROVEMENT PROJECTS.

6.05 DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE EASEMENT AGREEMENT FOR 2501 HATLEY DRIVE FOR THE 2019 DRAINAGE IMPROVEMENT PROJECTS.

6.06 DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE EASEMENT AGREEMENT FOR 300 PLEASANT DRIVE FOR THE 2019 DRAINAGE IMPROVEMENT PROJECTS.

**7. CITY BUILDING OFFICIAL REPORT - Professional Design Group**

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7.01 City Building Official: Mike Alexander, Report for December 2018.

**8. NEW BUSINESS - GENERAL**

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8.01 DISCUSSION AND POSSIBLE ACTION TO REVIEW ATTENDANCE, APPLICATIONS AND MAKE APPOINTMENTS TO CITY BOARDS AND COMMISSIONS.

8.02 DISCUSSION AND POSSIBLE ACTION TO EVALUATE AND SELECT A PROPOSAL IN RESPONSE TO THE REQUEST FOR PROPOSAL FOR CITY ATTORNEY SERVICES AND TO AUTHORIZE THE MAYOR TO NEGOTIATE AND EXECUTE THE AGREEMENT.

8.03 DISCUSSION AND POSSIBLE ACTION REGARDING A ROLLINGWOOD UTILITY COMMISSION RECOMMENDATION ON AN APPEAL FOR THE TREEMONT HOME OWNERS ASSOCIATION (HOA).

8.04 DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE TO AMEND THE BUDGET FOR THE FISCAL YEAR 2018-2019 TO EFFECT THE TRANSFERS OF FUNDS AS SET FORTH IN ATTACHMENT "A" TO THIS NOTICE OF PUBLIC MEETING.

8.05 DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE AN ADDITIONAL POSITION OF OFFICER I FOR THE POLICE DEPARTMENT, TO APPROVE THE POSITION DESCRIPTION, AND TO AUTHORIZE ADVERTISEMENT.

8.06 DISCUSSION AND POSSIBLE ACTION ON A PROPOSAL FROM LANGFORD COMMUNITY MANAGEMENT SERVICES TO PROVIDE GRANT WRITING SERVICES FOR THE CITY OF ROLLINGWOOD IN ASSOCIATION WITH THE APPLICATION TO THE OFFICE OF THE GOVERNOR FOR THE NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS) GRANT AND TO AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT.

8.07 DISCUSSION AND POSSIBLE ACTION ON A RESOLUTION OF THE CITY OF ROLLINGWOOD AUTHORIZING APPLICATION TO THE OFFICE OF THE GOVERNOR FOR THE NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS) GRANT.

8.08 DISCUSSION AND POSSIBLE ACTION ON A RESOLUTION OF THE CITY OF ROLLINGWOOD AUTHORIZING APPLICATION TO THE TEXAS PARKS AND WILDLIFE DEPARTMENT FOR THE RECREATIONAL TRAIL GRANT PROGRAM.

8.09 DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION FROM THE PARK COMMISSION REGARDING A PROPOSAL FROM LANGFORD COMMUNITY MANAGEMENT SERVICES TO PROVIDE GRANT

WRITING AND ADMINISTRATION SERVICES FOR THE CITY OF ROLLINGWOOD IN ASSOCIATION WITH THE GRANT APPLICATION TO THE TEXAS PARKS AND WILDLIFE DEPARTMENT AND TO AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT.

8.10 DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION FROM THE PARK COMMISSION REGARDING AN PROPOSAL FROM NUDGE DESIGN TO PROVIDE A TRAILS AND CONNECTIVITY PLAN FOR THE CITY OF ROLLINGWOOD IN ASSOCIATION WITH THE GRANT APPLICATION TO THE TEXAS PARKS AND WILDLIFE DEPARTMENT AND TO AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT.

8.11 DISCUSSION AND POSSIBLE ACTION TO REGARDING DATES FOR THE 2019 CITY WIDE SPRING CLEAN UP, INCLUDING APPROVAL OF A FLYER TO BE SENT TO RESIDENTS IN THE FEBRUARY WATER BILLS.

8.12 DISCUSSION AND POSSIBLE ACTION TO APPROVE THE REQUEST FOR PROPOSALS (RFP) FOR UTILITY BILLING - BILL PROCESSING AND PAYMENT SERVICES

8.13 DISCUSSION AND POSSIBLE ACTION REGARDING THE EVALUATION, COMPENSATION OR DISCIPLINARY ACTION OF OFFICER B. JOHNSON.

## **9. OLD BUSINESS**

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9.01 DISCUSSION AND POSSIBLE ACTION TO ENTER INTERLOCAL AGREEMENT WITH THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG) AND THE SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION (SCPCD) FOR CERTAIN SOFTWARE AS DEFINED IN AGREEMENT.

9.02 DISCUSSION AND POSSIBLE ACTION ON AN ORDINANCE TO DESIGNATE A RECORDS MANAGEMENT OFFICER AND ESTABLISH A RECORDS MANAGEMENT PROGRAM AND ADMINISTRATIVE FRAMEWORK BY ORDINANCE AS DESIGNATED IN THE TEXAS LOCAL GOVERNMENT RECORDS ACT OF 1989 (TITLE 6, SUBTITLE C, LOCAL GOVERNMENT CODE).

9.03 DISCUSSION AND POSSIBLE ACTION REGARDING THE TERMS OF SERVICE FOR BOARD AND COMMISSION MEMBERS WHO HAVE REACHED THEIR 6-YEAR LIMIT.

9.04 STANDING AGENDA ITEM ----- UPDATE, DISCUSSION AND POSSIBLE ACTION REGARDING THE BEE CAVE IMPROVEMENT PROJECT TXDOT HAS COMMITTED TO CO-SPONSORING WITH THE CITY OF ROLLINGWOOD THAT WILL ADDRESS THE LOW WATER CROSSING FLOODING ISSUES AND ADD 5-LANES WITH SHOULDERS AND SIDEWALKS THROUGHOUT ROLLINGWOOD'S PORTION OF BEE CAVE ROAD.

9.05 STANDING AGENDA ITEM ----- UPDATE, DISCUSSION AND POSSIBLE ACTION TO PASS A RESOLUTION, REQUEST A MEETING WITH, TO PROVIDE INFORMATION OR A STATEMENT OF POSITION OF THE CITY TO, AND/OR TO REQUEST INFORMATION OR ANALYSES FROM RELEVANT STATE AND LOCAL OFFICIALS IN CONNECTION WITH THE PROPOSED SOUTH MOPAC EXPANSION.

9.06 STANDING AGENDA ITEM ----- DISCUSSION AND POSSIBLE ACTION FOR THE CITY COUNCIL TO CALL FUTURE "SPECIAL CALLED" MEETINGS OF THE ROLLINGWOOD CITY COUNCIL FOR ANY ITEMS DISCUSSED AND DEEMED NECESSARY.

9.07 DISCUSSION AND POSSIBLE ACTION REGARDING LITIGATION, BRAINARD v. CITY OF ROLLINGWOOD.

**10. MAYOR AND DEPARTMENT REPORTS - The following reports are available to the public at the City's Administrative Offices and posted to the City's website. Discussion may occur as to any matter included in such reports.**

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10.01 MAYOR'S REPORT for December 2018.

10.02 CITY ADMINISTRATOR'S CITY ACTIVITY REPORT for December 2018.

10.03 CITY SECRETARY ADMINISTRATIVE ACTIVITY REPORT for December 2018.

10.04 PUBLIC WORKS DIRECTOR ACTIVITY REPORT for December 2018.

10.05 CHIEF OF POLICE ACTIVITY AND SERVICE CALLS REPORT for December 2018.

10.06 MUNICIPAL COURT ACTIVITY REPORT for December 2018.

**11. OTHER REPORTS - The following reports are available to the public at the City's Administrative Offices and posted to the City's website. Discussion may occur as to any matter included in such reports.**

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- 11.01 PARK COMMISSION - Met on January 8, 2019.
- 11.02 ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION - No January 2019 Meeting Scheduled.
- 11.03 BOARD OF ADJUSTMENT - No January 2019 Meeting Scheduled.
- 11.04 PLANNING AND ZONING COMMISSION - No January 2019 Meeting Scheduled.
- 11.05 UTILITY COMMISSION - No January 2019 Meeting Scheduled.
- 11.06 CITY STATS for December 2018.
- 11.07 CITY FINANCIALS for December 2018 FY 2018-2019.
- 11.08 RCDC FINANCIALS for December 2018 FY 2018-2019.
- 11.09 AWR SERVICES, INC., Water and Wastewater Report for December 2018.
- 11.10 CONTRACT INVOICES through December 2018 - LNV Inc., City Engineer, Professional Design Group, Building Official, Scanlan, Buckle & Young, City Attorney, and AWR Services, Inc., Water and Wastewater Services.
- 11.11 Texas Gas Service
- 11.12 Texas Central Appraisal District and Tax Assessor Letters

**12. EXECUTIVE SESSIONS**

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- 12.01 Executive Session - Pursuant to Texas Government Code Section 551.071 - Consultation with Legal Counsel, regarding Litigation Brainard v. City of Rollingwood.
- 12.02 EXECUTIVE SESSION - Pursuant to the Texas Gov't Code Sections 551.074 - Evaluation, Compensation or Disciplinary Action of Officer B. Johnson and 551.071 - Consultation with City Attorney

**13. CALL FOR ADJOURNMENT OF MEETING**

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**CERTIFICATION OF POSTING**

I hereby certify the above Notice of Meeting was posted on the bulletin board at the Rollingwood City Hall Municipal Building and to the City website at [www.cityofrollingwood.com](http://www.cityofrollingwood.com) on Friday, the 11th day of January 2019 at

4:40 p.m.

  
Robyn Ryan, City Secretary

**NOTICE -**

COUNCIL WILL ANNOUNCE THAT IT WILL GO INTO EXECUTIVE SESSION, IF NECESSARY, TO DELIBERATE ANY MATTER LISTED ON THIS AGENDA FOR WHICH AN EXCEPTION TO OPEN MEETINGS REQUIREMENTS PERMITS SUCH CLOSED DELIBERATION, INCLUDING BUT NOT LIMITED TO CONSULTATION WITH THE CITY'S ATTORNEY(S) PURSUANT TO TEX. GOV'T CODE § 551.071, AS ANNOUNCED AT THE TIME OF THE CLOSED SESSION.

CONSULTATION WITH LEGAL COUNSEL PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE;  
DISCUSSION OF PERSONNEL MATTERS PURSUANT TO SECTION 551.074 OF THE TEXAS GOVERNMENT CODE;  
REAL ESTATE ACQUISITION PURSUANT TO SECTION 551.072 OF THE TEXAS GOVERNMENT CODE;  
PROSPECTIVE GIFTS PURSUANT TO SECTION 551.073 OF THE TEXAS GOVERNMENT CODE;  
SECURITY PERSONNEL AND DEVICE PURSUANT TO SECTION 551.076 OF THE LOCAL GOVERNMENT CODE;  
AND/OR ECONOMIC DEVELOPMENT PURSUANT TO SECTION 551.087 OF THE LOCAL GOVERNMENT CODE.  
ACTION, IF ANY, WILL BE TAKEN IN OPEN SESSION.

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for

the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.