



CITY OF ROLLINGWOOD
403 NIXON DRIVE,
ROLLINGWOOD, TEXAS

Wednesday, February 22, 2017
SPECIAL CALLED CITY COUNCIL MEETING
MINUTES

The City Council of the City of Rollingwood, Texas met in a Special Called meeting on Wednesday, February 22, 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 8:05 a.m. Present were:

Mayor Roxanne McKee, Mayor Pro Tem Sara Hutson, Alderman Joe Basham,
Alderman Michael Dyson, Alderman Bobby Dillard, Alderman Gavin Massingill,
Public Works Director Jackie Bob Wright and City Secretary Robyn Ryan

2. ENGINEER REPORT - BID DOCUMENTS

Update, and Recommendation from City Engineer, LNV, Inc. on the Street Trenching Bids for the Oak Wilt Project.

Jay Campbell of LNV, Inc. reported that the bid opening was postponed on Tuesday the 22nd until 4 pm. At that time, 2 bids were received and opened. Mr. Campbell read the listed bids received, and made a recommendation; Boretex, LLC came in as the low bid at \$61.65 per linear foot.

For the record of the meeting, Alderman Dillard arrived at 8:15 am.

DISCUSSION AND POSSIBLE ACTION TO REVIEW THE BIDS AND TO AWARD A CONTRACT FOR THE OAK WILT STREET TRENCHING PROJECT, AND TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT WITH THE SELECTED CONTRACTOR.

Alderman Basham moved to award the bid for the Oak Wilt Street Trenching Project to Boretex, LLC, at a per unit price of \$61.65. Alderman Dillard seconded; the motion passed 5 to 0.

DISCUSSION AND POSSIBLE ACTION REGARDING THE HIRING OF A TEMPORARY OR PERMANENT ADMINISTRATIVE STAFF PERSON AT CITY HALL.

Mayor McKee suggested hiring a city administrator and wanted council input. During the council discussion, Mayor McKee brought up hiring an outside firm to assist in the selection of a candidate. Resident Max Westbrook had talked with the mayor and offered his assistance through his company, Public Sector Solutions to assist in the search.

Alderman Basham moved for the mayor to execute an agreement with Public Sector Solutions to assist with the search for a candidate to fill the position of city administrator, for a fee not to exceed \$10,000. Alderman Massingill seconded; the motion passed 5 to 0.

3. EXECUTIVE SESSION

EXECUTIVE SESSION - Pursuant to the Texas Gov't Code Section 551.071 Consultation with Legal Counsel Regarding the Agreement for a Street Trenching Contractor for the Oak Wilt Project.

No Executive Session was called during the meeting.

4. ADJOURNMENT

Mayor McKee called for adjournment; there was a motion and a second to adjourn. The meeting ended at 8:23 am.

Minutes adopted on the 6th day of March, 2017.

ATTEST:

Roxanne McKee, Mayor

Robyn Ryan, City Secretary