



CITY OF ROLLINGWOOD CITY COUNCIL MEETING MINUTES

Wednesday, April 15, 2026

The City Council of the City of Rollingwood, Texas will held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on April 15, 2026, at 7:00 PM. Members of the public and the City Council were able to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and is posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

CALL REGULAR CITY COUNCIL MEETING TO ORDER

1. Roll Call

Mayor Gavin Massingill called the meeting to order at 7:00 p.m.

Present Members: Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Councilmember Brooke Brown, Councilmember Kevin Schell, Councilmember Phil McDuffee,

Also Present: City Administrator Alun Thomas, Assistant to the City Administrator Lindsay Saenz, Chief of Police Kristal Muñoz, Lieutenant Leonardo Cantu, Finance Director Abel Campos, Development Services Manager Nikki Stautzenburger, Utility Billing Manager Veronica Hernandez, Police Department Administrative Coordinator Mackenzie Akin, and City Attorney Charles Zech

PUBLIC COMMENTS

The following individuals spoke during public comments:

Thom Farrell, a resident of 3223 Park Hills Drive, announced the Westlake Chamber of Commerce will host a Meet the Candidates Forum for the Eanes ISD School Board on Tuesday, April 21, 2026, at 6 p.m. at the Rollingwood City Hall.

Councilmember Kevin Glasheen joined at 7:02 p.m.

Lindsey Christopher, a resident of 2607 Stratford Drive in Austin, Texas, expressed concerns about the limestone butter blocks placed in the cul-de-sac on Almarion Way. She requested that they be removed once construction at her home is complete.

Jennifer Walker, a resident of 2609 Stratford Drive in Austin, Texas, also expressed her disapproval of the limestone butter blocks and requested their removal.

Shanti Jayakumar, resident at 3309 Park Hills Drive, announced that her granddaughter, who is currently attending Hill Country Middle School, was present. She stated that she was present to earn her Scout Merit Badge on citizenship in the community. Shanti stated that her granddaughter would be observing the meeting and expressed her pride.

PRESENTATIONS

2. Presentation and discussion on the Quarterly Investment Report for the 2nd Quarter

Finance Director Abel Campos presented the Quarterly Investment Report for the 2nd Quarter. He reported that the ending balance as of March 2025 was \$807,819.31 and noted that the average yield was 3.6724%, describing the figures as stable.

3. Presentation and discussion on the Budget Review for the 2nd Quarter

Finance Director Abel Campos reviewed the second quarter budget, reporting that 98% of property taxes have been collected. He also noted that wastewater revenues are at 54%, while the general fund has reached 70% of collected revenue.

4. Presentation and discussion regarding Finance Director Abel Campos and his more than 20 years of service to the City

Mayor Gavin Massingill formally recognized Finance Director Abel Campos for his more than 20 years of dedicated service to the City of Rollingwood. In his remarks, Mayor Massingill highlighted Mr. Campos's outstanding work ethic, noting that his consistent professionalism and attention to detail have significantly contributed to the City's financial stability and operational success. He further commended Mr. Campos for his exceptional commitment to public service, emphasizing the lasting impact of his leadership, institutional knowledge, and reliability over the course of his tenure. The Mayor expressed sincere appreciation on behalf of the City Council and community for Mr. Campos's continued dedication and invaluable contributions. Abel was presented with a plaque for his achievement.

5. Presentation and discussion regarding Police Chief Kristal Muñoz and her 20 years of service to the City

Mayor Gavin Massingill presented Police Chief Kristal Muñoz with a plaque recognizing her 20 years of service to the City of Rollingwood. He highlighted her leadership and key accomplishments, including modernizing the department with e-ticket writers and upgraded body and dash camera systems, as well as revitalizing the cadet sponsorship program to support future officer development. Mayor Massingill also stated that Chief Munoz is also secretary of the Capitol Area Law Enforcement Executives Association (CALEEA) and has earned her Master Peace Officer License and the FBI LEEDA Trilogy Award. Chief Muñoz was presented with a plaque for his achievement

CONSENT AGENDA

6. Discussion and possible action on the minutes from the March 25, 2026 Special City Council meeting

7. Discussion and possible action on suspending the May 9, 2026 effective date of the proposal by Texas Gas Service Company, a division of One Gas, Inc. to implement interim GRIP rate adjustments for gas utility investment in 2025

Councilmember Sara Hutson moved to approve the Consent Agenda. Councilmember Brook Brown seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

8. Discussion and possible action on approving the resolution for the 50th anniversary of Hill Country Middle School

Mayor Gavin Massingill presented the resolution for the 50th anniversary of Hill Country Middle School.

Brook Brown moved to approve the resolution for the 50th anniversary of Hill Country Middle School. Councilmember Sara Hutson seconded the motion. The motion carried with 5 in favor and 0 against.

9. Discussion and possible action regarding the process for consideration of any future action for amendment of Chapter 107 related to Playhouses and Playscapes

Councilmember Brook Brown introduced the item and explained the background of the agenda item.

Councilmember Brook Brown moved to allow the Planning and Zoning Commission to discuss the agenda item at their next meeting and to allow them to make a recommendation to Council. Councilmember Phil McDuffee seconded the motion.

Councilmember Kevin Glasheen stated his concerns and expressed his interest on keeping Chapter 107 of the Code of Ordinances related to Playhouse and Playscapes as it currently is. Ronald Hasso, resident at 2810 Pickwick Lane, stated that the changes that would be made are anti-playhouse. He continued stating that an 8-foot playhouse is far too small and is only catered to younger children. Mr. Hasso pointed out that he is against Council Members Brook Brown and Sara Hutson's plans.

The motion carried with 4 in favor and 1 against (Glasheen)

10. Discussion and possible action regarding the MoPac South Expansion Project

Mayor Gavin Massingill recapped the Special City Council meeting held on Tuesday, April 14, 2026. He noted that the City has made progress in the past with the Central Texas Regional Mobility Authority (CTRMA). The Council discussed the need for additional time to review the information presented at the previous evening's meeting. Councilmember Schell raised concerns of SH 45 Gap Project and that it would have a significant negative impact on all users of MoPac. He believes that they should take every opportunity to raise that as an issue when discussing any transportation issues. Councilmember Phil McDuffee stated that he had difficulty visualizing the maps presented and requested a clearer overview comparing the proposed post-construction design to the current conditions. Discussion of constructing a joint letter with West Lake Hills or an individual letter to represent the City of Rollingwood. Traffic, noise, and a cost-benefit analysis were talked over.

Councilmember Brook Brown moved to submit comments to CTMRA and to coordinate with the City of West Lake Hills in drafting a joint letter. She noted that any points of disagreement would be addressed separately in an individual letter submitted to CTMRA. Councilmember Phil McDuffee seconded the motion. The motion carried with 5 in favor and 0 against.

11. Discussion and possible action to create a separate off leash dog area in Rollingwood Park
Councilmember Kevin Glasheen thanked Chair of the Park Commission Melissa Morrow and everyone who has participated in the park design options. He stated that he wants Council to consider all opinions that have been brought forward. Mr. Glasheen brought up that Victoria Johnson, Member of the Park Commission, had stated in the April 14, 2026, Park Commission meeting to add soil and grass to the north lot, which would be continuous with fields 3,4,5, to help keep the project in motion.

Park Chair Melissa Morrow, a resident of 2502 Timberline Drive, discussed the Rollingwood Park Design Group meeting held on Thursday, April 9, 2026. She reiterated Victoria Johnson's idea and highlighted the amount of time Western Hills Little League and Western Hills Girls Softball spend using the fields. Councilmember Brook Brown raised questions regarding the trail, and Mrs. Morrow responded that the trail is a priority and will be included in the project.

Councilmember Kevin Schell reported that he met with two members of the Western Hills Little League board and stated they would be open to whichever option is selected. Shanti Jayakumar requested a real-life visual, and Melissa Morrow offered to provide one.

12. Discussion and possible action on awarding or rejecting bids received for the Request for Proposals issued for the 2026 Water Rate Study

City Administrator Alun Thomas stated that the City had budgeted \$5,000 for a Water Rate Study. He stated that he received 3 bids: Endeavor Utility Solutions for \$24,890, Willdan Financial Services for \$35,612, and LSPS Solutions LLC for \$68,360.

Mayor Gavin Massingill suggested rejecting the bids, noting that pricing has significantly increased. Councilmember Brook Brown commented that the Endeavor bid was well-developed and specifically tailored to Rollingwood. The Council also discussed potential increases to water rates and considerations for how a new water rate study should differ from the previous one.

Councilmember Kevin Glasheen moved to check references and, if they are valid, move forward with Endeavor Utility Solutions. Councilmember Kevin Schell seconded the motion.

Councilmember Brook Brown said she has contacts in the utility field and can get references for companies and invite them to submit proposals. The Council discussed bringing the item back at a future meeting after checking references and possibly receiving new proposals from other companies.

Councilmember Kevin Glasheen withdrew his motion.

13. Discussion and possible action on council recommendations related to the City Hall improvement project

Council discussed posting the RFP to request owner's representative services. Councilmember Brook Brown suggested having a workshop to discuss the space requirement list and the needs assessment.

14. Consideration and possible action to move the date of the May City Council regular meeting

Council discussed keeping the next City Council meeting on Wednesday and their availability in May 2026.

Councilmember Kevin Glasheen moved to have the May City Council meeting on May 13, 2026. Councilmember Brook Brown seconded the motion. The motion passed with 5 in favor and 0 opposed.

EXECUTIVE SESSION

15. Executive Session pursuant to Texas Local Government Code section 551.071 Consultation with Attorney regarding regulation of access to Almarion Way
16. Executive Session pursuant to Texas Local Government Code section 551.071 Consultation with Attorney regarding Marcie v. City of Rollingwood

City Council went into Executive Session at 9:53 p.m.

City Council reconvened the meeting from Executive Session at 10:25 p.m.

Mayor Gavin Massingill stated that no action was taken during the executive session.

ADJOURNMENT OF MEETING

The meeting was adjourned at 10:26 p.m.

Minutes were adopted on the 13th day of May 2026.


Gavin Massingill, Mayor

ATTEST:


Lindsay Saenz, Assistant to the City Administrator