

CITY OF ROLLINGWOOD 403 NIXON DRIVE, ROLLINGWOOD, TEXAS

SPECIAL CALLED CITY COUNCIL MEETING

Wednesday, November 9, 2016

MINUTES

The City Council of the City of Rollingwood, Texas met in a Special Called Meeting on Tuesday, November 9, 2016 in the City Council Chambers of the Rollingwood Municipal Building located at 403 Nixon Drive, Rollingwood, Texas. Mayor Thom Farrell called the meeting to order at 6:04 pm. Present were:

Mayor Thom Farrell, Mayor Pro Tem Sara Hutson, Alderman Joe Basham, Alderwoman Roxanne McKee, Alderman Michael Dyson, City Administrator Charles Winfield, City Secretary Robyn Ryan and City Attorney Doug Young.

Also, present at the meeting was Alderman Elect Gavin Massingill and LNV, Inc. Engineers Marcus Naiser and Jay Campbell.

Alderman Bobby Dillard gave advanced notice that he would not be attending the meeting.

**For the record of the meeting Doug Young arrived at 6:10 pm.**

**3. GENERAL BUSINESS**

**DISCUSSION AND POSSIBLE ACTION REGARDING THE DRAINAGE PROJECT ON INWOOD.**

Jay Campbell of LNV, Inc. presented information on the project. A copy of the Inwood Road plan and profile was distributed to the council.

It was stated by Mr. Campbell, Contractor D & S Construction could do this project while he was on site for another project in the same area of the city; a price was discussed but not finalized. The Mayor wanted to talk to Ms. McMahon with conditions that she may or may not accept. He then asked for a motion. There was continued discussion.

Alderman Basham authorized the mayor to enter into a contract with D & S Construction for the Inwood Road drainage wall, for an amount not to exceed 18,000. Alderwoman McKee seconded the motion. After continued discussion, the motion and second was withdrawn.

The item would be tabled until the November 16<sup>th</sup> regular meeting.

**DISCUSS AND CONSIDER APPROVAL OF TASK ORDER WITH LNV ENGINEERING TO DEVELOP PLANS, PREPARE A BID PACKAGE, AND PROVIDE INSPECTION SERVICES FOR THE OAK WILT STREET TRENCHING PROJECT.**

Marcus Naiser of LNV, Inc. presented the task order which was not included in the packet, as it was not received in time for the meeting. Mr. Naiser read from his copy of the task order; 28 hours of time, including dye collection, plans and specifications, bid phase and construction phase; a total of \$4,592. There was discussion for the price in the motion to be a “not to exceed” price. There was a motion by Alderwoman McKee and Second by Alderman Dyson.

The motion was re-stated.

Alderwoman McKee moved to approve the engineering task order for street trenching for the Oak Wilt Street trenching project, not to exceed \$4,592.00. The motion was re-seconded by Alderman Dyson. The motion passed with 3 voting yes to the motion with 1 abstention by Alderman Basham.

DISCUSSION AND POSSIBLE ACTION TO ALLOW CONSTRUCTION OF THE WALL TO CONTINUE DURING THE VETERANS DAY HOLIDAY ON FRIDAY, NOVEMBER 11TH.

The item was pulled from the agenda, as the contractor would not start the project until after the November 11<sup>th</sup> holiday.

DISCUSSION AND POSSIBLE ACTION REGARDING THE BIKE LANE GRANT PROJECT.

Mr. Naiser stated a brief history on the bike lane project. The project started 10 years ago, and there was an engineer who developed the original grant package. Recently LNV, Inc. was given the task for the design of the bike lanes. Currently the standard does not allow for the parking and bike lanes to be in the same place; 7 foot for parking and 4 foot for bike lanes outside of that number. Some leeway would be allowed if requested via waiver from TxDot, which would allow parking in the bike lanes. There were additional comments from the council members. Mr. Winfield said that TxDot said would cooperate with the City on this matter. No action was taken on the agenda item.

DISCUSSION AND POSSIBLE ACTION TO REVIEW AND ADOPT THE ROLLINGWOOD DRAINAGE CRITERIA MANUAL AND THE SITE IMPROVEMENT / DRAINAGE PLAN FORM.

There were questions and discussion on several items in the manual. Some definitions were discussed for consistency in all related documents. There were 3 changes in definitions, which were confirmed by City Attorney Young.

DISCUSSION AND POSSIBLE ACTION TO REVIEW AND ADOPT THE DRAINAGE ORDINANCE.

There were changes verbalized by Mayor Pro Tem Hutson, which were throughout the last draft of the document. Mayor Pro Tem Hutson moved to approve the Drainage Criteria Manual (DCM) and the drainage ordinance with the changes discussed.

The changes were as follows:

CRITERIA MANUAL (DCM) CHANGES

1. In the definitions – “**hazardous materials**” will be deleted.
2. Best Management Practices (BMP) definition was to be revised as provided by Sara Hutson in a written copy and is revised to be added to the end of for controlling storm water run-off to the required standard.

*Best management Practice (BMP) means a practice, or combination of practices, that is determined to be an effective and practicable (including technological, economic, and institutional considerations) means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality and drainage goals.*

3. Add a definition for development activity to match the definition in the ordinance, and in both places to be revised where different activities are described will be separated by semi-colon rather than colons.

4. Remove the words "from" and "drainage facilities".

**DRAINAGE ORDINANCE CHANGES**

1. Revise 3.09.011 – to add 'C' (as in Class C misdemeanor) in 3 places.
2. Remove the last 2 sentences in Sub-section 309.006 'A' and make sure there are references to a **development permit** not a building permit.
3. Section 309.005 to Sub-section 'C' to make the standard bear the same as provided in the criteria manual.

There was a second by Alderwoman McKee. The motion passed with 3 voting yes and one voting no to the motion.

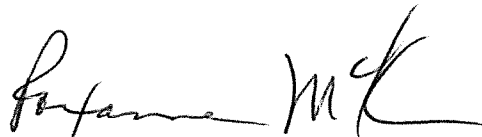
**4. EXECUTIVE SESSION**

There were no Executive Sessions called during the meeting.

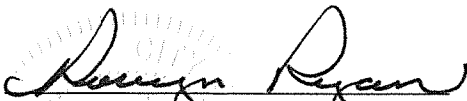
**ADJOURNMENT**

Mayor Farrell called for and received a motion and second to adjourn the meeting. The meeting ended at 7:33p.m.

Minutes adopted on the 16<sup>th</sup> day of November 2016.

  
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Roxanne McKee, Mayor

ATTEST:

  
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Robyn Ryan, City Secretary