



CITY OF ROLLINGWOOD SPECIAL CITY COUNCIL MEETING AGENDA

Wednesday, July 22, 2026

Notice is hereby given that the City Council of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on July 22, 2026 at 5:00 PM. Members of the public and the City Council may 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. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

Link: <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUjNjNmK5RnJreIRFUT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at citysecretary@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be made and will be 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

PUBLIC COMMENTS

Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Council with regard to matters on the agenda will be received at the time the item is considered.

REGULAR AGENDA

2. Discussion and update on the FY 2026-2027 Budget

3. Discussion and possible action on a final report on revenues and expenditures in connection with the Water CIP bond program
4. Discussion and action on a final report on revenues and expenditures in connection with the 2018 Tax Notes and the Nixon/Pleasant and Hubbard/Hatley/Pickwick Drainage Projects
5. Discussion and possible action on ranking firms that responded to the Request for Qualifications for Owner's Representative Services for City Hall Improvements, and authorizing the Mayor to enter into price negotiations on behalf of the City
6. Discussion and possible action to adopt a resolution to designate City Administrator Alun Thomas as the acting City Secretary

EXECUTIVE SESSION

7. Executive session pursuant to section 551.074 of the Texas Government Code for discussion of personnel matters regarding the applications for and the appointment of a City Secretary

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov prior to 5:00 p.m. on July 16, 2026.



Alun Thomas, City Administrator

NOTICE -

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The City Council will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the city's attorney(s) pursuant to Texas Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Government Code;
prospective gifts pursuant to section 551.073 of the Texas Government Code;
security personnel and device pursuant to section 551.076 of the Texas Government Code;
and/or economic development pursuant to section 551.087 of the Texas Government Code.
Action, if any, will be taken in open session.

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Submitted By:

Staff

Agenda Item:

Discussion and update on the FY 2026-2027 Budget

Description:

At this Budget Workshop, the City Council will be covering:

- Updated base budget worksheets
- Exceptional Item Summary Sheet and Exceptional Items
- Initial Revenue Estimates and 5-Year Revenue Averages

The virtual budget “binder” will be updated throughout the budget process and can be found on our city website here: <https://www.rollingwoodtx.gov/finance/page/fy-2026-2027-budget-binder>

Attachments:

- Updated base budget worksheets
- Exceptional Item Summary Sheet and Exceptional Items
- Initial Revenue Estimates and 5-Year Revenue Averages

Next Budget Workshop:

At the August 5, 2026 workshop, we will be covering:

- No New Revenue and Voter Approval tax rates
- Setting of Public Hearings on the Budget and Tax Rate for the September Special City Council Meeting (Wednesday, September 3)
- Setting of the Proposed Ad Valorem Tax Rate

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: General Fund - 100

Dept Name and Number: Admin - 10

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 111,547	\$ 204,208	\$ 109,293	\$ 114,758	5%	Possible 5% COLA increase
5002	Holiday Compensation	\$ 7,000	\$ 7,500	\$ 7,500	\$ 7,500	0%	
5007	Stipends/Certifications	\$ 4,270	\$ 4,500	\$ 4,500	\$ 4,500	0%	
5009	Retirement Payout Reserve	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	Based on future retirement eligibility; rolls to fund balance at EOY
5010	Training/Team Building	\$ 10,000	\$ 12,000	\$ 10,000	\$ 15,000	50%	
5020	Health Insurance	\$ 9,200	\$ 9,600	\$ 11,520	\$ 12,000	4%	Actual
5030	Workers Comp. Insurance	\$ 3,000	\$ 2,800	\$ 2,216	\$ 2,500	13%	Actual
5035	Social Security/Medic. Tax	\$ 9,396	\$ 16,540	\$ 9,279	\$ 9,353	1%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 110	\$ 141	\$ 141	\$ 150	6%	Actual
5050	TMRS Exp.	\$ 15,966	\$ 28,648	\$ 17,224	\$ 17,458	1%	14.28% of salary related line items
5116	Storm-Related Payroll	\$ -	\$ -	\$ -	\$ -	0%	
Total Personnel Expenses		\$ 185,489	\$ 300,936	\$ 186,673	\$ 198,219	6%	
5101	Fax Copier	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,250	8%	Based on Use
5103	Printing and Reproduction	\$ 3,000	\$ 2,000	\$ 1,750	\$ 1,750	0%	Based on Use
5110	Postage	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,200	-20%	Lease = \$500/quarter, Admin paying 25% plus postage
5120	Subscriptions and Membership	\$ 5,000	\$ 5,000	\$ 4,000	\$ 3,000	-25%	Based on Use
5125	Travel	\$ 3,000	\$ 4,500	\$ 4,000	\$ 4,500	13%	
5140	Telephone	\$ 2,500	\$ 6,031	\$ 6,500	\$ 5,500	-15%	Actual
5157	Records Management	\$ 4,000	\$ 6,500	\$ 10,000	\$ 14,000	40%	Temporarily increased to retrieve and possibly dispose of old paper records from off-site storage
5158	Office Supplies	\$ 7,000	\$ 6,000	\$ 5,000	\$ 6,000	20%	
5198	Maintenance & Supplies - Janitorial	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	0%	Split Janitorial Contract with 100-55 Fieldhouse Maintenance/ Janitorial
Total Supplies & Operations Expenses		\$ 35,000	\$ 40,031	\$ 41,750	\$ 45,200	8%	
5210	Legal Services	\$ 90,000	\$ 90,000	\$ 70,000	\$ 73,500	5%	
5211	Legal Services - TPIA	\$ 7,500	\$ 5,500	\$ 3,500	\$ -	-100%	Moved to 5210
5214	Emergency Notification System	\$ 1,500	\$ 1,500	\$ 1,600	\$ 1,600	0%	Rave
5217	Payroll Services	\$ 6,000	\$ 9,000	\$ 9,000	\$ 10,500	17%	Cost increased
5226	Drug Testing	\$ 100	\$ 100	\$ 500	\$ 500	0%	
5227	Bilingual Assessments	\$ 200	\$ 200	\$ 200	\$ 200	0%	
5230	Audit	\$ 20,000	\$ 22,000	\$ 23,000	\$ 25,000	9%	
5231	Health Fee/Travis County	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	Actual
5236	Communication and Outreach	\$ 5,000	\$ 5,000	\$ 2,500	\$ 2,500	0%	Election mailers, public surveys, etc.
5237	Tax Assessment/Collection	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	Actual - Pay County for collecting taxes
5240	Insurance - Prop & Gen Liab.	\$ 14,000	\$ 16,403	\$ 16,647	\$ 17,500	5%	Actual
5250	Insurance - Official Liability	\$ 5,300	\$ 5,900	\$ 4,284	\$ 4,500	5%	Actual
5258	ACL Event	\$ 10,500	\$ 10,500	\$ -	\$ -	0%	Moved to Police Dept. in FY26
5260	Appraisal District - Travis County	\$ 10,000	\$ 15,400	\$ 17,200	\$ 20,000	16%	Pay Appraisal District to appraise taxable values. Current \$3,844/qtr.
5270	Engineering Services	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	0%	Based on Use
Total Contractual Services		\$ 199,100	\$ 205,503	\$ 172,431	\$ 179,800	4%	
5300	Computer Software/Support	\$ 50,000	\$ 40,000	\$ 40,000	\$ 45,000	13%	Univista IT Contract (4,740/mo.) Internet Service (~800/mo.) - Office Licenses (~478/mo.) Admin paying 25% + Incode ongoing costs and additional licenses + Adobe Licenses (100% Admin)
5301	Public Meeting Technology	\$ 14,000	\$ 11,000	\$ 11,000	\$ 11,000	0%	Civic Plus (\$6,200 annual meetings subscription and video timestamping) + Zoom (Annual \$300 + \$160/mo) = \$8,420 Remaining ~\$3,000 is for any repairs/upgrades to streaming/Microphones + Potential Exceptional Item

5302	Website and Digital Codification	\$ 14,000	\$ 12,000	\$ 12,000	\$ 12,000	0%	Codification (\$1140 per year) + Supplements Per Page \$20 (~\$3000 Per Year) + Website Cost of \$4,882) Budgeting additional in codification costs for codification of residential code recommendations. (~\$3,000)
5309	Incode Software	\$ 5,000	\$ -	\$ -	\$ -	0%	Line Item no longer needed.
5311	IT Services - TPIA	\$ 2,000	\$ 1,500	\$ 1,500	\$ -	-100%	Moved to 5300
5325	Election Services	\$ 2,000	\$ 1,500	\$ 2,000	\$ 2,000	0%	
5330	Election Public Notices	\$ 2,000	\$ 1,800	\$ 4,000	\$ 2,000	-50%	Two elections last year, one this year
5331	Advertising	\$ 2,000	\$ 3,500	\$ 3,500	\$ 3,500	0%	Based on use - Austin American Statesman for notices
5340	Miscellaneous	\$ -	\$ -	\$ -	\$ -	0%	
5341	Zilker Clubhouse	\$ 1,350	\$ 1,350	\$ 1,350	\$ -	-100%	Clubhouse closed for FY2027
5342	Oak Wilt Treatment & Prevention	\$ -	\$ -	\$ -	\$ -	0%	
Total Miscellaneous/Other Expenses		\$ 92,350	\$ 72,650	\$ 75,350	\$ 75,500	0%	
5413	Furniture	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5414	Computers	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
Total Capital Outlays		\$ 3,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	
5525	4B Sales Tax Allocation	\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	0%	Based on Actual
Total Non-Departmental Expenditures		\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	0%	
TOTAL EXPENDITURES		\$ 664,939	\$ 771,120	\$ 678,204	\$ 700,719	3%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item		Requested Amount	Comments
5342	Oak Wilt Treatment & Prevention	\$ 15,000	Councilmember Schell's program, currently under consideration
5000	Salary	\$ 15,000	\$10-15k for a college intern program
5214	Emergency Notification System	\$ 10,000	Upgrade to our outbound public communications
5330	Election Public Notices	\$ 2,500	Additional public notice board for City Hall
Total Exceptional Items Requested:		\$ 42,500	

Total Budget Allocation Requested: \$ 700,719

Total Exceptional Items Requested: \$ 42,500

Grand Total Budget Request for Department: \$ 743,219\$ 65,015
8%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 100-General Fund

Dept Name and Number: 15 - Dev. Services

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 82,668	\$ 87,050	\$ 87,050	\$ 91,403	5%	Possible 5% COLA increase
5007	Stipends/Certifications	\$ 1,647	\$ 2,000	\$ 1,000	\$ 2,000	100%	
5010	Training	\$ 2,000	\$ 1,000	\$ 1,000	\$ 10,000	900%	Additional training
5020	Health Insurance	\$ 9,600	\$ 11,000	\$ 13,200	\$ 14,000	6%	Actual
5030	Workers Comp. Insurance	\$ 950	\$ 900	\$ 712	\$ 800	12%	Actual
5035	Social Security/Medic. Tax	\$ 6,450	\$ 6,812	\$ 6,736	\$ 7,145	6%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 90	\$ 123	\$ 123	\$ 150	22%	Actual
5050	TMRS Exp.	\$ 10,961	\$ 11,799	\$ 12,503	\$ 13,338	7%	14.28% of salary related line items
Total Personnel Expenses		\$ 114,366	\$ 120,684	\$ 122,324	\$ 138,836	13%	
5101	Fax / Copier	\$ 100	\$ 100	\$ 100	\$ 300	200%	
5103	Printing & Reproduction	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,000	-17%	
5110	Postage	\$ 2,100	\$ 500	\$ 500	\$ 500	0%	
5120	Subscriptions & Memberships	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5125	Travel	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,500	150%	
5140	Telephone	\$ 1,000	\$ 1,100	\$ 1,100	\$ 1,000	-9%	Prorated between departments
5153	Credit Card Services	\$ -	\$ -	\$ 5,500	\$ 5,500	0%	Credit card fees passed through
5158	Office Supplies	\$ 200	\$ 200	\$ 200	\$ 200	0%	
5180	Signs and Barricades	\$ 600	\$ 200	\$ 200	\$ 200	0%	Pass-through cost
Total Supplies & Operations Expenses		\$ 7,900	\$ 6,000	\$ 11,500	\$ 12,700	10%	
5200	Building Inspection Services	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	0%	ATS
5210	Legal Services	\$ 8,000	\$ 8,000	\$ 8,000	\$ 7,000	-13%	Inc. Planning Services (Amanda DNRBZ)
5251	Building Plan Review	\$ 10,000	\$ 13,000	\$ 10,000	\$ 8,000	-20%	ATS
5252	Zoning Review	\$ 50,000	\$ 40,000	\$ 10,000	\$ 10,000	0%	Streamlined KFA Zoning Review process
5253	Arborist Consultation	\$ 1,500	\$ 1,000	\$ 1,000	\$ 5,000	400%	Oak Wilt Program
5254	ROW Permit Review	\$ -		\$ 5,000	\$ 2,500	-50%	
5257	My Permit Now	\$ 3,600	\$ 1,500	\$ 1,500	\$ 1,250	-17%	Actual costs
5270	Engineering Services	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000	0%	KFA Development related coordination
5272	Professional Consultation	\$ 35,000	\$ 25,000	\$ 20,000	\$ 15,000	-25%	
5273	Elevation and Height Verification	\$ 20,000	\$ 10,000	\$ 10,000	\$ 9,000	-10%	
5274	Survey Benchmark Network M&O	\$ 25,000	\$ 5,000	\$ 5,000	\$ 2,500	-50%	Any continued maintenance or updates to Survey Benchmark Network
Total Contractual Services		\$ 203,100	\$ 153,500	\$ 125,500	\$ 115,250	-8%	
5300	Computer Software/Support	\$ 2,000	\$ 3,650	\$ 3,650	\$ 3,500	-4%	
5331	Advertising	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
Total Miscellaneous/Other Expenses		\$ 3,000	\$ 4,650	\$ 4,650	\$ 4,500	-3%	
TOTAL EXPENDITURES		\$ 328,366	\$ 284,834	\$ 263,974	\$ 271,286	3%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item		Requested Amount	Comments
5103	Printing & Reproduction	\$ 4,000	Large format (36") plotter printer
Total Exceptional Items Requested:		\$4,000	

Total Budget Allocation Requested: \$ 271,286
Total Exceptional Items Requested: \$ 4,000

Grand Total Budget Request for Department: \$ 275,286

\$ 11,312
4%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 100 - General Fund

Dept Name and Number: 20 - Sanitation

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5286	Spring Clean-Up	\$ 1,000	\$ 1,000	\$ 1,000	\$ 550	-45%	
5287	Storm Debris and Clean Up	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	0%	
5288	Landscape Remediation	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000	0%	
Total Contractual Services		\$ 13,500	\$ 18,500	\$ 18,500	\$ 18,050	-2%	
5370	Waste & Disposal Service	\$ 144,000	\$ 160,000	\$ 168,250	\$ 180,000	7%	
Total Miscellaneous Expenditures		\$ 144,000	\$ 160,000	\$ 168,250	\$ 180,000	7%	
TOTAL EXPENDITURES		\$ 157,500	\$ 178,500	\$ 186,750	\$ 198,050	6%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 198,050

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 198,050

\$ 11,300
6%

WORKING DRAFT

Dept Name and Number: 25 - Utility Billing

2023-2024	2024-2025	2025-2026	2026-2027
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Line Item	Requested Amount	Comments
Total Exceptional Items Requested:		\$0

\$ 4,702
3%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 100 General Fund

Dept Name and Number: 30 - Streets

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 56,819	\$ 58,963	\$ 62,825	\$ 65,966	5%	Possible 5% COLA increase
							Planned overtime is estimated for city events (July 4, ACL, Spring Clean Up, NNO, Halloween). Any above is emergency OT.
5006	Overtime/Planned Overtime	\$ -	\$ 180	\$ 1,000	\$ 1,000	0%	
5007	Stipends/Certifications	\$ -	\$ 3,487	\$ 3,800	\$ 3,000	-21%	
5010	Training	\$ 1,000	\$ 2,000	\$ 1,900	\$ 1,750	-8%	CSI Training for 2 operators
5020	Health Insurance	\$ 7,765	\$ 6,100	\$ 6,360	\$ 7,800	23%	Actual
5030	Workers Comp. Insurance	\$ 1,400	\$ 1,400	\$ 1,028	\$ 1,100	7%	Actual
5035	Social Security/Medicare Tax	\$ 4,347	\$ 4,791	\$ 5,173	\$ 5,352	3%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 81	\$ 70	\$ 82	\$ 90	10%	Actual
5050	TX Mun. Retire. System Exp.	\$ 6,818	\$ 8,142	\$ 9,603	\$ 9,991	4%	14.28% of salary related line items
Total Personnel Expenses		\$ 78,230	\$ 85,133	\$ 91,771	\$ 96,050	5%	
5125	Travel		\$ 1,500	\$ 1,000	\$ 1,000	0%	
5130	Utilities	\$ 2,200	\$ 2,400	\$ 2,400	\$ 2,500	4%	Actual - Austin Energy Street Lights
5140	Telephone	\$ 1,000	\$ 300	\$ 400	\$ 400	0%	Prorated between departments
5145	Uniforms & Accessories	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5161	Tree Trimming Services	\$ 21,500	\$ 25,000	\$ 25,000	\$ 25,000	0%	Tree Trimming for ROWs
5162	Street Sweeping	\$ -	\$ 10,000	\$ 7,000	\$ 5,000	-29%	Sweeping in house
5164	Equipment Maintenance & Repairs		\$ 2,500	\$ 3,000	\$ 3,500	17%	
5171	Equipment Purchase	\$ 15,000	\$ 4,000	\$ -	\$ -	0%	
5172	Safety Equipment		\$ 375	\$ 400	\$ 400	0%	
5180	Signs & Barricades	\$ 2,500	\$ 2,500	\$ 2,000	\$ 2,500	25%	Barricades for events and traffic, many street signs need replacing.
5181	Equipment Rental	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000	0%	
5190	Materials	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	
5195	Vehicle Operations (Fuel)	\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	
5196	Vehicle Maintenance & Repairs	\$ 750	\$ 1,000	\$ 1,000	\$ 1,500	50%	
Total Supplies & Operations Expenses		\$ 55,950	\$ 59,075	\$ 51,700	\$ 51,300	-1%	
5255	Vehicle Insurance	\$ 250	\$ 270	\$ 287	\$ 350	22%	Actual
5270	Engineering Services	\$ 23,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	
5276	Paying Agent Fees	\$ 200	\$ 200	\$ 200	\$ 200	0%	
Total Contractual Services		\$ 23,450	\$ 3,470	\$ 3,487	\$ 3,550	2%	
5350	Tools	\$ 5,000	\$ 4,000	\$ 3,000	\$ 3,500	17%	
5355	Street Maintenance & Repairs	\$ 90,000	\$ 150,000	\$ 500,000	\$ 150,000	-70%	
Total Miscellaneous		\$ 95,000	\$ 154,000	\$ 503,000	\$ 153,500	-69%	
5414	Computers	\$ -	\$ 500	\$ 500	\$ 500	0%	
5494	Veh Financing Note - Debt Serv.	\$ 785	\$ 785	\$ 2,445	\$ 2,445	0%	
5495	Vehicles	\$ 2,700	\$ -	\$ -	\$ -	0%	
Total Capital Outlays		\$ 3,485	\$ 1,285	\$ 2,945	\$ 2,945	0%	
TOTAL EXPENDITURES		\$ 256,115	\$ 302,963	\$ 652,903	\$ 307,345	-53%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5190 Materials		Restriping of Street Lines
5355 Street Maintenance & Repairs	\$ 350,000	Continuation of the Street Prioritization list
5355 Street Maintenance & Repairs		Vale/Bettis Drainage Improvements
5355 Street Maintenance & Repairs		Inwood/Bettis Drainage Improvements
Total Exceptional Items Requested:		\$350,000

Total Budget Allocation Requested: \$ 307,345

Total Exceptional Items Requested: \$ 350,000

Grand Total Budget Request for Department: \$ 657,345

\$ 4,442
1%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 100 - General Fund

Dept Name and Number: 40 - Police

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 850,897	\$ 891,326	\$ 909,912	\$ 955,408	5%	Possible 5% COLA increase
5002	Holiday Compensation	\$ 33,000	\$ 35,000	\$ 36,750	\$ 38,588	5%	
5006	Overtime/Planned Overtime	\$ 10,000	\$ 10,000	\$ 20,000	\$ 20,000	0%	
5007	Stipends/Certifications	\$ 20,000	\$ 23,000	\$ 22,000	\$ 25,000	14%	On-Call, FTO Pay, Increased Shift Differential, Cert Pay; Bilingual
5009	Retirement Payout Reserve	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	Rolls into fund balance at EOY
5010	Training/Academy Sponsorships	\$ 10,000	\$ 18,500	\$ 25,000	\$ 20,000	-20%	Cost of courses and per diem; academy cadet sponsorships
5011	Reserve Officer Pay	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,750	-30%	
5012	LEOSE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	LEOSE Funding reimbursed from the state
5020	Health Insurance	\$ 103,000	\$ 105,500	\$ 126,602	\$ 125,000	-1%	Actual
5030	Workers Comp. Insurance	\$ 23,500	\$ 21,500	\$ 17,005	\$ 17,000	0%	Actual
5035	Social Security/Medic. Tax	\$ 69,913	\$ 73,388	\$ 75,633	\$ 79,483	5%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 950	\$ 1,205	\$ 1,205	\$ 1,205	0%	Actual
5050	TMRS Exp.	\$ 118,807	\$ 127,111	\$ 140,390	\$ 148,369	6%	14.28% of salary related line items
5070	Police Professional Liability	\$ 8,900	\$ 8,700	\$ 8,443	\$ 8,500	1%	Actual
Total Personnel Expenditures		\$ 1,267,467	\$ 1,333,730	\$ 1,401,439	\$ 1,456,302	4%	
5101	Fax/Copier	\$ 600	\$ 600	\$ 750	\$ 1,000	33%	Photocopier
5103	Printing & Reproduction	\$ 1,000	\$ 1,000	\$ 2,500	\$ 2,000	-20%	Brochures, informational material
5106	Citation Material	\$ 27,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	Annual recurring fees (\$1,530) + paper citations as needed
5107	Police Qualification	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	Cost of ammo and range fees
5108	Property & Evidence	\$ 500	\$ 500	\$ 500	\$ 500	0%	Evidence room equipment
5109	Bicycle Maintenance	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5110	Postage	\$ 500	\$ 500	\$ 1,000	\$ 1,000	0%	
5120	Subscriptions and Memberships	\$ 1,000	\$ 1,500	\$ 1,000	\$ 1,000	0%	
5140	Telephone	\$ 9,000	\$ 10,200	\$ 10,500	\$ 10,000	-5%	PD Portion of Desk Phones; Cell Phones
5143	Police Car & Accessories	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0%	
5144	Police Supplies	\$ 3,000	\$ 3,000	\$ 6,000	\$ 6,000	0%	
5145	Uniforms & Accessories	\$ 6,500	\$ 6,500	\$ 10,000	\$ 12,000	20%	
5157	Records Management	\$ 6,000	\$ 7,000	\$ 7,500	\$ 10,500	40%	Tyler RMS, AXON Redaction Pro
5158	Office Supplies	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	
5159	City Event Supplies	\$ 3,500	\$ 4,000	\$ 4,000	\$ 4,000	0%	City events (4th of July, Trunk or Treat, Rollingwood Night Out)
5185	Communications Equip. Maint.	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Radio maintenance
5186	Radar Certification	\$ 250	\$ 250	\$ 250	\$ 500	100%	Additional patrol vehicles this year
5195	Vehicle Operations	\$ 20,000	\$ 15,000	\$ 15,000	\$ 17,000	13%	Elevated fuel cost; reduced personal vehicle usage
5196	Vehicle Maintenance & Repairs	\$ 5,000	\$ 6,000	\$ 7,000	\$ 10,000	43%	Increase due to actual maintenance costs; year 3 of vehicle lease
Total Supplies & Operations Expenses		\$ 94,100	\$ 68,300	\$ 78,250	\$ 87,750	12%	
5211	Radio Services	\$ 5,500	\$ 6,300	\$ 6,500	\$ 7,000	8%	City of Austin - actual bandwidth cost
5216	Dispatch Services	\$ 34,476	\$ 39,648	\$ 45,595	\$ 52,434	15%	Dispatch CTECC increase (Travis County); actual
5226	Drug Testing	\$ 200	\$ 200	\$ 1,000	\$ 800	-20%	
5238	Applicant Testing	\$ 1,000	\$ 1,000	\$ 1,250	\$ 1,000	-20%	Psychological exams and fingerprints
5239	Laboratory Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5255	Vehicle Insurance	\$ 5,600	\$ 5,300	\$ 6,065	\$ 8,500	40%	Actual
5258	ACL Event	\$ 40,000	\$ 40,000	\$ 55,000	\$ 55,000	0%	Police officers (\$65/hr plus \$10/hr for vehicle); PW staff; parking passes - Reimbursed by ACL host
Total Contractual Services		\$ 87,776	\$ 93,448	\$ 116,410	\$ 125,734	8%	
5300	Computer Software & Support	\$ 63,000	\$ 54,000	\$ 80,500	\$ 75,000	-7%	IT contract (Univista), internet service, CLEAR, All Traffic Solutions
Total Miscellaneous/Other Expenses		\$ 63,000	\$ 54,000	\$ 80,500	\$ 75,000	-7%	

5404	Radios	\$ 37,000	\$ -	\$ -	\$ 8,000	0%	One-time expense - smart locate and mapping for radios
5411	Video Camera & Microphones	\$ 16,700	\$ 1,000	\$ 69,000	\$ 50,000	-28%	AXON annual fees
5414	Computers	\$ 5,000	\$ 11,000	\$ 6,000	\$ 15,000	150%	Desk computers & MDCs
5494	Veh. Financing Note - Debt Serv.	\$ 34,002	\$ 34,002	\$ 34,002	\$ -	-100%	Explorers were paid off in FY26
5495	New Vehicle & Outfitting	\$ -	\$ -	\$ 301,541	\$ -	-100%	Chevrolet Tahoes purchased in FY26 were a one-time expense
Total Capital Outlays		\$ 92,702	\$ 46,002	\$ 410,543	\$ 73,000	-82%	
TOTAL EXPENDITURES		\$ 1,605,045	\$ 1,595,480	\$ 2,087,142	\$ 1,817,786	-13%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5404 Radios	\$ 50,000	Replace Handheld Radios with Enhanced Encryption Versions
5144 Police Supplies	\$ 25,000	Stationary and Mobile Radar Signs
5300 Computer Software & Support	\$ 7,500.00	Policy software, updates, and monitoring
Total Exceptional Items Requested:	\$82,500	

Total Budget Allocation Requested: \$ 1,817,786

Total Exceptional Items Requested: \$ 82,500

Grand Total Budget Request for Department: \$ 1,900,286

\$ (186,857)

-9%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: General Fund - 100

Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 41,262	\$ 43,667	\$ 45,850	\$ 50,000	9%	Possible 5% COLA increase, and slight increase in hours due to workload
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ -	\$ -	0%	
5007	Stipends/Certifications	\$ 627	\$ 600	\$ 600	\$ 700	17%	
5010	Training	\$ 1,000	\$ 500	\$ 500	\$ 500	0%	
5020	Health Insurance	\$ 1,100	\$ 700	\$ 840	\$ 3,800	352%	Actual; includes some admin staff
5030	Workers Comp. Insurance	\$ 700	\$ 650	\$ 514	\$ 550	7%	Actual
5035	Social Security/Medic. Tax	\$ 3,205	\$ 3,386	\$ 3,553	\$ 3,879	9%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 200	\$ 240	\$ 240	\$ 250	4%	Actual
5050	TMRS Exp.	\$ 5,446	\$ 5,865	\$ 6,596	\$ 7,240	10%	14.28% of salary related line items
Total Personnel Expenses		\$ 53,539	\$ 55,609	\$ 58,693	\$ 66,919	14%	
5103	Printing & Reproduction	\$ 1,000	\$ 500	\$ 750	\$ 1,750	133%	Increased citations, jury trials
5110	Postage	\$ 250	\$ 500	\$ 750	\$ 1,200	60%	
5120	Subscriptions & Memberships	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5125	Travel	\$ 50	\$ 50	\$ 50	\$ 100	100%	
5140	Telephone	\$ 1,500	\$ 1,100	\$ 1,250	\$ 1,000	-20%	Updated Phone Breakdown
5158	Office Supplies	\$ 750	\$ 750	\$ 500	\$ 500	0%	
Total Supplies & Operations Expense		\$ 3,650	\$ 3,000	\$ 3,400	\$ 4,650	37%	
5201	Collection Agency Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,500	50%	Passed through
5206	Court Credit Card Fees	\$ 5,000	\$ 5,000	\$ 10,000	\$ 25,000	150%	Passed through
5210	Legal Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ 17,500	75%	
5212	Presiding Judge Expense	\$ 18,000	\$ 18,000	\$ 21,000	\$ 21,000	0%	
5213	Interpreter Fees	\$ 900	\$ 250	\$ 500	\$ 1,000	100%	
Total Contractual Services		\$ 34,900	\$ 34,250	\$ 42,500	\$ 66,000	55%	
5300	Computer Software & Support	\$ -	\$ 3,800	\$ 3,800	\$ 10,000		Tyler fees + Municipal Justice Annual Fees + Univista
Total Miscellaneous/Other Expenses		\$ -	\$ 3,800	\$ 3,800	\$ 10,000		
TOTAL EXPENDITURES		\$ 92,089	\$ 96,659	\$ 108,393	\$ 147,569	36%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 147,569

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 147,569

\$ 39,175
36%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: General Fund - 100

Dept Name and Number: 55 - Parks

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 38,252	\$ 40,849	\$ 40,849	\$ 42,891	5%	Possible 5% COLA increase
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ -	\$ -		
5007	Stipends	\$ 1,180	\$ 1,300	\$ 1,300	\$ 1,200	-8%	
5010	Training	\$ 3,000	\$ 2,800	\$ 1,800	\$ 1,000	-44%	
5020	Health Insurance	\$ 3,100	\$ 3,200	\$ 3,840	\$ 4,000	4%	Actual
5030	Workers Comp. Insurance	\$ 1,000	\$ 950	\$ 751	\$ 800	6%	Actual
5035	Social Security/Medicare Tax	\$ 3,017	\$ 3,224	\$ 3,224	\$ 3,373	5%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 45	\$ 47	\$ 47	\$ 50	6%	Actual
5050	TX Mun. Retire. System Exp.	\$ 5,126	\$ 5,585	\$ 5,985	\$ 6,296	5%	14.28% of salary related line items
Total Personnel Expenses		\$ 54,720	\$ 57,955	\$ 57,797	\$ 59,611	3%	
5103	Printing & Reproduction	\$ 250	\$ 250	\$ 250	\$ 200	-20%	
5130	Utilities	\$ 12,000	\$ 12,000	\$ 14,000	\$ 17,000	21%	Water included this year
5145	Uniforms & Accessories	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	New line item request
5158	Office Supplies	\$ 250	\$ 200	\$ 200	\$ 100	-50%	
5159	City Event Supplies	\$ 500	\$ 500	\$ 500	\$ 500	0%	4th of July, National Night Out & Halloween
5164	Equipment Maint. & Repairs	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	
5171	Equipment	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,000	0%	
5172	Safety Equipment	\$ 375	\$ 300	\$ 300	\$ 300	0%	
5190	Materials	\$ 10,500	\$ 10,500	\$ 20,500	\$ 20,000	-2%	Trees and flower beds, bed mulch, irrigation, fertilizer, Ant & Weed control, crushed granite
5191	Maintenance	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	0%	
5195	Vehicle Operations - Fuel	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	Proration of fuel to be charged to parks.
5196	Vehicle Maint. & Repair	\$ 1,000	\$ 1,000	\$ 1,250	\$ 1,250	0%	Repair of gator/mowers
5198	Fieldhouse Maint. & Supplies - Janitorial	\$ 9,000	\$ 9,000	\$ 9,000	\$ 8,000	-11%	Split Fieldhouse/City Hall Janitorial Contract with 100-10 (\$6,000) + remaining balance for other fieldhouse maintenance
Total Supplies & Operations Expenses		\$ 48,875	\$ 48,250	\$ 60,500	\$ 61,850	2%	
5255	Vehicle Insurance	\$ 600	\$ 500	\$ 527	\$ 550	4%	Actual
Total Miscellaneous/Other Expenses		\$ 600	\$ 500	\$ 527	\$ 550	4%	
5300	Computer Software & Support	\$ 500	\$ 1,215	\$ 1,000	\$ 1,000	0%	Univista Contract/Internet
5350	Tools	\$ 1,000	\$ 950	\$ 1,000	\$ 1,000	0%	Hand tools needed for dept.
Total Miscellaneous/Other Expenses		\$ 1,500	\$ 2,165	\$ 2,000	\$ 2,000	0%	
5414	Computers	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5455	Improvements to Exist. Park Assets	\$ 1,000	\$ 5,000	\$ 5,000	\$ 5,000	0%	Playscape equipment maintenance and other items
5456	Plants for Park and Entrances	\$ 2,000	\$ 2,000	\$ 2,000	\$ 3,000	50%	
5494	Veh. Financing Note - Debt Serv.	\$ 785	\$ 2,445	\$ 2,445	\$ 2,500	2%	Fleet vehicle split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ -	\$ -	\$ -		
Total Capital Outlays		\$ 4,285	\$ 9,945	\$ 9,945	\$ 11,000	11%	
5512	Playground Mulching & Maintenance	\$ 8,500	\$ 8,000	\$ 8,000	\$ 7,000	-13%	
Other Non-Departmental		\$ 8,500	\$ 8,000	\$ 8,000	\$ 7,000	-13%	
TOTAL EXPENDITURES		\$ 118,480	\$ 126,815	\$ 138,769	\$ 142,011	2%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
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Total Exceptional Items Requested: \$0

Total Budget Allocation Requested: \$ 142,011
Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 142,011

\$ 3,242
 2%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 100 General Fund

Dept Name and Number: 65 - Public Works

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5130	Utilities	\$ 7,000	\$ 10,000	\$ 8,000	\$ 7,500	-6%	Based on actual
5140	Telephone	\$ 300	\$ 100	\$ 1,000	\$ 1,000	0%	
5158	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 750	-25%	
5161	Tree Trimming Services	\$ -	\$ 50,000	\$ 25,000	\$ 25,000	0%	
Total Supplies & Operations Expenses		\$ 8,300	\$ 61,100	\$ 35,000	\$ 34,250	-2%	
5258	ACL Event	\$ 10,500	\$ 10,500	\$ -	\$ -	0%	Moved to Police Dept. in FY26
Total Miscellaneous/Other Expenses		\$ 10,500	\$ 10,500	\$ -	\$ -	0%	
5355	Street Maintenance & Repairs	\$ 40,000	\$ -	\$ -	\$ -	0%	
5381	Animal Control/Disposal	\$ 250	\$ 250	\$ 250	\$ 250	0%	
Total Miscellaneous/Other Expenses		\$ 40,250	\$ 250	\$ 250	\$ 250	0%	
5515	Maintenance Building	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,000	-7%	Air Filters, Pest Control, HVAC Maintenance
Total Non-Departmental Expenses		\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,000	-7%	
TOTAL EXPENDITURES		\$ 66,550	\$ 79,350	\$ 42,750	\$ 41,500	-3%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 41,500

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 41,500

\$ (1,250)
-3%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 200 - Water

Dept Name and Number: 60 - Non Dept

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 212,456	\$ 230,820	\$ 242,361	\$ 254,479	5%	Possible 5% COLA increase
5006	Overtime/Planned Overtime	\$ 810	\$ 6,600	\$ 5,000	\$ 5,000	0%	
5007	Stipends	\$ 15,521	\$ 17,000	\$ 17,000	\$ 15,000	-12%	
5010	Training	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	0%	
5020	Health Insurance	\$ 25,000	\$ 21,000	\$ 25,200	\$ 35,000	39%	Actual
5030	Workers Comp Insurance	\$ 4,600	\$ 4,200	\$ 3,322	\$ 3,500	5%	Actual
5035	Social Security/Medicare Tax	\$ 17,502	\$ 19,463	\$ 20,224	\$ 20,998	4%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 250	\$ 310	\$ 310	\$ 350	13%	Actual
5050	TX Mun. Retire. System Exp.	\$ 29,742	\$ 33,711	\$ 37,539	\$ 39,196	4%	14.28% of salary related line items
Total Personnel Expenses		\$ 309,382	\$ 336,604	\$ 354,456	\$ 377,022	6%	
5103	Printing & Reproduction	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5110	Postage	\$ 400	\$ 350	\$ 200	\$ 150	-25%	
5125	Travel	\$ 2,000	\$ 1,900	\$ 1,900	\$ 2,000	5%	
5140	Telephone	\$ 500	\$ 1,700	\$ 1,700	\$ 1,500	-12%	
5145	Uniforms & Accessories	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5158	Office Supplies	\$ 500	\$ 250	\$ 250	\$ 200	-20%	
5166	Maintenance & Repairs	\$ 40,000	\$ 30,000	\$ 30,000	\$ 28,000	-7%	Year end replenishment of materials and supplies to be kept in inventory; based on actuals
5167	Administrative Fees	\$ 65,000	\$ 55,000	\$ 62,775	\$ 63,000	0%	5% of Water Sales Revenues
5168	Transfer to Utility Billing	\$ 61,000	\$ 64,000	\$ 66,529	\$ 71,957	8%	Will match 1/2 of total expenses in Utility Billing Dept. (100-25)
5171	Equipment Purchase	\$ 3,900	\$ -	\$ 3,800	\$ 2,000	-47%	
5175	Safety Equipment	\$ 375	\$ 375	\$ 375	\$ 375	0%	
5181	Equipment Rentals	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	
5190	Materials	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,500	-25%	Fill for excavation
5192	Electronic Meter Project	\$ 325,500	\$ -	\$ -	\$ -	0%	
5193	Meter Replacement	\$ 50,000	\$ 2,500	\$ 5,000	\$ 25,000	400%	Potential meter upgrades and replacements (pass through expenditure), former wastewater line item included this year
5194	Fire Hydrant Maint. & Replacement	\$ 12,000	\$ 11,400	\$ 11,400	\$ 11,000	-4%	Replace approximately 2 hydrants per year in conjunction with hydrant testing
5195	Vehicle Operations	\$ 4,000	\$ 3,800	\$ 3,800	\$ 3,000	-21%	
5196	Vehicle Maintenance & Repairs	\$ 1,500	\$ 1,750	\$ 1,750	\$ 1,750	0%	
Total Supplies & Operations Expenses		\$ 571,425	\$ 177,775	\$ 194,229	\$ 214,182	10%	
5233	Crossroads Contract	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000	0%	Contract
5234	Crossroads Emergency/M&O Repairs	\$ 80,000	\$ 80,000	\$ 80,000	\$ 75,000	-6%	
5255	Vehicle Insurance	\$ 1,100	\$ 1,100	\$ 1,170	\$ 1,200	3%	Actual
5270	Engineering Services	\$ 25,000	\$ 10,000	\$ 10,000	\$ 8,000	-20%	
5271	Rate Consulting Services	\$ 4,000	\$ 5,000	\$ 5,000	\$ -	-100%	
5276	Paying Agent Fees	\$ 800	\$ 800	\$ 800	\$ 800	0%	
5280	Water Purchased	\$ 800,000	\$ 800,000	\$ 800,000	\$ 750,000	-6%	Based on Audited Actuals.
5296	TCEQ	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,500	17%	Annual fees/permits
5326	Qtrly GIS Map Update	\$ 10,000	\$ 10,000	\$ 10,000	\$ 7,000	-30%	50/50 Water/Wastewater
Total Contractual Services		\$ 1,004,900	\$ 990,900	\$ 990,970	\$ 926,500	-7%	
5300	Computer Software & Support	\$ 750	\$ 3,300	\$ 3,300	\$ 3,500	6%	
5350	Tools	\$ 3,750	\$ 3,560	\$ 2,500	\$ 2,500	0%	
Total Miscellaneous/Other Expenses		\$ 4,500	\$ 6,860	\$ 5,800	\$ 6,000	3%	

5414	Computers	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5494	Veh. Financing Note - Debt Serv	\$ 3,138	\$ 9,778	\$ 9,778	\$ 9,778	0%	Fleet vehicles split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ -	\$ 102,750	\$ -	-100%	
5496	Meter Financing Note - Debt Serv	\$ -	\$ 51,440	\$ 51,440	\$ 52,000	1%	Quarterly payments on electronic meters (pay to North Dallas Bank & Trust)
Total Capital Outlays		\$ 3,638	\$ 61,718	\$ 164,468	\$ 62,278	-62%	
TOTAL EXPENDITURES		\$ 1,893,845	\$ 1,573,857	\$ 1,709,923	\$ 1,585,982	-7%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<u>5166</u> Maintenance & Repairs	\$ 47,500	Manhole and valve inspection project

Total Exceptional Items Requested: \$47,500

Total Budget Allocation Requested: \$ 1,585,982

Total Exceptional Items Requested: \$ 47,500

Grand Total Budget Request for Department: \$ 1,633,482

\$ (76,441)
-4%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 301 - Street Maintenance

Dept Name and Number: 60 - Non Dept.

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5469	Transfer to Street Department	\$ 300,595	\$ 494,311	\$ 451,828	\$ 307,345	-32%	Match Expenditures in 100-30 Streets. Budget overages covered by existing unexpended fund balance out of Street Maintenance Fund; Expenditures limited by statute.
Total Capital Outlays		\$ 300,595	\$ 494,311	\$ 451,828	\$ 307,345	-32%	
TOTAL EXPENDITURES		\$ 300,595	\$ 494,311	\$ 451,828	\$ 307,345	-32%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 307,345

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 307,345

\$ (144,483)
-32%

WORKING DRAFT

Dept Name and Number: 50 - Court

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5010	Training						
5311	Office Security	\$ 1,000	\$ 1,625	\$ 1,625	\$ 1,625	0%	Reserve officer for bailiff duties
5513	Transfer to Court						
Total Miscellaneous/Other Expenses		\$ 1,000	\$ 1,625	\$ 1,625	\$ 1,625	0%	
TOTAL EXPENDITURES		\$ 1,000	\$ 1,625	\$ 1,625	\$ 1,625	0%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested:	\$0	

Total Budget Allocation Requested:	\$	1,625
Total Exceptional Items Requested:	\$	-
Grand Total Budget Request for Department:	\$	1,625
	\$	-
		0%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 320-Court Tech

Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5300	Computer Software & Support	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0%	
	Total Miscellaneous/Other Expenses	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0%	
5414	Computers	\$ 1,500	\$ -	\$ -	\$ -	#DIV/0!	
	Total Capital Outlays	\$ 1,500	\$ -	\$ -	\$ -	#DIV/0!	
	TOTAL EXPENDITURES	\$ 6,500	\$ 5,000	\$ 5,000	\$ 5,000	0%	Paid for from restricted fund revenues, not Fund 100.
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 5,000

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 5,000

\$ -
0%

WORKING DRAFT

Dept Name and Number: 50 - Court

Total Budget Allocation Requested:	\$	100
Total Exceptional Items Requested:	\$	-
Total Budget Request for Department:	\$	100
	\$	-
		0%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 430 - Debt Service 2014

Dept Name and Number: 60 - Non-Dept.

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5298	Bond Principal - Series 2014	\$ 140,000	\$ 145,000	\$ 150,000	\$ 150,000	0%	
5299	Bond Interest - Series 2014	\$ 58,950	\$ 54,750	\$ 50,400	\$ 50,400	0%	
Total Contractual Services		\$ 199,350	\$ 200,150	\$ 200,800	\$ 200,800	0%	
TOTAL EXPENDITURES		\$ 199,350	\$ 200,150	\$ 200,800	\$ 200,800	0%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 200,800

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 200,800

\$ -
0%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 450 - Debt Service 2019

Dept Name and Number: 60 - Non-Dept.

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5207	Bond Principal - Series 2019	\$ 425,000	\$ 440,000	\$ 455,000	\$ 455,000	0%	A portion of former Fund 440 - Debt Service 2012 (Series B) was refinanced into this fund
5208	Bond Interest - Series 2019	\$ 290,650	\$ 273,650	\$ 256,050	\$ 256,050	0%	
Total Contractual Services		\$ 716,050	\$ 714,050	\$ 711,450	\$ 711,450	0%	
TOTAL EXPENDITURES		\$ 716,050	\$ 714,050	\$ 711,450	\$ 711,450	0%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
-----------	------------------	----------

Total Exceptional Items Requested: \$0

Total Budget Allocation Requested: \$ 711,450

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 711,450

\$ -
0%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 460 - Debt Service 2020

Dept Name and Number: 60 - Non-Dept.

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 240	\$ 240	\$ 200	\$ 200	0%	
5248	Debt Service - Interest Tax Notes	\$ 20,280	\$ 15,560	\$ 10,610	\$ 10,610	0%	
5249	Debt Service - Principal Tax Notes	\$ 295,000	\$ 300,000	\$ 305,000	\$ 305,000	0%	
Total Contractual Services		\$ 315,520	\$ 315,800	\$ 315,810	\$ 315,810	0%	
TOTAL EXPENDITURES		\$ 315,520	\$ 315,800	\$ 315,810	\$ 315,810	0%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
Total Exceptional Items Requested: \$0		

Total Budget Allocation Requested: \$ 315,810

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 315,810

\$ -
0%

WORKING DRAFT

Dept Name and Number: 60 - Non-Dept.

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

\$ -
0%

WORKING DRAFT

Dept Name and Number: 60 - Non-Dept.

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Grand Total Budget Request for Department: \$ 108,050

WORKING DRAFT

Dept Name and Number: 35 - Capital Imp.

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

\$ (1,651,656)
-100%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 702 - Drainage

Dept Name and Number: 35 - Capital Imp.

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5221	Nixon Pleasant Drainage Improvements	\$ 583,000	\$ 886,000	\$ 296,398	\$ -		23-24 and 24-25 paid for out of Tax Notes Series 2020
5222	Hubbard-Hatley-Pickwick Drainage	\$ 110,000	\$ 572,000	\$ 414,675	\$ -		23-24 and 24-25 paid for out of Tax Notes Series 2020
5270	Engineering Services	\$ 60,000	\$ 60,000	\$ 40,000	\$ 40,000	0%	
Total Contractual Services		\$ 753,000	\$ 1,518,000	\$ 751,073	\$ 40,000	-95%	
5485	MS-4 Expenditures	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0%	
Total Capital Outlays		\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0%	
TOTAL EXPENDITURES		\$ 761,000	\$ 1,526,000	\$ 759,073	\$ 48,000	-94%	

2023-2024 2024-2025 2025-2026 2026-2027

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
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Total Exceptional Items Requested: \$0

Total Budget Allocation Requested: \$ 48,000

Total Exceptional Items Requested: \$ -

Grand Total Budget Request for Department: \$ 48,000

\$ (711,073)

-94%

Rollingwood City Council
Budget Action Request
Department Worksheet

Date: July 2026

Fund Name and Number: 800 Wastewater

Dept Name and Number: 60 - Non Dept

WORKING DRAFT

Line Item	Description From Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 212,456	\$ 230,820	\$ 230,820	\$ 242,361	5%	Possible 5% COLA increase
5006	Overtime/Planned Overtime	\$ 810	\$ 6,600	\$ 5,000	\$ 6,000	20%	Based on actual
5007	Stipends	\$ 15,521	\$ 17,000	\$ 17,000	\$ 15,000	-12%	
5010	Training	\$ 2,500	\$ 2,250	\$ 2,250	\$ 2,500	11%	
5020	Health Insurance	\$ 25,000	\$ 21,000	\$ 25,200	\$ 35,000	39%	Actual
5030	Workers Comp Insurance	\$ 4,600	\$ 4,200	\$ 3,325	\$ 3,325	0%	Actual
5035	Social Security/Medicare Tax	\$ 17,502	\$ 19,463	\$ 19,341	\$ 20,147	4%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 250	\$ 310	\$ 310	\$ 350	13%	Actual
5050	TX Mun. Retire. System Exp.	\$ 29,742	\$ 33,711	\$ 35,900	\$ 37,608	5%	14.28% of salary related line items
Total Personnel Expenses		\$ 308,382	\$ 335,354	\$ 339,146	\$ 362,291	7%	
5103	Printing & Reproduction	\$ 200	\$ 150	\$ 150	\$ 100	-33%	
5125	Travel	\$ 2,500	\$ 2,250	\$ 2,250	\$ 2,250	0%	
5130	Utilities	\$ 42,500	\$ 32,000	\$ 32,000	\$ 28,000	-13%	AT&T Lines for lift stations + Texas Gas Service for Lift Stations + Electric
5140	Telephone	\$ -	\$ 1,700	\$ 1,700	\$ 1,500	-12%	
5145	Uniforms & Accessories	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5163	Grinder Pump Maint/Replace	\$ 20,000	\$ 30,000	\$ 35,000	\$ 40,000	14%	Aging grinder pumps
5166	Maintenance & Repairs	\$ 30,000	\$ 35,000	\$ 24,000	\$ 30,000	25%	Maintenance of lift stations (proactive replacement of pump 2 at Dellana), parts to repair and inventory city clean outs, and generator maintenance
5167	Administrative Fees	\$ 40,000	\$ 45,000	\$ 45,000	\$ 45,000	0%	5% of Revenues to GF for administration of WW system
5168	Transfer to Utility Billing	\$ 61,000	\$ 64,000	\$ 66,529	\$ 71,957	8%	Will match 1/2 of total expenses in Utility Billing Dept. (100-25)
5171	Equipment	\$ 3,900	\$ 37,500	\$ 3,800	\$ 4,000	5%	
5172	Safety Equipment	\$ 375	\$ 375	\$ 375	\$ 375	0%	
5193	Meter Replacement	\$ 50,000	\$ 2,500	\$ 5,000	\$ -	-100%	Moved to Water
5195	Vehicle Operations	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	Fuel
Total Supplies & Operations Expenses		\$ 253,975	\$ 253,475	\$ 218,804	\$ 226,182	3%	
5210	Legal Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5218	Annual Televising/Smoke Test	\$ 32,500	\$ 20,000	\$ 20,000	\$ 20,000	0%	Televising now handled in-house; budgeting for possible smoke test
5233	Crossroads Contract	\$ 97,980	\$ 97,980	\$ 97,980	\$ 97,980	0%	Based on Actual
5234	Crossroads Emergency/M&O Repairs	\$ 40,000	\$ 45,000	\$ 45,000	\$ 60,000	33%	Actual
5240	Insurance - Prop and Gen	\$ 450	\$ 450	\$ 434	\$ 450	4%	Actual
5255	Vehicle Insurance	\$ 1,850	\$ 1,700	\$ 1,967	\$ 2,000	2%	Actual
5270	Engineering Services	\$ 10,000	\$ 2,000	\$ 2,000	\$ 2,250	13%	
5271	Rate Consulting Services	\$ -	\$ -	\$ -	\$ 30,000	#DIV/0!	Periodic rate study cost
5290	Wastewater Fees	\$ 335,000	\$ 335,000	\$ 360,000	\$ 320,000	-11%	Depends on rainfall. Pass through cost
5292	Industrial Waste Surcharge	\$ 14,100	\$ 14,000	\$ 14,000	\$ 16,000	14%	City of Austin fixed charge; pass through cost
Total Contractual Services		\$ 532,880	\$ 517,130	\$ 542,381	\$ 549,680	1%	
5300	Computer Software & Support	\$ 1,000	\$ 3,300	\$ 3,300	\$ 3,500	6%	
5326	Qtrly GIS Map Update	\$ 10,000	\$ 10,000	\$ 10,000	\$ 7,000	-30%	50/50 Water/Wastewater
5350	Tools	\$ 2,000	\$ 1,900	\$ 1,500	\$ 1,500	0%	
Total Miscellaneous/Other Expenses		\$ 13,000	\$ 15,200	\$ 14,800	\$ 12,000	-19%	

5414	Computers	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5494	Veh. Financing Note - Debt Serv	\$ 3,137	\$ 9,777	\$ 9,777	\$ 9,777	0%	Fleet Vehicles Split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ -	\$ -	\$ -	0%	
5498	Meter Financing Note - Debt Serv	\$ -	\$ 51,440	\$ 51,440	\$ 51,440	0%	New Line Item, Quarterly Payments on Electronic Meters (Pay to North Dallas Bank & Trust)
Total Capital Outlays		\$ 3,637	\$ 61,717	\$ 61,717	\$ 61,717	0%	
TOTAL EXPENDITURES		\$ 1,111,874	\$ 1,182,876	\$ 1,176,848	\$ 1,211,870	3%	
		2023-2024	2024-2025	2025-2026	2026-2027		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5166 Maintenance & Repairs	\$ 47,500	Manhole inspection project
Total Exceptional Items Requested: \$ 47,500		

Total Budget Allocation Requested: \$ 1,211,870
Total Exceptional Items Requested: \$ 47,500

Grand Total Budget Request for Department: \$ 1,259,370

\$ 82,521
7%



City of Rollingwood Budget Planning Working Paper

Proposed Exceptional Items - FY 2026-2027

Updated: 7/16/2026

Approved?	#	Description	Total Cost	General Fund	Water	Wastewater	Streets	Status	Total Approved (\$)	General Fund	Water	Wastewater	Streets
☐	100-10-1	Oak Wilt Treatment & Prevention Program	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-10-2	College Intern Program	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-10-3	Upgrade to Outbound Communications	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-10-4	Additional Notice Board for City Hall (Election Postings)	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-15-1	Large format (36") Plotter Printer	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-30-1	Restriping of Street Lines	\$ -	\$ -	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-30-2	Continuation of the Street Prioritization List	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-30-3	Vale/Bettis Drainage Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-30-4	Inwood/Bettis Drainage Improvements	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-40-1	Replace Handheld Radios w/ Enhanced Encryption Models	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-40-2	Stationary and Mobile Radar Signs	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	100-40-3	Policy Software, Updates, and Monitoring	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	AF-1	Manhole Inspection Project	\$ 95,000	\$ -	\$ 47,500	\$ 47,500	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
☐	AF-2	1% COLA for Non-Contract Staff	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ -	Not Funded	\$ -	\$ -	\$ -	\$ -	\$ -
Sum of All Items (Not including COLAs)			\$ 724,000	\$ 129,000	\$ 47,500	\$ 47,500	\$ 500,000	No Items Funded	\$ -	\$ -	\$ -	\$ -	\$ -



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-10-1

Updated: 6/18/2026

Requestor: Councilmember Schell

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	10 - Administration
Line Item No. & Description or NEW Line Item Description	5342 - Oak Wilt Treatment & Prevention

Item Description
Oak Wilt Treatment & Prevention Program

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Increased natural beauty, sustained property values, reduction of risk from diseased trees

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 15,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 15,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
		Total Amount Saved:	\$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-10-2

Updated: 6/18/2026

Requestor: Councilmember Schell

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	10 - Administration
Line Item No. & Description or NEW Line Item Description	5000 - Salary

Item Description
College Intern Program

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Additional administrative capacity, but generally, this is less about getting things done. The intern does need to be productive. More about building a long-term recruiting pipeline and positive branding for Rollingwood is a great place to work.

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 15,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 15,000

When Balance Offset Is Needed	
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Total Amount Saved: \$ -	

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-10-3

Updated: 6/18/2026

Requestor: Councilmember Schell

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	10 - Administration
Line Item No. & Description or NEW Line Item Description	5214 - Emergency Notification System

Item Description
Upgrade to Outbound Communications

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
I would like to have a system where we can formalize the various events we want to notify of the public. Let the public subscribe to what they want and at what frequency. Then automate as much as we can so staff interaction is at a minimum. Plenty of technical solutions for this. Rave may or may not be the right system for this. Beside improved public service, this exercise would be part of broader topic to make sure we have peak emergency preparedness, Currently we have contact information all over the place. Example: RWPD posts something to Facebook, that gets sent to the appropriate channel; City Calander events; Canned emergency responses. These can be generic "We are aware of x situation. <take action or no action now>. More details will be provided shortly."

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 10,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 10,000

When Balance Offset Is Needed	
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Total Amount Saved: \$ -	

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-10-4

Updated: 5/12/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	10 - Administration
Line Item No. & Description or NEW Line Item Description	5330 - Election Public Notices

Item Description

Additional Notice Board for City Hall (Election Postings)

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)

The purchase of an additional public notice board will improve the City's ability to post election notices and other legally required public notices in a clear, organized, and accessible manner. The existing notice board does not always provide sufficient space to accommodate all required postings during election periods, resulting in limited capacity. Adding a second notice board will ensure continued compliance with public notice requirements, improve public access to information, and provide greater flexibility for future elections and other statutory postings.

Number of Items or Units: n/a

Cost Per Item or Unit: \$ 2,500.00

Additional Cost (Including ongoing maintenance): n/a

Total Cost: \$ 2,500

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-15-1

Updated: 5/12/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	15 - Development Services
Line Item No. & Description or NEW Line Item Description	5103 - Printing & Reproduction

Item Description
Large format (36") Plotter Printer

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
The purchase of a large-format plotter printer will improve the efficiency and quality of Development Services' operations by allowing staff to print engineering plans, plats, site plans, maps, and other oversized documents in-house. This will reduce reliance on third-party printing services, decrease turnaround times, lower long-term printing costs, and improve customer service by enabling the City to quickly produce accurate plan sets for project review, inspections, public meetings, and records management.

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 4,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 4,000

When Balance Offset Is Needed	
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Total Amount Saved: \$ -	

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-30-1

Updated: 5/18/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	30 - Streets
Line Item No. & Description or NEW Line Item Description	5190 - Materials

Item Description
Restriping of Street Lines

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Improved visibilty of street markings such as double-yellow lines and stop bars is expected to lead to improvements in public safety

Number of Items or Units: n/a

Cost Per Item or Unit:

Additional Cost (Including ongoing maintenance): n/a

Total Cost: \$

-

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-30-2

Updated: 5/18/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	30 - Streets
Line Item No. & Description or NEW Line Item Description	5355 - Street Maintenance & Repairs

Item Description

Continuation of the Street Prioritization List

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)

Proactively performing maintenance on the City's streets will help extend the useful life of the paving. Replacing worn out or damaged paving will help to reduce both damage to vehicles and damage to subgrade materials that support the street paving, reducing costs in the long term

Number of Items or Units: n/a

Cost Per Item or Unit: \$ 350,000.00

Additional Cost (Including ongoing maintenance): n/a

Total Cost: \$ 350,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____
 saved amount: _____
 saved amount: _____
 saved amount: _____
 saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-30-3

Updated: 5/18/2026

Requestor: Mayor Massingill

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	30 - Streets
Line Item No. & Description or NEW Line Item Description	5355 - Street Maintenance & Repairs

Item Description
Vale/Bettis Drainage Improvements

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Construction of WSB's design for drainage improvements at the intersection of Bettis Boulevard and Vale Street, primarily consisting of street recontouring and curb modifications

Number of Items or Units: n/a

Cost Per Item or Unit:

Additional Cost (Including ongoing maintenance): n/a

Total Cost: \$ -

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-30-4

Updated: 5/18/2026

Requestor: Councilmember Schell

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	30 - Streets
Line Item No. & Description or NEW Line Item Description	5355 - Street Maintenance & Repairs

Item Description
Inwood/Bettis Drainage Improvements

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Construction of Lochner's design for drainage improvements at the intersection of Inwood Road and Bettis Boulevard

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 150,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 150,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
		Total Amount Saved:	\$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-40-1

Updated: 5/13/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	40 - Police
Line Item No. & Description or NEW Line Item Description	5404 - Radios

Item Description
Replace Handheld Radios w/ Enhanced Encryption Models

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Replacing RPD's current handheld radios with newer models that have enhanced encryption capabilities is intended to keep the department up with a rapidly changing cybersecurity threat environment

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 50,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 50,000

When Balance Offset Is Needed	
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Offset Savings From Fund/Dept./Line Item No.:	saved amount:
Total Amount Saved: \$ -	

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-40-2

Updated: 5/13/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	40 - Police
Line Item No. & Description or NEW Line Item Description	5404 - Radios

Item Description
Stationary and Mobile Radar Signs

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
RPD uses stationary and mobile radar signs to help encourage responsible driving and to monitor known or suspected problem areas for future heightened enforcement activities

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 25,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 25,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
		Total Amount Saved:	\$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # 100-40-3

Updated: 5/13/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	100 - General
Department Name & No.	40 - Police
Line Item No. & Description or NEW Line Item Description	5300 - Computer Software & Support

Item Description
Policy Software, Updates, and Monitoring

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
This software will allow RPD to keep its General Orders and policies current and compliant with state and federal laws, and allow it to work towards accreditation

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 7,500.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 7,500

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount:	_____
		Total Amount Saved:	\$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # AF-1

Updated: 5/18/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	200 - Water & 800 - Wastewater
Department Name & No.	60
Line Item No. & Description or NEW Line Item Description	5166 - Maintenance & Repairs

Item Description

Manhole Inspection Project

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)

This manhole inspection project is needed to identify damaged or deteriorating manholes before they become costly problems. Regular inspections help the City prioritize repairs, reduce the risk of sewer overflows, extend the life of the wastewater system, while keeping the City of Rollingwood in compliance with its TCEQ permit.

Number of Items or Units: n/a

Cost Per Item or Unit: \$ 25,000.00

Additional Cost (Including ongoing maintenance): n/a

Total Cost: \$ 25,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____
 Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____
 saved amount: _____
 saved amount: _____
 saved amount: _____
 saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.



City of Rollingwood Budget Planning Working Paper

Exceptional Item Request Form - FY 2026-2027

Request # AF-2

Updated: 7/16/2026

Requestor: Staff

Allocating Additional Funds To	
Fund Name & No.	All Funds
Department Name & No.	Various
Line Item No. & Description or NEW Line Item Description	Salaries, Social Security, TMRS

Item Description
1% COLA for Non-Contract Staff

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)
Increased employee morale and retention

Number of Items or Units:	n/a
Cost Per Item or Unit:	\$ 24,000.00
Additional Cost (Including ongoing maintenance):	n/a
Total Cost:	\$ 24,000

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.:	_____	saved amount: _____
Total Amount Saved:		\$ -

Please attach any quotes or backup to support this Exceptional Item Request.

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action on a final report on revenues and expenditures in connection with the Water CIP bond program

Description:

The \$5.3 million Water System Capital Improvement Plan (CIP) bond was approved by voters in 2022 to address aging water infrastructure, improve fire protection capabilities, and enhance the overall reliability of the City's water system.

To evaluate the existing water system and identify necessary improvements, the City contracted with Lochner (formerly K. Friese) to perform a comprehensive assessment. The study included a review of system operations, identification of infrastructure deficiencies, analysis of fire flow availability, investigation of recurring water main breaks, and recommendations for system-wide improvements.

Exhibit A provides a detailed summary of the bond funds expended throughout the project. Bond proceeds were transferred in two installments, on August 22, 2023, and July 16, 2024, to reduce interest costs. The cash transfer amount also reflects a Council-approved change order on September 5, 2025, in the amount of \$76,880. Additionally, the project generated \$8,226 in interest income.

The total cash available for the project was \$5,388,893.55. The construction expenditure totals reflect payments made to contractors and vendors over the duration of the project. The remaining balance of \$306,574.73 represents the difference between funds available over total funds that were spent. The Water System Capital Improvement Plan was successfully completed in 2026, resulting in significant improvements to the City's water infrastructure, reliability, and fire protection capabilities.

Action Requested:

No action is necessary on this item

Fiscal Impacts:

Total project expenditures were \$5,082,318.32, resulting in a remaining balance of \$306,574.73, or approximately 5.7% under budget.

Attachments:

- Exhibit A – Financial Summary
- Engineer's Notice of Acceptability of Work

Construction Expenditures
(Recap 6C)

CITY OF ROLLINGWOOD

Last updated:
7/3/2026

WATER CIP PROJECTS:

BOND CASH, 08/22/2023:	\$	3,900,000.00	
BOND CASH, 07/16/2024	\$	1,403,787.55	
CASH TRANSFER, 09/05/2025 (WATER FUND, CHANGE ORDER #2)	\$	76,880.00	
INTEREST INCOME	\$	8,226.00	
FUNDS AVAILABLE	\$	5,388,893.55	
LESS CONSTRUCTION EXPENDITURES:			
ADVENTURES OUTBACK LP	\$	(4,556,730.90)	
DIAL DEVELOPMENT SERVICES, LTD	\$	(105,084.00)	
K FRIESE	\$	(420,503.92)	\$ (5,082,318.82)
		BALANCE, 6/30/2026	\$ 306,574.73

NOTICE OF ACCEPTABILITY OF WORK

Owner: City of Rollingwood
Engineer: K Friese & Associates, LLC Engineer's Project No.: 0764
Contractor: Adventures Outback L.P. DBA AO Services
Project: Water CIP Bond Program – Packages 1-4
Notice Date: 5/11/2026 Effective Date of the Construction Contract: 12/15/2023

The Engineer hereby gives notice to the Owner and Contractor that Engineer recommends final payment to Contractor, and that the Work furnished and performed by Contractor under the Construction Contract is acceptable, expressly subject to the provisions of the Construction Contract's Contract Documents ("Contract Documents") and of the Agreement between Owner and Engineer for Professional Services dated November 16, 2020 ("Owner-Engineer Agreement"). This Notice of Acceptability of Work (Notice) is made expressly subject to the following terms and conditions to which all who receive and rely on said Notice agree:

1. This Notice has been prepared with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the Engineer's professional opinion.
3. This Notice has been prepared to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's Work) under the Owner-Engineer Agreement, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Owner-Engineer Agreement.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract, an acceptance of Work that is not in accordance with the Contract Documents, including but not limited to defective Work discovered after final inspection, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents, or to otherwise comply with the Contract Documents or the terms of any special guarantees specified therein.
6. This Notice does not relieve Contractor of any surviving obligations under the Construction Contract, and is subject to Owner's reservations of rights with respect to completion and final payment.

Engineer

By (signature):



Name (printed): Greg Blackburn, PE

Title: Project Manager

INAGE PROJECTS:

TAX NOTES CASH, 06/18/2020		\$	2,003,040.00
CASH TRANSFER, 09/05/2025 (WASTEWATER FUND, CHANGE ORDER #1)		\$	111,912.00
INTEREST INCOME		\$	6,807.19
FUNDS AVAILABLE		\$	<u>2,121,759.19</u>
LESS CONSTRUCTION EXPENDITURES:			
ADVENTURES OUTBACK LP	\$	(2,346,221.28)	
DIAL DEVELOPMENT SERVICES, LTD	\$	(70,697.50)	
K FRIESE	\$	(77,692.84)	\$ (2,494,611.62)
			<u><u>BALANCE, 6/30/2026 \$ (372,852.43)</u></u>

NOTICE OF ACCEPTABILITY OF WORK

Owner: City of Rollingwood
 Engineer: K Friese & Associates, LLC Engineer's Project No.: 0764
 Contractor: Adventures Outback L.P. DBA AO Services
 Project: Hubbard Circle, Hatley Drive, and Pickwick Lane Drainage Improvements
 Nixon/Pleasant Drainage Improvements
 Notice Date: 5/14/2026 Effective Date of the Construction Contract: 12/15/2023

The Engineer hereby gives notice to the Owner and Contractor that Engineer recommends final payment to Contractor, and that the Work furnished and performed by Contractor under the Construction Contract is acceptable, expressly subject to the provisions of the Construction Contract's Contract Documents ("Contract Documents") and of the Agreement between Owner and Engineer for Professional Services dated November 16, 2020 ("Owner-Engineer Agreement"). This Notice of Acceptability of Work (Notice) is made expressly subject to the following terms and conditions to which all who receive and rely on said Notice agree:

1. This Notice has been prepared with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the Engineer's professional opinion.
3. This Notice has been prepared to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's Work) under the Owner-Engineer Agreement, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Owner-Engineer Agreement.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract, an acceptance of Work that is not in accordance with the Contract Documents, including but not limited to defective Work discovered after final inspection, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents, or to otherwise comply with the Contract Documents or the terms of any special guarantees specified therein.
6. This Notice does not relieve Contractor of any surviving obligations under the Construction Contract, and is subject to Owner's reservations of rights with respect to completion and final payment.

Engineer

By (signature):



Name (printed): Abe Salinas, PE

Title: Project Manager

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Agenda Item:

Discussion and possible action on ranking firms that responded to the Request for Qualifications for Owner's Representative Services for City Hall Improvements, and authorizing the Mayor to enter into price negotiations on behalf of the City

Description:

This agenda item focuses on the Request for Qualifications (RFQ) for Owner's Representative Services, the timeline for which is below:

March 25, 2026	Issuance of RFQ authorized by Council
April 15, 2026	RFQ language approved by Council
May 8, 2026	RFQ published
May 29, 2026	In-person pre-bid conference
June 1, 2026	Addendum No. 1 to the RFQ released and disseminated
June 8, 2026	RFQ due date and bid opening
June 8-11, 2026	All fifteen (15) RFQ submittals independently scored and ranked by four (4) members of staff, scores averaged, and all 15 submittals ranked (see data below)
June 17, 2026	All RFQ information presented to Council, including staff's ranking; Council provided input and direction which five (5) firms to invite back to Council's July 15 meeting
July 15, 2026	Council met to hear presentations from representatives from the top five (5) selected firms
July 22, 2026	Council to consider finalizing the ranking of the top five (5) firms, then discuss and possibly authorize the procedure for contract negotiations
August 19, 2026	Earliest regular Council meeting at which the award of a contract for Owner's Representative Services could be approved by Council

Per Council's direction to staff in its June 17, 2026 meeting, the top five (5) firms, in alphabetical order, are:

1. AG|CM
2. Broaddus & Associates
3. Johnson, Mirmiran & Thompson, Inc.
4. Square One Consultants
5. Windsor Group Advisory & Management LLC

Action Requested:

Staff requests Council's rankings for these five firms, and requests that Council consider authorizing the Mayor to enter into price negotiations on behalf of the City

Fiscal Impacts:

This update and actions provided in this item will not have a fiscal impact on the City

Attachments:

None

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action to adopt a resolution to designate City Administrator Alun Thomas as the acting City Secretary

Description:

In July, City Secretary Ashley Lobb, resigned her position with the City. Under the Texas Local Government Code, Section 22.073, and multiple sections of the Rollingwood Code of Ordinances, certain official actions of the City are to be performed by, or attested to, by the City Secretary. The proposed resolution would designate the City Administrator as the acting City Secretary for the City of Rollingwood, pending the hiring of a permanent City Secretary.

Action Requested:

To approve Resolution 2026-07-22-07 designating City Administrator Alun Thomas as the acting City Secretary

Fiscal Impacts:

No significant fiscal impacts anticipated at this time.

Attachments:

- Draft Resolution 2026-07-22-07 designating City Administrator Alun Thomas as the acting City Secretary

RESOLUTION NO. 2026-07-22-06**A RESOLUTION OF THE CITY COUNCIL OF ROLLINGWOOD, TEXAS APPOINTING AN ACTING CITY SECRETARY AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Section 2-121 of the City’s Code of Ordinances authorizes the City Council of the City of Rollingwood (“City Council”) to appoint a City Secretary of the City of Rollingwood (“City Secretary”); and

WHEREAS, the City Secretary is appointed by the City Council to exercise all of the powers and perform all of the duties prescribed by law and will perform such other duties as may be required by the City Council; and

WHEREAS, the position of City Secretary was vacated on July 8, 2026; and

WHEREAS, the City Council wishes to appoint an Acting City Secretary to perform the duties of the City Secretary as prescribed by law.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROLLINGWOOD:

Section 1. That the foregoing recitals are hereby found to be true and correct findings of the City Council of Rollingwood and are fully incorporated into the body of this Resolution.

Section 2. That the City Council of the City of Rollingwood hereby appoints City Administrator Alun Thomas as Acting City Secretary

Section 3. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 4. This Resolution shall be in force and effect from and after its passage and it is so resolved.

PASSED, APPROVED AND DULY RESOLVED by the City Council of Rollingwood on this the 22nd day of July, 2026.

Gavin Massingill, Mayor

ATTEST:

Alun Thomas, City Administrator

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: July 22, 2026

Submitted By:

Staff

Agenda Item:

Executive session pursuant to section 551.074 of the Texas Government Code for discussion of personnel matters regarding the applications for and the appointment of a City Secretary

Description:

Executive Session items discussed by the Rollingwood City Council are closed to the public as authorized by the Texas Open Meetings Act. To preserve the confidentiality of matters discussed in executive session, no supporting materials, reports, or additional information will be included in the council packet.

The agenda caption is the only information that will be publicly provided for these items.

Action Requested:

No action is allowed in Executive Session

Fiscal Impacts:

None; this item is for closed discussion only

Attachments:

No attachments are included in the packet for an Executive Session item