



CITY OF ROLLINGWOOD
403 NIXON DRIVE, ROLLINGWOOD, TEXAS 78746

Wednesday, April 19, 2017
CITY COUNCIL REGULAR MEETING

MINUTES

The City Council of the City of Rollingwood, Texas met in a Regular Meeting on Wednesday, April 19, 2017 in the City Council Chambers of the Rollingwood Municipal Building located at 403 Nixon Drive, Rollingwood, Texas. Mayor Roxanne McKee called the meeting to order at 7:04 p.m.

Present were:

Mayor Roxanne McKee, Mayor Pro Tem Sara Hutson, Alderman Joe Basham,
Alderman Michael Dyson, Alderman Bobby Dillard, Alderman Gavin Massingill,
City Secretary Robyn Ryan, Public Works Director Jackie Bob Wright,
Chief of Police Dayne Pryor, and City Attorney Doug Young

Alderman Gavin Massingill gave advanced notice that he may be late to the meeting or possibly not attending.

2. CITIZEN COMMENTS

-Resident Robert Patterson talked about the work he had done at the Rollingwood Park over the years and wanting to keep the Park a clean, peaceful refuge for the citizens. He found the softball people to be respectful, but he continued to clean up trash at the upper ball fields, and had personally picked up many gallons of trash. He said the softball people were unresponsive to requests to pick up their trash, but then complained about dog waste on the ball fields. He said cooperation was important, and the dog park issue had been resolved by communication and cooperation between the interested parties and there was no need to change anything or any action by the council. He thanked the council for their service to the community.

-Resident Phillip McDuffy said he walked his dogs daily in the park, and that he agreed with most of Mr. Patterson's comments. He felt the issue at the dog area had been resolved, and thought the best solution was for people to use the backfield, when it was not being used, as well as the other fields when open for use.

-Resident Pat Wallis said the traffic on Rollingwood Drive and Wallis Drive, had become faster and more reckless, over the years and there were no stop signs. She said drivers exceeded the speed limit most of the time, and she informed the council about an issue she experienced with a reckless driver on Wallis at Hatley jumping the curb ending up on her property; it was due to speed. Ms. Wallis asked council to approve a 4-way stop at the intersection of Wallis and Hatley. She thanked everyone for their service.

-Resident Diana Wallis spoke about the ball field situation, and she was pleased with the off-leash area of the field. She felt the way it was handled could have been better and that it was a "teaching lesson" for everyone. She wanted to continue to use the park when the kids were not using it, and wanted access to the "whole" park. She stated her appreciation to the council for their service and consideration. She concluded by saying she wanted everyone to talk first before throwing out orders.

-Resident Don Hudson said the Rollingwood Park was precious. He felt strongly that any restriction of access to the Park was wrong. *"as a taxpayer and citizen of this little city, whether it was baseball or anything else, I think it is wrong"*.

3. CONSENT AGENDA

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE REGULAR CITY COUNCIL MEETING MINUTES FROM MARCH 6, 2017.

Alderman Basham moved to approve the minutes from the March 6, 2017 meeting, Alderman Dillard seconded; the motion passed 4 to 0.

4. PRESENTATIONS

Presentation of the Quarterly Investment Report - 2nd Quarter 2016-2017 (January, February, and March 2017). The Quarterly Investment Report was included in the council packet; there were no comments or questions regarding the report.

5. CITY ENGINEER REPORT

CITY ENGINEER: LNV, Inc., report for March 2017 was presented by Marcus Naiser of LNV, Inc. A copy of the report was included in the council packet.

Mr. Naiser prepared and handed out an updated document on the street marking improvement project. There was a discussion among the council members regarding the information presented.

6. BUILDING OFFICIAL REPORT

CITY BUILDING OFFICIAL - Professional Design Group - Mike Alexander Report, With Building Permit Listing.

There were questions and comments from the council members on the report.

7. REPORTS AND INFORMATION

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.

MAYOR'S REPORT - March 2017

- Mayor McKee said there would be a bicycle safety clinic on Saturday, May 13th, at the lower parking lot at City Hall. A representative from Texas Department of Transportation would set up an obstacle course for children where they would learn about helmet safety, hand signals, stopping for stop signs and other bike safety procedures. Two clinic times, 9:00 a.m. and 9:30 a.m., would accommodate 15 children each.
- The Oak Wilt Symposium organized with City of Westlake Hills Mayor Linda Anthony, would be held on Friday, June 23, 2017 from 9:00 a.m. to 2:00 p.m. at St. John Newman Church. Other cities and neighborhoods are invited to attend and the mayor asked council members to attend.
- The Oak Wilt Trenching Project was complete (street and yard trenching), the backyard restorations were being worked on by the Public Works Department.
- The Court Clerk vacancy would be filled by the current Administrative Assistant, Rita Ostrander. Ms. Ostrander would train during work hours and attend formal court training in May and July. Due to this move, a receptionist/administrative assistant would be needed.
- Candidate resumes for the City administrator position continued to come in, approximately 120 resumes had been received. The interviews would take place in mid-May, and the goal would be to have a city administrator on board sometime in June.
- Mayor McKee met with Representative Donna Howard and Senator Kirk Watsons' representative regarding the concerns on the South MoPac Improvement Project, the potential prohibition of cities banning of short term rentals, the potential cap on the bill that would force an automatic roll back election if cities increase the tax either by 4 or 5 percent.
- She discussed the letter from CTRMA which was sent to the council. CTRMA had contracted to have a traffic study performed for the Bee Cave Road and MoPac corridor; a meeting would be set to discuss concerns.

CITY SECRETARY - Administrative Activity Report for March 2017, the report was included in the council packet.

PUBLIC WORKS DIRECTOR - Department Activity Report for March 2017; the report was included in the council packet. Mayor Pro Tem Hutson asked about the dumpster at the upper park, and Public Works Director Wright said the dumpster was scheduled to be removed that week.

CHIEF OF POLICE - Activity and Service Calls Report for March 2017; the report was included in the packet. Mayor Pro Tem Hutson asked about the motorized small scooters on streets, in the park and in the ball field areas, and if the bikes were street legal. She asked about the guidelines for the motorized bikes? Chief Pryor said the officers had talked to some children regarding the use of the bikes in an around the park area. The bikes were electrically operated, and he would look in to the legality of the electric bikes. Mayor Pro Tem Hutson added, in the past, vehicles or trailers parked on the streets would receive an orange sticker, when they parked illegally. She wanted to beef up the enforcement on parking of vehicles on the street; construction vehicles or others parking the wrong way on the streets. Chief Pryor stated he wanted residents to call the Police Department (non-emergency line) if they saw something of this nature, then the officers could formally look into it. Ms. Hutson also mentioned trailers on the streets and that they were hard to see around when driving. Resident Flo Macklin added that she wanted to see more Police presence on Saturday mornings during the softball season on Rollingwood Drive to monitor and deal with “wrong way” parking in that area. Chief Pryor said he would look into all the items discussed.

MUNICIPAL COURT - Activity Report for March 2017; was included in the council packet.

CITY STATS for March 2017 were included in the council packet.

CITY FINANCIALS for February and March 2017 were included in the council packet.

RCDC FINANCIALS for February and March 2017 were included in the council packet.

INVOICES through March 2017 include: LNV Inc., City Engineer, Professional Design Group, Building Official, Scanlan, Buckle & Young, City Attorney, and AWR Services, Inc., Water, and Wastewater Services; all invoices were included in the council packet.

AWR SERVICES - Water and Wastewater report for March 2017 and the list of Top Ten Water Users in the City were included in the council packet.

Texas Gas Service and Texas Central Appraisal District/Tax Assessor documents were included in the packet.

9. OLD BUSINESS

DISCUSSION AND POSSIBLE ACTION TO AMEND THE CODE OF ORDINANCES TO PROVIDE FOR A RESTRICTION OF DOGS OFF LEASHES IN PARTS OF HATLEY PARK AND ALLOWING DOGS OFF LEASH IN OTHER PARTS OF HATLEY PARK, AND RELATED REGULATIONS ASSOCIATED WITH USE OF THE PARK BY THOSE WITH DOGS.

City Attorney Young briefed the council on the agenda item; the item was discussed at the March 6, 2017 City Council meeting.

Mayor McKee called for Public Comments on the agenda item:

-Resident Annie Hudson voiced her support and agreement along with her dog park friends (Patterson, Wallis, and Hudson) related to the issue. She did not know why there needed to be an ordinance on dog restraining. She loved the park and the park area, and the area was not used by the baseball people year-round, she did not know why an ordinance was necessary.

Alderman Basham said that the council was just cleaning up an ordinance. Mayor Pro Tem Hutson said there was a designated restriction on the use of specific ball fields at Hatley Field, and some people would not be aware of the designation stated in the ordinance, and the fields were only used part of the year by the softball groups.

Mayor McKee read a section from the original Warranty Deed dated May 28, 1993 which stated; *the property was to be used for youth athletic programs.*

After further discussion, Alderman Basham moved to **table** the agenda item, Alderman Dillard seconded; the motion to table passed 4 to 0.

UPDATE OF EVENTS AND DISCUSSION AND POSSIBLE ACTION TO REQUEST A MEETING WITH, AND/OR TO PROVIDE INFORMATION OR A STATEMENT OF POSITION OF THE CITY TO RELEVANT STATE AND LOCAL OFFICIALS IN CONNECTION WITH THE PROPOSED SOUTH MOPAC EXPANSION.

Mayor McKee stated there was no new information to add regarding the MoPac Project. No action was taken.

DISCUSSION AND POSSIBLE ACTION TO APPROVE AN ADDITIONAL EXPENDITURE IN THE AMOUNT OF \$4,000 ASSOCIATED WITH A 2ND CLEANING OF THE STORMWATER EVAPORATION TANK AT THE 4800 BLOCK OF ROLLINGWOOD DRIVE.

After a briefing by Mayor McKee and Public Works Director Wright, Alderman Basham moved to approve the expenditure in the amount of \$4,000, Alderman Dillard seconded; the motion passed 4 to 0.

10. NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION PURSUANT TO CITY CODE SEC. 1.04.005 TO INTERPRET RELEVANT PROVISIONS OF THE CODE PERTAINING TO A CONTINUATION OF A NONCONFORMING STRUCTURE IN CONNECTION WITH AN APPLICATION FOR A BUILDING PERMIT FOR THE PROPERTY LOCATED AT 2601 BETTIS BLVD.

Building Official Mike Alexander briefed the council regarding the current application for a building permit submitted for 2601 Bettis Blvd. He discussed ordinance definitions: “reconstruction”, “new construction”, “remodeling” and “addition”. Mr. Alexander read the definition of “reconstruction” - *A construction project that uses any portion of the pre-existing building foundation or walls.*

The applicant submitted and proposed to demolish a portion of the existing house at 2601 Bettis Blvd. and to build a new house utilizing that portion of the foundation. He said the reason was to maintain existing encroachments into the existing setbacks. In this case, the house would encroach into the existing setbacks; the edge of the house would be 15 feet from the property line as opposed to the 30 feet from the property line as is required in the current zoning ordinance. The discussion was whether that portion of the ordinance granted applicants the ability to encroach into the setback at all, and if it is legal; even though it is in the ordinance and defined in the ordinance.

City Attorney Young said this had been presented to the Planning and Zoning Commission for considering whether to recommend an amendment to the code to allow what Building Official Mike Alexander had been interpreting the code to allow. In this case, it was a narrow strip in the existing foundation, which had not been demolished, everything else was demolished. One strip remained and encroached into the setback. The house that was there, was built before the current setback rules, it was conforming when it was built. After setback regulations were adopted, then it was not conforming. Like other non-conforming structures, it was allowed to exist as long as it was not altered. There are provisions in the code that allow for changes to be made in very narrow circumstances; destroyed by casualty or natural disasters, or fires, then it can be rebuilt in nonconforming manner, what it doesn't say is that it can be rebuilt in a nonconforming manner when it is demolished on purpose in order to redevelop the property. It was clear it was not allowed and the code language was specific on natural disaster/casualty.

The general language in the intent of the nonconforming structure and uses in the code clearly stated, the intent was not to allow nonconforming uses and structures to continue indefinitely, but not have to tear them down because the law changed in between. Mr. Young did not see any language in the code that gave effect to what Mike Alexander had contributed based on the definition of reconstruction. The definition that reconstruction is where you would use of any part of an existing foundation or walls of the house, if you use any part of an existing foundation and tore everything else down then it is a “reconstruction” of the old house, even though the new house may be larger. He said that Mike Alexander thought the definition went along with a definition of regulations that were no longer existing in the code. Mike Alexander informed the applicant that they could go ahead and do that; there was a reliance on a permit that was issued and that was on Mike Alexanders' guidance; that was how the

code worked. The applicant had (since the summer of 2015) proceeded in a manner that they thought they could continue with the nonconforming encroachment into the setback, the existing house was torn down, plans were submitted to build the new structure that would use the encroaching part of the foundation, and the drainage review was just beginning, and more work needed to be completed before the building permit could be issued.

Mayor McKee asked for those signed up on the Public Comments sheet to speak at that time in the meeting.

Mr. Matew Foteh, owner of 4920 Timberline Drive made comments to the council regarding submission of the plans that were interpreted as the current code and were given the green light outside of the building permit; the plans were within code. Plans were drawn up based on that information and had since torn down the home and currently were in a “holding pattern” and could not move forward. They had found out the code now was being interpreted in a different fashion. Currently they only had a demolition permit.

David Hernandez, builder of 4920 Timberline Drive discussed plans, changing directions of the plans, and time and expense of the project. He said the changes made far reaching impact on people already in the process. He said changes happen, but the changes needed to be openly discussed, enacted with a future date, so everyone could be prepared and know what they were getting into when they did submit. He said the property at 4918 Timberline Drive was in the same situation.

Mr. Price Prichett, owner of 2601 Bettis Blvd, said this issue had been interpreted by another building official for a home in Rollingwood, and that was the precedent. He believed Mike Alexander was right, in that if it was such an easy code to interpret and that obvious, then he did not understand why two different building officials would interpret it that way. He stated he was the home owner and the builder and was building this home for his family (began in 2015). He had taken the proper action from the beginning every step of the way, the process was confirmed and approved. He continued to follow the rules to proceed every step of the way, the demo permit was approved. The demolition permit application, specified very plainly the portion of slab that they were keeping. It was approved, and he moved forward; It was “green tagged”. The rules were written and now the process had stopped.

David Hernandez, builder said the code had been interpreted by the correct person, and they had followed the rules acting in good faith, however, how the code is interpreted in the future, he felt should not affect those who have worked in good faith up to that point. He said they were directed by a designated official to go a certain route, and anything other than allowing these two developments to go forward is punitive. He said this was setting families back in time and money. He appreciated the council consideration.

Aaron Montoya, Architect with Ryan Street and Associates was working on several projects, one of which was on the agenda. He said staff interpretation was critical, the building official had the knowledge and the institutional memory to provide the necessary guidance on this and to those trying to understand the code for professionals and for residents. He asked one thing that whatever action was taken; *“that you do no harm to this or to other residents who may be in the middle of this process”*. He thanked the council.

City Attorney Young stated there was a procedure when there were special circumstances. The residents could go before the Board of Adjustment for non-conforming structures, but a “hardship” must be noted when going that direction. There was a question as to the number of homes in the City that may be in the same situation; Mike Alexander said he was not sure how many specific homes were affected; only the two homes discussed.

Alderman Dillard asked for other residents present to speak on the issue:

-Resident Janet Beneke was concerned about the house to be built, increasing in size from 1,700 sf to 7,500 sf. The new house would be brought forward in the lot, and would impact his home drastically. She said it was a small slab. They had concerns about drainage. Her husband, Jim Beneke was not present, but had provided input via email (the email was copied and placed on the dais for council review).

NOTE: Architect Mr. Montoya presented to council a physical plan of the existing slab, showing where the new slab would be on the lot.

-Resident Dr. Noster stated that the parties present were very sophisticated and were spending a lot of money, and while there was a loose code in place, they knew where they were going in this process. Plus, this was a very large home on a very small lot.

-Resident Keith Martinson said the size of the house would increase from a 1,500-sf home to a 7,500-sf home, and would be very noticeable.

-Resident Sandy Keller said she wanted the focus to be less aesthetic and more specifically toward drainage. They are replacing the building that was there with 234% greater impervious cover, and her concern was if the City allowed encroachment in the setback, that would allow a lot more of impervious cover. She lives downhill from the property and is concerned about what may happen.

-Resident Flo Macklin said she was sick of mistakes being made in the past, and the Board of Adjustment would have to approve or dis-approve the issue. She said it was time to adhere to the codes and wanted the council to know the codes and to be tough with the city codes, maybe have an architectural committee. She was tired of the mistakes.

-Mr. Pritchett said Mike Alexander had interpreted it correctly, as well as other officials of the City. The rules needed to be enforced.

-Resident Flo Macklin said she was tired of the “do what you want to do”, then it gets approved. (audience applauded).

Alderman Basham statement: *I want to be clear; if you are going to build a new house on a lot with encroachments, then you have to build within the existing setbacks.*

-Resident Shanthi Jayakumar asked for the City Attorney to read from a previous ordinance; Attorney Young said the procedure to interpret where the building official should interpret in a way that is not expressly provided, and he was required to come to the council during a meeting and state the interpretation.

Mr. Young read a section of the code and its intention *Article 14.02 921 that permits nonconforming unassisted uses to continue until they are removed but not to encourage their continuation indefinitely.*

Ms. Jayakumar said her point was that there should be no discussion about this subject; there should be strict adherence to the ordinance. She did not want the city of be sued due to interpretation of one or two people. She said she wanted strict interpretation of the code, and if the building official had any problems, then he should get input from council. She wanted council to have a uniform rule and for the council not to be on both sides of the issue.

Alderman Basham said that it was confirmed by the conversation, the code was not clear, and if there was a nonconforming lot, and you demolish the house on that lot, you will build on a conforming lot; he wanted that written into the code. He wanted it to be clear that was the intent of the code.

Mayor McKee asked City Attorney Young to give the council options on the matter. City Attorney Young stated the following options on 10.01:

1) Do nothing. And, that would possibly be interpreted by the building official as he should continue to enforce the code the way he had been, 2) The building official could be given clear direction, 3) keep doing what you have been doing, but interpret it to say, no you cannot keep non-conforming parts of your property in perpetuity. He added something for the council to consider, because we do not know what is out there, the law with regard to what is known as “grandfathering rights” under Chapter 245 was a little vague.

Mike Alexander asked for clear direction on what the ordinance needed to say. He wanted the definition of “reconstruction” to be removed and for the definition of “remodel” to be rewritten, and leaving it in would cause confusion. Alderman Basham brought the discussion back to the agenda item 10.01, reading the agenda item, he read from Section 01.04.005, sub-section (f) council interpretation of the codes attached in the packet; “preserving nonconformance”.

Alderman Dillard began a motion; then asked for assistance from City Attorney Young. City Attorney Young suggested the following motion: *the code was interpreted consistent with the way that Mike Alexander had enforced it.*

Alderman Dillard moved that the council interpret the code consistent with the way the Building Official Mike Alexander had enforced it, now, historically. Attorney Young added that an existing nonconformance could be continued if any part of it is preserved. Dillard agreed. There was no second on the motion.

Attorney Young suggested the following motion: *move that the council interpret the code to allow the continuation of a nonconforming structure, if any part of the nonconforming part of the structure is preserved.* Alderman Dillard agreed to the motion as stated. Alderman Basham seconded the motion.

There was further discussion, and clarification on the council interpreting the code.

*****NOTE: For the record of the meeting Alderman Massingill arrived at 10:24 pm.**

Alderman Massingill was provided updates from council, and all parties present, prior to the vote on the motion.

City Attorney Young was asked to restate the final motion:

“The council would interpret the code such that if any part of a nonconforming structure is preserved the full nonconformance can continue; that was how Building Official Mike Alexander, had interpreted the code”.

After restating the motion again by City Attorney Young, the motion was confirmed and so moved by Alderman Dillard, seconded by Alderman Basham, Mayor McKee called for a vote on the motion; the motion passed; 3 voting yes to the motion, 1 voting no, and 1 abstention by Alderman Basham.

DISCUSSION AND POSSIBLE ACTION TO AMEND THE CITY CODE TO CLARIFY THE CIRCUMSTANCES WHEN A NONCONFORMANCE MAY BE CONTINUED FOLLOWING A PARTIAL OR COMPLETE DEMOLITION OF A NONCONFORMING STRUCTURE.

After a brief discussion, it was determined the item would be sent to the Planning and Zoning Commission. No action was taken.

DISCUSSION AND POSSIBLE ACTION REGARDING THE REGULATION OF CONSTRUCTION TRAFFIC IN CONNECTION WITH A BUILDING PERMIT TO MAKE THE BUILDER AND/OR HOMEOWNER RESPONSIBLE FOR CONSTRUCTION TRAFFIC.

ORDINANCE 2017-04-19- A

Alderman Basham moved to approve the agenda item as stated, Mayor Pro Tem Hutson seconded; the motion passed 3 to 0.

NOTE: Aldermen Dyson and Dillard were not on the dais at the time of the vote.

DISCUSSION AND POSSIBLE ACTION TO AMEND THE CODE OF ORDINANCES TO REGULATE CERTAIN LANDSCAPING ACTIVITIES AND TO ESTABLISH FEES FOR REVIEW AND PERMITS.

ORDINANCE 2017-04-19 - B

Building Official Mike Alexander, stated the ordinance had satisfied what the City was trying to do with respect to the landscaping process; capturing projects the homeowner may be unclear to the need to obtain a drainage review or not. He added, this also created a mechanism for homeowners to send the project specifications to him for a quick review.

Alderman Basham moved to amend the code of ordinance to regulate certain landscaping activities as proposed. Mayor Pro Tem Hutson seconded. There was a discussion among the council.

Alderman Massingill suggested under (C); strike the word “minor”, then you don’t have to determine what “minor” means. Basham accepted the amendment to the motion. After a discussion, Alderman Basham withdrew his original motion.

Alderman Massingill moved to amend proposed Section 14.02.872 striking the word “minor” from Sub-section (C), Delete the repeated number 8 and adding a phrase: *the installation of impervious artificial grass where the elevation or topography does not significantly change.* Basham seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESIDENTIAL AND COMMERCIAL LIGHTING INFORMATIONAL FLYER, AND TO SEND THE FLYER IN THE NEXT WATER BILL.

The flyer was not ready for review; the item was **tabled**.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE RECOMMENDATION OF THE UTILITY COMMISSION THAT RESIDENTS WITHOUT CITY WATER SERVICE (ON WELL WATER) WILL BE CHARGED A SEWER USE FEE BASED ON THE CITY-WIDE DEFAULT WINTER AVERAGE AND TO APPROVE AN ORDINANCE REGARDING THE SAME.

ORDINANCE 2017-04-19 - C

Alderman Basham moved to approve the ordinance as presented, Alderman Dillard seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION REGARDING REIMBURSEMENT AT 100 RILEY ROAD UP TO \$10,000 TOWARD THE COST OF REPLACING THE BACK-FLOW PREVENTER AT THAT ADDRESS AND PUTTING IT UNDERGROUND.

Mayor McKee briefed the council; the back-flow preventer located at 100 Riley Road needed to be replaced. The new home owner on Riley Road wanted it to be buried and they would pay for it. Mayor McKee spoke with the owner regarding putting the back-flow preventer underground; a cost to the homeowner would be \$8,000 to \$10,000. Maintenance on the back-flow preventer would remain the same for the City. The City would contract the work for placement of the back-flow preventer in the city easement, and the resident would reimburse the City.

Alderman Basham moved to authorize the mayor to enter into an agreement with the homeowner at 100 Riley Road for reimbursement of the costs of placing the back-flow preventer in the ground, and for the City's expenditure not to exceed \$10,000. Alderman Dillard seconded the motion. There was an amendment to the motion; for Mayor McKee to sign the agreement. Aldermen Basham and Dillard accepted the amendment to the motion. Mayor McKee called for a vote; the motion passed 5 to 0.

PARK COMMISSION ITEM - DISCUSSION AND POSSIBLE ACTION REGARDING SENDING OF A LETTER TO THE COMMERCIAL EXERCISE GROUPS, WESTERN HILLS ATHLETIC CLUB, PARKSIDE SCHOOL, WESTERN HILLS GIRLS SOFTBALL AND TRIPLE CROWN ATHLETICS, ASKING THEM TO NOT IDLE THEIR VEHICLES WHILE IN THE CITY PARKING LOTS.

The item was **tabled**.

PARK COMMISSION ITEM - DISCUSSION AND POSSIBLE ACTION TO APPROVE THE USE AND PLACEMENT OF THE COMMUNITY LIBRARY BOX IN THE LOWER ROLLINGWOOD PARK.

The item was **tabled**.

DISCUSSION AND POSSIBLE ACTION TO MOVE THE CURRENT COURT/POLICE LIAISON MICHAEL DYSON TO THE ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION AS THEIR LIAISON.

Alderman Basham moved for Michael Dyson to be appointed as the RCDC liaison, Alderman Massingill seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO ORDER AN ELECTION ON THE NOVEMBER ELECTION DATE IN 2017 TO REAUTHORIZE THE STREET TAX AND APPROVE THE LANGUAGE ON THE BALLOT. ORDINANCE 2017-04-19 -D

Alderman Basham moved to order an election on November 7, 2017 to reauthorize the street tax as stated, Alderman Dyson seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO ORDER A GENERAL ELECTION FOR CITY OFFICERS ON NOVEMBER 7, 2017. ORDINANCE 2017-04-19 - E

Alderman Basham moved to order a General Election for city officers on November 7, 2017, Alderman Dillard seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO ADOPT AN ORDINANCE SUSPENDING THE IMPLEMENTATION OF AN INTERIM RATE ADJUSTMENT PROPOSED BY TEXAS GAS SERVICE. ORDINANCE 2017-04-19 -F

Alderman Basham moved to approve an ordinance suspending the implementation of an interim rate adjustment proposed by Texas Gas Service, Alderman Dillard seconded: the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO HIRE A FULL-TIME RECEPTIONIST/ADMINISTRATIVE ASSISTANT/UTILITY CLERK AT A WAGE OF \$15 PER HOUR.

Alderman Dillard moved to approve the hiring of a receptionist/administrative assistant/utility clerk at an hourly rate of \$15, Alderman Dyson seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO USE THE REMAINING STREET BOND MONEY TO PAY FOR STREET STRIPING UP TO THE AMOUNT OF THE REMAINING STREET BOND PROCEEDS OF \$113,000.

After a discussion, the item was **tabled** until the next council meeting.

DISCUSSION AND POSSIBLE ACTION TO APPROVE AN INTERLOCAL AGREEMENT IN WHICH ROLLINGWOOD WILL PAY THE AMOUNT OF \$1,143.72 TO THE CITY OF WESTLAKE HILLS FOR REIMBURSEMENT FOR STREET STRIPING ON RIDGEWOOD ROAD WITHIN ROLLINGWOOD IN TWO AREAS: (1) AT THE INTERSECTION OF ROLLINGWOOD DRIVE FOR 30 LINEAR FEET; AND, (2) AT THE AREA NEAR GENTRY DRIVE FOR 200 LINEAR FEET.

Mayor McKee briefed the council on the reimbursement to the City of Westlake Hills for the street striping on Ridgewood Road, the final amount would be determined (no amount was stated). Alderman Dillard moved to approve the expenditure, Mayor Pro Tem Hutson seconded; the motion passed 4 to 0.

NOTE: Alderman Basham was not on the dais at the time of the vote.

DISCUSSION AND POSSIBLE ACTION TO EXPEND MONIES UP TO THE AMOUNT OF \$200.00 FOR THE OAK WILK SYMPOSIUM TO BE HELD IN CONJUNCTION WITH THE CITY OF WEST LAKE HILLS ON FRIDAY, JUNE 23, 2017.

Alderman Dillard moved to approve \$200 for refreshments at the Oak Wilt Symposium to be held June 23, 2017, Alderman Dyson seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE LABOR COSTS IN THE AMOUNT OF \$690 TO REVERSE THE MUNICIPAL COURT WINDOW TWO-WAY DIGITAL ELECTRONIC COMMUNICATOR (SPEAKER).

After a discussion and clarification for additional funds, Alderman Massingill moved to approve the additional expenditure of \$690 for labor to reverse the court window, Alderman Dyson seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO DETERMINE REIMBURSEMENT OF TRAVEL EXPENDITURES FOR CANDIDATES INTERVIEWING FOR THE CITY ADMINISTRATOR POSITION UP TO \$400, PLUS MILEAGE @ 53.5 CENTS PER MILE.

Alderman Massingill moved to approve a reimbursement of travel expenses for the selected city administrator candidates, up to \$500 per person, including mileage, Alderman Dillard seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION TO AMEND THE BUDGET ACCOUNT 100/5457/55, RCDC PARK DRAINAGE/WALL EXPENSE TO ADD \$1,800.00 TO THE CURRENT BUDGETED AMOUNT OF \$120,000 FOR A TOTAL BUDGETED AMOUNT OF \$121,800.00.

After a briefing, the item was **tabled** until the May 2017 meeting.

8. BOARDS AND COMMISSIONS

DISCUSSION AND POSSIBLE ACTION TO MAKE APPOINTMENT(S) TO BOARDS AND COMMISSIONS.

Mayor Pro Tem Hutson moved to appoint Marina Breeland to the Park Commission, Alderman Dillard seconded; the motion passed 5 to 0.

Alderman Dillard moved to appoint David Bjork to the Park Commission, Alderman Dyson seconded, the motion passed 5 to 0.

PARK COMMISSION REPORT - Meeting Scheduled on April 3, 2017.

The Park Commission Report was **tabled**.

UTILITY COMMISSION REPORT - Meeting Scheduled on April 4, 2017. Mayor Pro Tem Hutson said what was discussed at the last meeting had been covered by council adoption of the ordinance, and winter average numbers would be available in May for the Utility Commission to review.

PLANNING AND ZONING REPORT - Regular April 6, 2017 Meeting. Mayor McKee said the landscape ordinance was discussed, and the nighttime lighting flyer had not been finalized, and was discussed at a previous meeting, as well as the item related to 2601 Bettis Blvd.

ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION REPORT - Meeting Scheduled April 20, 2017. Mayor McKee said RCDC would be meeting the next night, April 20, 2017.

DISCUSSION AND POSSIBLE ACTION TO FILL THE VACANCY IN THE OFFICE HELD BY COUNCIL MEMBER BASHAM BY APPOINTMENT, AND TO APPOINT MAX WESTBROOK TO SERVE ON THE CITY COUNCIL TO FILL THE VACANCY FOR THE REMAINDER OF THE EXISTING TERM, ENDING NOVEMBER 2017.

Alderman Massingill moved to appoint Max Westbrook to fill the vacancy on the City Council currently held by Alderman Joe Basham, Mayor Pro Tem Hutson seconded; the motion passed 5 to 0.

11. EXECUTIVE SESSION

No Executive Sessions were called during the meeting.

12. ADJOURNMENT

Mayor McKee called for adjournment; there was a motion and a second to adjourn. The meeting ended at 12:13 a.m. on April 20, 2017.

Minutes Adopted on the 21st day of June 2017.

ATTEST:

Roxanne McKee, Mayor

Robyn Ryan, City Secretary