

CITY OF ROLLINGWOOD 403 NIXON DRIVE, ROLLINGWOOD, TEXAS

SPECIAL CALLED CITY COUNCIL MEETING  
Wednesday, September 13, 2017

MINUTES

The City Council of the City of Rollingwood, Texas met in a Special Called Budget Workshop beginning at 6:00 p.m. and a Special Called Meeting at 7:00 pm on Wednesday, September 13, 2017 in the City Council Chambers of the Rollingwood Municipal Building located at 403 Nixon Drive, Rollingwood, Texas. Mayor Pro Tem Hutson called the Budget Workshop to order at 6:10 p.m. Present were:

Mayor Pro Tem Sara Hutson, Alderman Michael Dyson, Alderman Bobby Dillard,  
Alderman Gavin Massingill, Alderman Max Westbrook,  
City Administrator Amber Lewis, City Secretary Robyn Ryan, and Finance Manger Abel Campos

Mayor Roxanne McKee gave advanced notice she would not be present at the meeting.

**2. SPECIAL CALLED CITY COUNCIL BUDGET WORKSHOP - 6:00**

**Presentation and Discussion of the 2017-2018 Fiscal Year Budget.**

City Administrator Amber Lewis presented the most recent draft of the 2017-2018 budget. She proceeded to discuss the budget items. Several documents were included in the council packet regarding the budget.

**Revenues:** Ad Valorem, sales tax, general fund reserve, wastewater fund reserve, RCDC, street maintenance tax, street box proceeds, water fund revenues, administrative fees, garbage collection and RCDC were optional revenues. A total of \$860,000 in revenues.

**Expenditures** were discussed: Capital Improvement Project for Pleasant Dr. and Nixon Dr., the Comprehensive Drainage Plan, Municipal building improvements, code compliance officer, and code compliance vehicle. Technology; secure email system, technology for the Police Department, parks, tree trimming, water fund rate study, South MoPac, Bee Caves Road, pavement marking – Phase II, code re-write, retirement costs, seal-coat project, salary increases, and comprehensive plan. Total expenditures \$927,672.

**Information, and Updates from Jerry Kyle of Andrews Kurth LLP, and Jim Gilley and James Gilley of U.S. Capital Advisors.**

Jerry Kyle, Jim Gilley and James Gilley presented information to the council, noting 3 options for financing of debt with a description of each type of the bonds. Mr. Gilley said, the GO's, General Obligation and CO's, Certificate of Obligation bonds were debt instruments that if petitioned, required an election. Tax Notes would not require an election but are limited to a 7 year, maximum.

**For the record of the meeting Alderman Bobby Dillard arrived at 6:21 p.m.**

Jerry Kyle of Andrews Kurth, LLP addressed the council, regarding a comprehensive master plan with street work and master plan, with possible allocations on drainage and the streets, which could be paid with part of the bond proceeds.

There was a discussion regarding the status of the Police Department office building/renovation and the money that would be needed to accomplish the project. Chief Pryor stated the mobile office trailer was on site at the upper parking lot near the ball field. He was scheduling electrical, internet and phone service for the mobile office trailer, which was expected to happen in the next few days. There was further discussion.

Mayor Pro Tem Hutson called for an **adjournment** of the Budget Workshop. There was a motion, a second, and unanimous vote; the meeting ended at 7:35 p.m.

**3. SPECIAL CALLED CITY COUNCIL MEETING - 7:00**

Mayor Pro Tem Hutson called the Special Called meeting to order at 7:35 p.m. and asked for roll call. Present were: Mayor Pro Tem Sara Hutson, Alderman Michael Dyson, Alderman Bobby Dillard, Alderman Gavin Massingill, Alderman Max Westbrook, City Administrator Amber Lewis, City Secretary Robyn Ryan, and Finance Manger Abel Campos.

**4. 2nd PUBLIC HEARING ON FY 2017-2018 TAX RATE**

CONVENE INTO PUBLIC HEARING TO DISCUSS THE PROPOSED FY 2017-2018 AD VALOREM TAX RATE FOR THE CITY OF ROLLINGWOOD, TEXAS.

Mayor Pro Tem Hutson opened the **Public Hearing** on the Tax Rate at 7:37 p.m. No one signed up to speak, and the **Public Hearing** was closed at 7:38 p.m., and the regular meeting reconvened.

DISCUSSION AND POSSIBLE ACTION RESULTING FROM THE PUBLIC HEARING ON THE 2017-2018 TAX RATE.

Alderman Dillard moved to postpone the vote on the tax rate until the regular City Council meeting on September 20, 2017. Alderman Dyson seconded.

**A record vote on the motion took place:**

Dillard – yes, Westbrook – yes, Dyson – yes, Massingill – yes, Hutson, yes.  
The motion passed unanimously.

**Mayor Pro Tem Hutson read the following notice to the public into the record of the meeting:**

***NOTICE TO THE PUBLIC - As duly noticed, the Rollingwood City Council at their regular meeting on Wednesday, September 20, 2017 at 7:00 p.m. will take up for consideration; adoption of a tax rate and the budget for the 2017-2018 fiscal year. The meeting will be held at 7:00 p.m. at the Rollingwood Municipal Building, 403 Nixon Drive, Rollingwood, Texas 78746.***

**6. PUBLIC HEARING (S)**

OPEN PUBLIC HEARING - TO AMEND SECTION 14.02.924, NONCONFORMING BUILDINGS, STRUCTURES, ZONING ORDINANCE, OF THE CODE OF ORDINANCES TO CLARIFY THE CIRCUMSTANCES WHEN A NONCONFORMANCE MAY BE CONTINUED

FOLLOWING A PARTIAL OR COMPLETE DEMOLITION OF A NONCONFORMING STRUCTURE.

Mayor Pro Tem Hutson opened the **Public Hearing** at 7:38 p.m. No one had signed up to speak at the public hearing.

The **Public Hearing** was closed at 7:39 p.m. and regular meeting reconvened.

DISCUSSION AND POSSIBLE ACTION RESULTING FROM THE PUBLIC HEARING.

Alderman Massingill presented an amendment to the proposed ordinance documents presented in the packet regarding Section 14.02.051.

Amend Planning and Zoning Recommendation regarding “nonconforming buildings or structures” (Council Agenda Item 6.01):

- 1) On page 2, line 7, after the words “conformity if” strike the words “*the building or structure is*”
- 2) - On page 2, lines 8-9, strike the words “*issued a permit for construction or remodeling which includes at least*”
- 3) On page 2, line 10, after the words “or structure” and before the “;” add the words “is demolished, excluding a permit for interior construction or remodeling only”
- 4) On page 2, line 11, strike “3” and substitute “(B)”
- 5) On page 2, between lines 13 and 14 add the words “(3) the provisions of subsection (2) (A) do not apply to the demolition of the roof of a building or roof of a structure”.

Alderman Massingill moved to approve the changes to the document, Alderman Dyson seconded; the motion passed; 5 to 0.

OPEN PUBLIC HEARING - TO AMEND, SECTION 14.02.051, DEFINITIONS, ZONING ORDINANCE, OF THE CODE OF ORDINANCES TO REVISE THE DEFINITIONS OF THE TERMS, “ACCESSORY BUILDING OR STRUCTURE”, “ALTERATION”, “RECONSTRUCTION”, “REMODEL”, AND “ATTACHED TO A RESIDENCE”.

Mayor Pro Tem Hutson opened the **Public Hearing** at 8:26 pm. No one had signed up to speak at the public hearing. The **Public Hearing** was closed at 8:27 p.m. and regular meeting reconvened.

DISCUSSION AND POSSIBLE ACTION RESULTING FROM THE PUBLIC HEARING.

Alderman Massingill handed out an proposed ordinance for council review.

Amend Planning and Zoning Recommendation regarding “nonconforming buildings or structures” (Council Agenda Item 6.04):

- 1) On page 1, line 21, after the words “A building or structure” and before the “,” insert the words “which does not share a common roof or common wall” and strike the words “such as”
- 2) On page 1, line 22, before the words “a tool house” insert the word “including but not limited to”
- 3) on page 2, line 3, strike the word “~~monolithic~~” and substitute the word “connected”
- 4) On page 2, line 10, before the words “for a commercial purpose” insert the words “for lease or rental, or”
- 5) On page 2, strike lines 12-14
- 6) On page 2, line 2, strike the word “fully”

Alderman Massingill moved to adopt the Planning and Zoning recommendations as amended by Amendment No. 1 with the handwritten notes before the council, as well as continue the public hearing for the remainder of the definitions at the September 20<sup>th</sup> council meeting. There was no second on the motion. The discussion continued.

Alderman Massingill restated his motion: **Moved** to adopt the Planning and Zoning recommendations as amended by Amendment No. 1 with the handwritten changes before the council, as well as continue the dialogue on the remainder of the definitions at the September 20<sup>th</sup> meeting. Alderman Westbrook seconded; the motion passed 5 to 0.

## **7. NEW BUSINESS - GENERAL**

### **DISCUSSION AND POSSIBLE ACTION TO DIRECT THE CITY STAFF TO PREPARE AND SEND VISION CLEARANCE ENFORCEMENT LETTERS TO THOSE RESIDENTS WHO ARE NOT IN COMPLIANCE WITH THE VISION CLEARANCE ORDINANCE.**

After a discussion on vision clearance, no action was taken on the item. Council would send the vision clearance item to the Planning and Zoning Commission; it would then come back to council.

### **DISCUSSION AND POSSIBLE ACTION TO APPROVE THE RENEWAL OF THE INTERLOCAL AGREEMENT WITH THE CITY OF AUSTIN FOR PUBLIC HEALTH SERVICES.**

After a brief discussion, the item was **Tabled**, and would be brought back to the September 20<sup>th</sup> City Council meeting along with the original agreement details, fees, and examples of the reports.

### **DISCUSSION AND POSSIBLE ACTION TO REDUCE THE NUMBER OF MANUAL CURBSIDE GARBAGE COLLECTIONS.**

After brief comments, the item was **Tabled**.

### **DISCUSSION AND POSSIBLE ACTION FOR THE CITY TO IMPLEMENT A COST-SHARING PROGRAM BETWEEN THE CITY AND RESIDENTS FOR TRASH COLLECTION.**

After brief comments, the item was **Tabled**.

## **8. EXECUTIVE SESSION**

Mayor Pro Tem Hutson called the meeting went into **Executive Session** at 9:15 p.m. - Pursuant to Texas Government Code Section 551.074 - Personnel Matters - Review compensation and salary increases for FY 2017-2018 Operating Budget for City employees to include: A. Campos, A. Lewis, R. Ryan, K. Wilkison, D. Arispe, G. Duarte, A. Howe, B. Johnson, J. Odom, K. Pompa, S. Pompa, D. Pryor, R. Ostrander, E. Arriaga, J. Lawrence, J. Wright, and M. Zamora.

Mayor Pro Tem Hutson reconvened the regular meeting at 10:18 p.m., and stated that no action had been taken during the **Executive Session**.

### **DISCUSSION AND POSSIBLE ACTION TO REVIEW COMPENSATION AND SALARY INCREASES FOR FY 2017-2018 FOR CITY EMPLOYEES TO INCLUDE: A. Campos, A. Lewis, R. Ryan, K. Wilkison, D. Arispe, G. Duarte, A. Howe, B. Johnson, J. Odom, K. Pompa, S. Pompa, D. Pryor, R. Ostrander, E. Arriaga, J. Lawrence, J. Wright, and M. Zamora.**

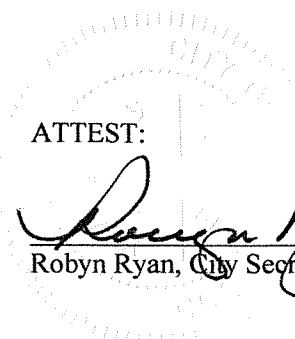
There was no discussion and no action taken on the agenda item.

**9. ADJOURNMENT**

Mayor Pro Tem Hutson asked for adjournment. There was a motion and second, the meeting ended at 10:20 p.m. on September 13, 2017.

**Minutes Adopted on the 18<sup>th</sup> day of October 2017.**

ATTEST:



  
Robyn Ryan, City Secretary

  
Roxanne McKee, Mayor