

CITY OF ROLLINGWOOD CITY COUNCIL MEETING MINUTES

Wednesday, September 18, 2019

The City Council of the City of Rollingwood, Texas met in a Regular Meeting open to the public in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on September 18, 2019 at 7:00 p.m. Mayor Michael Dyson called the meeting to order at 7:20 p.m.

CALL REGULAR CITY COUNCIL MEETING TO ORDER

Present members were: Mayor Michael Dyson, Wendi Hundley, Gavin Massingill and Amy Pattillo. Buck Shapiro arrived at 8:13 p.m.

SWEARING IN CEREMONIES

2. Official swearing-in of Ashley Wayman as City Secretary, Vincent Munoz as Police Officer, and Robert Wissen as Police Officer for the City of Rollingwood.

Mayor Michael Dyson moved the swearing-in ceremonies to the beginning of the meeting to accommodate the friends and family in attendance.

City Secretary Ashley Wayman and Police Officers Vincent Munoz and Robert Wissen were sworn in.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

1. Executive session under 551.071, consultation with attorney, to discuss contractual liability concerns and open meetings concerns that can arise with working groups, subcommittees, and task forces.

Mayor Michael Dyson explained that because two City Council Members were absent this executive session would be approached if needed during the corresponding regular agenda item.

No Executive Session was held at this time.

PRESENTATIONS

3. Presentation of the alternative proposal by the Park Commission Sub-Committee.

Melissa Morrow (Timberline Drive), a member of the Park Commission sub-committee, discussed the RFP that went out to the community and that only one response was received. The Park Commission

formed a sub-committee to review the proposal. They formulated an edited proposal that incorporated different ideas for maintenance of the park and athletic facilities.

Catherine Horne, a member of the Park Commission as well as the Park Commission sub-committee, went over the issues that they saw with the park in regards to maintenance, contracts and what items need to be handled by what party (City, Little League, etc.). She stated that the sub-committee believes that the best way to do this is for the city to take over the park, that better management of the park can be achieved and that more money will need to be put in from RCDC for things like fencing and infrastructure.

Melissa Morrow discussed how WAYA maintains their athletic facilities and the different possibilities that could be applied to maintenance of the city park.

PUBLIC HEARING

4. Public Hearing - Proposed FY 2019-2020 Budget of the City of Rollingwood, Texas.

Mayor Michael Dyson opened the Public Hearing at 8:00 p.m.

There were no public comments.

Mayor Michael Dyson closed the Public Hearing at 8:01 p.m.

Gavin Massingill motioned to postpone the final vote on the FY 2019-2020 City of Rollingwood Budget to September 30, 2019. Wendi Hundley seconded the motion.

Record Vote:

- **Wendi Hundley – Aye**
- **Gavin Massingill – Aye**
- **Amy Pattillo - Aye**

The motion passed 3-0.

8. Public Hearing - Process for Request for Proposals for the operation, maintenance, and ground lease of the City of Rollingwood Athletic Facilities.

Mayor Michael Dyson opened the Public Hearing at 8:02 p.m.

Sandra Farrell spoke briefly to get clarification on the item and its implications for the Park Commission.

Mayor Michael Dyson closed the Public Hearing at 8:04 p.m.

City Administrator Amber Lewis explained that City Council direction was to have 3 opportunities for public input on the RFP process for the operation, maintenance, and ground lease of the City of Rollingwood Athletic Facilities.

Amy Pattillo discussed the proposed amendments to the current RFP, drafted by herself and Wendi Hundley, regarding the inclusion of a pet off-leash area and proposed capital investments that align with the park master plan.

William Teten, a member of the group that submitted the proposal in response to the original RFP, questioned what role the City is willing to play in this process before they send out an RFP as this will affect the role that those that respond to the bid will play.

Wendi Hundley stated that the dates for public input on this topic will be sent out.

No action was taken.

12. Public Hearing - Ordinance to provide for regulation of shared mobility device businesses and devices in the City.

Mayor Michael Dyson opened the Public Hearing at 8:27 p.m.

There were no public comments.

Mayor Michael Dyson closed the Public Hearing at 8:28 p.m.

Amy Pattillo led the discussion on this topic including how these devices could potentially be regulated in the City, what kinds of devices could be regulated and the safety concerns that are posed by some of these devices.

CONSENT AGENDA

16. Discussion and possible action to approve the minutes from the July 17, 2019 and August 13, 2019 Council Meetings.

17. Discussion and possible action to approve the City of Austin Health and Human Services Interlocal Agreement for public health services.

18. Discussion and possible action to designate the Rollingwood Municipal Building as an Election Day polling site for November 5, 2019.

19. Discussion and possible action to approve participation in It's My Park Day on Saturday, November 2, 2019 and to approve placing a flyer in the utility bill.

20. Discussion and possible action to approve an interlocal cooperation contract for the Failure to Appear Program with the Texas Department of Public Safety.

21. Discussion and possible action to appoint Mayor Michael R. Dyson as the City's representative on the General Assembly for the Capital Area Council of Governments.

Gavin Massingill motioned to approve the consent agenda. Wendi Hundley seconded the motion. The motion passed 4-0.

REGULAR AGENDA

Mayor Michael Dyson stated that in order to accommodate some members in the audience the order of some items will be moved around in the regular agenda. There were no objections by the Council. He began with item number 33.

33. Discussion and possible action to direct the Park Commission to implement the separate “pet off leash” area designated in the Master Plan.

Wendi Hundley motioned to postpone discussion and possible action to direct the Park Commission to implement the separate “pet off leash” area designated in the Master Plan to the next regular City Council meeting because the full City Council is not here to discuss it. Buck Shapiro seconded the motion.

Tom Farrell stated his concern about how expensive this item is and how many people actually utilize it. Council responded with ways to attempt to measure the use of this area.

Sandra Farrell discussed the enforcement of current rules and allowing dogs to be off leash in designated areas.

Catherine Horne stated that the Park Commission is gathering bids for pet waste clean-up in the fields.

Wendi Hundley stated that this issue would be properly noticed and put on a future agenda.

The motion passed 4-0.

22. Discussion and possible action to consider policies and procedures to define the limited parameters and recommending authority of Working Groups, Subcommittees, and Task Forces formed to discuss City business.

Wendi Hundley gave the context of this item stating that the City code doesn't currently have guidelines that structure how working groups, subcommittees and task forces are formed so that the Texas Open Meetings Act is always complied with.

Wendi Hundley motioned to postpone discussion and possible action to consider policies and procedures to define the limited parameters and recommending authority of Working Groups, Subcommittees, and Task Forces formed to discuss City business until the next regular City Council meeting. Amy Pattillo seconded the motion. The motion passed 4-0.

34. Discussion and possible action to review applications and make appointments to the Park Commission, Utility Commission, and the Board of Adjustment.

There have been no applications at this time for appointments to the Park Commission or any other board or commission but Mayor Michael Dyson encouraged anyone interested to apply.

23. Discussion and possible action on setting a proposed Ad Valorem Tax Rate for FY 2019-2020 for the City of Rollingwood.

City Administrator Amber Lewis went over the possible Ad Valorem rates that had been discussed in the Budget Workshop and the staff recommendation for City Council to propose the rollback rate with the ability to lower it at a later meeting if necessary.

Gavin Massingill motioned to set a proposed tax rate for consideration of final approval and to be published accordingly of .2088 per \$100 of valuation, which is the rollback rate. Amy Pattillo seconded the motion.

Record Vote:

- **Wendi Hundley – Aye**
- **Gavin Massingill – Aye**
- **Amy Pattillo – Aye**
- **Buck Shapiro – Aye**

The motion passed 4-0.

24. Discussion and possible action on establishing two (2) public hearing dates for the proposed Ad Valorem Tax rate for FY 2019-2020 for Monday, September 30, 2019 at 7:00 p.m. and on Wednesday, October 2, 2019 at 7:00 p.m.

Wendi Hundley motioned to establish two (2) public hearing dates for the proposed Ad Valorem Tax rate for FY 2019-2020 for Monday, September 30, 2019 at 7:00 p.m. and on Wednesday, October 2, 2019 at 7:00 p.m. Gavin Massingill Seconded the motion. The motion passed 4-0.

25. Update and discussion on the 2019-2020 budget process.

City Administrator Amber Lewis stated that this item was put on the agenda in case all items were not finished in the budget workshop.

No action was taken.

26. Discussion and possible action on a professional services agreement with Katy Zamesnik to provide bond development services for the City of Rollingwood.

Mayor Michael Dyson discussed the City's need for funding for some large improvements in the Infrastructure Improvement Plan as well as City Hall and the Police Department.

Katie Zamesnik introduced herself and her history in bond development for the City of Austin. She talked about the scope of work that she would perform for the City of Rollingwood including public outreach, a website, working with different boards and commissions.

Mayor Michael Dyson explained the needs of the City of Rollingwood that will need to be addressed in the near future.

Gavin Massingill expressed his concern in approving this contract and the public perception of setting this in motion without first putting a task force in place and starting grass-roots efforts first.

The Council discussed the timeline that would be necessary to possibly have a May bond election, the needs that will potentially be tied into the bond and the need for extensive community involvement.

Mayor Michael Dyson suggested that this item be brought back at the next council meeting giving the Council time to digest the proposal and get feedback from the community and an idea of where people stand on this topic.

James Galbreath (2500 Pickwick) questioned what the cost would be to the city upon signing the contract.

Amy Pattillo motioned to postpone discussion and possible action on a professional services agreement with Katy Zamesnik to provide bond development services for the City of

Rollingwood until the next special City Council meeting. Wendi Hundley seconded the motion. The motion passed 5-0.

27. Discussion and possible action on a professional services agreement for the renovation and repair of the existing police annex, garage, and new evidence room.

Mayor Michael Dyson discussed the need for office space for the police department in order to attract and retain employees.

Josh McKay weighed in on the scope of work that would be done to the existing annex, including fixing the garage ceiling, adding an evidence room and renovating the original police department.

Wendi Hundley expressed concern for the justification of this expense given the imminent possibility of a bond election to construct new facilities.

City Administrator Amber Lewis gave an overview of the current working conditions in city facilities.

Amy Pattillo motioned to approve a professional services agreement for the renovation and repair of the existing police annex, garage, and new evidence room in the amount of \$47,620. Wendi Hundley seconded the motion. The motion passed 4-0.

28. Discussion and possible action to accept the certification from the City Secretary of unopposed candidates for election to the City Council.

Gavin Massingill motioned to accept the certification from the City Secretary of unopposed candidates for election to the City Council. Wendi Hundley seconded the motion. The motion passed 4-0.

29. Discussion and possible action on an ordinance of the City of Rollingwood, Texas, authorizing the election of unopposed candidates for the positions of three council members for positions on the Rollingwood City Council and cancelling the November 05, 2019 general election; requiring the City Secretary to post a copy of this ordinance at each City of Rollingwood polling places; authorizing certificates of election to be issued; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing a savings clause; finding and determining that the meeting at which this ordinance is passed is open to the public as required by law.

Wendi Hundley motioned to approve an ordinance of the City of Rollingwood, Texas, authorizing the election of unopposed candidates for the positions of three council members for positions on the Rollingwood City Council and cancelling the November 05, 2019 general election; requiring the City Secretary to post a copy of this ordinance at each City of Rollingwood polling places; authorizing certificates of election to be issued; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing a savings clause; finding and determining that the meeting at which this ordinance is passed is open to the public as required by law. Amy Pattillo seconded the motion. The motion passed 4-0.

30. Discussion and possible action on an ordinance of the City Council of the City of Rollingwood, Texas, amending chapter 12, "Traffic and Vehicles", to add articles 12.08, "solicitations at street intersections", and 12.09 "aggressive solicitation" of the code solicitations or panhandling at street intersections; aggressive panhandling or solicitation in public places and prohibiting panhandling or

soliciting on private property if indicated by the property owner; providing for a penalty not to exceed five hundred (\$500.00) dollars for each offense; providing for savings, repealing and severability; providing for publication and providing an effective date.

Interim Police Chief Kristal Pompa expressed police department support for this ordinance.

City Administrator Amber Lewis explained that this ordinance was modeled after Houston, Dallas, Fort Worth and Denison ordinances on this matter and that it reflects general law enforcement and City Attorney Charles Zech stated that his firm is comfortable with this in respect to enforcement and meeting the constitutional scriptures.

Wendi Hundley motioned to approve ordinance 2019-09-18-30 of the City Council of the City of Rollingwood, Texas, amending chapter 12, "Traffic and Vehicles", to add articles 12.08, "solicitations at street intersections", and 12.09 "aggressive solicitation" of the code solicitations or panhandling at street intersections; aggressive panhandling or solicitation in public places and prohibiting panhandling or soliciting on private property if indicated by the property owner; providing for a penalty not to exceed five hundred (\$500.00) dollars for each offense; providing for savings, repealing and severability; providing for publication and providing an effective date. Buck Shapiro seconded the motion. The motion passed 4-0.

31. Discussion and possible action on an ordinance to amend the City's Code of Ordinances, Section 1.04.043 regarding the constitution of a quorum of the City Council.

City Administrator Amber Lewis explained that the current ordinance is in conflict with state law on quorum as it states that three members of council and the mayor constitute a quorum.

Wendi Hundley motioned to approve ordinance 2019-09-18-31 to amend the City's Code of Ordinances, section 1.04.043 regarding the constitution of a quorum of the City Council. Gavin Massingill seconded the motion. The motion passed 4-0.

32. Discussion and possible action on policies of the Rollingwood Police Department regarding Special Assignment Pay and On-Call Pay.

Interim Chief Kristal Pompa stated that the Special Assignment Pay Policy would allow the city to pay officers at a special rate during ACL and the On-Call Pay Policy would allow the City to compensate officers for times that they are on-call.

City Administrator Amber Lewis clarified that the Special Assignment Pay policy allows the City to pay Rollingwood police officers that are policing for the ACL event, in according with FLSA, what the City would pay officers that they would contract with to police this event.

The On-Call Pay policy will be brought back at the next regular City Council meeting.

Wendi Hundley motioned to approve the policy of the Rollingwood Police Department regarding special assignment pay for special events. Gavin Massingill seconded the motion.

Amy Pattillo suggested to clarify the language in the policy to state that this policy applies within the City of Rollingwood during the Austin City Limits.

The motion passed 4-0.

35. Standing agenda item ----- update, discussion and possible action regarding the Bee Cave Improvement Project TXDOT has committed to co-sponsoring with the City of Rollingwood that will address the low water crossing flooding issues, expand to 5-lanes with shoulders and sidewalks throughout Rollingwood's portion of Bee Cave Road.

There were no updates on this standing agenda item. No action was taken.

36. Standing agenda item ----- update, discussion and possible action to pass a resolution, request a meeting with, to provide information or a statement of position of the City to, and/or to request information or analyses from relevant state and local officials in connection with the proposed South Mopac expansion.

Amy Pattillo reviewed previous discussions of the City Council in regards to formally supporting the non-elevated design improvement component of the South MoPac expansion project but not necessarily supporting the entirety of the project.

Mayor Michael Dyson noted the tremendous amount of work that has gone into the resolution.

Wendi Hundley motioned to postpone adopting the resolution about CTRMA until time certain, the next Special Called City Council Meeting on September 30, 2019. Gavin Massingill seconded the motion. The motion passed 4-0.

MAYOR AND DEPARTMENT REPORTS

37. City Administrator's Report

38. Public Works Report

39. Municipal Court Report

40. City Engineer- LNV, Inc., Report

41. Chief of Police Report

42. Contract invoices through August 2019 - AWR Services, Inc., Water and Wastewater Services, K. Friese & Associates - IIP & MS4, LNV, Inc., City Engineer, Professional Design Group, Inspections, ATS, Building Official, Denton, Navarro, Rocha Bernal and Zech, PC., City Attorney

43. City Stats for August 2019.

44. City Financials for August 2019 - FY 2018-2019.

45. RCDC Financials for August 2019 - FY 2018-2019.

46. AWR Services, INC., Report on Water and Wastewater for August 2019

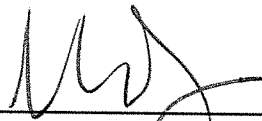
47. Texas Gas Service - Notices, Letters and Documents.

48. Texas Central Appraisal District and Tax Assessor - Notices, Letters and Documents.

ADJOURNMENT OF MEETING

Mayor Michael Dyson called for adjournment. Amy Pattillo motioned to adjourn the meeting at 10:03 p.m. Buck Shapiro seconded the motion. The motion passed 4-0.

Minutes Adopted on the 16th day of October, 2019.



Michael R. Dyson, Mayor

ATTEST:



Ashley Wayman, City Secretary