



CITY OF ROLLINGWOOD CITY COUNCIL MEETING AGENDA

Wednesday, March 09, 2022

Notice is hereby given that the City Council of the City of Rollingwood, Texas will hold a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on March 09, 2022 at 7:00 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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 awayman@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.

2. Public Comments

PRESENTATIONS

- [3.](#) Presentation, discussion and possible action on the Fiscal Year 2020-2021 Audit by ABIP, PC
4. Mayor's State of the City discussion with City Council

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a City Council Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

- [5.](#) Discussion and possible action on the minutes from the February 16, 2022 Comprehensive Plan Workshop No. 1
- [6.](#) Discussion and possible action on the minutes from the February 16, 2022 City Council Meeting
- [7.](#) Discussion and possible action on the minutes from the February 23, 2022 Comprehensive Plan Workshop No. 2

REGULAR AGENDA

8. Discussion regarding Cause No. D-1-GN-15-004220; Owen Brainard and Sally Brainard v. City of Rollingwood, Texas Colleen Preheim and Todd Preheim
- [9.](#) Discussion and possible action on recommendation from the Park Commission regarding a funding request to the Rollingwood Womens Club regarding an expansion of the Butterfly Garden
- [10.](#) Discussion regarding the Zilker Clubhouse rehabilitation project
- [11.](#) Discussion regarding future ordinance amendments related to residential water line and meter relocation policies
- [12.](#) Discussion and possible action to approve language to be included in a future ordinance requiring residential construction fences
- [13.](#) Discussion and possible action to update building permit applications consistent with current ordinances and requirements, including Ordinance No. 2018-09-19(B) requiring designation of a responsible person for permit compliance, and discussion and possible action as to current permits not in compliance with ordinance requirements
- [14.](#) Staff briefing as to current building enforcement policies and procedures, and Council discussion and possible action with regard to adoption of a statement of policy regarding enforcement of building permit requirements, including processes for enforcement of violations, actions with respect to repeat violations, periodic on-site inspection of permit activities and as-built construction
- [15.](#) Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove

within the Residential zone, including discussion of any necessary changes to City Ordinance Section 107-26

- [16.](#) Update, discussion and possible action a Franchise Agreement with Austin Energy and certain utility projects related to utility easement
- [17.](#) Discussion and possible action on a resolution of the City of Rollingwood to join with the State of Texas and political subdivisions of the state as a party in the Texas Opioid Settlement Agreement secured by the Office of the Attorney General
18. Discussion and possible action regarding the Riley/Paige/Stratford intersection
- [19.](#) Discussion and possible action to set dates for the 3rd public workshop on the Comprehensive Plan and to set dates for remaining tasks necessary for adoption of a Comprehensive Plan
20. Discussion and possible action to schedule the 2022 Spring Clean-Up event

MAYOR AND DEPARTMENT REPORTS

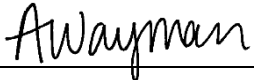
All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

- [21.](#) City Administrator Report
- [22.](#) Chief of Police Report
- [23.](#) Municipal Court Report
- [24.](#) City Engineer Report - K. Friese & Associates
- [25.](#) Crossroads Utility Services Report on Water and Wastewater for February 2022
26. City Stats for February 2022
27. Contract invoices through February 2022 - Crossroads Utility Services, Water and Wastewater Services, K. Friese & Associates - IIP & MS4, K. Friese & Associates, City Engineer
- [28.](#) Texas Gas Service - Notices, Letters and Documents
29. Texas Central Appraisal District and Tax Assessor - Notices, Letters and Documents

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 on Friday, March 4, 2022 at 7:00 p.m.



Ashley Wayman, City Secretary

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

CITY OF ROLLINGWOOD, TEXAS

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2021



CLIENT **FOCUSED.** RELATIONSHIP **DRIVEN.**



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FINANCIAL SECTION



INDEPENDENT AUDITOR’S REPORT

To the Members of the City Council
City of Rollingwood, Texas
403 Nixon Drive
Rollingwood, Texas 78746

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Rollingwood, Texas, (the City) as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Rollingwood, Texas, as of September 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis, budgetary comparison schedules, and Texas Municipal Retirement System net pension liability and other postemployment benefits liability required schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Rollingwood, Texas’ basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 9, 2022, on our consideration of the City of Rollingwood, Texas’ internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Rollingwood, Texas’ internal control over financial reporting and compliance.

San Antonio, Texas
March 9, 2022



CITY OF ROLLINGWOOD, TEXAS

MANAGEMENT’S DISCUSSION AND ANALYSIS

September 30, 2021

As management of the City of Rollingwood, Texas (the City), we offer readers of the City’s financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2021.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at September 30, 2021 by \$4,547,176. Of this amount \$1,435,926 (unrestricted net position), may be used to meet the City’s ongoing obligations to citizens and creditors.
- The City’s total cost of all City activities was \$5,640,243 for the fiscal year. The net expense after charges for services and operating contributions was \$2,116,522.
- During the year, the City’s general fund revenues exceeded expenditures by \$107,283.
- At September 30, 2021 the City’s governmental funds reported combined ending fund balances of \$3,673,846, a net increase of \$161,988. This increase is due mainly to an increase of revenues over expenditures.
- At September 30, 2021 the unassigned fund balance for the general fund was \$1,600,580 or 67% of total general fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis serves as an introduction to the City’s basic financial statements. The City’s basic financial statements are comprised of four components: (1) government-wide financial statements, (2) fund financial statements, (3) component unit financial statements, and (4) notes to the financial statements and required supplementary information.

Government-wide financial statements – The government-wide financial statements are designed to provide readers with a broad overview of the City’s finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the City’s assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City’s net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through their user fees and charges (business-type activities). The governmental activities of the City include general government, public works, sanitation, public safety, court, parks and recreation, streets, and development services. The business-type activities of the City include water and wastewater.

The government-wide financial statements include not only the City itself (known as the primary government) but also the component unit of Rollingwood Community Development Corporation, Inc.

Fund financial statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental and proprietary, and utilize different accounting approaches.

Governmental funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources available for current spending, as well as on balances of resources available for spending at the end of the fiscal year. Such information may be useful in evaluating a government’s near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government’s near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintained eight (8) individual governmental funds during the 2021 fiscal year. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures and changes in fund balances for the general fund, debt service fund, and drainage fund which are considered to be major funds. Data from the other five (5) governmental funds are combined into a single, aggregated presentation. Individual fund data for each of the nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts an annual appropriated budget for its general fund. Schedules of revenues, expenditures and changes in fund balances – budget and actual (GAAP basis) have been provided for the general fund to demonstrate compliance with the appropriated budget.

The City maintains only one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses the enterprise fund to account for its water and wastewater utility services.

Proprietary funds provide the same type of information as the government-wide financial statements, only in a more detailed format. The City has two major proprietary funds. They are the water fund and the wastewater fund. Separate financial statements are presented for the major funds.

Notes to the financial statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information – The combining statements referred to earlier as the City’s nonmajor governmental funds are presented immediately following the required supplementary information.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$4,547,176 (net position). Of this amount, \$1,435,926 (unrestricted net position) may be used to meet the ongoing obligations to citizens and creditors.

The largest portion of the City’s net position (61%) reflects its net investment in capital assets (i.e., land, buildings, infrastructure, machinery and equipment); less any related debt used to acquire those assets that is still outstanding. Although the City’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. An additional portion of the City’s net position (7.2%) represents resources that are subject to external restrictions on how they may be used.

NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Assets:						
Current and other assets	\$ 4,134,838	\$ 3,831,045	\$ 1,554,343	\$ 1,485,331	\$ 5,689,181	\$ 5,316,376
Capital assets	2,785,041	2,587,424	11,908,488	12,332,812	14,693,529	14,920,236
Total assets	6,919,879	6,418,469	13,462,831	13,818,143	20,382,710	20,236,612
Deferred outflows of resources	151,879	107,498	47,962	33,948	199,841	141,446
Liabilities:						
Current liabilities	911,454	703,709	1,172,297	804,518	2,083,751	1,508,227
Long-term liabilities	3,229,498	3,448,689	10,594,931	11,024,641	13,824,429	14,473,330
Total liabilities	4,140,952	4,152,398	11,767,228	11,829,159	15,908,180	15,981,557
Deferred inflows of resources	96,667	135,286	30,528	42,722	127,195	178,008
Net position:						
Net investment in capital assets	1,113,859	951,160	1,668,370	924,010	2,782,229	1,875,170
Restricted	329,021	273,787	-	-	329,021	273,787
Unrestricted	1,391,259	1,013,336	44,667	1,056,200	1,435,926	2,069,536
Total net position	\$ 2,834,139	\$ 2,238,283	\$ 1,713,037	\$ 1,980,210	\$ 4,547,176	\$ 4,218,493

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, for the primary government as a whole.

Governmental activities – Governmental activities increased the City’s net position by \$595,856.

A key element is as follows:

- An increase in property tax revenue.

Business-type activities – Business-type activities decreased the City’s net position by \$267,174.

A key element is as follows:

- An increase in expenditures was greater than revenues received due to maintenance and repairs.

The following table indicates changes in net position for the governmental and business-type activities for the City as of September 30, 2021.

CHANGE IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Revenues:						
Program revenues						
Charges for services	\$ 487,981	\$ 418,296	\$ 1,958,899	\$ 1,875,774	\$ 2,446,880	\$ 2,294,070
Operating contributions	19,936	94,253	-	-	19,936	94,253
General revenues						
Property taxes	2,628,347	2,153,098	-	-	2,628,347	2,153,098
Sales taxes	769,372	789,120	-	-	769,372	789,120
Franchise taxes	91,528	145,394	-	-	91,528	145,394
Unrestricted investment earnings	1,493	2,208	504	3,523	1,997	5,731
Other income	10,866	9,797	-	-	10,866	9,797
Total revenues	<u>4,009,523</u>	<u>3,612,166</u>	<u>1,959,403</u>	<u>1,879,297</u>	<u>5,968,926</u>	<u>5,491,463</u>
Expenses:						
General government	626,137	631,532	-	-	626,137	631,532
Public works	34,081	43,803	-	-	34,081	43,803
Sanitation	143,605	141,391	-	-	143,605	141,391
Public safety	1,155,381	1,099,467	-	-	1,155,381	1,099,467
Court	103,002	105,336	-	-	103,002	105,336
Parks and recreation	97,404	136,704	-	-	97,404	136,704
Streets	203,647	185,472	-	-	203,647	185,472
Development services	173,704	174,360	-	-	173,704	174,360
Interest	87,478	110,562	-	-	87,478	110,562
Water	-	-	1,582,194	1,231,638	1,582,194	1,231,638
Wastewater	-	-	1,433,610	1,276,782	1,433,610	1,276,782
Total expenses	<u>2,624,439</u>	<u>2,628,627</u>	<u>3,015,804</u>	<u>2,508,420</u>	<u>5,640,243</u>	<u>5,137,047</u>
Increase (decrease) in net position before transfers	<u>1,385,084</u>	<u>983,539</u>	<u>(1,056,401)</u>	<u>(629,123)</u>	<u>328,683</u>	<u>354,416</u>
Transfers	<u>(789,228)</u>	<u>(725,759)</u>	<u>789,228</u>	<u>725,759</u>	<u>-</u>	<u>-</u>
Change in net position	595,856	258,109	(267,173)	96,307	328,683	354,416
Net position - beginning	<u>2,238,283</u>	<u>1,980,174</u>	<u>1,980,210</u>	<u>1,883,903</u>	<u>4,218,493</u>	<u>3,864,077</u>
Net position - ending	<u>\$ 2,834,139</u>	<u>\$ 2,238,283</u>	<u>\$ 1,713,037</u>	<u>\$ 1,980,210</u>	<u>\$ 4,547,176</u>	<u>\$ 4,218,493</u>

FINANCIAL ANALYSIS OF THE CITY’S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds – The focus of the City’s governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City’s financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year.

As of the close of the current fiscal year, the City’s governmental funds reported combined ending fund balances of \$3,673,846, an increase of \$161,988 from the prior year. This increase is due primarily to revenues increased while overall expenditures decreased.

Approximately 44% of this total amount, \$1,600,580 constitutes fund balance which is available for spending at the government’s discretion. The remainder fund balance of \$2,073,266 or 56% is non-spendable or restricted as to use.

The City’s general fund is the chief operating fund of the City. At the end of the current fiscal year, the unassigned fund balance was \$1,600,580. The unassigned fund balance represents 67% of total general fund expenditures. The fund balance of the City’s general fund decreased by \$57,219 during the current fiscal year.

Proprietary funds – The City’s proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the proprietary funds at the end of the current fiscal year amounted to \$44,666. The total decrease for the funds was \$267,173.

GENERAL FUND BUDGETARY HIGHLIGHTS

General fund – Actual fiscal year expenditures in the general fund were \$246,613 less than the final budgeted amounts or appropriations. The fiscal year 2021 budget was amended from the original budget adopted by Council.

The major difference between the original and final budget was:

- \$116,700 – budget increase in general government services.
- \$317,000 – budget increase for revenues.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets – The City’s investment in capital assets for its governmental and business-type activities as of September 30, 2021 amounted to \$14,693,529 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, vehicles, machinery and equipment, infrastructure, and construction in progress. The net decrease in the City’s investment in capital assets for the current fiscal year was 3% due mainly to depreciation.

The following table shows capital asset activity for the 2021 fiscal year compared to 2020. If more detailed information is desired on the City’s capital asset activity, please refer to note 4 as presented in the notes to the financial statements.

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Capital assets-not depreciated						
Land	\$ 321,438	\$ 321,438	\$ -	\$ -	\$ 321,438	\$ 321,438
Construction in progress	308,752	-	-	-	308,752	-
Total capital assets - not depreciated	<u>630,190</u>	<u>321,438</u>	<u>-</u>	<u>-</u>	<u>630,190</u>	<u>321,438</u>
Capital assets-depreciated						
Buildings and improvements	721,038	721,038	39,560	41,280	760,598	762,318
Equipment	957,732	920,588	171,879	129,634	1,129,611	1,050,222
Infrastructure	2,215,866	2,215,866	16,794,455	16,794,455	19,010,321	19,010,321
Total capital assets - depreciated	<u>3,894,636</u>	<u>3,857,492</u>	<u>17,005,894</u>	<u>16,965,369</u>	<u>20,900,530</u>	<u>20,822,861</u>
Less: accumulated depreciation						
Buildings and improvements	(261,774)	(245,367)	-	-	(261,774)	(245,367)
Equipment	(742,971)	(697,466)	(117,423)	(96,355)	(860,394)	(793,821)
Infrastructure	(735,040)	(648,673)	(4,979,983)	(4,536,202)	(5,715,023)	(5,184,875)
Total accumulated depreciation	<u>(1,739,785)</u>	<u>(1,591,506)</u>	<u>(5,097,406)</u>	<u>(4,632,557)</u>	<u>(6,837,191)</u>	<u>(6,224,063)</u>
Total capital assets - net	<u>\$ 2,785,041</u>	<u>\$ 2,587,424</u>	<u>\$ 11,908,488</u>	<u>\$ 12,332,812</u>	<u>\$ 14,693,529</u>	<u>\$ 14,920,236</u>

Long-term liabilities – At the end of the current fiscal year, the City had total bonded debt outstanding of \$13,595,000. Additional information on liabilities may be found in note 9 of this report as presented in the notes to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND RATES

Rollingwood has historically maintained a solid economy and continues to exhibit strong fundamentals. The City, with an estimated population of 1,500 is a 0.8-square mile landlocked community in Travis County, directly adjacent to southwest Austin. It is in the Austin-Round Rock MSA, which boasts a broad and diverse economy. The Austin-Round Rock MSA is one of the fastest growing among the top 50 metropolitan areas in the nation. The City of Rollingwood benefits from continuing positive trends in real estate and overall growth in the Austin region. Additionally, major tech companies continue their drive for operational expansion and the Austin market has emerged as an attractive destination for the tech industry. City leadership is developing plans to maximize the potential of its existing commercial corridor.

Rollingwood’s tax base continues to grow year over year despite its landlocked nature. While growth within the City is limited, the increase in valuation can be in part attributed to renovation and redevelopment of existing lots resulting in higher home values. It is also attributed to supply and demand. Demand for housing in Rollingwood is high due to proximity to downtown Austin, the excellent school district, large sprawling lots, and the City’s low tax rate. Supply of available housing is low due to being a small, landlocked community, which drives value. The average home value significantly increased from the previous year.

The outbreak of the respiratory disease COVID-19 was characterized in early 2020 as a pandemic by the World Health Organization. The City of Rollingwood has overcome COVID-19 related obstacles and has now returned to normal operations. Despite the COVID-19 pandemic’s ongoing effects on the State and national economy, commercial development continues in the Austin-Round Rock MSA resulting in additional job growth and opportunity.

REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the City Administrator, 403 Nixon Drive, Rollingwood, Texas 78746.



BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements as required by the Government Accounting Standards Board (GASB). The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements
 - Governmental Funds
 - Proprietary Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.



STATEMENT OF NET POSITION

September 30, 2021

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	
Assets:				
Cash and cash equivalents	\$ 4,014,699	\$ 1,140,249	\$ 5,154,948	\$ 334,133
Accounts receivable-net of allowances for uncollectibles:				
Property taxes	35,199	-	35,199	-
Other	84,940	414,094	499,034	12,063
Internal balances	-	-	-	-
Restricted cash	-	-	-	-
Prepaid items	-	-	-	-
Capital assets:				
Land	321,438	-	321,438	-
Construction in progress	308,752	-	308,752	-
Buildings and improvements	459,264	-	459,264	-
Water distribution system	-	2,358,054	2,358,054	-
Wastewater system	-	9,367,332	9,367,332	-
Wastewater system-connections	-	89,086	89,086	-
Equipment	214,761	54,456	269,217	-
Infrastructure	1,480,826	-	1,480,826	-
Wastewater system-building improvements	-	39,560	39,560	-
Total assets	<u>6,919,879</u>	<u>13,462,831</u>	<u>20,382,710</u>	<u>346,196</u>
Deferred outflows of resources - OPEB	15,148	4,784	19,932	-
Deferred outflows of resources - pension	<u>136,731</u>	<u>43,178</u>	<u>179,909</u>	-
Total deferred outflows of resources	<u>151,879</u>	<u>47,962</u>	<u>199,841</u>	-
Liabilities:				
Accounts payable	116,469	445,775	562,244	24,542
Accrued interest payable	12,782	56,915	69,697	-
Accrued expenses	63,700	2,760	66,460	-
Unearned revenue	245,624	33,791	279,415	-
Compensated absences	74,593	19,912	94,505	-
Noncurrent liabilities:				
Payable from restricted assets -				
Customer deposits	-	162,194	162,194	-
Net pension liability	156,064	49,283	205,347	-
OPEB liability	56,293	17,778	74,071	-
Due within one year	398,286	450,950	849,236	-
Due in more than one year	<u>3,017,141</u>	<u>10,527,870</u>	<u>13,545,011</u>	-
Total liabilities	<u>4,140,952</u>	<u>11,767,228</u>	<u>15,908,180</u>	<u>24,542</u>
Deferred inflows of resources - pension	95,493	30,156	125,649	-
Deferred inflows of resources - OPEB	<u>1,174</u>	<u>372</u>	<u>1,546</u>	-
Total deferred inflows of resources	<u>96,667</u>	<u>30,528</u>	<u>127,195</u>	-
Net position:				
Net investment in capital assets	1,113,859	1,668,370	2,782,229	-
Restricted for:				
Construction	-	-	-	-
Street maintenance	311,617	-	311,617	-
Municipal court	15,886	-	15,886	-
Debt service	603	-	603	-
Police department	915	-	915	-
Unrestricted net position	<u>1,391,259</u>	<u>44,667</u>	<u>1,435,926</u>	<u>321,654</u>
Total net position	<u>\$ 2,834,139</u>	<u>\$ 1,713,037</u>	<u>\$ 4,547,176</u>	<u>\$ 321,654</u>

The accompanying notes are an integral part of these financial statements.

STATEMENT OF ACTIVITIES

September 30, 2021

Functions and Programs	Expenses	Program Revenues	
		Charges for Services	Operating Contributions
Primary governmental activities:			
General government	\$ (626,137)	\$ 148,000	\$ 19,936
Public works	(34,081)	163,065	-
Sanitation	(143,605)	-	-
Public safety	(1,155,381)	-	-
Court	(103,002)	138,751	-
Parks and recreation	(97,404)	38,165	-
Streets	(203,647)	-	-
Development services	(173,704)	-	-
Interest and tax note issuance expense	(87,478)	-	-
Total primary governmental activities	(2,624,439)	487,981	19,936
Business-type activities:			
Water	(1,582,194)	1,213,362	-
Wastewater	(1,433,610)	745,537	-
Total business-type activities	(3,015,804)	1,958,899	-
Primary government	\$ (5,640,243)	\$ 2,446,880	\$ 19,936
Component unit:			
Component unit			
Rollingwood Community Development Corporation	\$ (141,332)	\$ -	\$ -

General revenues:
Taxes:
Property taxes
Sales taxes
Franchise tax and telecommunication fees
Interest
Miscellaneous revenue
Transfers
Total general revenues
Change in net position
Net position at beginning of year
Net position at end of year

Net (Expense) Revenue and Changes in Net Position

Governmental Activities	Business-Type Activities	Government Total	Component Unit
\$ (458,201)	\$ -	\$ (458,201)	
128,984	-	128,984	
(143,605)	-	(143,605)	
(1,155,381)	-	(1,155,381)	
35,749	-	35,749	
(59,239)	-	(59,239)	
(203,647)	-	(203,647)	
(173,704)	-	(173,704)	
<u>(87,478)</u>	<u>-</u>	<u>(87,478)</u>	
<u>(2,116,522)</u>	<u>-</u>	<u>(2,116,522)</u>	
-	(368,832)	(368,832)	
<u>-</u>	<u>(688,073)</u>	<u>(688,073)</u>	
<u>-</u>	<u>(1,056,905)</u>	<u>(1,056,905)</u>	
<u>(2,116,522)</u>	<u>(1,056,905)</u>	<u>(3,173,427)</u>	
			<u>\$ (141,332)</u>
2,628,347	-	2,628,347	-
769,372	-	769,372	152,853
91,528	-	91,528	-
1,493	504	1,997	90
10,866	-	10,866	-
<u>(789,228)</u>	<u>789,228</u>	<u>-</u>	<u>-</u>
<u>2,712,378</u>	<u>789,732</u>	<u>3,502,110</u>	<u>152,943</u>
595,856	(267,173)	328,683	11,611
<u>2,238,283</u>	<u>1,980,210</u>	<u>4,218,493</u>	<u>310,043</u>
<u>\$ 2,834,139</u>	<u>\$ 1,713,037</u>	<u>\$ 4,547,176</u>	<u>\$ 321,654</u>

**BALANCE SHEET
GOVERNMENTAL FUNDS**

September 30, 2021

	General Fund	Debt Service Fund	Drainage Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
Assets:					
Cash and cash equivalents	\$ 3,697,656	\$ 603	\$ -	\$ 316,440	\$ 4,014,699
Taxes receivables, net	19,010	16,189	-	-	35,199
Sales tax receivable	48,284	-	-	11,976	60,260
Other receivables	113	-	-	25	138
Due from component unit	24,542	-	-	-	24,542
Due from other funds	<u>-</u>	<u>-</u>	<u>69,387</u>	<u>-</u>	<u>69,387</u>
Total assets	<u><u>\$ 3,789,605</u></u>	<u><u>\$ 16,792</u></u>	<u><u>\$ 69,387</u></u>	<u><u>\$ 328,441</u></u>	<u><u>\$ 4,204,225</u></u>
Liabilities:					
Accounts payable	\$ 87,943	\$ -	\$ 28,503	\$ 23	\$ 116,469
Accrued liabilities	22,816	-	40,884	-	63,700
Due to other funds	69,387	-	-	-	69,387
Unearned revenue	<u>245,624</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>245,624</u>
Total liabilities	<u><u>425,770</u></u>	<u><u>-</u></u>	<u><u>69,387</u></u>	<u><u>23</u></u>	<u><u>495,180</u></u>
Deferred inflows of resources:					
Unearned revenue - property taxes	<u>19,010</u>	<u>16,189</u>	<u>-</u>	<u>-</u>	<u>35,199</u>
Fund balances:					
Restricted for construction	1,744,245	-	-	-	1,744,245
Restricted for street maintenance	-	-	-	311,617	311,617
Restricted for municipal court	-	-	-	15,886	15,886
Restricted for police department	-	-	-	915	915
Restricted for debt service	-	603	-	-	603
Unassigned	<u>1,600,580</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,600,580</u>
Total fund balances	<u><u>3,344,825</u></u>	<u><u>603</u></u>	<u><u>-</u></u>	<u><u>328,418</u></u>	<u><u>3,673,846</u></u>
Total liabilities, deferred inflows of resources, and fund balances	<u><u>\$ 3,789,605</u></u>	<u><u>\$ 16,792</u></u>	<u><u>\$ 69,387</u></u>	<u><u>\$ 328,441</u></u>	<u><u>\$ 4,204,225</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF ROLLINGWOOD, TEXAS

RECONCILIATION OF BALANCE SHEET
GOVERNMENTAL FUNDS TO STATEMENT OF NET POSITION

September 30, 2021

Total fund balances - governmental funds \$ 3,673,846

Amounts reported in governmental funds and in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. 2,785,041

Property taxes receivable unavailable to pay current expenses are deferred in the funds. 35,199

Long-term liabilities, including bonds payable and bond premiums are not due and payable in the current period, and therefore, not reported in the funds. (3,490,020)

Accrued interest payable on long-term bonds are not due and payable in the current period and, therefore, not reported in the funds. (12,782)

Recognition of the City's net pension and OPEB liability, the deferred outflows, and deferred inflows related to TMRS. (157,145)

Total net position of governmental activities \$ 2,834,139

The accompanying notes are an integral part of these financial statements.

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS**

Year ended September 30, 2021

	General Fund	Debt Service Fund	Drainage Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Taxes:					
Property taxes	\$ 1,374,785	\$ 1,267,046	\$ -	\$ -	\$ 2,641,831
Sales taxes	616,507	-	-	152,865	769,372
Franchise and telecommunications fees	91,528	-	-	-	91,528
Licenses and fees	268,809	-	115,818	1,655	386,282
Fines and forfeitures	16,699	-	-	-	16,699
Contributions	10	-	-	-	10
Intergovernmental	19,926	-	-	-	19,926
Other income	95,866	-	-	-	95,866
Interest	1,394	-	-	99	1,493
Total revenues	2,485,524	1,267,046	115,818	154,619	4,023,007
Expenditures:					
General government	594,435	-	-	-	594,435
Public works	39,129	-	-	-	39,129
Sanitation	135,302	-	-	-	135,302
Public safety	1,096,410	-	-	2,400	1,098,810
Court	87,205	-	-	9,123	96,328
Parks and recreation	90,251	-	-	-	90,251
Streets	124,661	-	66,026	-	190,687
Development	173,704	-	-	-	173,704
Capital outlay	37,144	-	308,752	-	345,896
Debt service:					
Principal	-	365,625	-	-	365,625
Interest and fees	-	88,132	-	-	88,132
Debt issuance costs	-	1,320	-	-	1,320
Total expenditures	2,378,241	455,077	374,778	11,523	3,219,619
Excess (deficiency) of revenues over (under) expenditures before other financing sources (uses)	107,283	811,969	(258,960)	143,096	803,388
Other financing sources (uses):					
Transfers in	-	-	400,795	-	400,795
Transfers out	(312,330)	(789,228)	-	(88,465)	(1,190,023)
Capital lease	147,828	-	-	-	147,828
Total other financing sources (uses)	(164,502)	(789,228)	400,795	(88,465)	(641,400)
Net change in fund balances	(57,219)	22,741	141,835	54,631	161,988
Fund balance - beginning of year	3,402,044	(22,138)	(141,835)	273,787	3,511,858
Fund balance - end of year	\$ 3,344,825	\$ 603	\$ -	\$ 328,418	\$ 3,673,846

The accompanying notes are an integral part of these financial statements.

CITY OF ROLLINGWOOD, TEXAS

RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS TO CHANGE IN STATEMENT OF ACTIVITIES

Year ended September 30, 2021

Net change in fund balances - governmental funds \$ 161,988

Amounts reported in governmental funds and in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However in the statement of activities the cost of those assets are capitalized. 345,896

Capital assets are not recorded in government funds and therefore are not depreciated. However, in the statement of activities these assets are depreciated over their estimated useful lives. This is the amount of 2021 depreciation. (148,279)

Revenues that are deferred in governmental activities because they do not provide current financial resources are not deferred in the statement of activities. This is the change in deferred from the prior year. (13,484)

The issuance of long-term debt (i.e. bonds, tax notes) provides current financial resources to governmental funds, but is a liability in the governmental activities. (147,828)

The repayment of long-term debt (i.e. bonds, premiums) provides current financial resources to governmental funds, while neither transaction has any effect on net position. 371,870

The change in net pension and OPEB liability and deferred outflows related to the City's TMRS pension asset. 45,488

Certain expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. (compensated absences, interest expense) (19,795)

Change in net position of governmental activities \$ 595,856

The accompanying notes are an integral part of these financial statements.

**STATEMENT OF NET POSITION
ENTERPRISE FUNDS**

Year ended September 30, 2021

	Enterprise Fund		Total Enterprise Funds
	Water Fund	Wastewater Fund	
Current assets:			
Cash and cash equivalents	\$ 384,823	\$ 755,426	\$ 1,140,249
Accounts receivable, net	295,555	118,539	414,094
Total current assets	<u>680,378</u>	<u>873,965</u>	<u>1,554,343</u>
Noncurrent assets:			
Capital assets, net:			
Water distribution system	2,358,054	-	2,358,054
Wastewater system	-	9,367,332	9,367,332
Wastewater system-connections	-	89,086	89,086
Equipment	33,796	20,660	54,456
Wastewater system-building improvements	-	39,560	39,560
Total noncurrent assets	<u>2,391,850</u>	<u>9,516,638</u>	<u>11,908,488</u>
Total assets	<u>3,072,228</u>	<u>10,390,603</u>	<u>13,462,831</u>
Deferred outflows of resources - pension	21,589	21,589	43,178
Deferred outflows of resources - OPEB	2,392	2,392	4,784
Total outflows of resources	<u>23,981</u>	<u>23,981</u>	<u>47,962</u>
Current liabilities:			
Accounts payable	288,881	156,894	445,775
Accrued interest payable	3,651	53,264	56,915
Accrued liabilities	1,380	1,380	2,760
Unearned revenue	33,791		33,791
Current portion of long-term liabilities:			
Bond payable	40,950	410,000	450,950
Total current liabilities	<u>368,653</u>	<u>621,538</u>	<u>990,191</u>
Noncurrent liabilities:			
Compensated absences	9,956	9,956	19,912
Bonds payable	606,375	9,345,000	9,951,375
Capital lease payable	41,695	-	41,695
Bond premiums	34,460	500,340	534,800
Net pension liability	24,642	24,641	49,283
OPEB liability	8,889	8,889	17,778
Customer deposits	161,870	324	162,194
Total noncurrent liabilities	<u>887,887</u>	<u>9,889,150</u>	<u>10,777,037</u>
Total liabilities	<u>1,256,540</u>	<u>10,510,688</u>	<u>11,767,228</u>
Deferred inflow - pension	15,078	15,078	30,156
Deferred inflow - OPEB	186	186	372
Total inflows of resources	<u>15,264</u>	<u>15,264</u>	<u>30,528</u>
Net position:			
Net investment in capital assets	1,668,370	-	1,668,370
Unrestricted net position	156,035	(111,368)	44,667
Total net position	<u>\$ 1,824,405</u>	<u>\$ (111,368)</u>	<u>\$ 1,713,037</u>

The accompanying notes are an integral part of these financial statements.

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS**

Year ended September 30, 2021

	Enterprise Fund		Total Enterprise Funds
	Water Fund	Wastewater Fund	
Operating revenues:			
Charges for sales and services:			
Water sales	\$ 1,213,362	\$ -	\$ 1,213,362
Wastewater revenues	-	636,327	636,327
Wastewater surcharge	-	98,154	98,154
Industrial waste surcharges	-	11,056	11,056
Total operating revenues	<u>1,213,362</u>	<u>745,537</u>	<u>1,958,899</u>
Operating expenses:			
Water purchased	709,751	-	709,751
Wastewater fees	-	3,900	3,900
Personnel services	234,652	230,890	465,542
Repairs and maintenance	305,018	119,639	424,657
System operation	63,422	294,080	357,502
Contract services	109,106	169,845	278,951
Depreciation	139,896	326,674	466,570
Total operating expenses	<u>1,561,845</u>	<u>1,145,028</u>	<u>2,706,873</u>
Operating income (loss)	<u>(348,483)</u>	<u>(399,491)</u>	<u>(747,974)</u>
Nonoperating revenues (expenses):			
Interest expense	(20,349)	(288,582)	(308,931)
Investment earnings	192	312	504
Total nonoperating revenues (expenses)	<u>(20,157)</u>	<u>(288,270)</u>	<u>(308,427)</u>
Transfers:			
Transfers in	62,858	726,370	789,228
Change in net position	(305,782)	38,609	(267,173)
Net position at beginning of year	<u>2,130,187</u>	<u>(149,977)</u>	<u>1,980,210</u>
Net position at end of year	<u>\$ 1,824,405</u>	<u>\$ (111,368)</u>	<u>\$ 1,713,037</u>

The accompanying notes are an integral part of these financial statements.

**STATEMENT OF CASH FLOWS
ENTERPRISE FUNDS**

For the year ended September 30, 2021

	Enterprise Funds		
	Water	Wastewater	Total
Cash flows from operating activities:			
Cash received from customers	\$ 1,154,619	\$ 677,371	\$ 1,831,990
Cash paid to employees for services	(982,066)	(465,618)	(1,447,684)
Cash paid to suppliers for goods and services	(240,974)	(237,213)	(478,187)
Net cash provided by (used in) operating activities	(68,421)	(25,460)	(93,881)
Cash flows from capital and related financing activities:			
Proceeds from debt issuance	41,695	-	41,695
Acquisition and construction of capital assets	(42,246)	-	(42,246)
Principal paid on bonded debt	(39,375)	(400,000)	(439,375)
Interest paid on bonded debt	(23,483)	(326,370)	(349,853)
Net cash provided by (used in) capital and related financing activities	(63,409)	(726,370)	(831,474)
Cash flows from noncapital financing activities:			
Transfers from other funds	62,858	726,370	789,228
Net cash provided by (used in) noncapital financing activities	62,858	726,370	789,228
Cash flows from investing activities:			
Interest received	192	312	504
Net increase (decrease) in cash and cash equivalents	(68,780)	(25,148)	(135,623)
Cash and cash equivalents - beginning	453,603	780,574	1,234,177
Cash and cash equivalents - ending	\$ 384,823	\$ 755,426	\$ 1,098,554

The accompanying notes are an integral part of these financial statements.

	Enterprise Funds		
	Water	Wastewater	Total
Reconciliation of operating income to net cash provided by (used in) operating activities:			
Operating income (loss)	\$ (348,483)	\$ (399,491)	\$ (747,974)
Adjustments to reconcile operating income to net cash provided by operating activities			
Depreciation	139,896	326,674	466,570
Changes in assets and liabilities			
Decrease (increase) in assets			
Accounts receivable	(94,773)	(68,167)	(162,940)
Increase (decrease) in liabilities			
Accounts payable	205,074	122,142	327,216
Accrued expenses	157	(296)	(139)
Compensated absences	858	858	1,716
Unearned revenue	33,791	(323)	33,468
Net pension liability	4,075	4,074	8,149
OPEB liability	(11,255)	(11,255)	(22,510)
Customer deposits	2,239	324	2,563
	<u> </u>	<u> </u>	<u> </u>
Net cash provided by (used in) operating activities	<u>\$ (68,421)</u>	<u>\$ (25,460)</u>	<u>\$ (93,881)</u>

	SCHEDULE OF NONCASH ACTIVITIES		
Actuarilly determined change in:			
Net pension liability	\$ 1,226	\$ 12,226	\$ 13,452
Other postemployment benefit liability	878	878	1,756
Premium on bonds	2,871	29,431	32,302



CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(1) Summary of significant accounting policies

The financial statements of the City of Rollingwood, Texas (“the City”), are presented in accordance with generally accepted accounting principles (GAAP) applicable to state and local governmental units as set forth by the Government Accounting Standards Board (GASB). A summary of the City’s significant accounting policies applied in the preparation of the accompanying financial statements are as follows:

Reporting entity

The City, for financial purposes, includes all of the activities and funds relevant to the operations of the City of Rollingwood. The City evaluated whether any other entity should be included in these financial statements. The criteria for including organizations as component units within the City’s reporting entity, as set forth in GASB Statement No. 14, “The Financial Reporting Entity,” include whether:

- The organization is legally separate
- The City holds the corporate powers of the organization
- The City appoints a voting majority of the organization’s board
- The City is able to impose its will on the organization
- The organization has the potential to impose a financial benefit/burden on the City
- There is fiscal dependency by the organization on the City
- The exclusion of the organization would result in misleading or incomplete financial statements

The City also evaluated each legally separate, tax-exempt organization whose resources are used principally to provide support to the City to determine if its omission from the reporting entity would result in financial statements which are misleading or incomplete. GASB Statement No. 14 requires inclusion of such an organization as a component unit when:

- The economic resources received or held by the organization are entirely for the direct benefit of the City, its component units or its constituents; and
- The City or its component units is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the organization; and
- Such economic resources are significant to the City.

Based on these criteria, the City has one component unit as described below. Additionally, the City is not a component unit of any other reporting entity as defined by the GASB statement.

Rollingwood Community Development Corporation (“RCDC”) is a non-profit corporation organized under the laws of the State of Texas to provide economic development in and for the benefit of the City. The RCDC is presented discretely in the annual financial report as a governmental-type because the City appoints the board of directors and approves the annual budget.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(1) Summary of significant accounting policies (continued)

Government-wide and fund financial statements

Government-wide financial statements: The statement of net position and the statement of activities include the financial activities of the overall government except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the City’s governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. The City does not allocate indirect expenses in the statement of activities. Program revenues include (a) fees, fines and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund financial statements: The fund financial statements provide information about the City’s funds, with separate statements presented for each fund category. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

The City reports the following major governmental funds:

General fund: This is the City’s primary operating fund. It accounts for all financial resources of the City except those required to be accounted for in another fund.

Debt service fund: This fund is used to account for ad valorem tax assessed for the purpose of servicing general obligation debt.

Drainage fund: This fund is used to account for resources restricted for the improvements of drainage and flood management within the City.

In addition, the City reports the following fund types:

Special revenue funds: These funds are used to separately account for funds related to grants and contracts.

The City reports the following major proprietary funds:

Water fund: This fund is used to account for the activities of the City’s water operations.

Wastewater fund: This fund is used to account for the activities of the City’s wastewater operations.

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(1) Summary of significant accounting policies (continued)

Measurement focus, basis of accounting and financial statement presentation

Government-wide, proprietary, and fiduciary fund financial statements: These financial statements are reported using the economic resources measurement focus. The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental fund financial statements: Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within thirty days after year end. Revenues from local sources consist primarily of property and sales taxes. Property tax revenues and sales tax revenues are recognized under the susceptible-to-accrual concept. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are both measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term liabilities, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term liabilities and acquisitions under capital leases are reported as other financing sources.

When the City incurs an expenditure or expense for which both restricted and unrestricted resources may be used, it is the City's policy to use restricted resources first, then unrestricted resources.

Cash and cash equivalents

For purposes of the statement of cash flows, highly liquid investments are considered to be cash equivalents if they have a maturity of three months or less when purchased.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's fiduciary net position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(1) Summary of significant accounting policies (continued)

Other postemployment benefits

The fiduciary net position of the Texas Municipal Retirement System (TMRS) Supplemental Death Plan (SDBF) has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. This includes for purposes of measuring the net other postemployment benefit (OPEB) liability, deferred outflows of resources, and deferred inflows of resources related to the other postemployment benefits, OPEB expense, and information about additions to/deductions from the TMRS OPEB's fiduciary net position. Benefit payments are recognized when due and payable in accordance with the benefit terms. Contributions are utilized to fund active member deaths on a pay-as-you go basis; any excess contributions and investment income over payments then become net position available for benefits.

Receivables and payables

The City believes that sufficient detail of receivable and payable balances is provided in the financial statements to avoid the obscuring of significant components by aggregation. Therefore, no disclosure is provided which disaggregates those balances.

There are no significant receivables which are not scheduled for collection within one year of the year end.

Compensated absences

On termination, retirement, or death of certain employees, the City pays accrued vacation leave in a lump sum payment to such employee or his/her estate. Vacation accrues at various hours based on length of service.

Use of estimates

The preparation of financial statements in conformity with GAAP requires the use of management's estimates.

Fund balance

The City adopted GASB No. 54 Governmental Accounting Standards Board Statement Number 54 (GASB No. 54) *Fund Balance Reporting and Governmental Fund Type Definitions*. The statement provides guidance for fund balance categories and classifications and governmental fund type definitions. GASB No. 54 changed the way we look at fund balances, specifically reporting what fund balances, by major governmental fund type, are or are not available for public purposes. Five categories of fund balances were created and defined by GASB No. 54. These five categories are as follows:

Non-spendable - These funds are not available for expenditures based on legal or contractual requirements. An example might be inventories and prepaid expenditures.

Restricted - These funds are governed by externally enforceable restrictions.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(1) Summary of significant accounting policies (continued)

Fund balance (continued)

Committed - Fund balances in this category are limited by the government’s highest level of decision making (in this case the City Council). Any changes of this designation must be done in the same manner that it was implemented. For example, if funds are committed by resolution, the commitment could only be released with another resolution.

Assigned - For funds to be assigned, there must be an intended use which can be established by the City Council or an official delegated by the council, such as a city administrator or finance director. For example, during the budget process, the council decided to use some existing fund balance to support activities in the upcoming year.

Unassigned - This classification is the default for all funds that do not fit into the other categories.

Restricted amounts are considered to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. The City’s policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance at the end of the fiscal year.

Discretely presented component unit

The component unit column on the government-wide financial statements includes the financial data of the City’s component unit, Rollingwood Community Development Corporation (“RCDC”).

The component unit is presented in a separate column to emphasize that it is legally separate from the primary government. Financial statements are presented in the supplementary information section of the statements.

(2) Deposits and investments

The City’s funds are required to be deposited and invested under the terms of a depository contract. The depository bank deposits for safekeeping and trust with the City’s agent bank approved pledged securities in an amount sufficient to protect City funds on a day to day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank’s dollar amount of Federal Deposit Insurance Corporation (“FDIC”) insurance.

Cash deposits

At September 30, 2021, the carrying amount of the City’s deposits (cash, certificates of deposit, and interest-bearing savings accounts included in temporary investments) was \$4,618,844 and the bank balance was \$4,641,495. The City also had \$250 cash on hand.

The City’s cash deposits at September 30, 2021, and during the year ended September 30, 2021, were entirely covered by FDIC insurance or by pledged collateral held by the City’s agent bank in the City’s name.

The component unit’s cash carrying balance was \$207,650 with a bank balance of \$207,650 which is entirely collateralized by the FDIC. The amount in TexPool was \$126,483 at September 30, 2021.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(2) Deposits and investments (continued)

Investments

The City is required by Government Code Chapter 2256, the Public Funds Investment Act (the Act), to adopt, implement, and publicize an investment policy. That policy must be written; primarily emphasize safety of principal and liquidity; address investment diversification, yield, and maturity and the quality and capability of investment management; and include a list of the types of authorized investments in which the investing entity's funds may be invested; and the maximum allowable stated maturity of any individual investment owned by the entity.

The Act determines the types of investments which are allowable for the City. These include, with certain restrictions:

- Obligations of the U.S. Treasury, certain U.S. agencies, and the State of Texas
- Certificates of deposit
- Certain municipal securities
- Money market savings accounts
- Repurchase agreements
- Bankers acceptances
- Mutual funds
- Investment pools
- Guaranteed investment contracts
- Common trust funds

The City's cash and investments are shown below:

Investment Type	Reported at Fair Value	Weighted Average Maturity (Days)	Rating	
			Moody's	S&P
TexPool	\$ 536,104	37	AAA	AAAm
Cash on hand	250	n/a	n/a	n/a
Bank deposits	<u>4,618,594</u>	n/a	n/a	n/a
Total cash and cash equivalents	<u>\$ 5,154,948</u>			

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(2) Deposits and investments (continued)

Investments (continued)

Analysis of specific deposit and investment risks

GASB Statement No. 40 requires a determination as to whether the City was exposed to the following specific investment risks at year end, and if so, the reporting of certain related disclosures:

Credit risk - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. State law dictates that in order to maintain eligibility to receive funds and invest funds on behalf of the City, an investment pool must be continuously rated no lower than AAA or AAAM or at an equivalent rating by at least one nationally recognized statistical rating organization (NRSRO). State law authorizes investments in obligations guaranteed by the U.S. government and does not require that these investments be rated. The City's policy is to comply with state law. At year end, all of the City's investments meet the State's requirements.

TexPool is an investment pool in which the Texas Comptroller of Public Accounts is the sole officer, director, and shareholder of the Texas Treasury Safekeeping Trust Company (the Trust Company). The Trust Company is authorized to operate the pool. Federated Investors, Inc. manages the assets under an agreement with the Comptroller, acting on behalf of the Trust Company. TexPool is reported at amortized cost and it does not have any limitations or restrictions on participants' withdrawals.

At September 30, 2021 the City's investments are rated as to credit quality as shown in the preceding table.

Custodial credit risk - Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name.

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law requires settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis. The City's investment policy requires that securities be registered in the name of the City. All safekeeping receipts for investment instruments are held in accounts in the City's name, and all securities are registered in the name of the City.

The City was not exposed to custodial credit risk.

Concentration of credit risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

State law and the City's policy place no limit on the amount the City may invest in any one issuer. The City was not exposed to concentration of credit risk.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(2) Deposits and investments (continued)

Investments (continued)

Analysis of specific deposit and investment risks (continued)

Interest rate risk - This is the risk that changes in interest rates will adversely affect the fair value of an investment. The City manages its investment time horizons by averaging investment maturities and chooses to present its exposure to interest rate changes using the weighted average maturity method. In accordance with its investment policy and state law, the City manages its interest rate risk by limiting the weighted average maturity of any investment owned by the City to the maximum of two years. The investment strategy for operating funds requires a dollar weighted average maturity of 365 days or less. Debt service funds cannot be invested in securities that have a stated final maturity date that exceeds the debt service payment date. Investment of debt service reserve funds and special project funds require high quality securities with short-term maturities. Eligible investment pools must have a weighted average maturity of no greater than 90 days. The City's exposure to interest rate risk at September 30, 2021 is summarized in the preceding table as the weighted average days to maturity.

Foreign currency risk - This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the City was not exposed to foreign currency risk.

(3) Property taxes

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 1 of each year, a tax lien attaches to the property to secure the payment of all taxes, penalties, and interest ultimately imposed. Property tax revenues are considered available when they become due or past due and receivable within the current period.

Allowances for uncollectible tax receivables within the general fund are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the City is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

(4) Capital assets

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated fixed assets are recorded at their estimated acquisition value at the date of the donation. The cost of the normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. A capitalization threshold of \$5,000 is used.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(4) Capital assets (continued)

Capital assets are being depreciated using the straight-line method over the following estimated useful lives:

Asset	Years
Infrastructure	25
Buildings	40
Equipment	3-25
Sewer line connections	33

Capital asset activity for the year ended September 30, 2021 was as follows:

	Balance September 30, 2020	Additions	Disposals	Balance September 30, 2021
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 321,438	\$ -	\$ -	\$ 321,438
Construction in progress	-	308,752	-	308,752
Total capital assets not being depreciated	<u>321,438</u>	<u>308,752</u>	<u>-</u>	<u>630,190</u>
Capital assets being depreciated:				
Buildings and improvements	721,038	-	-	721,038
Equipment	920,588	37,144	-	957,732
Infrastructure	2,215,866	-	-	2,215,866
Total capital assets being depreciated	<u>3,857,492</u>	<u>37,144</u>	<u>-</u>	<u>3,894,636</u>
Less accumulated depreciation:				
Buildings and improvements	(245,367)	(16,407)	-	(261,774)
Equipment	(697,466)	(45,505)	-	(742,971)
Infrastructure	(648,673)	(86,367)	-	(735,040)
Total accumulated depreciation	<u>(1,591,506)</u>	<u>(148,279)</u>	<u>-</u>	<u>(1,739,785)</u>
Total capital assets being depreciated (net)	<u>2,265,986</u>	<u>(111,135)</u>	<u>-</u>	<u>2,154,851</u>
Governmental activities capital assets (net)	<u>\$ 2,587,424</u>	<u>\$ 197,617</u>	<u>\$ -</u>	<u>\$ 2,785,041</u>

Depreciation was charged to functions as follows:

General government	\$ 44,610
Public works	1,148
Sanitation	8,303
Public safety	67,431
Court	6,674
Parks and recreation	7,153
Streets	12,960
Total	<u>\$ 148,279</u>

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(4) Capital assets (continued)

	Balance September 30, 2020	Additions	Disposals	Balance September 30, 2021
Business-type activities:				
Capital assets not being depreciated:				
Construction in progress	\$ -	\$ -	\$ -	\$ -
Capital assets being depreciated:				
Water distribution system	4,337,747	-	-	4,337,747
Wastewater system	12,283,781	-	-	12,283,781
Wastewater system - connections	172,927	-	-	172,927
Equipment - water	29,678	42,245	-	71,923
Equipment - wastewater	99,956	-	-	99,956
Wastewater system - building improvements	43,000	-	-	43,000
Total capital assets being depreciated	<u>16,967,089</u>	<u>42,245</u>	<u>-</u>	<u>17,009,334</u>
Less accumulated depreciation:				
Water distribution system	(1,848,247)	(131,446)	-	(1,979,693)
Wastewater system	(2,609,354)	(307,095)	-	(2,916,449)
Wastewater system - connections	(78,601)	(5,240)	-	(83,841)
Equipment - water	(29,678)	(8,449)	-	(38,127)
Equipment - wastewater	(66,677)	(12,619)	-	(79,296)
Wastewater system - building improvements	(1,720)	(1,720)	-	(3,440)
Total accumulated depreciation	<u>(4,634,277)</u>	<u>(466,569)</u>	<u>-</u>	<u>(5,100,846)</u>
Total capital assets being depreciated (net)	<u>12,332,812</u>	<u>(424,324)</u>	<u>-</u>	<u>11,908,488</u>
Business-type activities capital assets (net)	<u>\$ 12,332,812</u>	<u>\$ (424,324)</u>	<u>\$ -</u>	<u>\$ 11,908,488</u>

(5) Interfund receivables, payables, and transfers

Interfund balances at September 30, 2021 consist of the following:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General fund	Drainage fund	\$ 69,387

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(5) Interfund receivables, payables, and transfers (continued)

Interfund transfers during the year ended September 30, 2021 were the result of normal transactions between the funds and consisted of the following:

	<u>Transfers In</u>	<u>Transfers Out</u>
General fund	\$ -	\$ 312,330
Debt service fund	-	789,228
Drainage fund	400,795	-
Nonmajor governmental funds	-	88,465
Water fund	62,858	-
Wastewater fund	<u>726,370</u>	<u>-</u>
Totals	<u>\$ 1,190,023</u>	<u>\$ 1,190,023</u>

(6) Defined benefit pension plans

Texas Municipal Retirement System

Plan description

The City of Rollingwood participates as one of 895 plans in the defined benefit cash-balance pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of the system with a six-member, Governor appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available comprehensive annual financial report (Annual Report) that can be obtained at www.tmr.com.

All eligible employees of the City are required to participate in TMRS.

Benefits provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the State statutes governing TMRS.

At retirement, the member' benefit is calculated based on the sum of the member's contributions, with interest, and the City-financed monetary credits with interest. The retiring members may select one of seven monthly benefit payment options. Members may also choose to receive a portion of their benefit as a partial lump sum distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the total member's contribution and interest.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(6) Defined benefit pension plans (continued)

Texas Municipal Retirement System (continued)

Benefits provided (continued)

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Members are eligible to retire at age sixty (60) and above with five (5) or more years of service or with twenty (20) years of service regardless of age. A member is vested after five (5) years. The contribution rate for the employees is 7%, and the City matching percent is currently 2 to 1.

Employees covered by benefit terms

At the December 31, 2020 valuation and measurement dates, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries receiving benefits	12
Inactive employees entitled to but not yet receiving benefits	22
Active employees	<u>18</u>
Total	<u>52</u>

Contributions

The contribution rates in TMRS are either 5%, 6%, or 7% of the member’s total compensation, and the City matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary using the entry age normal (EAN) actuarial cost method. The City’s contribution rate is based on the actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City were required to contribute 7% of their annual compensation during the fiscal year. The contribution rates for the City were 11.30% and 11.20% in calendar years 2021 and 2020, respectively. The City’s contributions to TMRS for the year ended September 30, 2021, were \$166,372, and were equal to the required contributions.

Net pension liability

The City’s net pension liability (NPL) was measured as of December 31, 2020, and the total pension liability (TPL) used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial assumptions

The total pension liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Overall payroll growth	2.75% per year, adjusted down for population declines, if any
Investment rate of return*	6.75%, net of pension plan investment expense, including inflation

* presented net of pension plan investment expense, including inflation

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(6) Defined benefit pension plans (continued)

Texas Municipal Retirement System (continued)

Actuarial assumptions (continued)

Salary increases are based on a service-related table. Mortality rates for active members are based on the PUB (10) mortality tables with the public safety table used for males and the general employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 through December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for annuity purchase rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) geometric mean (conservative) with an adjustment for time (aggressive).

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(6) Defined benefit pension plans (continued)

Texas Municipal Retirement System (continued)

Actuarial assumptions (continued)

The target allocation and best estimate of real rates of return for each major asset class in fiscal year 2021 are summarized in the following tables:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Global Equity	30.0%	5.30%
Core Fixed Income	10.0%	1.25%
Non-Core Fixed Income	20.0%	4.14%
Real Return	10.0%	3.85%
Real Estate	10.0%	4.00%
Absolute Return	10.0%	3.48%
Private Equity	10.0%	7.75%
Total	<u>100.0%</u>	

Discount rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that member and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(6) Defined benefit pension plans (continued)

Texas Municipal Retirement System (continued)

Changes in net pension liability

The schedule below presents the changes in the net pension liability (asset) as of December 31, 2020:

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
	(a)	(b)	(a) - (b)
	<u> </u>	<u> </u>	<u> </u>
Balance at December 31, 2019	\$ 2,759,553	\$ 2,588,158	\$ 171,395
Changes for the year:			
Service cost	203,655	-	203,655
Interest	188,832	-	188,832
Change of benefit terms	-	-	-
Difference between expected and actual experience	70,755	-	70,755
Changes of assumptions	-	-	-
Contributions - employer	-	147,167	(147,167)
Contributions - employee	-	86,715	(86,715)
Net investment income	-	196,730	(196,730)
Benefit payments, including refunds of employee contributions	(127,749)	(127,749)	-
Administrative expense	-	(1,272)	1,272
Other changes	-	(50)	50
Net changes	<u>335,493</u>	<u>301,541</u>	<u>33,952</u>
Balance at December 31, 2020	<u>\$ 3,095,046</u>	<u>\$ 2,889,699</u>	<u>\$ 205,347</u>

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75% as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (5.75%) or 1-percentage point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
	<u> </u>	<u> </u>	<u> </u>
City's net pension liability	<u>\$ 653,230</u>	<u>\$ 205,347</u>	<u>\$ (157,157)</u>

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(6) Defined benefit pension plans (continued)

Texas Municipal Retirement System (continued)

Pension plan fiduciary net position

Detailed information about the pension plan’s fiduciary net position is available in the schedule of changes in fiduciary net position, by participant city. The report may be obtained at trms.com.

Pension expense and deferred outflows/inflows of resources related to pensions

For the year ended September 30, 2021, the City recognized pension expense of \$99,952.

At September 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual economic experience	\$ 56,034	\$ 53,024
Changes in actuarial assumptions	15	-
Difference between projected and actual investment earnings	-	72,625
Contributions subsequent to the measurement date	<u>123,860</u>	<u>-</u>
Total	<u>\$ 179,909</u>	<u>\$ 125,649</u>

The City reported \$123,860 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date, and will be recognized as a reduction of the net pension liability for the year ending September 30, 2022. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year September 30,</u>	<u>Amortization Expense</u>
2022	\$ (27,839)
2023	5,167
2024	(42,522)
2025	(4,406)
2026	-
Thereafter	<u>-</u>
Total	<u>\$ (69,600)</u>

CITY OF ROLLINGWOOD, TEXAS

NOTES TO FINANCIAL STATEMENTS

September 30, 2021

(7) Other postemployment benefits (OPEB) plan

Texas Municipal Retirement System

Plan description

The City participates in a single-employer defined benefit plan, which operates like a group-term life insurance plan, operated by TMRS known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired members. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

Benefits provided

The death benefit for active members provides a lump-sum payment approximately equal to the member’s annual salary (calculated based on the employee’s actual earnings, for the 12-month period preceding the month of death); retired members are insured for \$7,500; this coverage is an “other postemployment benefit” or OPEB. As the SDBF covers both active and retiree members, with no segregation of assets, the SDBF is considered to be an unfunded OPEB plan (i.e. no assets are accumulated).

Contributions

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is based on the mortality and service experience of all employees covered by the SDBF and the demographics specific to the workforce of the City. There is a one-year delay between the actuarial valuation that serves as the basis for the City’s contribution rate and the calendar year when the rate goes into effect. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. The intent is not to pre-fund retiree term life insurance during employees’ entire careers.

The contribution rate for the City was 0.28% and 0.25% respectively for calendar years 2020 and 2021. The City’s contributions to TMRS for the SDBF program for the year ended September 30, 2021 were \$3,744, and were equal to the required contributions.

Employees covered by benefit terms

At the December 31, 2020 valuation and measurement dates, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries receiving benefits	7
Inactive employees entitled to but not yet receiving benefits	6
Active employees	<u>18</u>
Total	<u>31</u>

Other postemployment benefits (OPEB) liability

The City’s total OPEB liability of \$74,071 was measured as of December 31, 2020 and was determined by an actuarial valuation as of that date.

CITY OF ROLLINGWOOD, TEXAS
NOTES TO FINANCIAL STATEMENTS

September 30, 2021

(7) Other postemployment benefits (OPEB) plan (continued)

Texas Municipal Retirement System (continued)

Actuarial assumptions:

The total OPEB liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Table with 2 columns: Assumption and Value. Rows include Inflation (2.5%), Salary increases (3.50% to 11.5% including inflation), Discount rate (2.00%), Retirees' share of benefit-related costs (\$0), Administrative expenses (All administrative expenses are paid through the Pension Trust...), Mortality rates - service retirees (2019 Municipal Retirees of Texas Mortality Tables...), and Mortality rates - disabled retirees (2019 Municipal Retirees of Texas Mortality Tables with a 4 year set-forward for males...).

* The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2020. The actuarial assumptions used in the December 31, 2020 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

Changes in the total OPEB liability:

Table showing changes in total OPEB liability from 2019 to 2020. Rows include Balance at December 31, 2019 (\$ 58,664), Changes for the year: Service cost (3,345), Interest on the total OPEB liability (1,654), Changes of benefit terms (-), Difference between expected and actual experience (1,170), Change of assumptions (9,610), Benefit payments ((372)), Net changes (15,407), and Balance at December 31, 2020 (\$ 74,071).

CITY OF ROLLINGWOOD, TEXAS

NOTES TO FINANCIAL STATEMENTS

September 30, 2021

(7) Other postemployment benefits (OPEB) plan (continued)

Texas Municipal Retirement System (continued)

Sensitivity of the total OPEB liability to changes in the discount rate:

The following presents the total OPEB liability of the City, calculated using the discount rate of 2.00%, as well as what the City's total OPEB liabilities would be if it were calculated using a discount rate that is 1-percentage-point lower (1.00%) or 1-percentage-point higher (3.00%) than the current rate:

	<u>1% Decrease in Discount Rate (1.00%)</u>	<u>Current Discount Rate (2.00%)</u>	<u>1% Increase in Discount Rate (3.00%)</u>
City's OPEB liability	\$ <u>90,582</u>	\$ <u>74,071</u>	\$ <u>61,664</u>

OPEB expense and deferred outflows of resources and deferred inflows of resources related to OPEB:

For the year ended September 30, 2021, the City recognized OPEB expense of \$9,496.

At September 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual economic experience	\$ 3,578	\$ -
Changes in actuarial assumptions	15,055	1,546
Difference between projected and actual investment earnings	-	-
Contributions subsequent to the measurement date	<u>1,299</u>	<u>-</u>
Total	<u>\$ 19,932</u>	<u>\$ 1,546</u>

CITY OF ROLLINGWOOD, TEXAS

NOTES TO FINANCIAL STATEMENTS

September 30, 2021

(7) Other postemployment benefits (OPEB) plan (continued)

Texas Municipal Retirement System (continued)

OPEB expense and deferred outflows of resources and deferred inflows of resources related to OPEB (continued)

The City reported \$1,299 as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability for the year ending September 30, 2022. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year September 30,	Amortization Expense
2022	\$ 4,497
2023	4,497
2024	4,138
2025	3,546
2026	409
Thereafter	-
Total	<u>\$ 17,087</u>

(8) Health care coverage

During the year ended September 30, 2021, employees of the City were covered by a health insurance plan (the Plan). The City contributed \$669 per month per employee to the Plan. Employees, at their option, authorized payroll withholdings to pay contributions for dependents. The Plan was authorized by Article 3.51-2, Texas Insurance Code and was documented by contractual agreement.

The contract between the City and the third party administrator is renewable January 1, 2021, and terms of coverage and contribution costs are included in the contractual provisions.

(9) Long-term liabilities

The City had a wastewater and transportation agreement with the Lower Colorado River Authority (LCRA) to provide wastewater treatment and disposal services in the Rollingwood services area. In July 2012 the City issued General Obligation Bonds Taxable Series 2012A, and General Obligation Bonds Series 2012B. The proceeds from the bonds were used to purchase the wastewater system from LCRA. In addition, in 2014, the City issued \$2,835,000 General Obligations Bonds, Series 2014 for water and street improvements.

NOTES TO FINANCIAL STATEMENTS

September 30, 2021

(9) Long-term liabilities (continued)

The City's liabilities consist of the following:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
<u>Governmental activities:</u>					
Bonds and notes payable:					
General Obligation Bonds - Series 2014	\$ 1,493,300	\$ -	\$ (85,625)	\$ 1,407,675	\$ 85,625
Tax notes - Series 2020	2,065,000	-	(280,000)	1,785,000	285,000
Premium on bonds	81,169	-	(6,245)	74,924	-
Total bonds and notes payable	<u>3,639,469</u>	<u>-</u>	<u>(371,870)</u>	<u>3,267,599</u>	<u>370,625</u>
Other long-term liabilities					
Capital lease	-	147,828	-	147,828	27,661
Total governmental activities bonds	<u>\$ 3,639,469</u>	<u>\$ 147,828</u>	<u>\$ (371,870)</u>	<u>\$ 3,415,427</u>	<u>\$ 398,286</u>
<u>Business-type activities:</u>					
Bonds and notes payable:					
General Obligation Bonds - Series 2012A	\$ 900,000	\$ -	\$ (295,000)	\$ 605,000	\$ 300,000
General Obligation Bonds - Series 2014	686,700	-	(39,375)	647,325	40,950
General Obligation Refunding Bonds - Series 2019	9,255,000	-	(105,000)	9,150,000	110,000
Total bond obligations	10,841,700	-	(439,375)	10,402,325	450,950
Premium on bonds	567,102	-	(32,303)	534,799	-
Total bonds and notes payable	<u>11,408,802</u>	<u>-</u>	<u>(471,678)</u>	<u>10,937,124</u>	<u>450,950</u>
Other long-term liabilities					
Capital lease	-	41,695	-	41,695	7,802
Total business-type activities bonds	<u>\$ 11,408,802</u>	<u>\$ 41,695</u>	<u>\$ (471,678)</u>	<u>\$ 10,978,819</u>	<u>\$ 458,752</u>

Interest rates on bonds range from 2% to 4%.

Future maturities of the bonds are as follows:

Fiscal Year	Governmental Activities			Business-Type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2022	\$ 374,050	\$ 76,692	\$ 450,742	\$ 450,950	\$ 337,293	\$ 788,243
2023	382,475	68,855	451,330	462,525	323,755	786,280
2024	390,900	60,661	451,561	469,100	309,219	778,319
2025	399,325	53,064	452,389	485,675	290,896	776,571
2026	407,750	45,134	452,884	502,250	271,926	774,176
2027-2031	858,000	126,406	984,406	2,812,000	1,063,931	3,875,931
2032-2036	380,175	26,852	407,027	3,174,825	594,498	3,769,323
2037-2039	-	-	-	2,045,000	124,050	2,169,050
	<u>\$ 3,192,675</u>	<u>\$ 457,664</u>	<u>\$ 3,650,339</u>	<u>\$ 10,402,325</u>	<u>\$ 3,315,568</u>	<u>\$ 13,717,893</u>

CITY OF ROLLINGWOOD, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

September 30, 2021

(10) Capital lease payable

The City’s leases equipment from outside vendors. The assets and related debt are recorded in the governmental activities and business-type activities. The amortization of the leased assets is included as a component of depreciation expense. As of September 30, 2021, the City had future minimum lease payments under capital leases as follows:

<u>Year Ending September 30,</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
2022	\$ 32,630	\$ 9,203	\$ 41,833
2023	32,630	9,203	41,833
2024	32,630	9,203	41,833
2025	32,630	9,204	41,834
2026	<u>32,631</u>	<u>9,204</u>	<u>41,835</u>
Future minimum lease payments	163,151	46,017	209,168
Less: interest	<u>(15,323)</u>	<u>(4,322)</u>	<u>(19,645)</u>
Present value of future minimum lease payments	<u>\$ 147,828</u>	<u>\$ 41,695</u>	<u>\$ 189,523</u>

(11) Risk management

The City is exposed to various risks of loss related to torts, theft, damage or destruction of assets, errors and omissions, injuries to employees, and natural disasters. During fiscal year 2021, the City obtained general liability coverage at a cost that is considered to be economically justifiable by joining together with other governmental entities in the State as a member of the Texas Municipal League Intergovernmental Risk Pool (“TML”). TML is a self-funded pool operating as a common risk management and insurance program. The City pays an annual premium to TML for its above insurance coverage. The agreement for the formation of TML provides that TML will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of acceptable risk levels; however, each category of coverage has its own level of reinsurance. The City continues to carry commercial insurance for other risks of loss. There were no significant reductions in commercial insurance coverage in the past fiscal year and settled claims resulting from these risks have not exceeded coverage in any of the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION



**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET (GAAP BASIS) AND ACTUAL – GENERAL FUND**

Year ended September 30, 2021

	Budget Amounts		2021 Actual	Variance with Final Budget
	Original	Final		
Revenues:				
Taxes:				
Property taxes	\$ 1,334,671	\$ 1,334,671	\$ 1,374,785	\$ 40,114
Sales taxes	625,000	725,000	616,507	(108,493)
Franchise and telecommunications fees	174,600	174,600	91,528	(83,072)
Licenses and fees	222,350	222,350	268,809	46,459
Fines and forfeitures	48,100	48,100	16,699	(31,401)
Contributions	200	200	10	(190)
Intergovernmental	-	217,000	19,926	(197,074)
Other income	88,600	88,600	95,866	7,266
Interest	2,300	2,300	1,394	(906)
Total revenues	<u>2,495,821</u>	<u>2,812,821</u>	<u>2,485,524</u>	<u>(327,297)</u>
Expenditures:				
General government	742,541	753,041	594,435	158,606
Public works	16,550	39,750	39,129	621
Sanitation	126,000	126,000	135,302	(9,302)
Public safety	1,166,014	1,166,015	1,096,410	69,605
Court	104,594	104,594	87,205	17,389
Parks and recreation	80,520	83,520	90,251	(6,731)
Streets	88,465	121,465	124,661	(3,196)
Development	220,468	195,469	173,704	21,765
Capital outlay	33,000	35,000	37,144	(2,144)
Total expenditures	<u>2,578,152</u>	<u>2,624,854</u>	<u>2,378,241</u>	<u>246,613</u>
Excess (deficiency) of revenues over (under) expenditures	(82,331)	187,967	107,283	(80,684)
Other financing sources (uses):				
Transfers in	88,465	88,465	-	88,465
Transfers out	-	-	(312,330)	(312,330)
Capital lease	-	-	147,828	147,828
Total other financing sources (uses)	<u>88,465</u>	<u>88,465</u>	<u>(164,502)</u>	<u>(252,967)</u>
Net change in fund balances	6,134	276,432	(57,219)	(333,651)
Total fund balance-beginning of year	<u>3,402,044</u>	<u>3,402,044</u>	<u>3,402,044</u>	<u>-</u>
Total fund balance-end of year	<u>\$ 3,408,178</u>	<u>\$ 3,678,476</u>	<u>\$ 3,344,825</u>	<u>\$ (333,651)</u>

**SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM**

***Last 10 fiscal years**

	2020	2019	2018	2017	2016	2015	2014
Total pension liability (asset)							
Service cost	\$ 203,655	\$ 173,630	\$ 159,062	\$ 135,517	\$ 135,678	\$ 118,259	\$ 96,840
Interest on the total pension liability (asset)	188,832	180,313	162,950	143,714	130,208	116,709	100,421
Changes of benefit terms	-	-	155,377	-	-	-	-
Difference between expected and actual experience	70,755	(115,538)	54,499	(55,034)	10,124	14,654	67,358
Change of assumptions	-	35	-	-	-	58,535	-
Benefit payments, including refunds of employee contributions	(127,749)	(126,750)	(126,393)	(86,326)	(65,367)	(44,882)	(40,399)
Net change in total pension liability (asset)	335,493	111,690	405,495	137,871	210,643	263,275	224,220
Total pension liability - beginning	2,759,553	2,647,863	2,242,368	2,104,497	1,893,854	1,630,579	1,406,359
Total pension liability - ending (a)	<u>\$ 3,095,046</u>	<u>\$ 2,759,553</u>	<u>\$ 2,647,863</u>	<u>\$ 2,242,368</u>	<u>\$ 2,104,497</u>	<u>\$ 1,893,854</u>	<u>\$ 1,630,579</u>
Plan fiduciary net position							
Contributions - employer	\$ 147,167	\$ 120,561	\$ 99,407	\$ 89,151	\$ 75,980	\$ 55,591	\$ 39,464
Contributions - employee	86,715	75,351	66,198	59,699	58,148	51,158	48,923
Net investment income	196,730	337,930	(66,312)	261,917	115,339	2,425	86,366
Benefit payments, including refunds of employee contributions	(127,749)	(126,750)	(126,393)	(86,326)	(65,367)	(44,882)	(40,399)
Administrative expense	(1,272)	(1,907)	(1,280)	(1,356)	(1,302)	(1,477)	(902)
Other	(50)	(56)	(67)	(69)	(70)	(73)	(75)
Net change in plan fiduciary net position	301,541	405,129	(28,447)	323,016	182,728	62,742	133,377
Plan fiduciary net position - beginning	2,588,158	2,183,029	2,211,476	1,888,460	1,705,732	1,642,990	1,509,612
Plan fiduciary net position - ending (b)	2,889,699	2,588,158	2,183,029	2,211,476	1,888,460	1,705,732	1,642,989
Net pension liability (asset) (a) - (b)	<u>\$ 205,347</u>	<u>\$ 171,395</u>	<u>\$ 464,834</u>	<u>\$ 30,892</u>	<u>\$ 216,037</u>	<u>\$ 188,122</u>	<u>\$ (12,410)</u>
Plan fiduciary net position as a percentage of total pension liability (asset)	93.37%	93.79%	82.44%	98.62%	89.73%	90.07%	100.76%
Covered payroll	<u>\$ 1,238,779</u>	<u>\$ 1,076,440</u>	<u>\$ 990,426</u>	<u>\$ 994,985</u>	<u>\$ 969,130</u>	<u>\$ 852,625</u>	<u>\$ 815,386</u>
Net pension liability (asset) as a percentage of total covered payroll	19.08%	15.92%	46.93%	3.10%	22.29%	22.06%	-1.52%

*GASB 68 requires 10 fiscal years of data to be provided in this schedule. This is the seventh year of implementation of GASB 68. The City will develop the schedule prospectively.

CITY OF ROLLINGWOOD, TEXAS

SCHEDULE OF CONTRIBUTIONS – TEXAS MUNICIPAL RETIREMENT SYSTEM - PENSION

*Last 10 fiscal years

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Actuarially determined contributions	\$ 166,372	\$ 138,811	\$ 111,022	\$ 91,634	\$ 83,025	\$ 70,030	\$ 49,439
Contributions in relation to the actuarially determined contributions	<u>166,372</u>	<u>138,811</u>	<u>111,022</u>	<u>91,634</u>	<u>83,025</u>	<u>70,030</u>	<u>49,439</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 1,453,299</u>	<u>\$ 1,186,676</u>	<u>\$ 1,047,982</u>	<u>\$ 1,018,830</u>	<u>\$ 963,149</u>	<u>\$ 937,038</u>	<u>\$ 815,827</u>
Contributions as a percentage of covered payroll	11.45%	11.70%	10.59%	8.99%	8.62%	7.47%	6.06%

*GASB 68 requires 10 fiscal years of data to be provided in this schedule. This is the seventh year of implementation of GASB 68. The City will develop the schedule prospectively.

SCHEDULE OF CHANGES IN OTHER POSTEMPLOYMENT BENEFITS LIABILITY (OPEB) AND RELATED RATIOS - TEXAS MUNICIPAL RETIREMENT SYSTEM

*Last 10 fiscal years

Table with 5 columns: Description, 2020, 2019, 2018, 2017. Rows include Total OPEB liability, Service cost, Interest on the total OPEB liability, Changes of benefit terms, Difference between expected and actual experience, Change of assumptions, Benefit payments, Net change in total OPEB liability, Total OPEB liability - beginning, Total OPEB liability - ending, Covered payroll, and Total OPEB liability as a percentage of covered payroll.

*GASB 75 requires 10 fiscal years of data to be provide in this schedule. This is the fourth year of implementation of GASB 75. The City will develop the schedule prospectively.

CITY OF ROLLINGWOOD, TEXAS

SCHEDULE OF CONTRIBUTIONS – TEXAS MUNICIPAL RETIREMENT SYSTEM OTHER POSTEMPLOYMENT BENEFITS (OPEB)

*Last 10 fiscal years

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Actuarially determined contributions	\$ 3,744	\$ 3,100	\$ 2,085	\$ 1,862
Contributions in relation to the actuarially determined contributions	<u>3,744</u>	<u>3,100</u>	<u>2,085</u>	<u>1,862</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 1,453,299</u>	<u>\$ 1,186,676</u>	<u>\$ 1,047,982</u>	<u>\$ 1,018,830</u>
Contributions as a percentage of covered payroll	0.26%	0.26%	0.20%	0.18%

*GASB 75 requires 10 fiscal years of data to be provide in this schedule. This is the fourth year of implementation of GASB 75. The City will develop the schedule prospectively.

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

September 30, 2021

(1) Budget information

The budget for the general fund is adopted on a basis consistent with generally accepted accounting principles. Annual appropriations lapse at fiscal year end.

The original budget for the general fund is adopted by the City Council by September 30. Budgetary preparation and control is exercised at the department level. Both the original and final budget is included.

(2) Schedule of contributions

Valuation date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	20 years
Asset valuation method	10 year smoothed market, 12% soft corridor
Inflation	2.50%
Salary increases	3.50% to 11.50% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2010-2014.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Table. The rates are projected on a fully geerational basis with scale UMP. Pre-retirement: PUB(10) mortality tables, with the public safety table used for males and the general employee table used for females. The rates are projected on a fully generational basis with scale UMP.

OTHER SUPPLEMENTARY INFORMATION



CITY OF ROLLINGWOOD, TEXAS

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS

For the year ended September 30, 2021

	Special Revenue Funds					Special
	Street Maintenance	Court Security	Court Technology	Court Efficiency	Police Forfeiture	Revenue Funds Total
Assets:						
Cash and cash equivalents	\$ 299,641	\$ 7,840	\$ 7,930	\$ 114	\$ 915	\$ 316,440
Due from other funds	-	-	-	-	-	-
Sales tax receivable	11,976	-	-	-	-	11,976
Other receivable	-	9	16	-	-	25
Total assets	<u>\$ 311,617</u>	<u>\$ 7,849</u>	<u>\$ 7,946</u>	<u>\$ 114</u>	<u>\$ 915</u>	<u>\$ 328,441</u>
Liabilities:						
Accounts payable	\$ -	\$ -	\$ 23	\$ -	\$ -	\$ 23
Total liabilities	<u>-</u>	<u>-</u>	<u>23</u>	<u>-</u>	<u>-</u>	<u>23</u>
Fund balances:						
Reserved for street maintenance	311,617	-	-	-	-	311,617
Reserved for municipal court	-	7,849	7,923	114	-	15,886
Reserved for police department	-	-	-	-	915	915
Total fund balances	<u>311,617</u>	<u>7,849</u>	<u>7,923</u>	<u>114</u>	<u>915</u>	<u>328,418</u>
Total liabilities and fund balances	<u>\$ 311,617</u>	<u>\$ 7,849</u>	<u>\$ 7,946</u>	<u>\$ 114</u>	<u>\$ 915</u>	<u>\$ 328,441</u>

CITY OF ROLLINGWOOD, TEXAS

COMBINING STATEMENT OF REVENUES AND EXPENDITURES
NONMAJOR GOVERNMENTAL FUNDS

For the year ended September 30, 2021

	Special Revenue Funds					Special Revenue Funds Total
	Street Maintenance	Court Security	Court Technology	Court Efficiency	Police Forfeiture	
Revenues:						
Sales tax	\$ 152,865	\$ -	\$ -	\$ -	\$ -	\$ 152,865
Fees	-	936	719	-	-	1,655
Interest income	99	-	-	-	-	99
Total revenues	<u>152,964</u>	<u>936</u>	<u>719</u>	<u>-</u>	<u>-</u>	<u>154,619</u>
Expenditures:						
Public safety	-	-	-	-	2,400	2,400
Court	-	7,951	1,172	-	-	9,123
Capital outlay	-	-	-	-	-	-
Total expenditures	<u>-</u>	<u>7,951</u>	<u>1,172</u>	<u>-</u>	<u>2,400</u>	<u>11,523</u>
Excess (deficiency) of revenues over (under) expenditures	152,964	(7,015)	(453)	-	(2,400)	143,096
Transfers:						
Transfers out	<u>(88,465)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(88,465)</u>
Total transfers	<u>(88,465)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(88,465)</u>
Net change in fund balance	64,499	(7,015)	(453)	-	(2,400)	54,631
Total fund balance - beginning	<u>247,118</u>	<u>14,864</u>	<u>8,376</u>	<u>114</u>	<u>3,315</u>	<u>273,787</u>
Total fund balance - ending	<u>\$ 311,617</u>	<u>\$ 7,849</u>	<u>\$ 7,923</u>	<u>\$ 114</u>	<u>\$ 915</u>	<u>\$ 328,418</u>

**BALANCE SHEET
COMPONENT UNIT**

September 30, 2021

	Rollingwood Community Development Corporation <hr style="border: 0.5px solid black;"/>
Assets:	
Cash and cash equivalents	\$ 334,133
Due from the City	<u>12,063</u>
Total assets	<u><u>\$ 346,196</u></u>
Liabilities:	
Accounts payable to other governments	<u>\$ 24,542</u>
Total liabilities	<u>24,542</u>
Net position:	
Unrestricted net position	<u>321,654</u>
Total net position	<u>321,654</u>
Total liabilities and net position	<u><u>\$ 346,196</u></u>

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN NET POSITION
COMPONENT UNIT

For the year ended September 30, 2021

	Rollingwood Community Development Corporation
	<u> </u>
Revenues:	
Sales taxes	\$ 152,853
Interest	<u>90</u>
Total revenues	<u>152,943</u>
 Expenditures:	
Current:	
Contributions to the City	38,073
Administration	<u>103,259</u>
Total expenditures	<u>141,332</u>
 Change in net position	 11,611
 Net position - beginning of year	 <u>310,043</u>
Net position - end of year	<u><u>\$ 321,654</u></u>

COMPLIANCE SECTION



INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Members of the City Council
City of Rollingwood, Texas
403 Nixon Drive
Rollingwood, Texas 78746

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Rollingwood, Texas, (the City) as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the City of Rollingwood, Texas’ basic financial statements, and have issued our report thereon dated March 9, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City’s financial statements will not be prevented, or detected and corrected on timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

San Antonio, Texas
March 9, 2022

March 9, 2022

To the Honorable Mayor and
Members of the City Council
City of Rollingwood, Texas

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Rollingwood, Texas for the year ended September 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you in our engagement letter dated September 30, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Rollingwood, Texas are described in note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended 2021. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements include the net pension and OPEB liabilities, deferred inflows and outflows related to the Texas Municipal Retirement System (TMRS), accumulated depreciation, depreciation expense and the related estimated useful lives of capital assets, and the allowances for doubtful accounts. We evaluated the key factors and assumptions used to develop these estimates in determining they are reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Audit Adjusting Entries

Professional standards require us to accumulate all known and likely audit adjusting entries identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has recorded all such audit adjusting entries.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 9, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, budgetary comparison information, schedule of changes in net pension and OPEB liabilities and related ratios, and schedule of contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the other supplementary information which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the other supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Other Comments and Observations

Public Funds Investment Act

The Public Funds Investment Act (the Act) requires that we include, as part of our audit, procedures to determine if the City complied with the provisions of the Act. We found, as a result of our tests, the City complied, in all material respects, with the provisions of the Act.

Restriction on Use

This information is intended solely for the use of the City Council and management of the City of Rollingwood, Texas and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,
ABIP, PC



San Antonio, Texas



CITY OF ROLLINGWOOD COMPREHENSIVE PLAN WORKSHOP NO. 1 MINUTES

Wednesday, February 16, 2022

The City Council of the City of Rollingwood, Texas held a Comprehensive Plan Workshop, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, February 16, 2022 at 5:00 p.m. Members of the public and the City Council were permitted to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

Password: 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

CALL REGULAR CITY COUNCIL MEETING TO ORDER

1. Roll Call

Mayor Gavin Massingill called the meeting to order at 5:01 p.m.

Present Members: Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Council Member Alec Robinson, Council Member Brook Brown, Council Member Roxanne McKee and Council Member Phil McDuffee.

Also Present: Interim City Administrator Ashley Wayman, Development Services Director Carrie Caylor, Police Chief Jason Brady, Finance Director Abel Campos, Comprehensive Plan Strike Force Chair Thom Farrell, Fire Chief David Wilson with Travis County ESD No. 9, and Lauren Winek-Morin and Abe Salinas with K. Friese and Associates.

PUBLIC COMMENTS

Citizens who have questions or wish to address the Town Hall with regard to the following matters will be received at the conclusion of each presentation.

PRESENTATIONS

2. Presentation and discussion with Thom Farrell, Chair of the Comprehensive Plan Strike Force, regarding the following portions of the Comprehensive Plan as recommended to the City Council by the Comprehensive Plan Strike Force:

Facilities and Infrastructure (Comprehensive Plan, p. 31-34)

Economic Development and Fiscal Policy (Comprehensive Plan, p.39-41)

Plan Implementation (Comprehensive Plan, p. 42-43)

Comprehensive Plan Strike Force Chair Thom Farrell discussed the Facilities and Infrastructure and Economic Development and Fiscal Policy sections of the Comprehensive Plan.

Mayor Gavin Massingill called up item 3 to be discussed in conjunction with item 2.

City Council and Strike Force Member Brook Brown discussed the Strike Force Bond and Tax Rate Analysis.

Comprehensive Plan Strike Force Chair Thom Farrell discussed the plan implementation section of the Comprehensive Plan.

3. Presentation and discussion with Brook Brown, Strike Force member, regarding the Strike Force Bond and Tax Rate Analysis

This item was discussed in conjunction with item 2.

4. Presentation and discussion with K. Friese and Associates, City Engineers, regarding the 2020 Drainage Infrastructure Improvement Plan

Abe Salinas with K. Friese and Associates gave a presentation regarding the 2020 Drainage Infrastructure Improvement Plan.

Mayor Gavin Massingill called up item 5 to be discussed in conjunction with item 4.

Abe Salinas stated that Greg Blackburn will be here this evening to present the Water CIP at the regular City Council Meeting.

Mayor Gavin Massingill discussed the soon to be presented CIP and complemented K. Friese and Associates for their effort to getting the city on top of dealing with deferred maintenance. He further discussed coming up with an administrative master plan for dealing with these infrastructure plans so that buildup of deferred maintenance doesn't happen.

Abe Salinas further discussed that the next step is to look at drainage, water and roadway needs and see where there is overlap and efficiencies that could be found.

5. Update from Mayor Massingill and K. Friese and Associates, City Engineers, regarding the 2022 Water Capital Improvement Plan

This item was discussed in conjunction with item 4.

- 6. Presentation and discussion by City staff regarding the 2019 Spatial Needs Assessment and discussion with Fire Chief David Wilson, Travis County ESD No. 9, regarding a proposal for a satellite emergency station to be collocated at City Hall

Fire Chief David Wilson discussed the Travis County ESD No. 9 service area and the needs and recommendations that they have identified through strategic planning, and that one of the recommendations was to have a unit in the City of Rollingwood. He discussed that the ESD Board has expressed an interest in how they may be able to work with Rollingwood as they also look to meet infrastructure needs.

Chief Wilson discussed the type of unit that would be located in the city, the response capabilities and the plan for personnel.

The City Council and Chief Wilson discussed the timeline for this expansion, the type of calls that are common in the area, and the possibility for shared spaces with the Police Department.

Mayor Gavin Massingill discussed the City’s Spatial Needs Assessment from 2019 and the options presented.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:54 p.m.

Minutes Adopted on the 9th day of March, 2022.

Gavin Massingill, Mayor

ATTEST:

Ashley Wayman, Interim City Administrator



CITY OF ROLLINGWOOD CITY COUNCIL MEETING MINUTES

Wednesday, February 16, 2022

The City Council of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, February 16, 2022 at 7:00 p.m. Members of the public and the City Council were permitted to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to 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=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

Password: 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

CALL REGULAR CITY COUNCIL MEETING TO ORDER

1. Roll Call

Mayor Gavin Massingill called the meeting to order at 7:10 p.m.

Present Members: Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Council Member Brook Brown, Council Member Alec Robinson, Council Member Roxanne McKee, and Council Member Phil McDuffee.

Also Present: Interim City Administrator Ashley Wayman, Police Chief Jason Brady, City Attorney Charles Zech, Development Services Director Carrie Caylor, and Greg Blackburn, Dale Murphy and Allison Densler with K. Friese and Associates.

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.

The following individuals spoke during public comments:

- Shanthi Jayakumar, 3309 Park Hills Drive, thanked the Rollingwood Police Department for their work ensuring that the city’s vulnerable residents had water and were taken care of during the Austin Water issues of the past week.

SWEARING IN OF NEWLY APPOINTED OFFICIAL

2. Swearing-In of Council Member Roxanne McKee

Mayor Gavin Massingill performed the swearing-in ceremony for Council Member Roxanne McKee.

PRESENTATIONS

3. Presentation, discussion and possible action on the Water Capital Improvements Plan (CIP) prepared by K. Friese and Associates

Dale Murphy with K. Friese and Associates presented the Water Capital Improvements Plan. He discussed the basics of the city’s water system, pressure relief valves and the city’s contract with Austin Water.

Greg Blackburn with K. Friese and Associates discussed the city’s existing pressure planes, the water modeling used in the city’s water system and to identify projects for the CIP, the proposed new pressure planes, and specific projects listed in the CIP.

The City Council and K. Friese and Associates representatives discussed the individual projects listed in the plan.

Mayor Gavin Massingill discussed the need to update the city’s GIS database as features are discovered and improvements are made.

The City Council and K. Friese and Associates representatives further discussed the individual projects listed in the plan, water line relocations in conjunction with new builds, where the city’s wastewater lines are located, and the next steps of this project.

Council Member Brook Brown asked about the most likely funding sources for these projects and Greg Blackburn discussed that the Texas Water Development Board may be the best place to look for grant funding. Dale Murphy also discussed that there are usually high administrative costs associated with these grants.

The City Council discussed previous projects regarding fire-flow.

Mayor Gavin Massingill called up item 16 at this time.

Mayor Gavin Massingill returned to this item at the conclusion of item 15.

Mayor Gavin Massingill thanked K. Friese and Associates for their work on this CIP, asked them to correct and incorporate things discussed tonight and bring it back at a future meeting.

Council Member Brook Brown asked that they include John Hinton’s question in their review.

4. Presentation of the GIS Mapping tool by WSB Engineering

Jay Kennedy with WSB Engineering discussed the progress made in locating and mapping the city’s easements and the different features of the city’s GIS maps.

The City Council and Jay Kennedy discussed how updates to this map are made.

Development Services Director Carrie Caylor discussed the internal process for documenting these updates as they are found in the field and that there is a quarterly meeting with K. Friese and Associates and Crossroads where staff can ensure these updates are being made.

The City Council and Jay Kennedy discussed the preservation and accuracy of this data, the data that is used to create these maps and the public and/or private nature of the data.

Mayor Gavin Massingill and Jay Kennedy discussed the steps moving forward.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a City Council Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

- 5. Discussion and possible action on the minutes from the January 19, 2022 City Council Meeting
- 6. Discussion and possible action on the minutes from the January 25, 2022 Oak Wilt Town Hall Meeting
- 7. Discussion and possible action to accept Jordan Scott's resignation from the Planning and Zoning Commission

Mayor Pro Tem Sara Hutson moved to approve the consent agenda. Council Member Phil McDuffee seconded the motion. The motion passed 5-0.

REGULAR AGENDA

- 8. Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove within the Residential zone

Mayor Gavin Massingill discussed the Zoning Map that is in the packet and the outstanding parcels that staff is reviewing. He explained that this version came from the GIS work that has been done.

Development Services Director Carrie Caylor discussed how information was transferred to WSB to create this map.

Mayor Gavin Massingill discussed that he agrees that adopting this map is important though the original prevailing document that created this map is what would ultimately control.

City Attorney Charles Zech discussed that under the law, in order to rezone or zone a piece of property, there is an appropriate process that must be followed, and if the mayor signs a zoning map but it is determined in the future that the appropriate process was not followed to come up with that zoning designation, it is not a valid designation.

The City Council and Development Services Director Carrie Caylor discussed questions regarding certain areas and parcels of the zoning map provided.

Shanthi Jayakumar, 3309 Park Hills Drive, discussed the property line between the city and the athletic club and potential discrepancies with what is presented.

Mayor Gavin Massingill asked that Development Services Director Carrie Caylor work through the list systematically, solve what the city can solve, and then bring it back for the City Council to review the remaining work that needs to be done.

The City Council discussed additional concerns with the map.

Mayor Gavin Massingill called up item 10 at this time.

9. Discussion and possible action on a proposal from Crossroads to replace the broken Pressure Relief Valve at Hatley and Almarion

Greg Blackburn and Dale Murphy with K. Friese and Associates discussed the broken pressure relief valve at Hatley and Almarion and explained that it is a primary backup for the city's system but is not in operation at all times.

Mayor Gavin Massingill discussed this and asked the City Council to take no action on this item tonight. He also explained that the city is over budget on Crossroads line items and would be reviewing this budget soon.

Interim City Administrator Ashley Wayman discussed that this quote provided by Crossroads is the worst-case scenario and that it does not work into the CIP plan to change the pressure planes as proposed by the plan.

Mayor Gavin Massingill discussed why this quote was on the agenda and asked that the City Council push pause on this for the time being and review this PRV in conjunction with plans in the CIP.

Mayor Gavin Massingill called up item 15 at this time.

10. Discussion and possible action to authorize the Mayor to take action related to emergency oak wilt trenching

Council Member Phil McDuffee discussed the proposal in the packet for emergency trenching and explained the steps that need to be taken to protect against Oak Wilt spread.

Development services Director Carrie Caylor discussed the priority of sections to be trenched to best contain the spread of oak wilt in this area.

The City Council and Development Services Director Carrie Caylor discussed the first Oak Wilt trenching project, the trenching to be done in connection with the Nixon/Pleasant Drainage Project, estimated trenching costs and testing costs.

Council Member Phil McDuffee moved to authorize Mayor Massingill to engage with the vendors or delegate engagement for the purpose of getting estimates and finding a timeline for trenching for the first orange emergency trenching phase. Mayor Pro Tem Sara Hutson seconded the motion.

The City Council discussed bringing this item back for funding after quotes are gotten. They also discussed whether this action is enough to get on a contractor’s calendar.

The motion passed 5-0.

- 11. Staff briefing as to current building enforcement policies and procedures, and Council discussion and possible action with regard to enforcement of building permit requirements, including processes for enforcement of violations, actions with respect to repeat violations, periodic on-site inspection of permit activities and as-built construction

Council Member Brook Brown discussed why she requested this item, explaining a situation in which contractors were working on the weekends. She also discussed other working conditions she has seen and become aware of.

Mayor Gavin Massingill discussed a new process relating to weekend work and that he would ask Development Services Director Carrie Caylor and Police Chief Jason Brady to discuss the status of that process.

Development Services Director Carrie Caylor discussed the process that is now in place concerning weekend work that was in violation of the city’s ordinances.

Police Chief Jason Brady discussed how this process is initiated and the tracking system that the police department now has in place.

Council Member Brook Brown discussed the designation of a responsible person and that someone must be aware of subcontractors showing up and working on weekends or after hours.

Mayor Gavin Massingill further discussed that with the new process that has been put in place the feedback loop back to the contractor is being closed.

Development Services Director Carrie Caylor discussed the process from pre-construction meetings to issuance of a certificate of occupancy.

Council Member Brook Brown discussed that the contractors that have been in violation of weekend rules are also in violation in other ways, and that there was other onsite supervision that should be happening for construction projects in the city.

Development Services Director Carrie Caylor discussed that the city needs to be made aware of complaints when they are made so that they can be addressed.

The City Council discussed how complaints are called in and that the city needs to create a process to enforce the building code.

Council Member Brook Brown asked about the permit list posted online and discussed that some are missing contact information and Development Services Director Carrie Caylor discussed that updates can be made to the list if they are brought to her attention.

John Hinton discussed 3810 Gentry and the repeated weekend violations and his suggestions for alleviating these issues.

The City Council and Development Services Director Carrie Caylor discussed how many warnings a violator is given, that there is not a requirement for construction fences in the city's code, issues with garbage being left on properties in violation of ordinances, and whether there was a past discussion regarding an ordinance requiring construction fences.

Mayor Gavin Massingill asked staff to make note of this discussion and to bring back more information and a discussion relating to requiring construction fences next month.

Development Services Director Carrie Caylor discussed the code related questions brought up last month and that this report addresses those questions.

Mayor Pro Tem Sara Hutson discussed her concerns with the placement of construction fences and safety issues they create, as well as onsite storage of materials.

The City Council further discussed onsite and in right-of-way storage of materials.

Mayor Pro Tem Sara Hutson further discussed the enforcement of trash on properties and what kind of system needs to be put in place for enforcement of building rules.

Mayor Gavin Massingill stated that a note was made to bring a construction fence ordinance back and that the staff would commit to improving the process of correcting these issues.

Mayor Pro Tem Sara Hutson asked if we could enforce parking on the wrong side of the street and Police Chief Jason Brady stated that they do but that they could do more.

Mayor Pro Tem Sara Hutson further discussed situations of illegal parking that she has seen. She also discussed construction hours and the definitions in the code about what is considered construction, and what can be built within setbacks, easements and rights of way.

Development Services Director Carrie Caylor discussed the way the city considers occupancy of the setbacks and that the primary structure is not allowed to extend beyond the setbacks.

The City Council further discussed this concern of building past the foundation and what is allowed in setbacks, including flower beds and other structures.

Police Chief Jason Brady discussed how officers respond when there are complaints.

12. Discussion and possible action to update building permit applications to mirror current ordinances and requirements, including Ordinance No. 2018-09-19(B) requiring designation of a responsible person for permit compliance, and discussion and possible action as to current permits not in compliance with ordinance requirements

Council Member Brook Brown discussed that she brought this item up because the code discusses the designation of a responsible person but that it is not on the application.

The City Council and Development Services Director Carrie Caylor discussed the responsible party form and process for recording that information.

The City Council further discussed the process for enforcing the code and citing accordingly.

Development Services Director Carrie Caylor stated that she would review the list and make necessary updates.

Shanthi Jayakumar, 3309 Park Hills Drive, thanked the city for beginning to post this to the website again and discussed that permit dates were not included in the spreadsheet, and that there are other things that are missing on this list.

- 13. Presentation on the city process regarding the granting of variances from our city ordinances regarding residential plats and building permits. Discussion and possible action to address clarifications needed to our code regarding set backs, property address assignment and changes, notice requirements and other issues related to the division of authority between the building office, P&Z and BOA and to enforcing our code

Mayor Gavin Massingill explained that there was a mistake made in the way the city posted for a variance in a specific meeting that this item refers to and that he would like to turn the discussion over to City Attorney Charles Zech

Mayor Pro Tem Sara Hutson discussed that there was a Planning and Zoning Commission meeting last week in which a replat was heard and there was confusion about whether it should go to the Planning and Zoning Commission or the Board of Adjustment.

City Attorney Charles Zech discussed this matter and what happened in this instance, explaining that a zoning variance was necessary because the zoning setback was more restrictive based on the way that houses were facing, and that the applicants will need to seek a zoning variance even though a subdivision variance was approved.

Mayor Gavin Massingill stated that in this instance, the city made a call, it was not correct and that the next step is to send this to the BOA and notice appropriately.

Mayor Pro Tem Sara Hutson asked what needed to be changed in the code to make this clearer. She also discussed the reason the code is written this way it is so that the building lines along a street are consistent. She also discussed that there is no notice requirement for address changes and that the adjoining neighbors are not given the opportunity to object.

City Attorney Charles Zech stated that he and staff could sort through those issues and that he would like to look into the address change portion. He stated that they will come back with a solution that he thinks can solve the issues discussed.

The City Council and City Attorney Charles Zech further discussed this concern and he agreed to work with staff and Mayor Pro Tem Sara Hutson to come up with a solution.

- 14. Update, discussion and possible action regarding the Zilker Park Vision Planning process

Mayor Gavin Massingill discussed that he and Council Member Alec Robinson have taken the lead on following and understanding the proposals for the Zilker Park Vision Planning process. He discussed both the meeting with representatives of the City of Austin and the design team, as well as the community meeting that was held virtually.

Council Member Alec Robinson discussed that this was the 4th community meeting, and explained that they have presented three plan concepts and they intend to use sections of each concept for the final plan. He also discussed the potential consequences to the City of Rollingwood on some of the proposed options.

Mayor Gavin Massingill stated that this presentation should be shared widely and discussed that he is appreciative that they reached out and for the chance to work with them. He also discussed that there would be another chance to meet with the City of Austin and the design group, and that it does not appear that there are plans to put a large parking structure on Rollingwood’s side of MoPac.

The City Council further discussed some of the proposed options and the timeline.

Mayor Gavin Massingill stated that they would follow up, stay engaged, and try to get further detail on some of the proposed ideas.

Mayor Gavin Massingill returned to item 16 at this time.

- 15. Update, discussion and possible action regarding a scope of services for the Vance, Vale, and Bettis waterlines replacement

Interim City Administrator Ashley Wayman discussed that this item was postponed to a time certain to this City Council meeting and that the city is working with Crossroads and the city engineers to get quotes for subsurface utility locates in this area.

The City Council and representatives of K. Friese and Associates discussed project A in the CIP and how it relates to this original scope of services.

Shanthi Jayakumar, 3309 Park Hills Drive, discussed previous waterline projects completed in this area.

The City Council and Shanthi Jayakumar discussed whether the entire Vale water line was replaced previously or if it was only part of the line.

Mayor Gavin Massingill further discuss the subsurface utility locates.

Council Member Roxanne McKee discussed talking to previous employees about what exactly was replaced here.

Mayor Gavin Massingill returned to item 3 at this time.

- 16. Discussion and possible action regarding the preparation and submittal of certain applications for monetary support for the Texas Water Development Board

Interim City Administrator Ashley Wayman discussed that there may be federal monies available through the Texas Water Development Board and relayed a conversation she had with a

gentleman who has experience in writing the applications for grants with the TWDB. She explained that Commissioner Ann Howard pointed her in the direction of this gentleman and stated that Travis County may be interested in helping cities in their jurisdiction pay for help to submit applications. She discussed the process that he discussed with her.

Mayor Gavin Massingill discussed that there would be a cost associated with this and if the City Council wanted to pursue this they would need to include a dollar amount.

The City Council discussed the cost to get an application submitted and the window for applications.

Mayor Gavin Massingill discussed that if we submitted an application in this year it would be something we could build on going forward. He also discussed that strings may be attached to this money that the city doesn't have the resources to manage.

Mayor Gavin Massingill stated his intent to call up items 15 and 9 while representatives of K. Friese and Associates are in attendance.

Council Member Brook Brown asked that the Council postpone item 16 until later in the evening.

Council Member Brook Brown moved to table item 16 to be recalled at the approval of the Mayor. Mayor Pro Tem Sara Hutson seconded the motion. The motion passed 5-0.

Mayor Gavin Massingill called on John Hinton, present virtually, to speak.

John Hinton discussed previous experiences with the Texas Water Development Board and stated that the Financial Advisor would likely be able to help the city work on this. He also discussed his property at 2 Jeffrey Cove, which is in a cul-de-sac that was supposed to be part of the last bond project, and asked whether the engineers had considered connecting Jeffrey Cove to Randolph Place to create an additional loop in the system.

Greg Blackburn with K. Friese and Associates discussed the current modeling for this cul-de-sac and stated that they would look at this previously discussed solution.

Mayor Gavin Massingill called up item 9 at this time.

Mayor Gavin Massingill returned to this item at the conclusion of item 14.

The City Council discussed that the CIP and IIP are documentation of need, the comments John Hinton made regarding past TWDB grants and the rate increase aspects, other potential funding structures for this and future grants, and projects that could be done in the city.

Council Member Sara Hutson moved to authorize the Mayor and Interim City Administrator to work towards preparation of applications for monetary support from the Texas Water Development Board with a budget not to exceed \$5,000. Council Member Roxanne McKee seconded the motion. The motion passed 5-0.

17. Discussion and possible action with respect to the appointment of a Chair and members to the MoPac South Expansion Task Force

Council Member Brook Brown discussed the purpose of this item and that after hearing from the applicants there is a high level of advice that would be needed and that they should appoint the Mayor to be the Chair of the Task Force.

Council Member Brook Brown moved to appoint Thom Farrell, Gay Erwin, John Hinton, Victor Alcorta and Wallace Graner to the MoPac South Expansion Task Force and to come back at the next meeting with an amended resolution that allows there to be six members with the Mayor to be the Chair. Council Member Phil McDuffee seconded the motion.

Mayor Gavin Massingill discussed that he is happy to serve as chair and give guidance to this Task Force and that he does not expect that there would be a large number of meetings.

Council Member Sara Hutson discussed that hopefully Amy Pattillo is still planning on being engaged and advocating for Rollingwood in her role.

The City Council discussed that this group would understand the city’s position on the proposed MoPac South Expansion and would help to disseminate that message and make connections with nearby stakeholders.

The motion passed 5-0.

- 18. Appointment of members of City Council to serve as Council liaisons for Police and Courts, Utility Commission, Streets and Roadways, Park Commission, Personnel, Budget, Planning and Zoning Commission, Board of Adjustment, and the Rollingwood Community Development Corporation

Mayor Gavin Massingill discussed that the selection of liaisons is up to the City Council.

Interim City Administrator Ashley Wayman read the section of the code pertaining to the selection of liaisons.

Mayor Gavin Massingill discussed the slate of liaisons that he has proposed and discussed the role of the liaison.

Council Member Sara Hutson discussed that there is no female representation in personnel liaisons.

The City Council further discussed the liaison assignments.

Mayor Pro Tem Sara Hutson moved to approve the Council Liaison recommendations as presented with the one change being that Mayor Gavin Massingill is taken off the official list of personnel liaisons and Sara Hutson is added. Council Member Phil McDuffee seconded the motion.

The motion passed 5-0.

- 19. Discussion and possible action on appointments to the Planning and Zoning Commission and the Board of Adjustment

Interim City Administrator Ashley Wayman stated that currently there is one opening on the Planning and Zoning Commission and one alternate position open on the Board of Adjustment,

and that there is currently one application for the Planning and Zoning Commission by Greg Demas.

Council Member Phil McDuffee moved to appoint Greg Demas to the Planning and Zoning Commission. Council Member Alec Robinson seconded the motion. The motion passed 5-0.

- 20. Discussion and possible action to set dates for the 2nd and 3rd public workshops on the Comprehensive Plan and discuss tentative dates with respect to the consideration and adoption of the Comprehensive Plan

Council Member Brook Brown discussed the intent to schedule the next two workshops for the Comprehensive Plan. She also discussed the topics that will be covered at the next workshops.

Interim City Administrator Ashley Wayman stated that of the dates circulated, the only date that worked as a stand-alone workshop was Wednesday, February 23 at 6:00 p.m.

Council Member Brook Brown moved to set a date of February 23 for the second Comprehensive Plan Workshop and March 10 for the third Comprehensive Plan Workshop.

The City Council and Interim City Administrator Ashley Wayman discussed the date options for the next workshop.

Council Member Brook Brown withdrew her motion.

Council Member Brook Brown moved to set the date of February 23 for the second Comprehensive Plan workshop. Council Member Phil McDuffee seconded the motion.

The City Council confirmed that this would be held at 6:00 p.m.

The motion passed 5-0.

- 21. Discussion and possible action to reschedule the March 2022 regular City Council Meeting

Interim City Administrator Ashley Wayman stated that of the options circulated for the March meeting reschedule, March 9 was the only one that worked for everyone. She also stated that if the meeting is moved to March 9 not all reports may be ready for the packet at that meeting but that they could double up on reports at the next meeting.

Mayor Pro Tem Sara Hutson moved to reschedule the March City Council meeting to March 9. Council Member Roxanne McKee seconded the motion. The motion passed 5-0.

MAYOR AND DEPARTMENT REPORTS

All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

- 22. City Administrator Report

- 23. Chief of Police Report

- 24. Municipal Court Report
- 25. City Engineer Report - K. Friese & Associates
- 26. Crossroads Utility Services Report on Water and Wastewater for January 2022
- 27. City Stats for January 2022
- 28. Contract invoices through January 2022 - Crossroads Utility Services, Water and Wastewater Services, K. Friese & Associates - IIP & MS4, K. Friese & Associates, City Engineer
- 29. City Financials for January 2022 - Fiscal Year 2021-2022
- 30. RCDC Financials for January 2022 - Fiscal Year 2021-2022
- 31. Texas Gas Service - Notices, Letters and Documents
- 32. Texas Central Appraisal District and Tax Assessor - Notices, Letters and Documents

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:15 a.m. on Thursday, February 17, 2022.

Minutes Adopted on the 9th day of March, 2022.

Gavin Massingill, Mayor

ATTEST:

Ashley Wayman, Interim City Administrator



CITY OF ROLLINGWOOD COMPREHENSIVE PLAN WORKSHOP NO. 2 MINUTES

Wednesday, February 23, 2022

The City Council of the City of Rollingwood, Texas held a Comprehensive Plan Workshop, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, February 23, 2022 at 6:00 p.m. Members of the public and the City Council were permitted to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

Password: 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

CALL COMPREHENSIVE PLAN WORKSHOP TO ORDER

1. Roll Call

Mayor Pro Tem Sara Hutson called the meeting to order at 6:14p.m.

Present Members: Mayor Pro Tem Sara Hutson, Council Member Brook Brown, Council Member Phil McDuffee and Council Member Alec Robinson.

Also Present: Interim City Administrator Ashley Wayman and Thom Farrell, Chair of the Comprehensive Plan Strike Force.

PUBLIC COMMENTS

Citizens who have questions or wish to address the Town Hall with regard to the following matters will be received at the conclusion of each presentation.

PRESENTATIONS

- 2. Presentation and discussion with Thom Farrell, Chair of the Comprehensive Plan Strike Force, regarding the following portions of the Comprehensive Plan as recommended to the City Council by the Comprehensive Plan Strike Force:

Current Land Use (Comprehensive Plan, p.16-23)

Future Land Use (Comprehensive Plan, p. 24-28)

Thom Farrell, Chair of the Comprehensive Plan Strike Force, discussed the Current Land Use section of the Comprehensive Plan. He discussed the Strike Force recommendations concerning protecting residential areas but also to have the ability to walk and bike to the commercial area and have retail and restaurants.

The City Council and Thom Farrell discussed taxes received from office buildings, that restaurants are not allowed in PUD zoning, and the possible use of various parcels within the commercial area.

Thom Farrell discussed the Future Land Use section of the Comprehensive Plan.

The City Council and Thom Farrell discussed the recommendations of the Comprehensive Plan Strike Force, including those regarding short term rentals and accessory dwellings, protection of the tree canopy, drainage, setbacks and lighting concerns and the dark night skies designation.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:33 p.m.

Minutes Adopted on the 9th day of March, 2022.

Gavin Massingill, Mayor

ATTEST:

Ashley Wayman, Interim City Administrator

Rollingwood Womens Club

Funding Request

CONTACT INFORMATION

Date: Feb 2022

Member Name: Mary Elizabeth Cofer Dues Paid: Y N

Email: _____ Phone: _____

REQUEST DETAILS

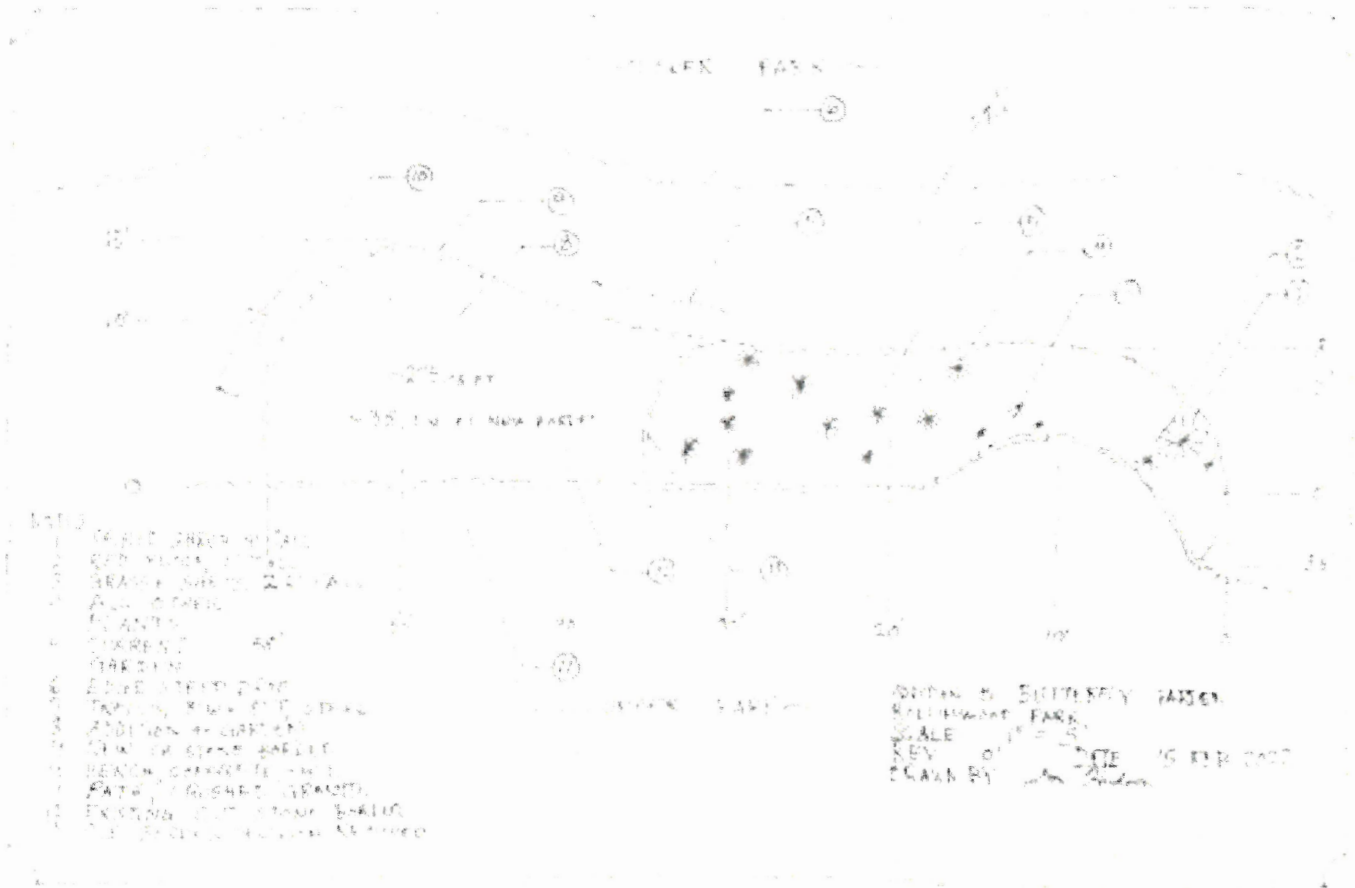
- Does this request fit within the RWC Mission to help beautify the parks and public spaces? Y N
- Overall cost: ~~\$2508~~ ^{\$}2738
- Date to be implemented: 2022
- Does the overall cost include shipping, service fees, installation fees, maintenance, etc? Does not include labor.

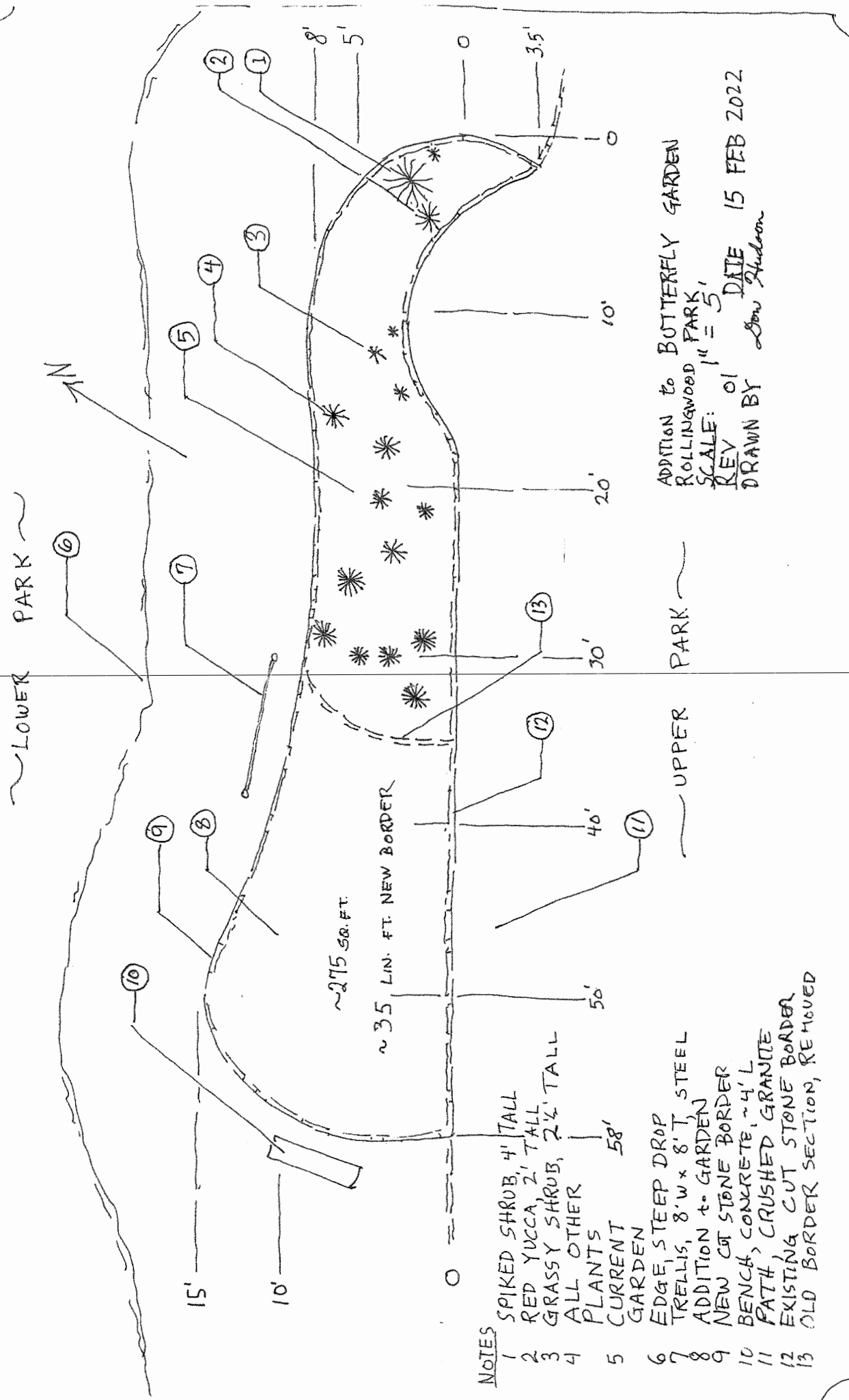
How does this request benefit the parks and public spaces in Rollingwood:

More information can be found here:

Documentation is attached:

Plants - \$250
 Mulch - 200
 compost 200
 benches - (2) \$200
 cut stone, delivered - 383
 Trellis - Steel - \$1,500
 Total: ~~\$2,508~~ \$2738





- NOTES**
- 1 SPIKED SHRUB, 4' TALL
 - 2 RED YUCCA, 2' TALL
 - 3 GRASSY SHRUB, 2 1/2' TALL
 - 4 ALL OTHER PLANTS
 - 5 CURRENT GARDEN 58'
 - 6 EDGE, STEEP DROP
 - 7 TRESSIS, 8'w x 8' T, STEEL
 - 8 ADDITION to GARDEN
 - 9 NEW CAT STONE BORDER
 - 10 BENCH, CONCRETE, ~4' L
 - 11 PATH, CRUSHED GRANITE
 - 12 EXISTING CUT STONE BORDER
 - 13 OLD BORDER SECTION, REMOVED

ADDITION to BUTTERFLY GARDEN
 ROLLINGWOOD PARK
 SCALE: 1" = 5'
 REV 01 DATE 15 FEB 2022
 DRAWN BY *Don Hudson*

HISTORIC LANDMARK COMMISSION
PERMITS IN NATIONAL REGISTER HISTORIC DISTRICTS
FEBRUARY 28TH, 2022
HR-2022-014750
ZILKER PARK
200 ARNULFO ALONSO WAY

PROPOSAL

Rehabilitation of Zilker Clubhouse, including roof replacement, new entry door, and removal of a prior addition.

PROJECT SPECIFICATIONS

- 1) Replacement of existing asphalt shingle roof with Enviroshake roofing over 1” of rigid insulation.
- 2) Installation of a new metal and glass door into the 1994 restroom addition.
- 3) Removal of storage room addition at west main entry and restoration of double exterior doors.
- 4) Cleaning and/or restoration of historic features, including windows, doors, masonry, light fixtures, and door hardware.
- 5) Sitework including new metal entry gates flanked by stone pylons, restoration of the masonry and reconstruction of the missing trellis at Lookout Point, and trail and parking lot improvements.

ARCHITECTURE

Originally built as the Boy Scout Hut, this 1-story, limestone building features a gabled roof and projecting triangular bay on main (east) elevation. Massive chimneys occur at each gable end. Exterior coursed limestone is cut in thin slabs with comers accented through massive blocks. Flat arched door and window openings and casement windows characterize the facade. Exterior walls are battered at bottom. Ornamental ironwork includes lanterns, hinges, and door handles (one shaped like an eagle, a boy scout symbol). The interior features a large lodge room, massive fireplaces on gable ends, stone benches lining some walls, original wagon wheel chandelier suspended from ceiling.¹

RESEARCH

The Zilker Club House was one of multiple buildings constructed by the Texas Civil Works Administration (CWA) in Zilker Park. It was built in 1934 as the Boy Scout Hut. The building contributes to the Zilker Park Historic District.

DESIGN STANDARDS

The City of Austin’s [Historic Design Standards](#) (March 2021) are based on the Secretary of the Interior’s Standards for Rehabilitation and are used to evaluate projects in National Register districts. The following standards apply to the proposed project:

Repair and alterations

1. General standards

These standards indicate that intact historic material should not be removed from the exterior of a building, and when demolishing later additions, care should be taken to minimize damage to the building. The project entails removal of non-original features and restoration of obscured significant building elements, such as the double doors at the west entry.

3. Roofs

Roofing projects should use a material appropriate to the building’s history and character and retain the roof’s configuration and features. Historic documents indicates that this building had a tile roof, and photographs show a flat, slate-like tile with a rounded ridge cap. The roofing material is currently composition shingles. The project proposes installation of a composite roofing tile that will more closely approximate the textural appearance of the historic roofing material. The project also involves adding insulation without appreciably altering the profile of the roof or significant features.

5. Windows, doors, and screens

The project will retain and restore historic windows and doors. A new door opening with a metal and glass door will be added to an existing non-historic addition to improve circulation. This will read as a new feature without detracting from the character of the building.

¹ Julie Strong, “Zilker Park Historic District,” National Register of Historic Places nomination, 1997, <https://atlas.thc.texas.gov/NR/pdfs/97000479/97000479.pdf>.

9. Light fixtures

Historic light fixtures will be retained, repaired, and rewired.

Sites and streetscapes

Proposed new site elements are compatible with the park setting, and significant historic features will be restored based on historic photographs.

Summary

The project will restore significant building and site features and meets the applicable standards.

COMMITTEE FEEDBACK





The Architectural Review Committee received a presentation on the project on April 12, 2021. Committee members appreciated the proposed work. Discussion of the proposed roofing indicated that restoration of the half-round ridge caps would not be possible in the selected material. Members recommended replacing existing railings at the site to be less visually obtrusive.

STAFF RECOMMENDATION

Comment on and release the plans.

LOCATION MAP



-  N
-  SUBJECT TRACT
-  PENDING CASE
-  ZONING BOUNDARY

NOTIFICATIONS
CASE#: HR 22-014750
LOCATION: 200 ARNULFO ALONSO WAY



1" = 500'

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

This product has been produced by CTM for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

PROPERTY INFORMATION

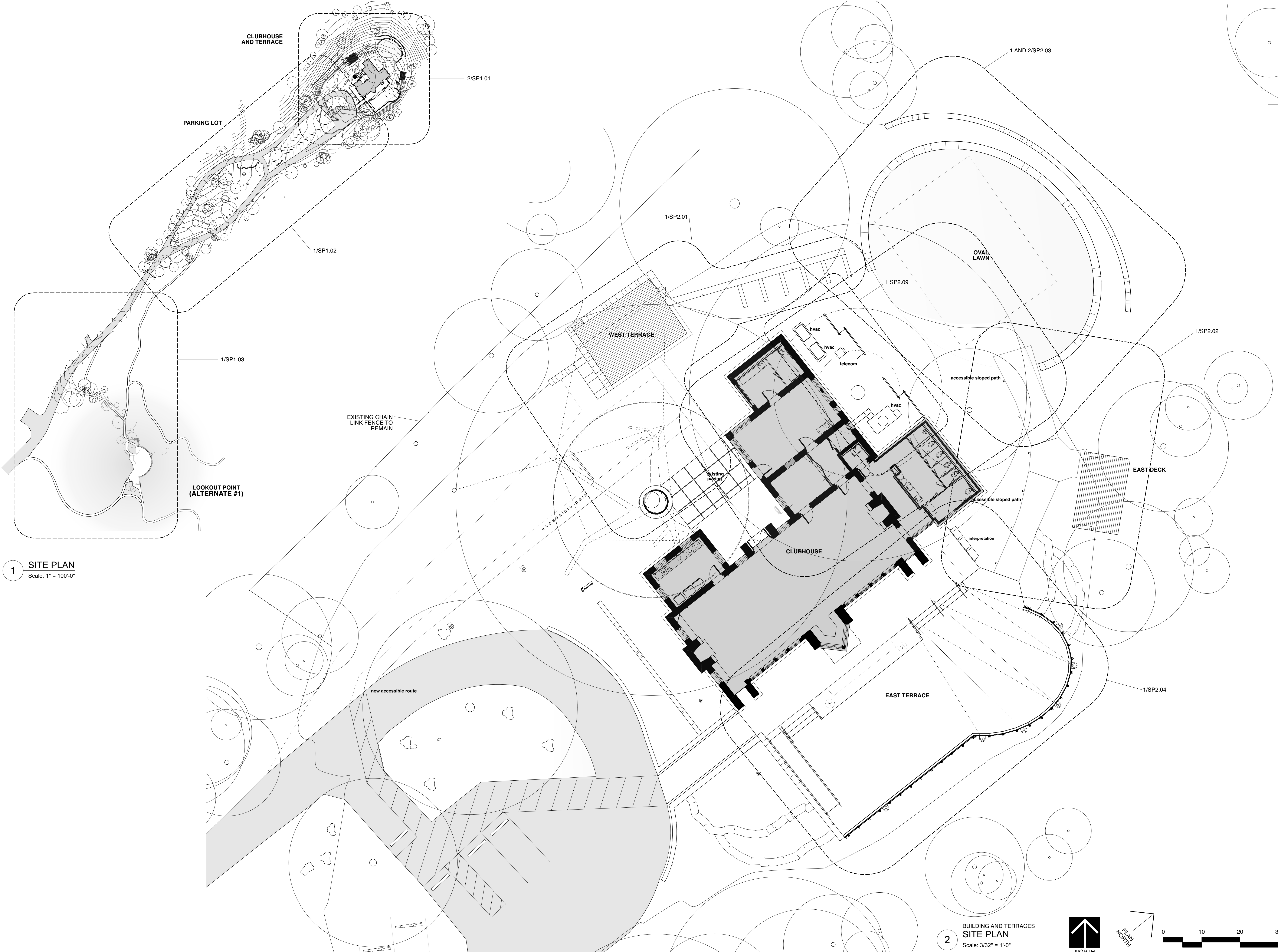
Photos



National Register of Historic Places nomination for Zilker Park Historic District, 1997.

Date: Friday, November 19, 2021
Time: 5:01:42
File name: /Volumes/G_STORAGE/01-Active/19-020 Zilker Clubhouse SD DD CD/Drawings/Zilker CH Site 210813.rvt

1 SITE PLAN
Scale: 1" = 100'-0"



2 BUILDING AND TERRACES SITE PLAN
Scale: 3/32" = 1'-0"



LIMBACHER & GODFREY ARCHITECTS
2124 East 6th Street, #102 Austin, Texas 78702
512.450.1518

PRELIMINARY
Not for regulatory approval, permitting or construction
ALFRED GODFREY, ARCHITECT
NOV. 19, 2021

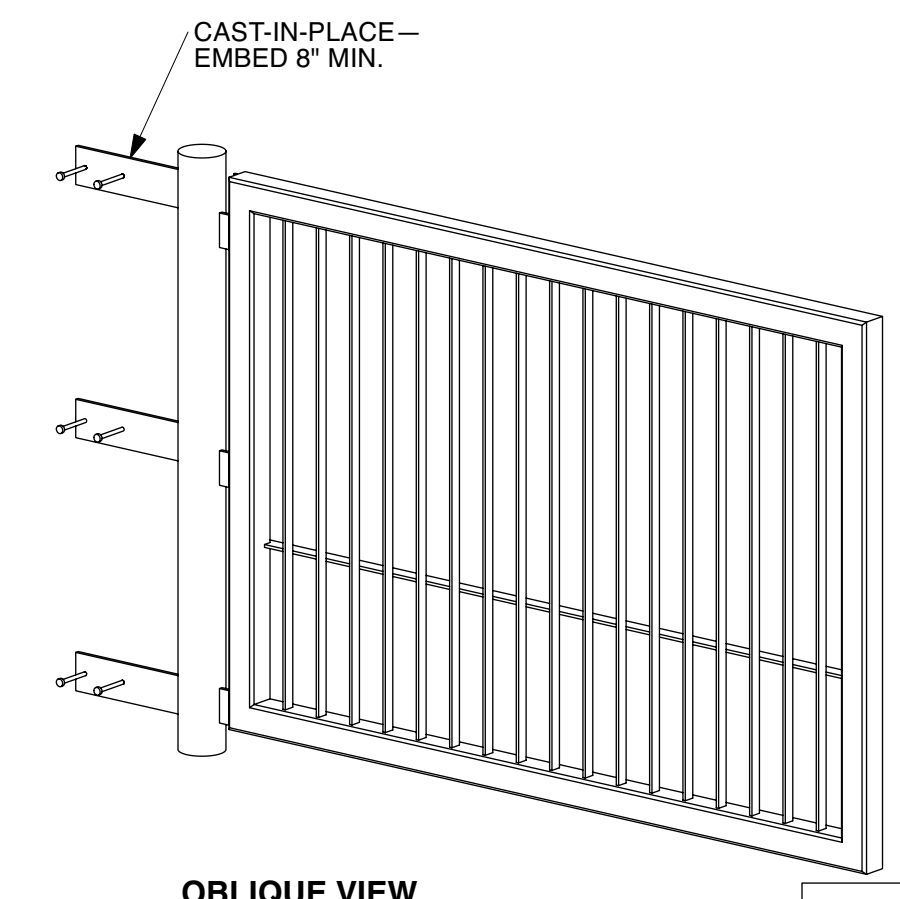
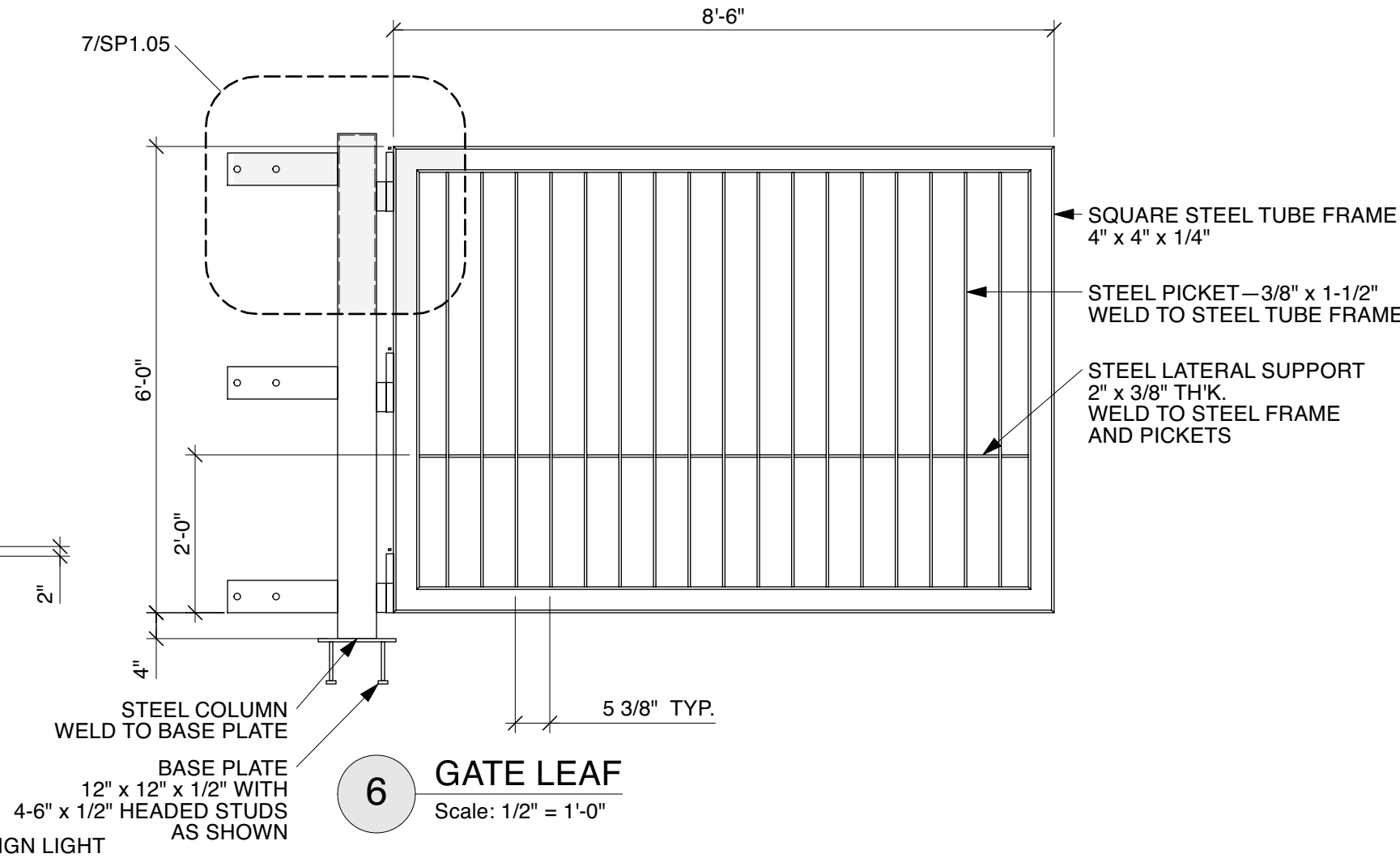
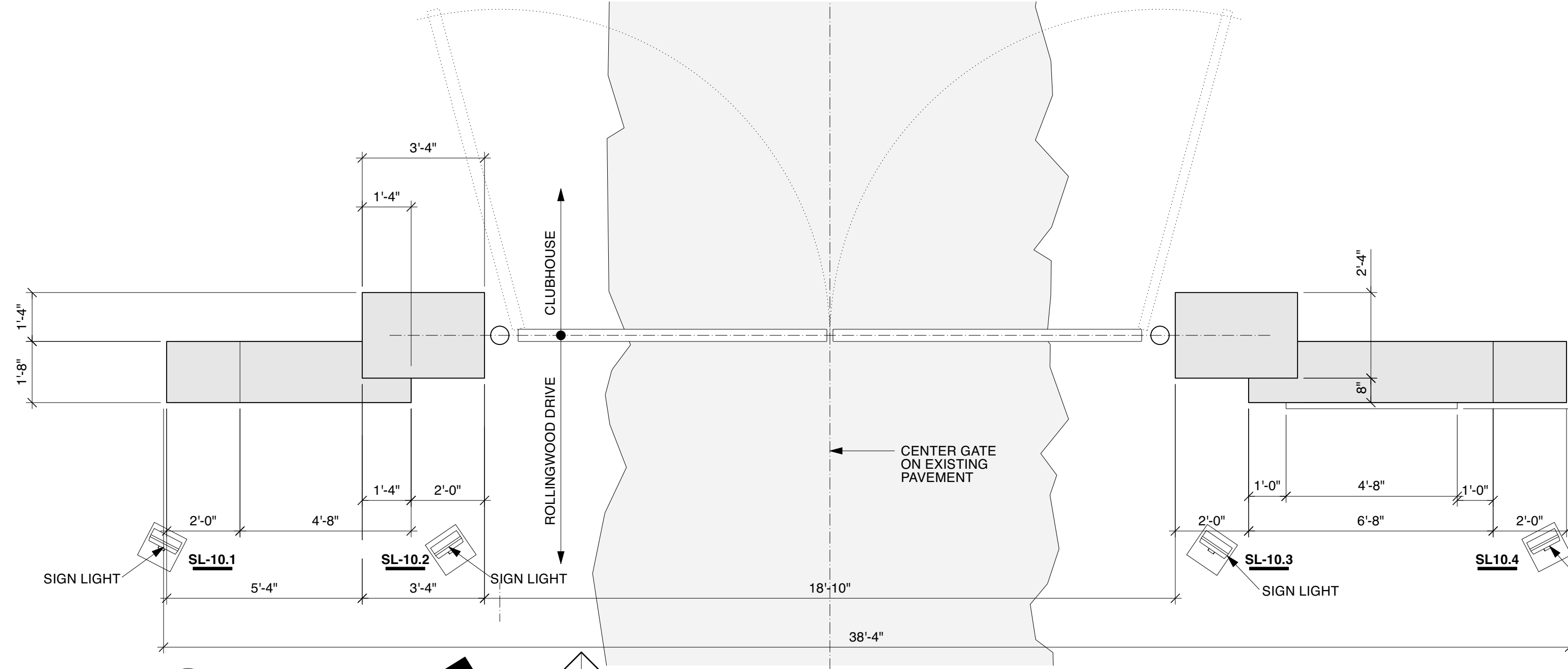
**ZILKER METRO PARK
ZILKER CLUBHOUSE REHABILITATION**
200 Armijo Alonzo Way
AUSTIN, TEXAS 78704

90% CDS

DATE: NOV 19, 2021
REVISIONS:

SITE PLAN

SP1.01



This document is released for the purpose of REVIEW under the authority of S. Patrick Sparks, P.E. Texas License 70196

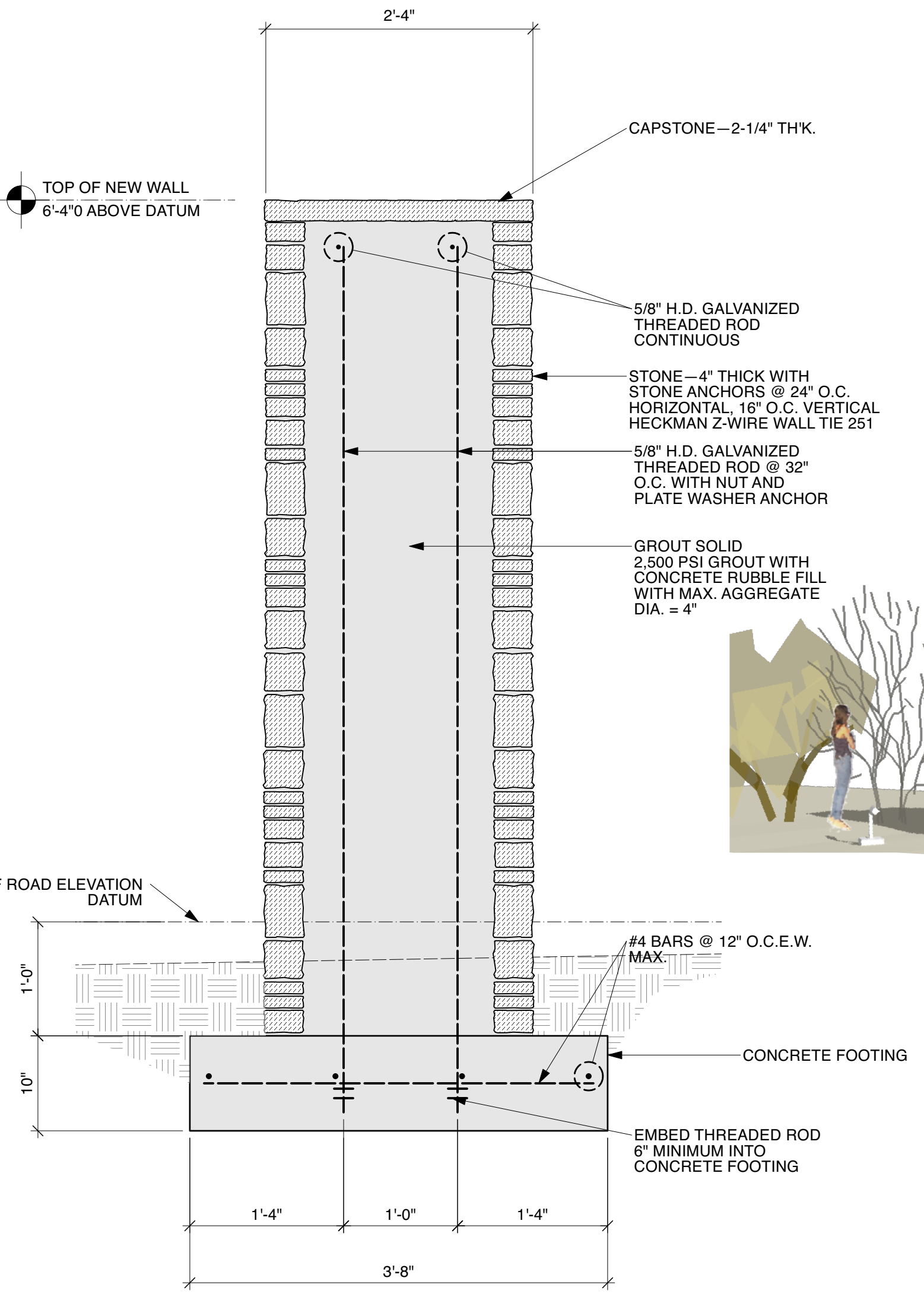
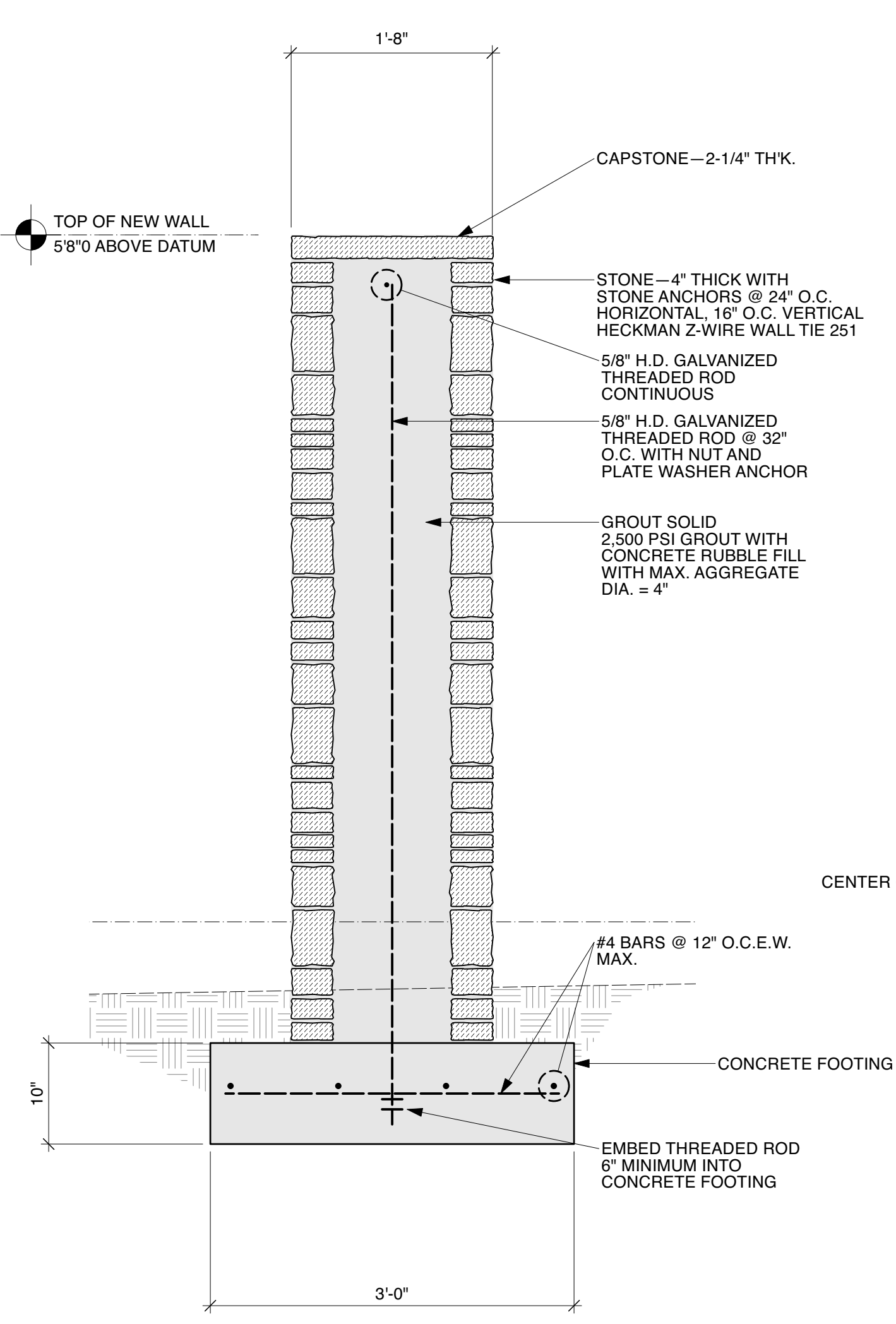
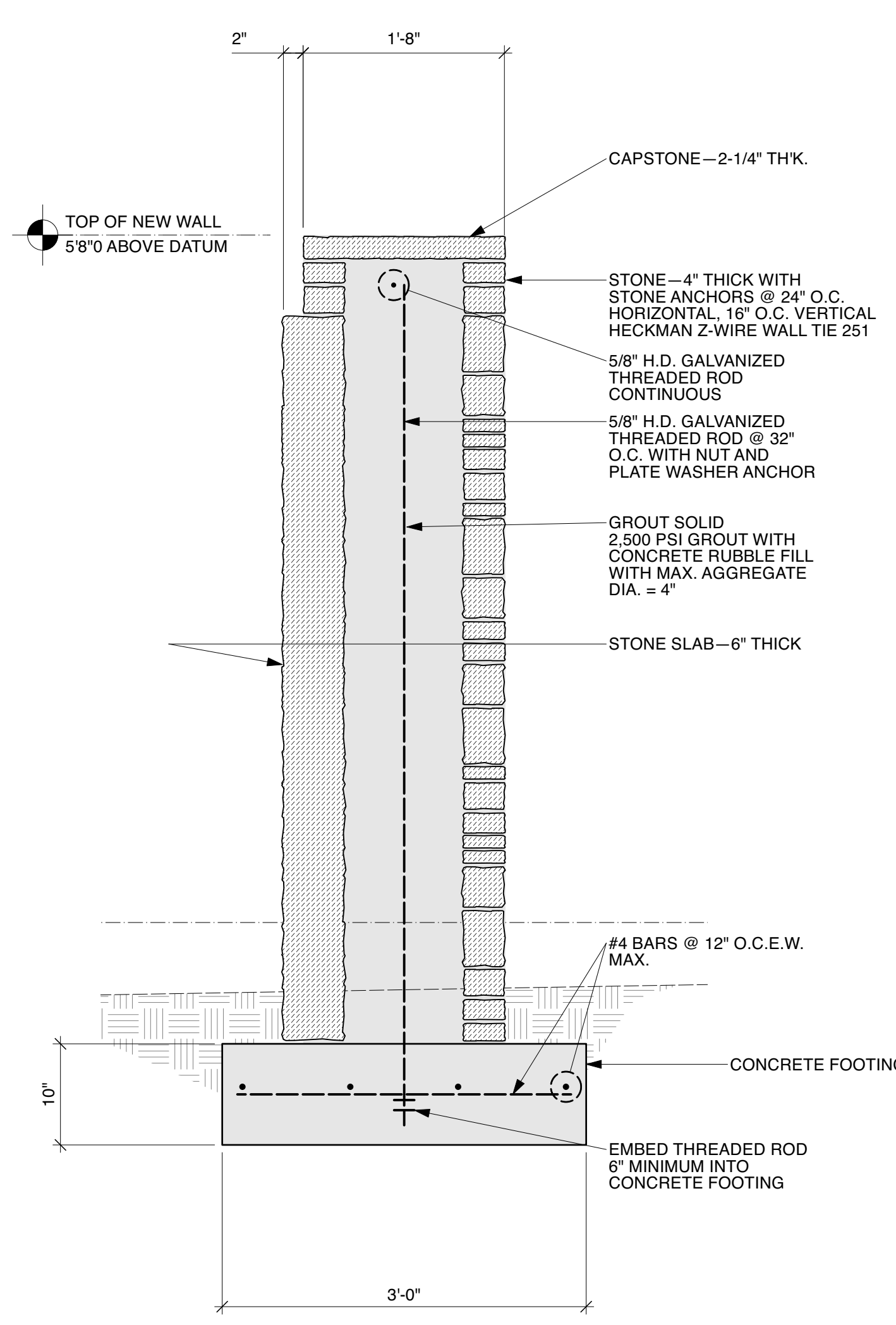
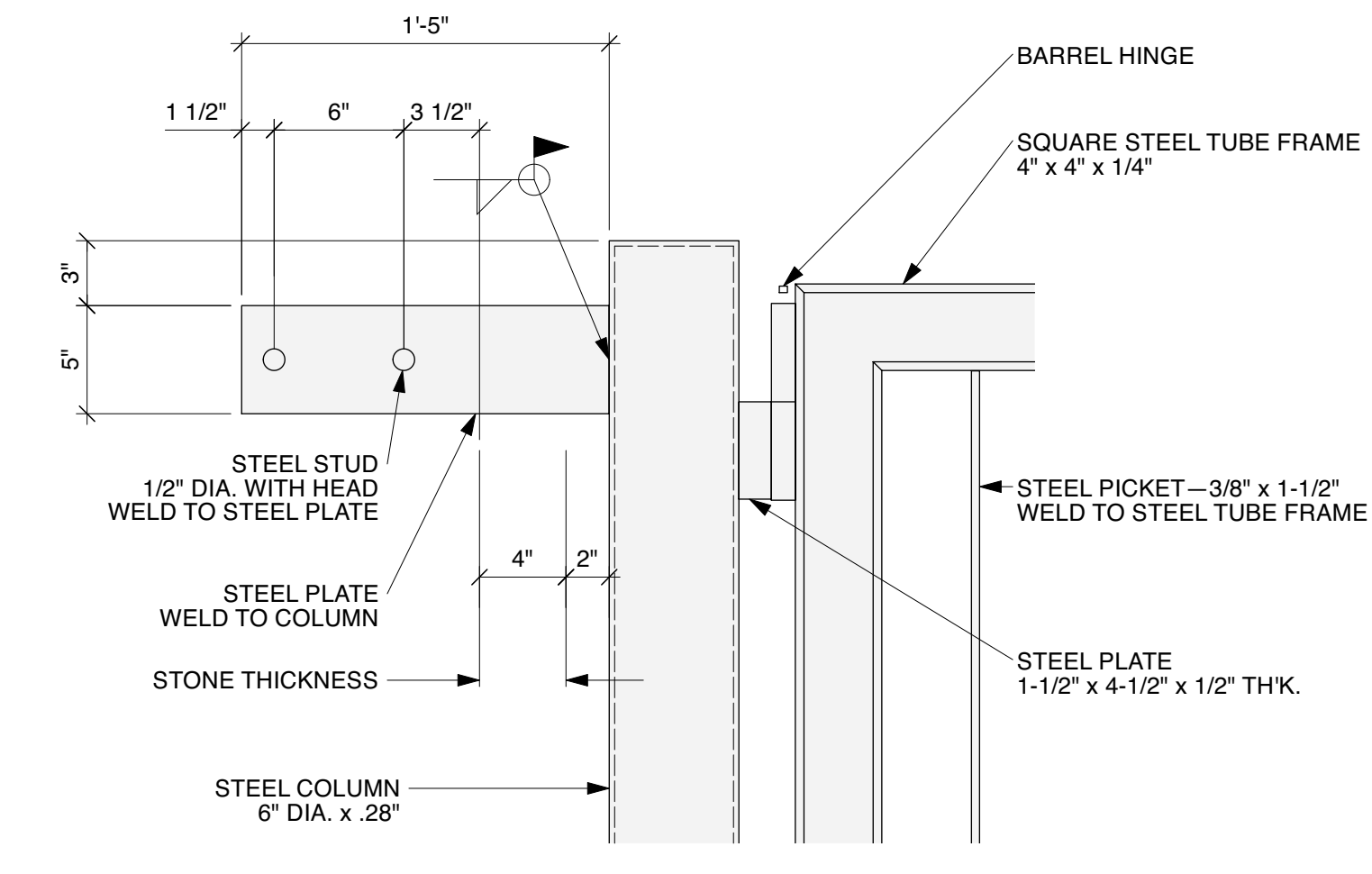
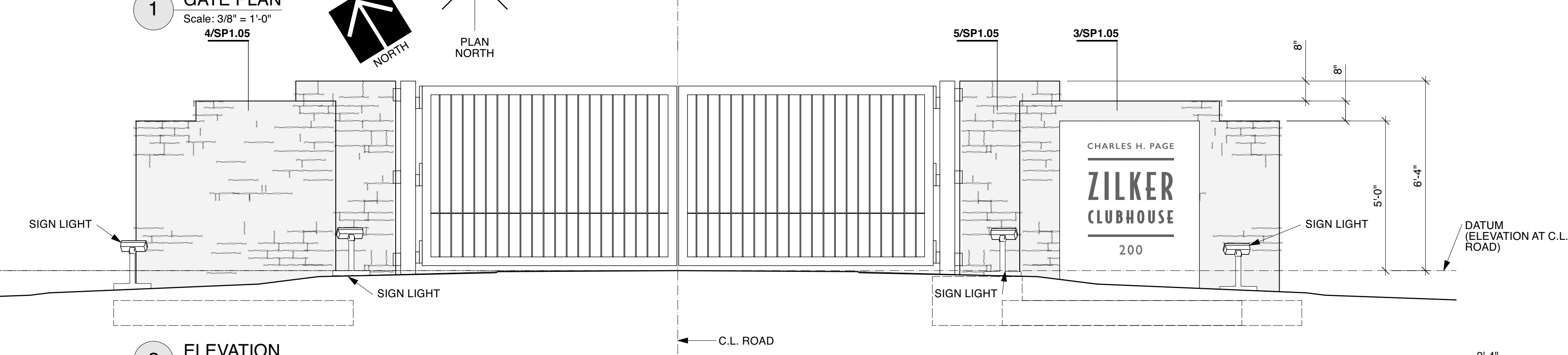
NOT FOR CONSTRUCTION

PRELIMINARY
Not for regulatory approval, permitting or construction

ALFRED GODFREY, ARCHITECT
NOV. 19, 2021

LIMBACHER & GODFREY ARCHITECTS

2124 East 6th Street, #102 Austin, Texas 78702
512.450.1518



**ZILKER METRO PARK
ZILKER CLUBHOUSE REHABILITATION**

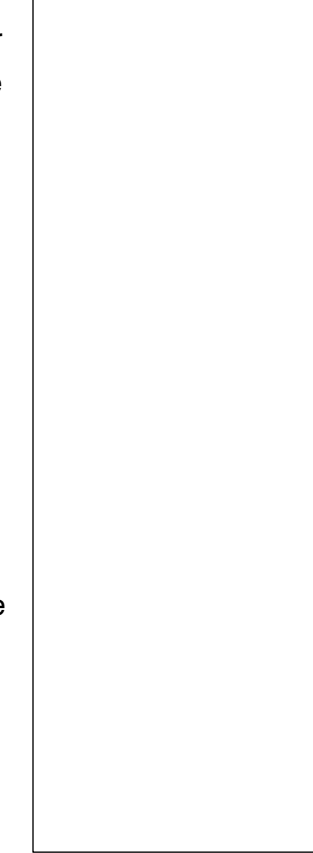
200 Arnullio Alonzo Way
AUSTIN, TEXAS 78704

90% CDS

DATE: NOV 19, 2021
REVISIONS:

Gate

SP1.05

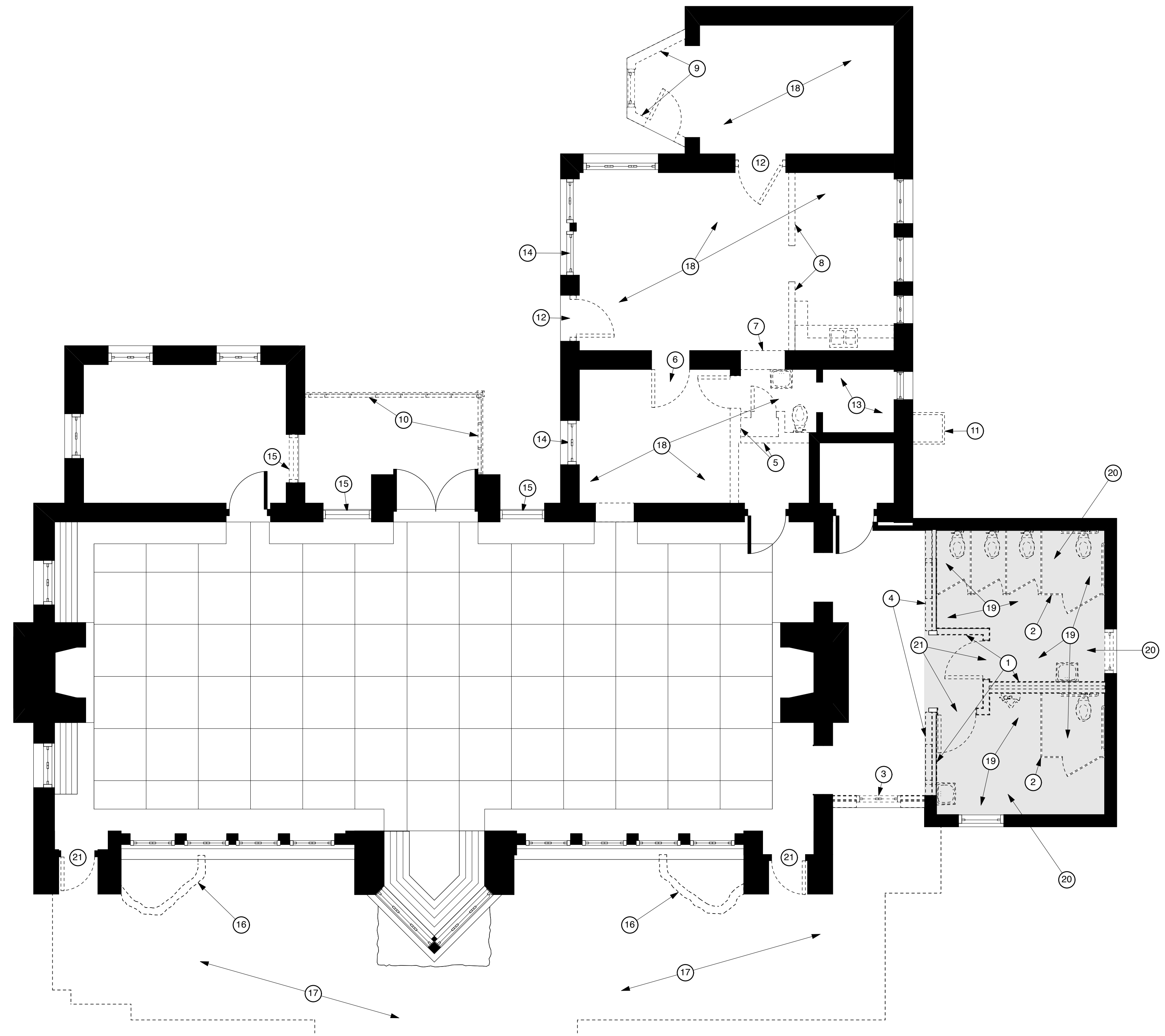


DEMOLITION GENERAL NOTES

- Building has lead-containing paints and coatings. Contractor to refer to included lead-containing materials report prior to conducting any work. Coordinate all demolition with report. Follow all local, state and federal regulations when removing any lead-containing materials.
- Architect has no knowledge of any asbestos or other hazardous materials on jobsite. Contractor shall immediately isolate the affected area if asbestos or other hazardous materials are discovered during construction. Notify Owner for further instruction before proceeding with other work.
- Demolition plans are provided to give a general indication of the scope of the work. Confirm exact extent of the demolition on site.
- Items to be removed, relocated or salvaged are shown with dashed line and are as listed in the keyed demolition notes. All other items are intended to remain in place. Do not damage items, surfaces, finishes and building elements to remain.
- Remove only non-load bearing construction and partitions. Contractor to verify, prior to removal, that no structural components, i.e. bearing walls, beams, headers, etc. supporting floor, roof or ceiling joists are designated for removal. Contact the Architect prior to removal of any construction in question or deviating from the design intent.
- All service locations to be confirmed prior to the commencement of work. Maintain existing utilities to remain in service and protect against damage during demolition operations.
- Protect all existing finishes shown to remain during demolition to prevent damage. Any damage sustained during demolition shall be repaired or replaced by Contractor to match existing conditions.
- Protect all finishes uncovered beneath demolished wall coverings, or other removed elements. Do not damage finishes uncovered in the demolition work.
- All demolition activities shall be performed so as to produce minimal disturbance to existing facility. Maintain separation between areas undergoing demolition work and surrounding areas by providing temporary barriers to prevent dust migration.
- Comply with local jurisdiction requirements for demolition work.
- Where Contractor is designated to make removals, disposition of materials is the sole responsibility of the Contractor. All removed and demolished items/materials to be included in Waste Management Plan. (Re: Spec Section 01505-Construction and Demolition Waste Management.)
- Carefully remove items identified for salvage and reinstallation. Store and protect until reinstallation.
- Carefully remove items identified for salvage and conveyance to Owner. Coordinate delivery to Owner's storage facility, location to be identified. Assume location is within 10 miles of project site.
- Refer to Structural, Mechanical and Electrical drawings for specific demolition notes regarding those disciplines.
- Upon completion of demolition activities, clean the entire area of demolition to a tidy, uniform condition, removing all debris, dust partitions and associated materials used during the demolition. Clean all areas impacted by the demolition, including but not limited to, adjacent occupied areas and areas not within the scope of work.

DEMOLITION KEYED NOTES

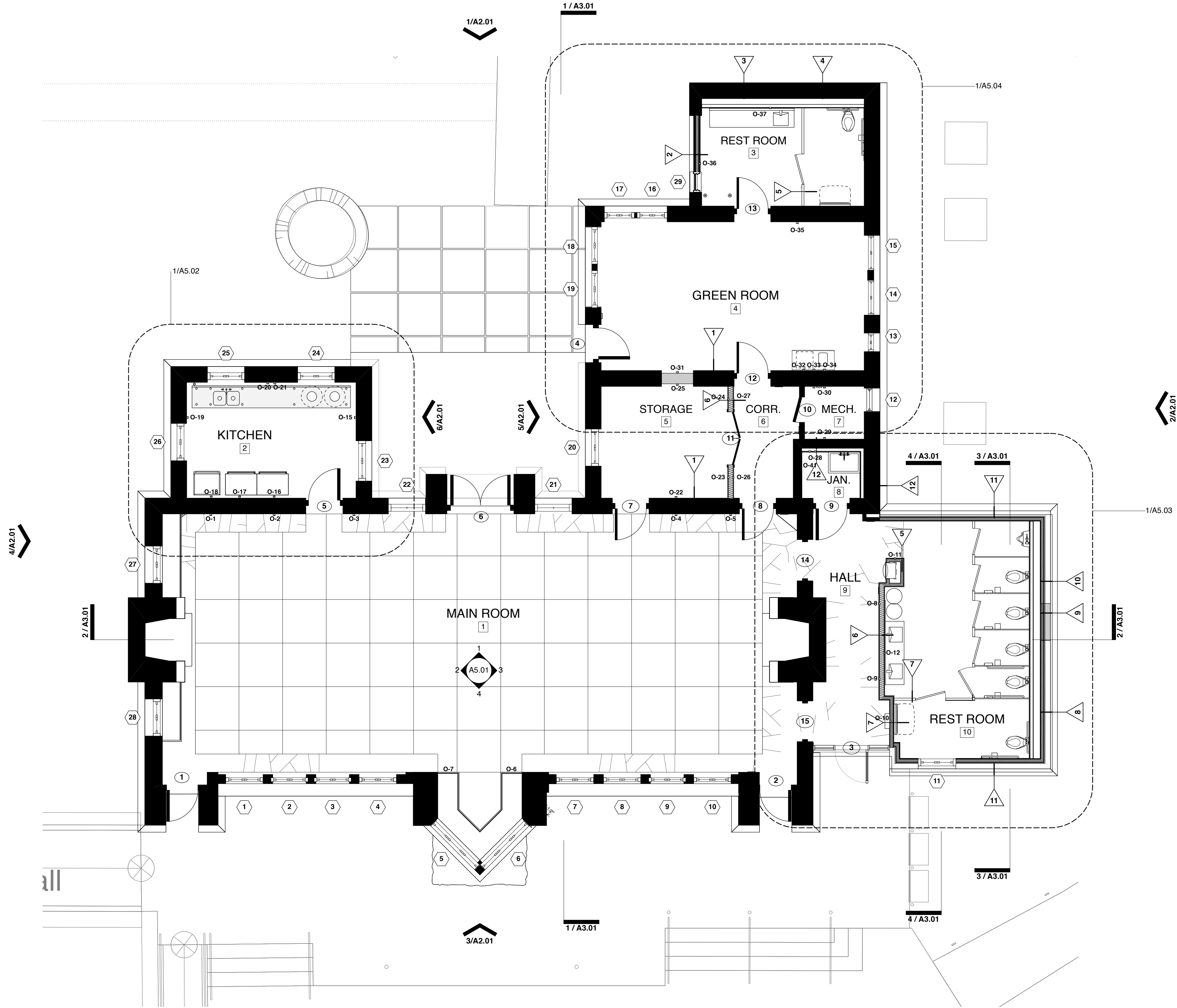
- Carefully remove existing metal stud and plaster partitions. Remove associated wood door frames and doors. Remove associated plumbing fixtures and piping as noted in MEP drawings and specifications. Remove ceramic tile flooring and base.
- Carefully remove existing metal toilet partitions.
- Carefully remove existing mortared limestone exterior wall and wood window sash and frame.
- Carefully remove existing masonry veneer finish and header and shelf trim.
- Carefully remove existing wood stud and plaster partitions. Remove associated wood door frames and doors. Remove associated plumbing fixtures and piping as noted in MEP drawings and specifications.
- Carefully remove existing wood door and frame.
- Carefully remove portion of existing masonry and plaster wall for new opening.
- Carefully remove existing wood stud and plaster partitions. Remove associated wood cabinets. Remove associated plumbing fixtures and piping as noted in MEP drawings and specifications.
- Carefully remove existing wood framed partitions and associated wood door, sash and frames. Carefully remove existing hip roof and framing, exterior wood siding and air conditioning unit.
- Carefully remove existing wood framed walls, roof framing and roof.
- Carefully remove existing wood framed water heater enclosure, roof framing and roof. Remove associated water heater and piping, as noted in MEP drawings and specifications.
- Carefully remove non-original door. Retain frame and repair and prepare as needed for installation of restored wood door and hardware.
- Carefully remove ceramic tile flooring. Remove plumbing fixtures and piping, as noted in MEP drawings and specifications.
- Carefully remove non-original fixed sash panel and associated window unit air-conditioner. Retain frame and repair and prepare as needed for installation of restored operable wood sash and hardware.
- Carefully remove non-original sash infill panel or cabinet element. Retain frame and repair and prepare as needed for installation of restored operable wood sash and hardware. Retain existing sash units and repair and prepare as needed for restoration.
- Carefully remove non-original limestone planters.
- Remove existing slab and its stone topping.
- Carefully remove non-original laminate flooring and vinyl base.
- Carefully remove existing ceramic tile and base.
- Remove existing concrete slab as may be required to create access for new plumbing installations.
- Carefully remove non-original door and salvage for reinstallation.



1 DEMOLITION PLAN—BUILDING
Scale: 3/16" = 1'-0"

NORTH

PLAN NORTH



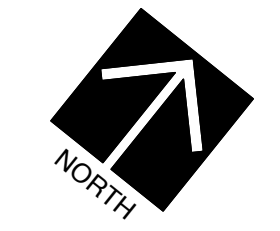
OUTLET SCHEDULE

MARK	HEIGHT AFF
O-1	18"
O-2	18"
O-3	18"
O-4	18"
O-5	18"
O-6	18"
O-7	18"
O-8	18"
O-9	18"
O-10	18"
O-11	18"
O-12	40"
O-14	18"
O-15	18"
O-16	18"
O-17	18"
O-18	18"
O-19	18"
O-20	40"
O-21	40"
O-22	18"
O-23	18"
O-24	18"
O-25	18"
O-26	18"
O-27	18"
O-28	18"
O-29	18"
O-30	18"
O-31	18"
O-32	40"
O-33	40"
O-33	40"
O-34	18"
O-35	18"
O-36	18"
O-37	40"
O-38	18"
O-39	18"
O-40	18"
O-41	84"

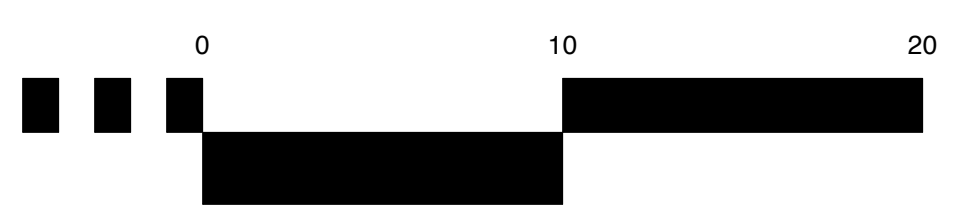
GENERAL NOTES

- Field verify all dimensions. Field verify existing conditions. Notify Architect of any discrepancies between field conditions and the restoration or design intent.
- Protect all historic and existing areas, including wall, floor and ceiling finishes. Protect all existing finishes shown to remain during the Work to prevent damage. Any damage sustained during the Work shall be repaired or replaced by Contractor to match existing conditions.
- Protect all elements, finishes or surfaces uncovered beneath removed wall coverings, floor elements or other items to be removed or disturbed. Do not demolish or damage any elements or finishes exposed in the course of the work. Contractor shall notify Architect before removal of any material that may be historic.
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- The Contractor is required to take due precautionary measures to protect the utilities or structures at the site. Interruption of utility services is not permitted without full coordination with the Owner.

1 FLOOR PLAN
Scale: 3/16" = 1'-0"



PLAN NORTH



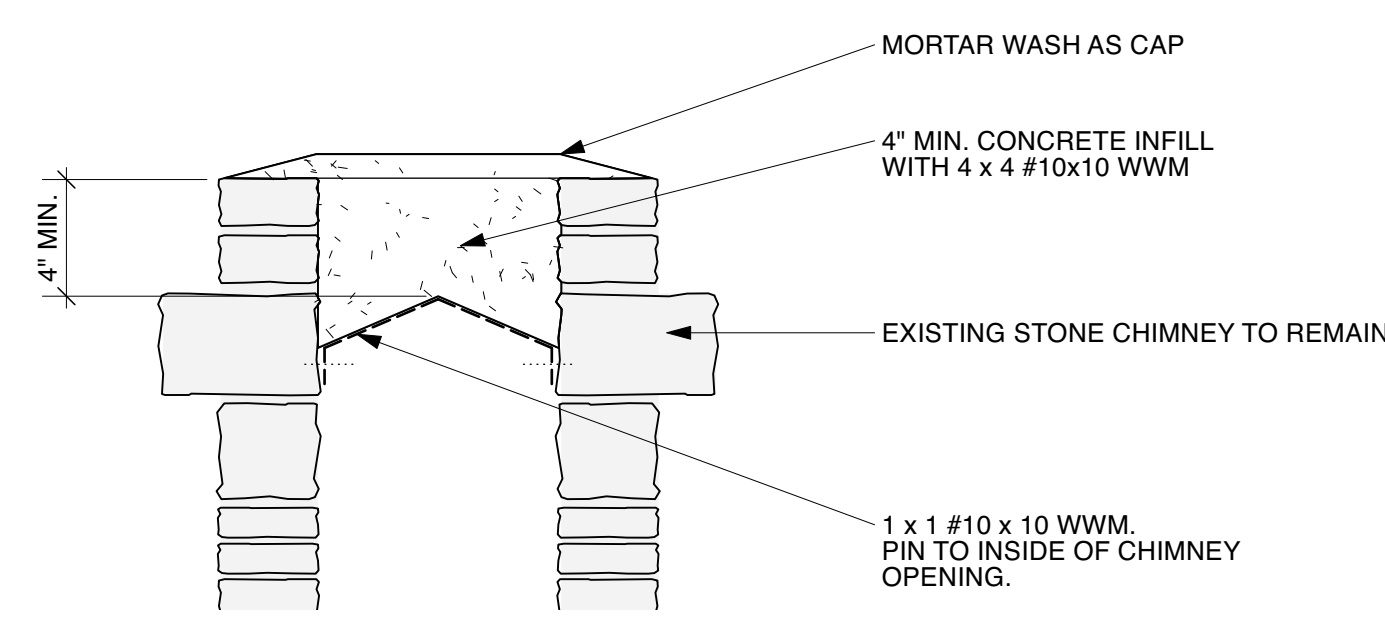
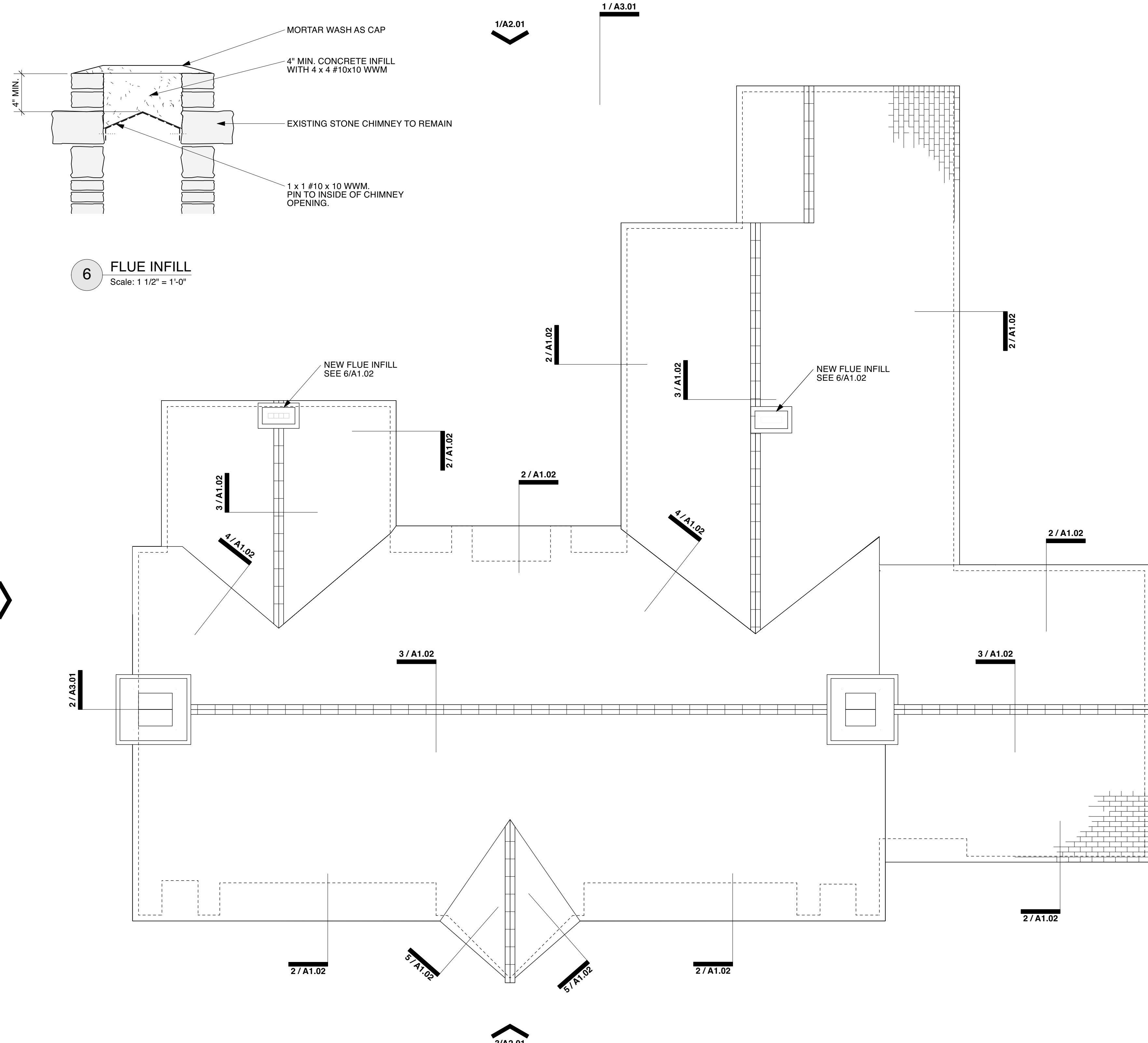
PRELIMINARY
 Not for regulatory approval,
 permitting or construction
ALFRED GODFREY,
ARCHITECT
 NOV. 19, 2021

90% CDS

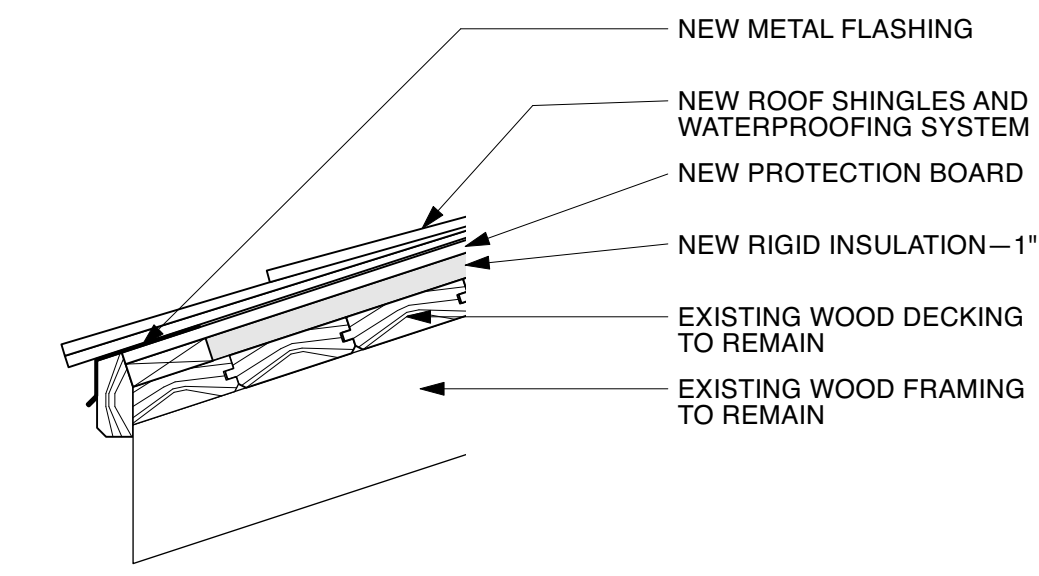
DATE: NOV 19, 2021

REVISIONS:

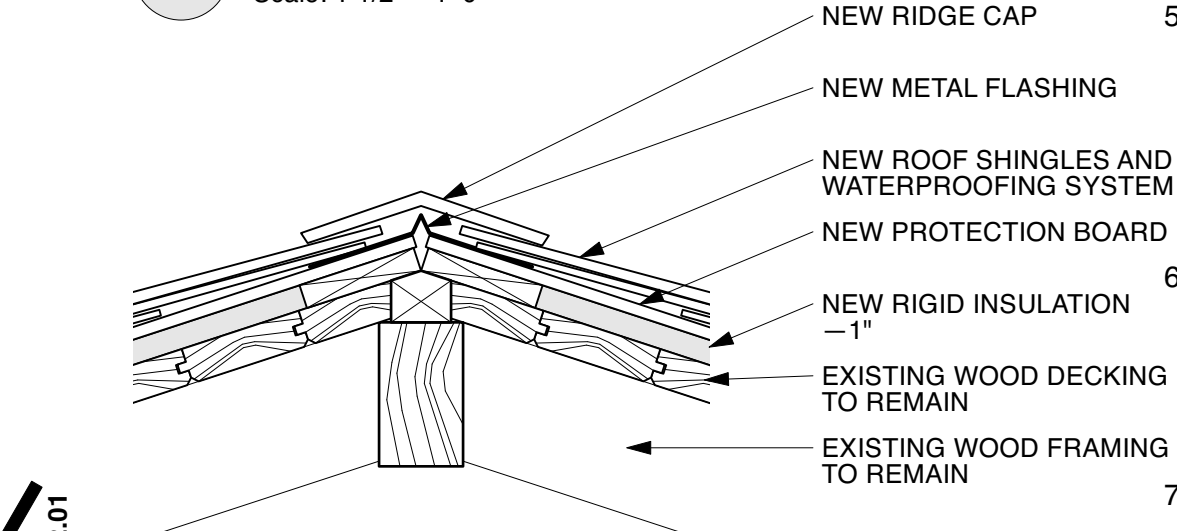
FLOOR PLAN



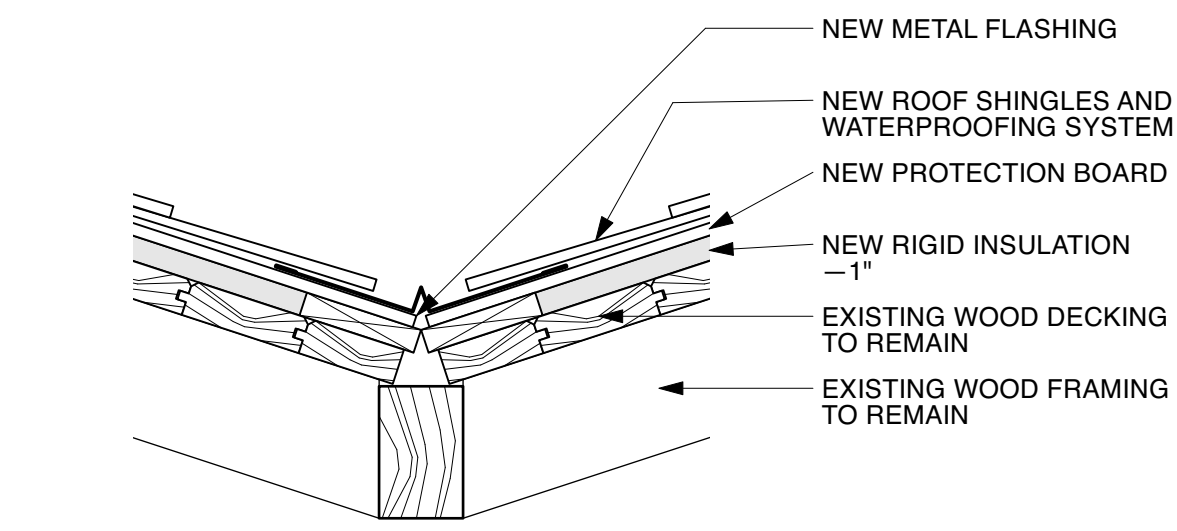
6 FLUE INFILL
Scale: 1 1/2" = 1'-0"



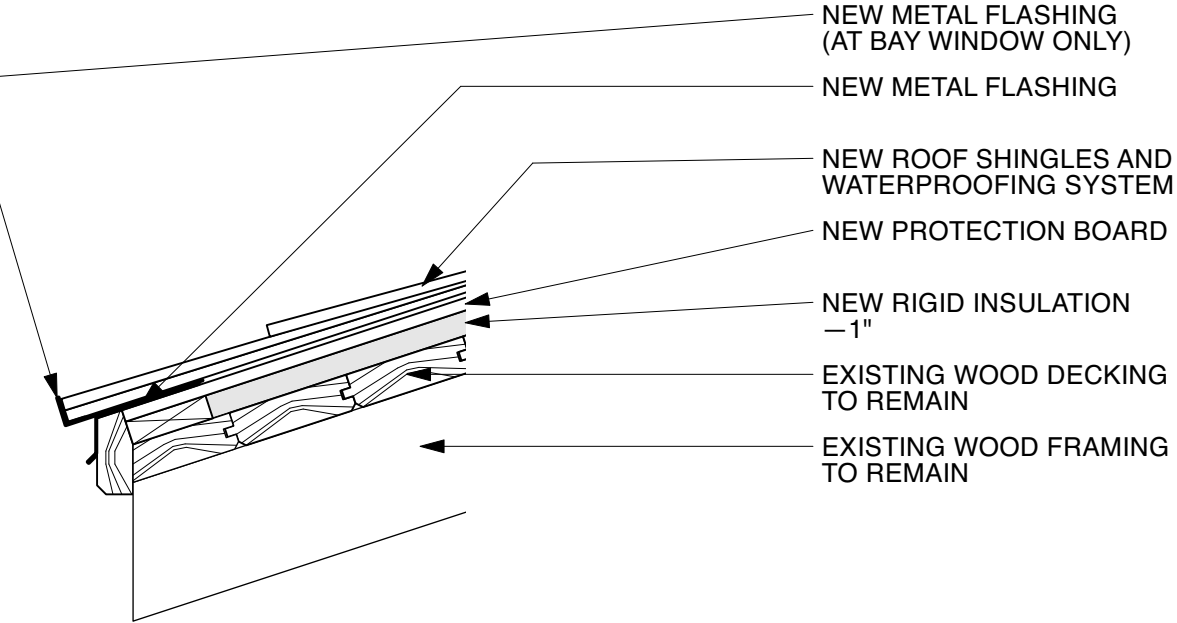
2 DRIP EDGE ROOF DETAIL
Scale: 1 1/2" = 1'-0"



3 RIDGE CAP ROOF DETAIL
Scale: 1 1/2" = 1'-0"



4 VALLEY ROOF DETAIL
Scale: 1 1/2" = 1'-0"

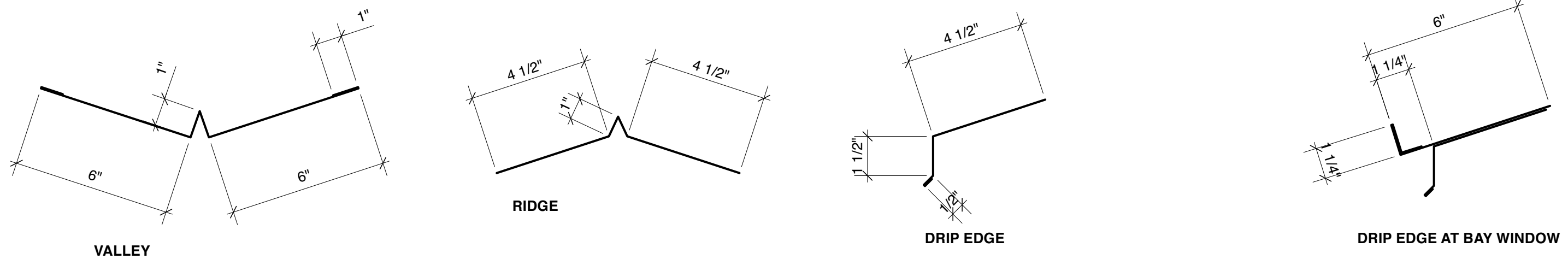


5 DRIP EDGE AT BAY WINDOW ROOF DETAIL
Scale: 1 1/2" = 1'-0"

GENERAL NOTES

1. Field verify all dimensions. Field verify existing conditions. Notify Architect of any discrepancies between field conditions and the restoration or design intent.
2. Protect all historic and existing areas, including wall, floor and ceiling finishes. Protect all existing finishes shown to remain during the Work to prevent damage. Any damage sustained during the Work shall be repaired or replaced by Contractor to match existing conditions.
3. Protect all elements, finishes or surfaces uncovered beneath removed wall coverings, floor elements or other items to be removed or disturbed. Do not demolish or damage any elements or finishes exposed in the course of the work. Contractor shall notify Architect before removal of any material that may be historic.
4. Depictions of existing construction elements are taken from reference or record drawing information provided by the Owner, and are used for background and reference purposes. For clarity, not all equipment, ductwork, piping, panels, conduit, etc. may be shown in each view.
5. Actual field conditions might vary. Prior to start of Work, the Contractor shall visit the site and perform an inspection to become familiar with existing facilities and areas and determine the condition of existing elements to be affected and/or to remain. Other field investigations and/or minor adjustments may be required to complete the Work.
6. Should the Contractor encounter any questions or conflicts between drawing depictions, existing elements to remain, new restoration, the plans and/or specifications, the Contractor shall bring these conflicts to the attention of the Architect. Contractor shall seek clarification in writing prior to start of Work.
7. The Contractor is required to take due precautionary measures to protect the utilities or structures at the site. Interruption of utility services is not permitted without full coordination with the Owner.

1 ROOF PLAN
Scale: 3/16" = 1'-0"



9 METAL FLASHINGS ROOF DETAIL
Scale: 3" = 1'-0"

GENERAL NOTES

1. Building has lead-containing paints and coatings. Contractor to refer to included lead mitigation documents prior to conducting any work. Coordinate all demolition with lead mitigation documents. Follow all local, state and federal regulations when removing any lead-containing materials.
2. Field verify existing conditions. Notify Architect of any discrepancies between field conditions and the restoration or design intent.
3. Protect all historic and existing building elements, including stone work, wood trim, doors and windows. Any damage sustained during the Work shall be repaired or replaced by Contractor to match existing conditions.
4. Protect all elements, finishes or surfaces uncovered beneath removed wood stairs, trim or other items to be removed or disturbed. Do not demolish or damage any elements or finishes exposed in the course of the work. Contractor shall notify Architect before removal of any material that may be historic.

EXTERIOR NOTES

Note that most elements depicted are existing, to remain. New work is described below.

1. See Owner's separate lead mitigation documents for required lead paint removal requirements.
2. Perform repair to wood trim, using material matching existing adjacent conditions in appearance, dimension and detail. Assume a total of 20% of wall area of wood trim patching, in small areas scattered across the wall surface.
3. Prepare wood surfaces to receive new paint finish.
4. Provide 3-coat opaque finish system, using replica historic paint colors identified in Owner's paint analysis investigation.
5. Remove window sashes and doors for repair. Secure openings with temporary enclosure that will not damage adjacent wall/trim.

LIMBACHER & GODFREY
ARCHITECTS
 2124 East 6th Street, #102 Austin, Texas 78702
 512.450.1518

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 ARCHITECT
 NOV. 19, 2021

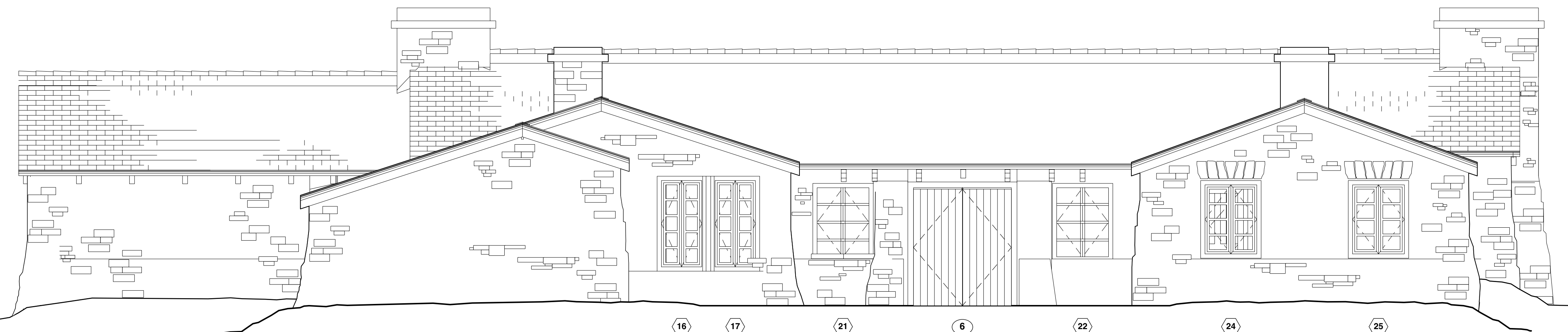
ZILKER METRO PARK
ZILKER CLUBHOUSE REHABILITATION
 200 Armijo Alonzo Way
 AUSTIN, TEXAS 78704

90% CDS

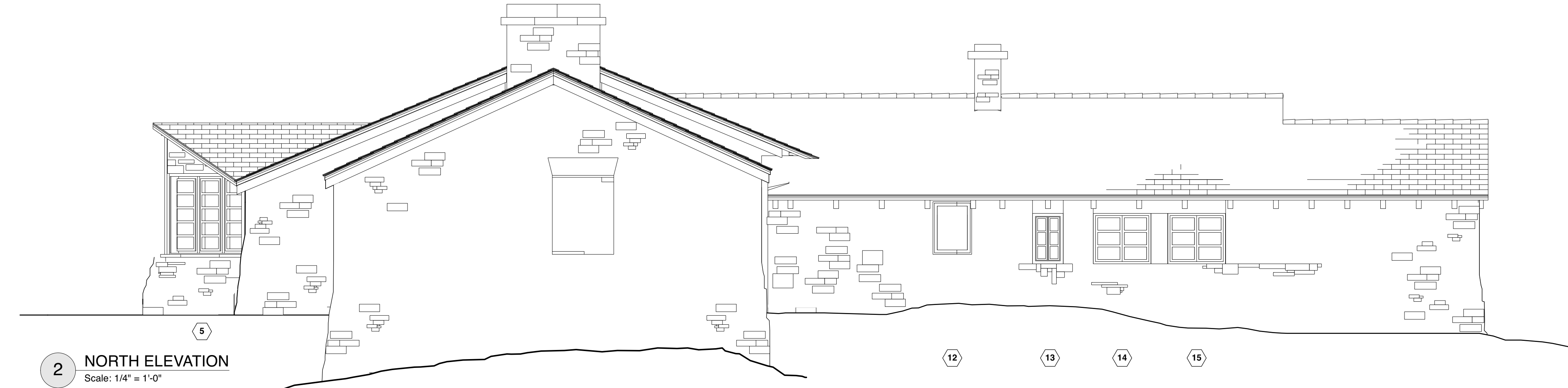
DATE: NOV 19, 2021
REVISIONS:

EXTERIOR ELEVATIONS

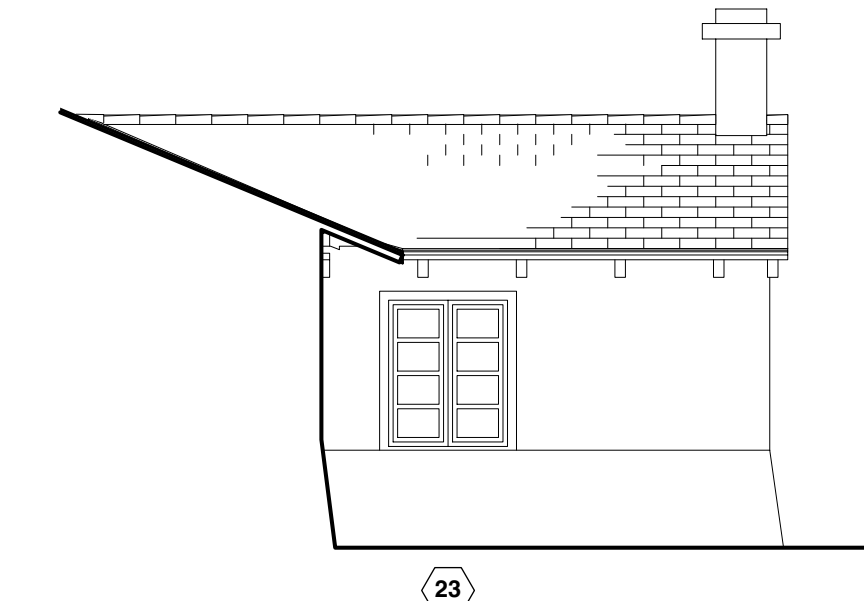
A2.01



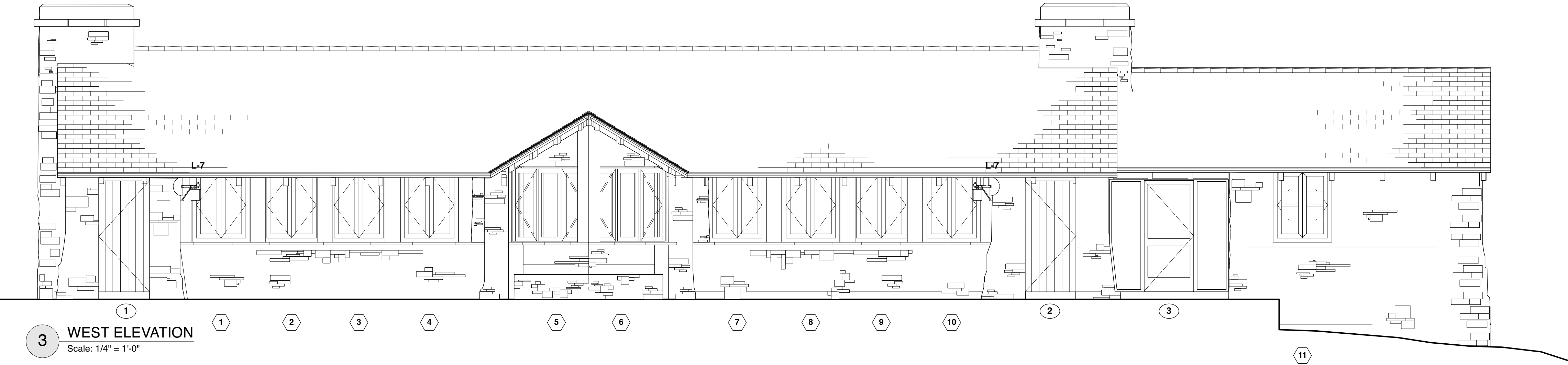
1 EAST ELEVATION
Scale: 1/4" = 1'-0"



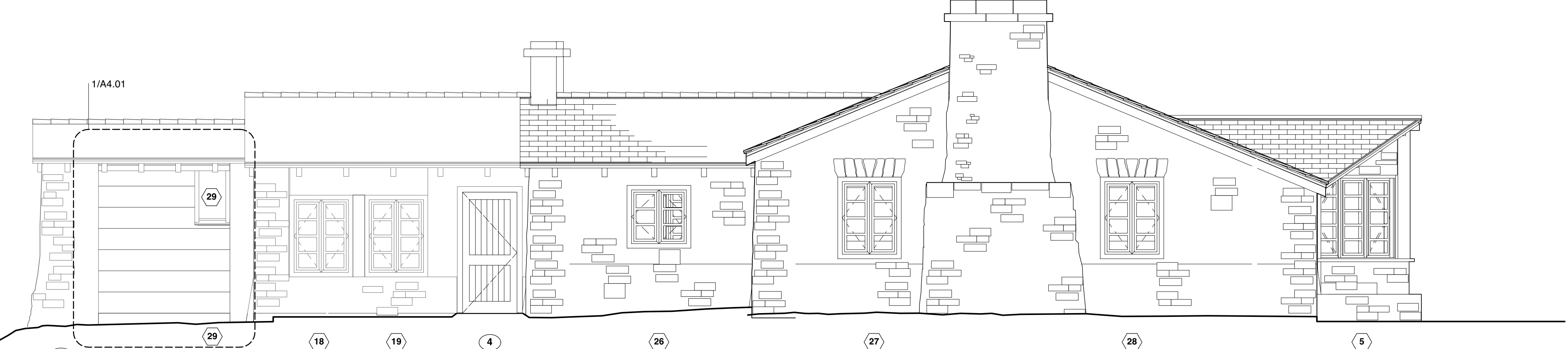
2 NORTH ELEVATION
Scale: 1/4" = 1'-0"



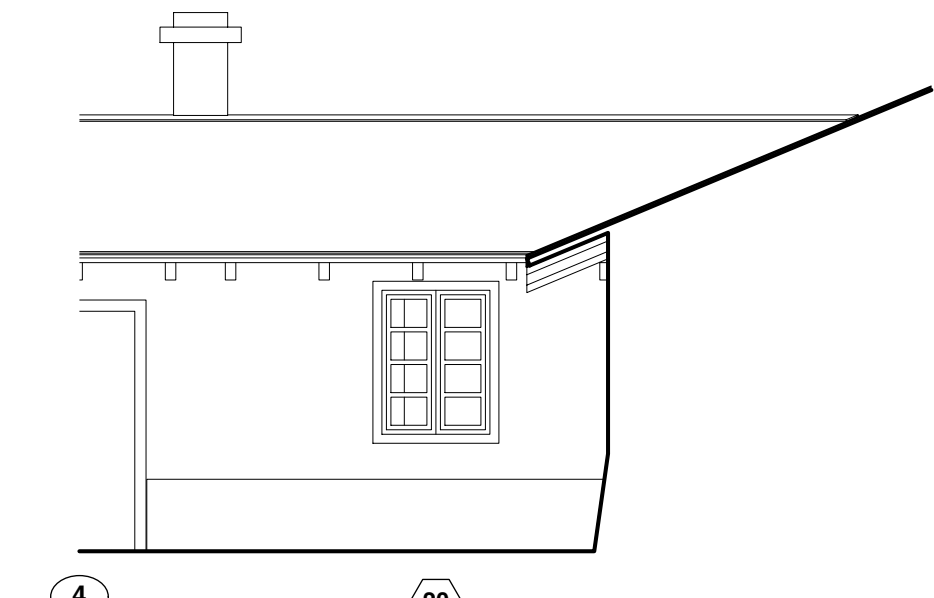
6 NORTH ELEVATION
Scale: 3/16" = 1'-0"



3 WEST ELEVATION
Scale: 1/4" = 1'-0"

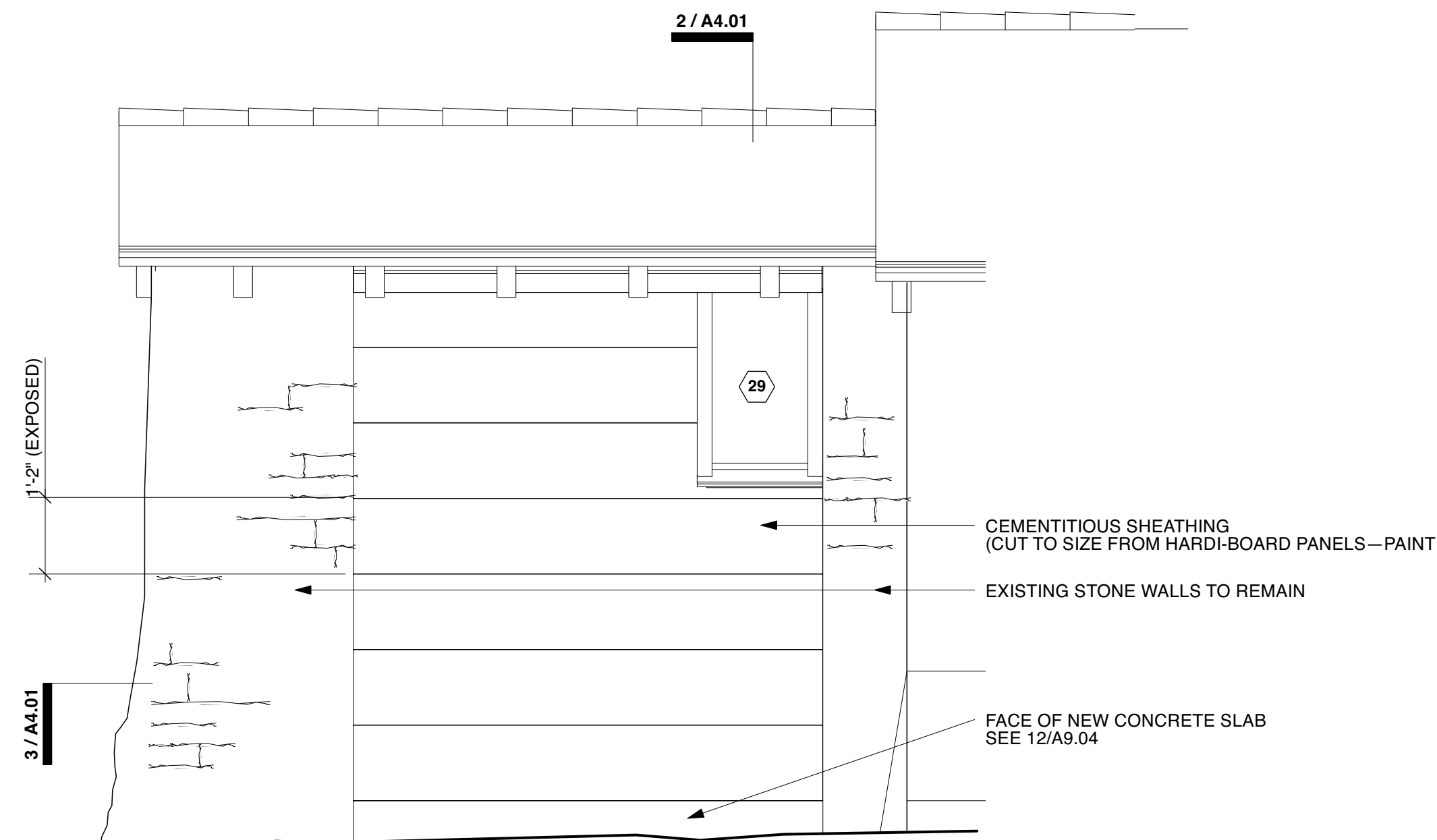


4 SOUTH ELEVATION
Scale: 1/4" = 1'-0"

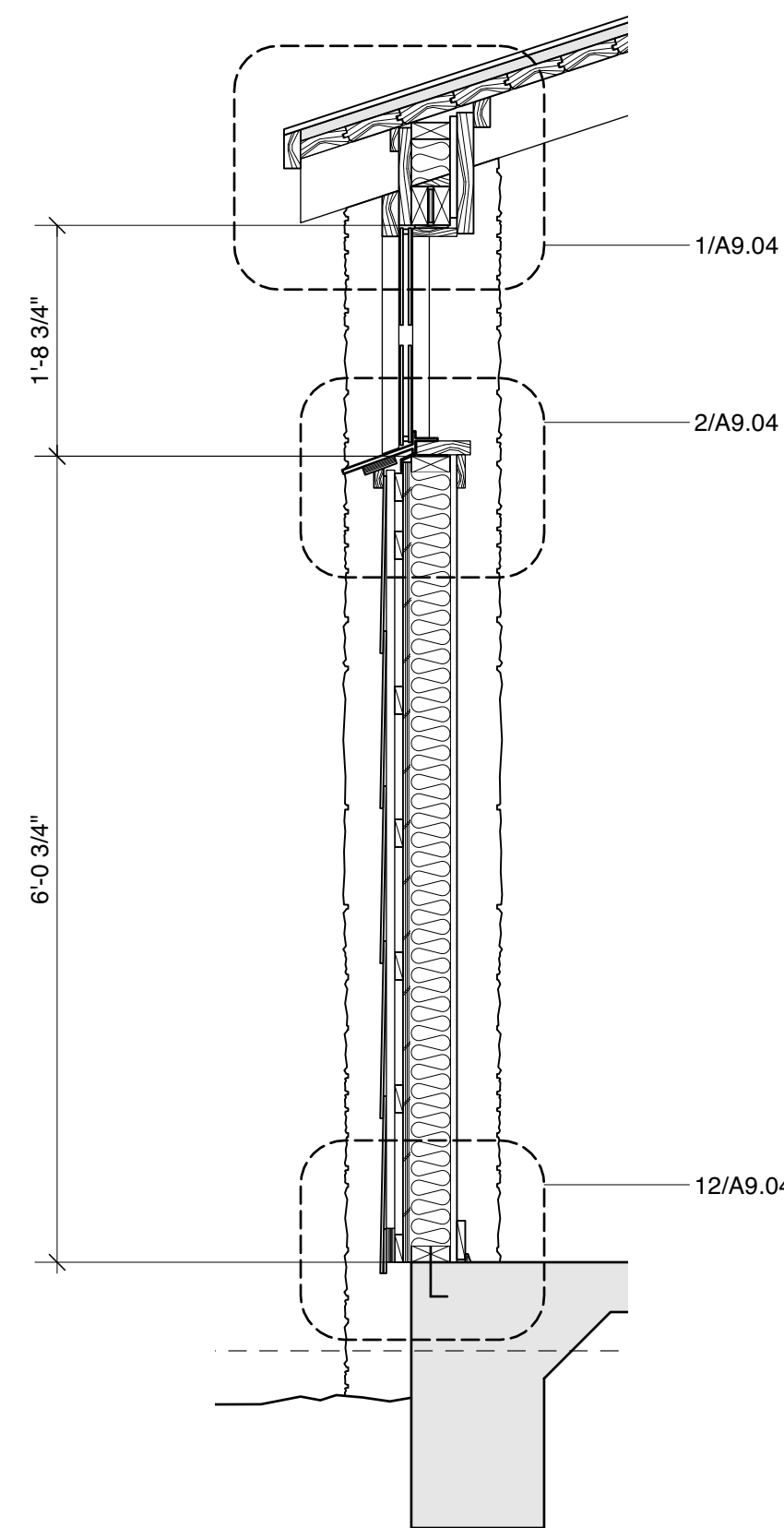


5 SOUTH ELEVATION (Partial)
Scale: 3/16" = 1'-0"

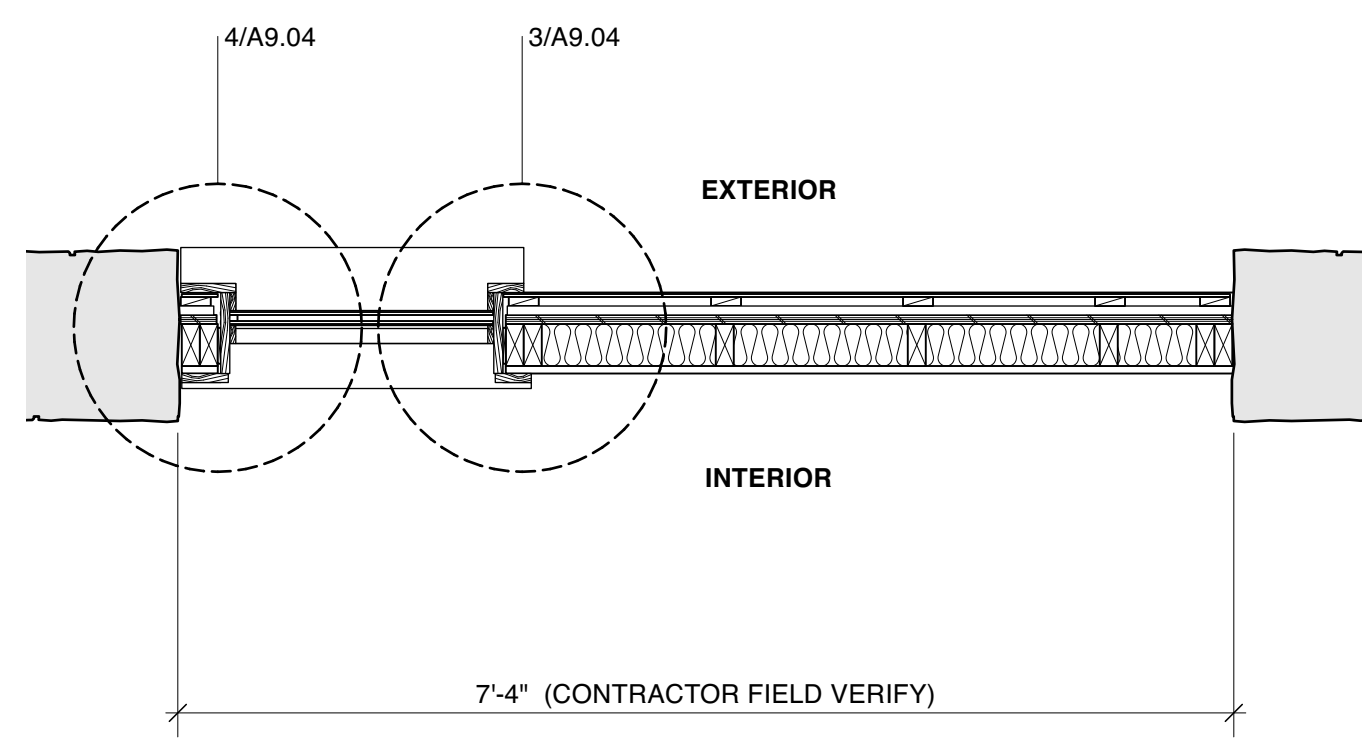
Date: Monday, March 1, 2021
 Time: 1:50:00
 File name: /Volumes/LG_STORAGE01-Active/19-029 Zilker Clubhouse2 Zilker Clubhouse SD DD CD Drawings/Zilker CH Bldg 2021.rvt



1 PARTIAL ELEVATION
Scale: 1/2" = 1'-0"



2 WALL SECTION
Scale: 3/4" = 1'-0"



3 THROUGH WINDOW PLAN SECTION
Scale: 3/4" = 1'-0"

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PRELIMINARY
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ALFRED GODFREY, ARCHITECT
NOV. 19, 2021

LIMBACHER & GODFREY ARCHITECTS
2124 East 6th Street, #102 Austin, Texas 78702
512.450.1518

**ZILKER METRO PARK
ZILKER CLUBHOUSE REHABILITATION**
200 Armijo Alonzo Way
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90% CDS

DATE: NOV 19, 2021
REVISIONS:

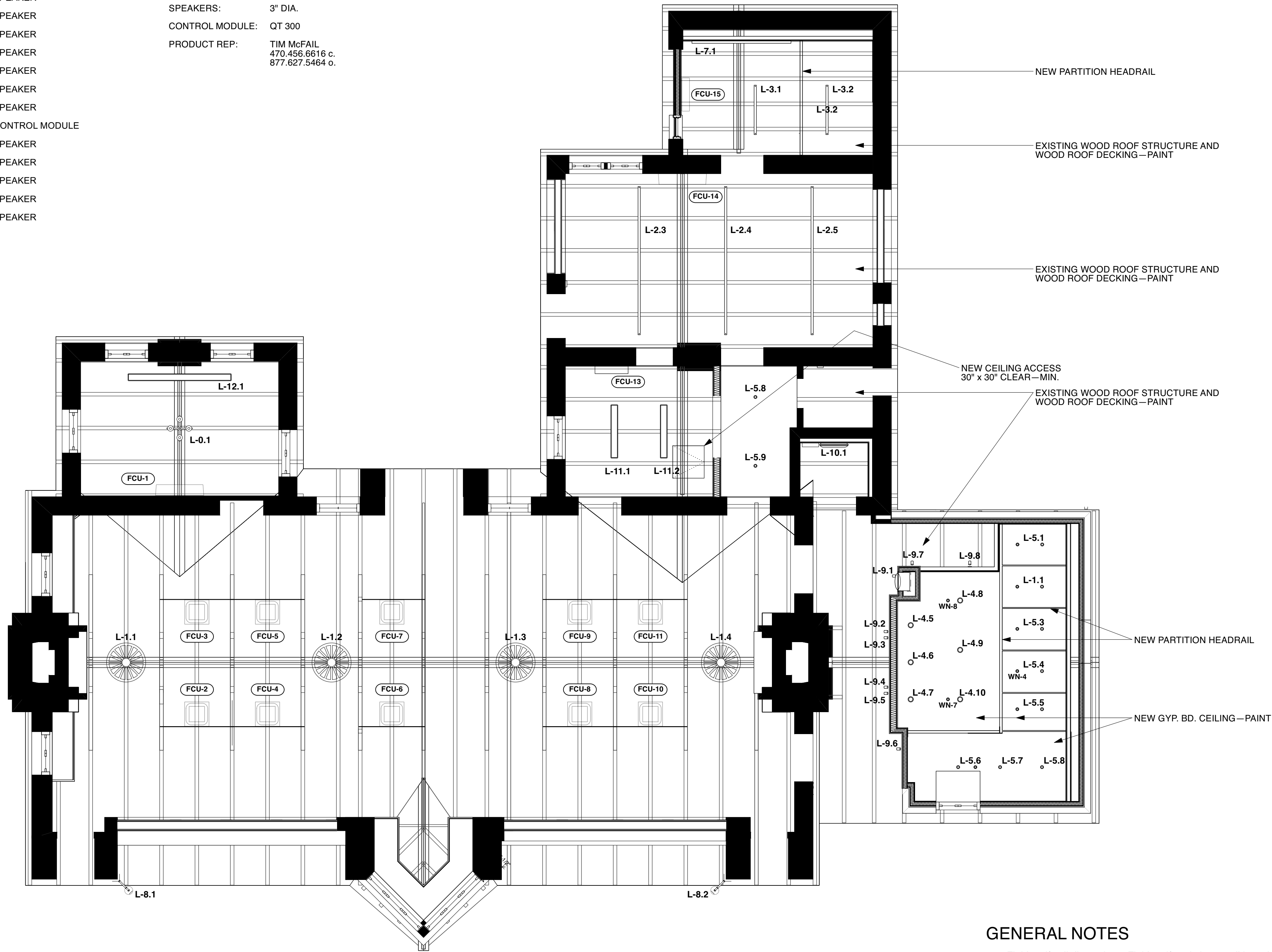
EXTERIOR DETAILS

A4.01

SOUND MASK COMPONENTS

WN-1	SPEAKER
WN-2	SPEAKER
WN-3	SPEAKER
WN-4	SPEAKER
WN-5	SPEAKER
WN-6	SPEAKER
WN-7	SPEAKER
WN-8	SPEAKER
WN-9	CONTROL MODULE
WN-10	SPEAKER
WN-11	SPEAKER
WN-12	SPEAKER
WN-14	SPEAKER
WN-15	SPEAKER

CAMBRIDGE SOUND
SOUND MASKING SYSTEM
 SPEAKERS: 3" DIA.
 CONTROL MODULE: QT 300
 PRODUCT REP: TIM McFAIL
 470.456.6616 c.
 877.627.5464 o.



LIGHT FIXTURE SCHEDULE

MARK	HEIGHT REFERENCE	TYPE	HEIGHT AFF	NEW LAMP
L-0.1	C.L. OF LAMP	A	EXISTING	BULBRITE LED G25 8.5W GLOBE. (8 REQUIRED)
L-1.1	C.L. OF LAMP	A	8'-0"	
L-1.1	C.L. OF LAMP	A	9'-6"	BULBRITE LED G25 8.5W GLOBE. (8 REQUIRED)
L-1.2	C.L. OF LAMP	A	9'-6"	BULBRITE LED G25 8.5W GLOBE. (8 REQUIRED)
L-1.3	C.L. OF LAMP	A	9'-6"	BULBRITE LED G25 8.5W GLOBE. (8 REQUIRED)
L-1.4	C.L. OF LAMP	A	9'-6"	BULBRITE LED G25 8.5W GLOBE. (8 REQUIRED)
L-2.3	UNDERSIDE OF FIXTURE	B	9'-0"	
L-2.4	UNDERSIDE OF FIXTURE	B	9'-0"	
L-2.5	UNDERSIDE OF FIXTURE	C	7'-0"	
L-3.1	UNDERSIDE OF FIXTURE	D	8'-6"	
L-3.2	UNDERSIDE OF FIXTURE	E	6'-8"	
L-4.5	CEILING HEIGHT	F	7'-4"	
L-4.6	CEILING HEIGHT	F	7'-4"	
L-4.7	CEILING HEIGHT	F	7'-4"	
L-4.8	CEILING HEIGHT	F	7'-4"	
L-4.9	CEILING HEIGHT	F	7'-4"	
L-4.10	CEILING HEIGHT	F	7'-4"	
L-5.1	CEILING HEIGHT	G	7'-4"	
L-5.3	CEILING HEIGHT	G	7'-4"	
L-5.4	CEILING HEIGHT	G	7'-4"	
L-5.5	CEILING HEIGHT	G	7'-4"	
L-5.6	CEILING HEIGHT	G	7'-4"	
L-5.7	CEILING HEIGHT	G	7'-4"	
L-5.8	CEILING HEIGHT	G	7'-4"	
L-5.8	CEILING HEIGHT	G	7'-6"—verify	
L-5.9	CEILING HEIGHT	G	7'-6"—verify	
L-7.1	UNDERSIDE OF FIXTURE	I	8'-0"	
L-8.1	UNDERSIDE OF DECORATIVE CAGE	J	8'-0"	BULBRITE LED G25 8.5W GLOBE. (1 REQUIRED)
L-8.2	UNDERSIDE OF DECORATIVE CAGE	J	8'-0"	BULBRITE LED G25 8.5W GLOBE. (1 REQUIRED)
L-9.1	C.L. OF BASE	K	8'-6"	
L-9.2	C.L. OF BASE	K	11'-0"	
L-9.3	C.L. OF BASE	K	11'-0"	
L-9.4	C.L. OF BASE	K	11'-0"	
L-9.5	C.L. OF BASE	K	11'-0"	
L-9.6	C.L. OF BASE	K	8'-6"	
L-9.7	C.L. OF BASE	K	8'-6"	
L-9.8	C.L. OF BASE	K	8'-6"	
L-10.1	C.L. OF FIXTURE	L	7'-0"	
L-11.1	TOP OF LENS	M	8'-0"—verify	TOP OF LENS = BOTTOM OF FRAMING
L-11.2	TOP OF LENS	M	8'-0"—verify	TOP OF LENS = BOTTOM OF FRAMING
L-12.1	TOP OF LENS	N	9'-0"	

LIGHT FIXTURE TYPES

TYPE	MANUFACTURER	MODEL	TYPE DESCRIPTION
A	EXISTING	---	---
B	FINLITE	HIGH PERFORMANCE 2"	LINEAR PENDANT
C	FINLITE	HIGH PERFORMANCE 2"	LINEAR PENDANT
D	FINLITE	HIGH PERFORMANCE 2"	LINEAR PENDANT
E	NOT USED	---	---
F	JUNO	4" IC LED 600 LUMENS	4" ROUND DOWNLIGHT
G	JUNO	2" IC LED 600 LUMENS	2" ROUND DOWNLIGHT
I	FINLITE	HIGH PERFORMANCE 2"	LINEAR WALL-MOUNT
J	EXISTING	NA	HISTORIC WALL SCONCE
K	JUNO	R600L G2 with MONOPOINT ADAPTER	WALL-MOUNTED SPOT
L	LITHONIA	FEM LED	LINEAR WALL-MOUNT
M	LITHONIA	FEM LED	MOUNT BETWEEN FRAMING MEMBERS
N	LITHONIA	FEM LED	PENDANT MOUNTED

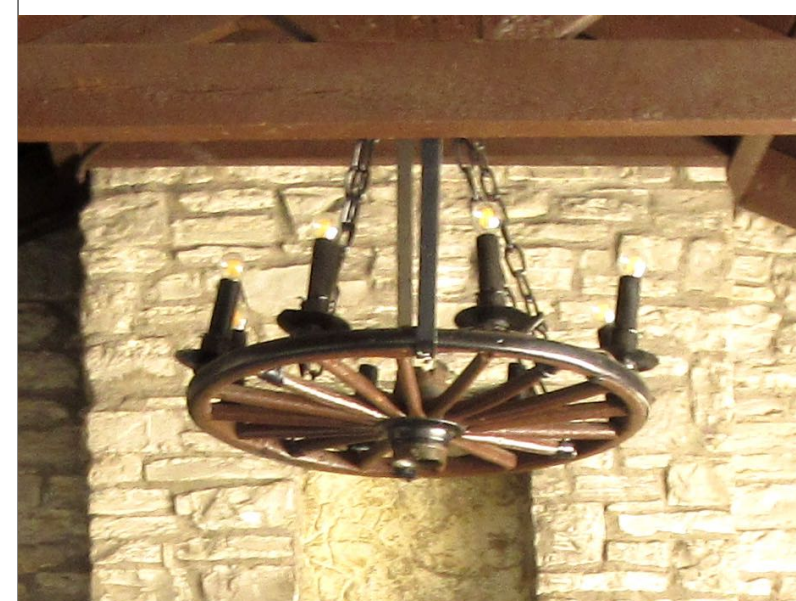
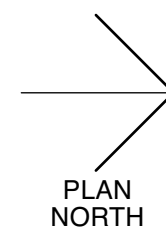
GENERAL NOTES

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REFLECTED CEILING PLAN NOTES

- Note that most elements depicted are existing, to remain. New work is described below.
- Provide new lighting fixtures and reinstall existing historic decorative light fixtures as shown on Electrical drawings.
 - See Owner's separate lead mitigation documents for lead paint removal and handling requirements.
 - Repaint existing interior wood sheathing, wood beaded board, plaster or gypsum board ceilings with new, three-coat paint system.

1 REFLECTED CEILING PLAN
Scale: 3/16" = 1'-0"



HISTORIC WAGON WHEEL PENDANT
L-1



HISTORIC SCONCE
L-7

DOOR SCHEDULE

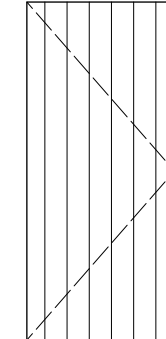
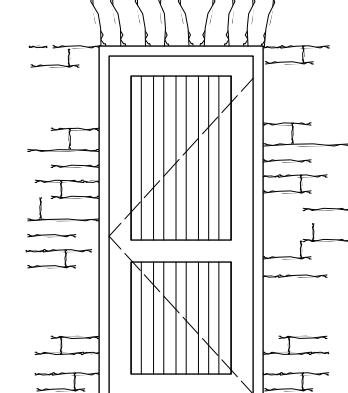
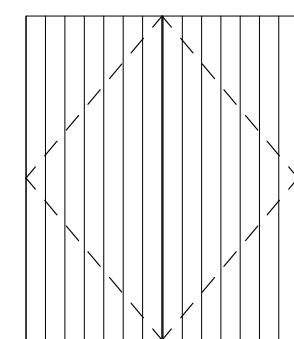
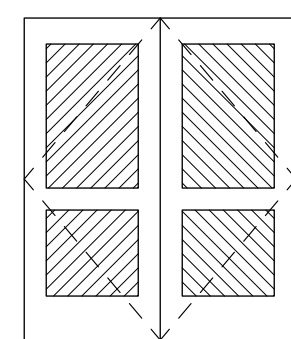
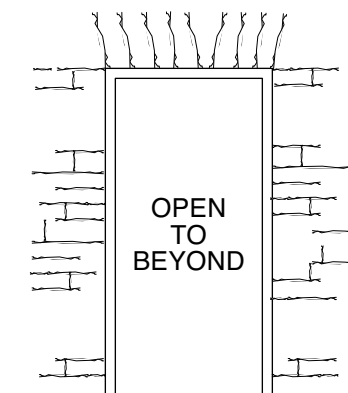
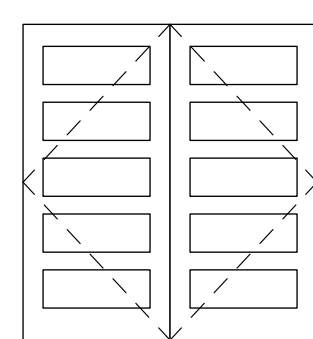
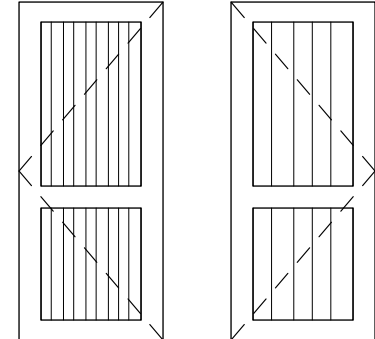
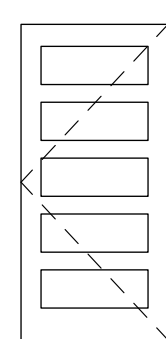
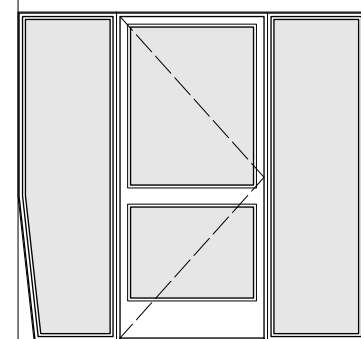
MARK	TYPE	DOOR				FINISH	CONFIGURATION	FRAME		HARDWARE	DETAILS			NOTES
		WIDTH	HEIGHT	THICKNESS	MATERIAL			MATERIAL	FINISH		SILL	JAMB	HEAD	
1	G	2'11 1/2"	6'8 1/2"	3 1/4"	WOOD/NEW	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
2	G	2'11 1/2"	6'8 1/2"	3 1/4"	WOOD/NEW	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
3	A	3'1 1/2"	6'8 3/4"	2 1/4"	ALUMINUM/NEW	BY MANUFACTURER	SWING WITH SIDELITES	ALUMINUM, NEW	BY MANUFACTURER	HW 2				WESTERN WINDOW SYSTEMS, SEE NOTE 7
4	G	2'11 1/2"	6'8"	3 1/4"	WOOD/EXISTING RELOCATED	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 3				PROVIDE NEW 10" TALL BOTTOM RAIL
5	C	3'0"	6'10"	3 1/4"	WOOD/EXISTING TO REMAIN	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
6	F	5'8"	6'10"	3 1/4"	WOOD/EXISTING TO REMAIN	PAINT	DOUBLE, SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
7	C	2'11 1/2"	6'10"	2 1/2"	WOOD/NEW	PAINT	SWING	WOOD, NEW	PAINT	HW 1				
8	C	2'11 1/2"	6'10"	2 1/2"	WOOD/EXISTING TO REMAIN	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
9	G	2'11 1/2"	6'4 1/2"	3 1/4"	WOOD/EXISTING TO REMAIN	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
10	B	2'4 5/8"	6'6"	3"	WOOD/NEW	PAINT	SWING	WOOD, NEW	PAINT	HW 1				
11	D	5'0"	7'0"	1 3/4"	WOOD/NEW	PAINT	DOUBLE, SWING	WOOD, NEW	PAINT	HW 3				
12	C	2'11 1/2"	6'10"	2 1/4"	WOOD/EXISTING RELOCATED	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				PROVIDE NEW 10" TALL BOTTOM RAIL
13	C	2'11 1/2"	6'8"	2 1/4"	WOOD/EXISTING RELOCATED	PAINT	SWING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
14	E	3'5 3/4"	6'11"	3"	NONE	NA	CASED OPENING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
15	E	3'5 1/8"	6'11"	3"	NONE	NA	CASED OPENING	WOOD, EXISTING TO REMAIN	PAINT	HW 1				
16	B	2'8"	3'6"	1 3/4"			SWING	WOOD, NEW	PAINT	HW 4				ACCESS TO MECHANICAL PLATFORM

NOTES

- DOOR OPERATION IMPAIRED.
- WOODWORK WEATHERED. REFINISHING REQUIRED.
- WOODWORK DAMAGED. REPAIR REQUIRED.
- HARDWARE.
- ROTTEN MEMBER.
- FRAME.

- WESTERN DOOR SYSTEMS
HINGE DOOR 7900 SERIES, (HR S0) (hinge right, swing out)
NARROW STILE
COMMERCIAL THRESHOLD, ADA SILL
10" BOTTOM RAIL
7630 GLAZING FRAME MULLED TO DOOR
PRODUCT REP: DALE DEHAAN
219-869-9006

GENERAL NOTE:
ALL EXISTING DOORS ARE TO BE REMOVED FOR ASSESSMENT AND REPAIR.
SECURE EXTERIOR OPENINGS WITH TEMPORARY ENCLOSURES THAT WILL NOT DAMAGE FRAMES/TRIM.



PRIMARY

SECONDARY

INSIDE

OUTSIDE

INSIDE

OUTSIDE

A
1 DOOR TYPES
Scale: 1/4" = 1'-0"

ROOM FINISH SCHEDULE

ROOM NUMBER	NAME	FLOOR	BASE	WALL				CEILING	HEIGHT	NOTES
				N	E	S	W			
1	MAIN ROOM	F2	B2	W1	W1	W1	W1	C1	H1	1
2	KITCHEN	F1	B1	W1	W1	W1	W1	C1	H1	1
3	REST ROOM	F3	B1	W1	W1	W1, W3	W3	C1	H1	1
4	GREEN ROOM	F1	B2	W2, W5	W5	W5	W5	C1	H1	1
5	STORAGE	F1	B2	W3	W5	W5	W5	C3	H3	1
6	CORRIDOR	F1	B2	W5	W5	W3	W5	C1	H1	1
7	MECHANICAL	F1	B2	W5	W5	W5	W5	C1	H1	1
8	JANITOR	F1	B3	W4	W5	W5	W4	C2	H3	1
9	HALL	F4	B1, B2	W3		W1	W1	C1	H1	1
10	REST ROOM	F3	B2	W4	W4	W3, W4	W4	C1, C2	H1, H2	1

ROOM FINISH SCHEDULE NOTES

- ALL EXISTING PAINTED SURFACES AND ELEMENTS TO BE REPAINTED, PER SPECIFICATION.

FINISH KEY

FLOOR	
F1	EXISTING CONCRETE
F2	EXISTING CONCRETE/ STONE BORDER
F3	NEW CONCRETE
F4	EXISTING STONE
BASE	
B1	NONE
B2	NEW WOOD, PAINT
B3	NEW CERAMIC TILE
WALLS	
W1	EXISTING STONE TO REMAIN
W2	EXISTING WOOD LAP SIDING TO REMAIN/ PAINT
W3	NEW GYP. BD./ PAINT
W4	NEW CERAMIC TILE
W5	EXISTING STUCCO TO REMAIN, PAINT
CEILING	
C1	EXISTING WOOD, EXPOSED STRUCTURE/ PAINT
C2	NEW GYP. BD./PAINT
CEILING HEIGHTS	
H1	EXISTING EXPOSED STRUCTURE TO REMAIN
H2	SEE DRAWINGS
H3	NEW GYP. BD. ON EXISTING CEILING FRAMING

BOBRICK MatrixSeries™ SURFACE-MOUNTED SANITARY NAPKIN DISPOSAL **B-5270**

Technical Data

MATERIALS:
 Casters - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of casters has rubber flange of an hour of use and other Bobrick's casters accessories. Back of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Lid - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Flange for mounting on wall. Front of lid has casters and other Bobrick's casters accessories. Back of lid has casters and other Bobrick's casters accessories. Second to casters with best prices.
OPERATION:
 Lid flip top for disposal of sanitary napkins and for servicing casters.
INSTALLATION:
 For precast installation, use upper round mounting holes. Mount unit with two steel wall screws (not furnished) or provide through-holes, see notes.
 For installation where the unit may be removed from wall for cleaning and finishing, use lower hole for mounting hole. Back of casters and other Bobrick's casters accessories. Front of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 For clean or dry wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
FINISH:
 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
 For other wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
SPECIFICATION:
 Casters and other Bobrick's casters accessories shall be Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of casters and other Bobrick's casters accessories. Back of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Lid - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Flange for mounting on wall. Front of lid has casters and other Bobrick's casters accessories. Back of lid has casters and other Bobrick's casters accessories. Second to casters with best prices.
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 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
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 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
 For other wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
BOBRICK MatrixSeries™ SURFACE-MOUNTED MULTI-ROLL TOILET TISSUE DISPENSER **B-5288**

Technical Data

MATERIALS:
 Housing - Durable, high-impact poly ABS. Front panel with concealed backing holes to secure door. Back of housing has rubber flange and other Bobrick's casters accessories. Back of housing and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Door - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of door has rubber flange of an hour of use and other Bobrick's casters accessories. Back of door and edges of door constructed of casters and other Bobrick's casters accessories. Second to casters with best prices.
OPERATION:
 Lid flip top for disposal of sanitary napkins and for servicing casters.
INSTALLATION:
 For precast installation, use upper round mounting holes. Mount unit with two steel wall screws (not furnished) or provide through-holes, see notes.
 For installation where the unit may be removed from wall for cleaning and finishing, use lower hole for mounting hole. Back of casters and other Bobrick's casters accessories. Front of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 For clean or dry wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
FINISH:
 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
 For other wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
SPECIFICATION:
 Casters and other Bobrick's casters accessories shall be Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of casters and other Bobrick's casters accessories. Back of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Lid - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Flange for mounting on wall. Front of lid has casters and other Bobrick's casters accessories. Back of lid has casters and other Bobrick's casters accessories. Second to casters with best prices.
 For clean or dry wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
 For other wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
BOBRICK MatrixSeries™ SURFACE-MOUNTED SOAP DISPENSER **B-5050**

Technical Data

MATERIALS:
 Valve - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Back of valve has rubber flange and other Bobrick's casters accessories. Back of valve and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Casters - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of casters has rubber flange of an hour of use and other Bobrick's casters accessories. Back of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
OPERATION:
 Casters and other Bobrick's casters accessories shall be Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Front of casters and other Bobrick's casters accessories. Back of casters and edges of casters constructed of casters and other Bobrick's casters accessories. Capacity: 1,000 (1,000).
 Lid - Durable, high-impact poly ABS with high-gloss finish on exposed surfaces. Flange for mounting on wall. Front of lid has casters and other Bobrick's casters accessories. Back of lid has casters and other Bobrick's casters accessories. Second to casters with best prices.
 For clean or dry wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
 For casters with particle board or other solid core, secure with two steel wall screws (not furnished) or provide through-holes, see notes.
 For other wall construction, provide concealed backing to comply with local building codes. Use secure wall with shortest wall of casters and other Bobrick's casters accessories. Back of casters and other Bobrick's casters accessories. Second to casters with best prices.
BOBRICK MatrixSeries™ SURFACE-MOUNTED SOAP DISPENSER **B-5050**

LIMBACHER & GODFREY ARCHITECTS
 2124 East 6th Street, #102 Austin, Texas 78702
 512.450.1518

PRELIMINARY
 Not for regulatory approval, permitting or construction

ALFRED GODFREY, ARCHITECT
 NOV. 19, 2021

ZILKER METRO PARK ZILKER CLUBHOUSE REHABILITATION
 200 Armilto Alonzo Way
 AUSTIN, TEXAS 78704

90% CDS

DATE: NOV 19, 2021

REVISIONS:

SCHEDULES

A9.01

WINDOW SCHEDULE

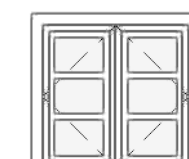
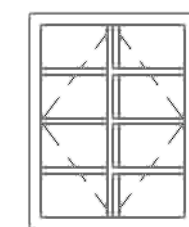
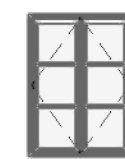
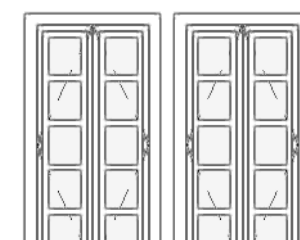
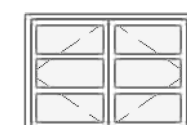
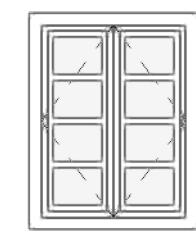
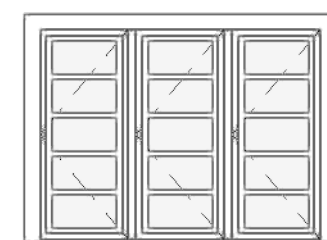
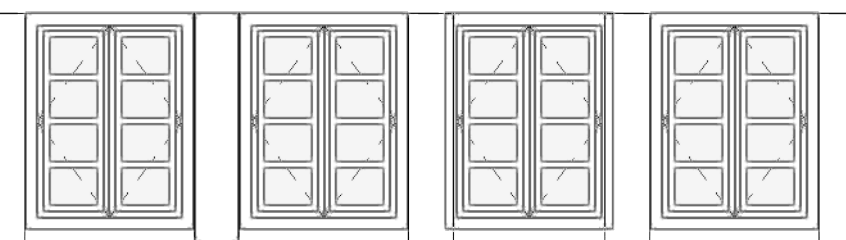
MARK	TYPE	MATERIAL	OPENING		JAMB	HEAD	SILL	FINISH			NOTES
			WD.	HT.				SASH	FRAME	HARDWARE	
01	A	WOOD/ EXISTING TO REMAIN	17 1/4"	28"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
1	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
2	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
3	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (3 PANES)
4	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
5	B	WOOD/ EXISTING TO REMAIN	5'11 1/2"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (1 PANE)
6	B	WOOD/ EXISTING TO REMAIN	5'11 1/2"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (2 PANES)
7	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
8	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
9	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
10	A	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
11		WOOD/ EXISTING TO REMAIN	3'6 3/4"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
12	A	WOOD/ EXISTING TO REMAIN	2'2 1/2"	3'0"	Detail	Detail	Detail	PAINT	PAINT	HW 1	REMOVE EXISTING OPENING AROUND NEW DUCT.
13	F	WOOD/ EXISTING TO REMAIN	1'9"	2'10 1/2"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
14	D	WOOD/ EXISTING TO REMAIN	3'3 3/8"	2'10 1/2"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (3 panes), Note 5
15	C	WOOD/ EXISTING TO REMAIN	3'3 3/8"	2'10 1/2"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
16	E	WOOD/ EXISTING TO REMAIN	2'10"	5'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (1 pane)
17	E	WOOD/ EXISTING TO REMAIN	2'10"	5'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (1 pane)
18	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
19	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 8
20	G	WOOD	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 8
21	G	WOOD	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 8
22	G	WOOD	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 8
23	G	WOOD	3'9 5/8"	4'6 3/4"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 8
24	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 3 (1 pane)
25	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
26	H	WOOD/ EXISTING TO REMAIN	3'6 1/4"	3'5 1/2"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
27	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	Note 5
28	G	WOOD/ EXISTING TO REMAIN	3'6"	4'6"	Detail	Detail	Detail	PAINT	PAINT	HW 1	
29	A	WOOD/ EXISTING TO REMAIN	17 1/4"	2'9"	Detail	Detail	Detail	PAINT	PAINT	HW 1	

NOTES:

- | | |
|--|--|
| 1. REPLACE GLAZING COMPOUND. | 5. WOODWORK DAMAGED. REPAIR REQUIRED. |
| 2. HARDWARE MISSING. | 6. ROTTEN MEMBER. |
| 3. REPLACE PLEXIGLAS WITH GLASS. | 7. HARDWARE BROKEN. |
| 4. WOODWORK WEATHERED. REFINISHING REQUIRED. | 8. BUILD NEW SASH, MATCHING ADJACENT WINDOW TYPE. REPAIR/ FRAME AS REQUIRED. |

GENERAL NOTE:

ALL EXISTING SASH ARE TO BE REMOVED FOR ASSESSMENT AND REPAIR. SECURE OPENINGS WITH TEMPORARY ENCLOSURES THAT WILL NOT DAMAGE FRAMES/ TRIM.



A

B

C

D

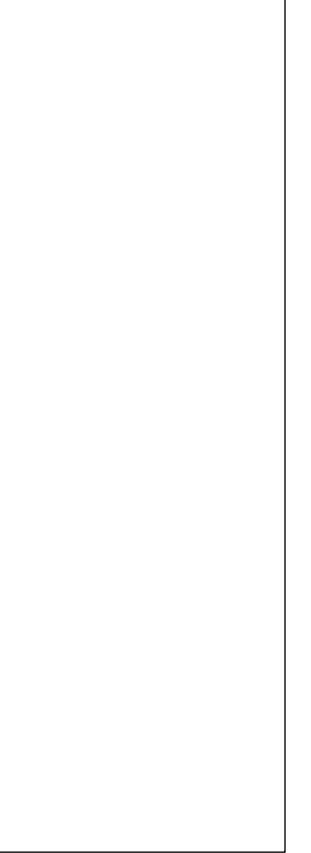
E

F

G

H

18 WINDOW TYPES
Scale: 1/4" = 1'-0"



HLC DESIGN REVIEW



ZILKER METRO PARK **ZILKER CLUBHOUSE** REHABILITATION PROJECT

April 12, 2021





Chronology

- 1917 — Barton Springs Park given to City of Austin
- 1932 — Remainder of Zilker Park, large tract north and west of original gift, given to City of Austin
- 1934 — Boy Scout Lodge (now known as Zilker Clubhouse) built by the CWA, CCC
- 1934 — Lookout Point built by the CCC
- 1940 — Addition to north wing built by the NYA, for use as a caretaker's residence
- 1956 — Paved terrace added to the east of the Clubhouse, built by the Jaycees
- 1963 — PARD facilities officially integrated
- 1994 — New restrooms added north of main room, accessible parking and entry route
- 1997 — Clubhouse and Point listed on National Register under the Zilker Park NRHD
- 2006 — HABS drawings and documentation completed by UT SOA
- 2012 — Zilker Park Cultural Landscape Report completed by UT SOA MSHP student



Boy Scout Clubhouse construction, ca. 1934, Austin History Center





Zilker Clubhouse, ca. 1940s, Foster, William Hague. University of North Texas Libraries, The Portal to Texas History, <https://texashistory.unt.edu>; crediting Austin Presbyterian Theological Seminary

Zilker Clubhouse Rehabilitation



Photo courtesy gypc.girl.photography



Lookout Point construction, 1934, Austin History Center



Lookout Point, 1934, Austin History Center



Lookout Point, 1937, Austin History Center



Lookout Point, 2020

Scope Summary

- *Preservation and restoration of building*
- *Programmatic priority for event use*
- *Restore infilled original windows and doors*
- *Restore the connection of main hall to cottage*

Modest formalizing elements to parking

Landscape plan, drip irrigation

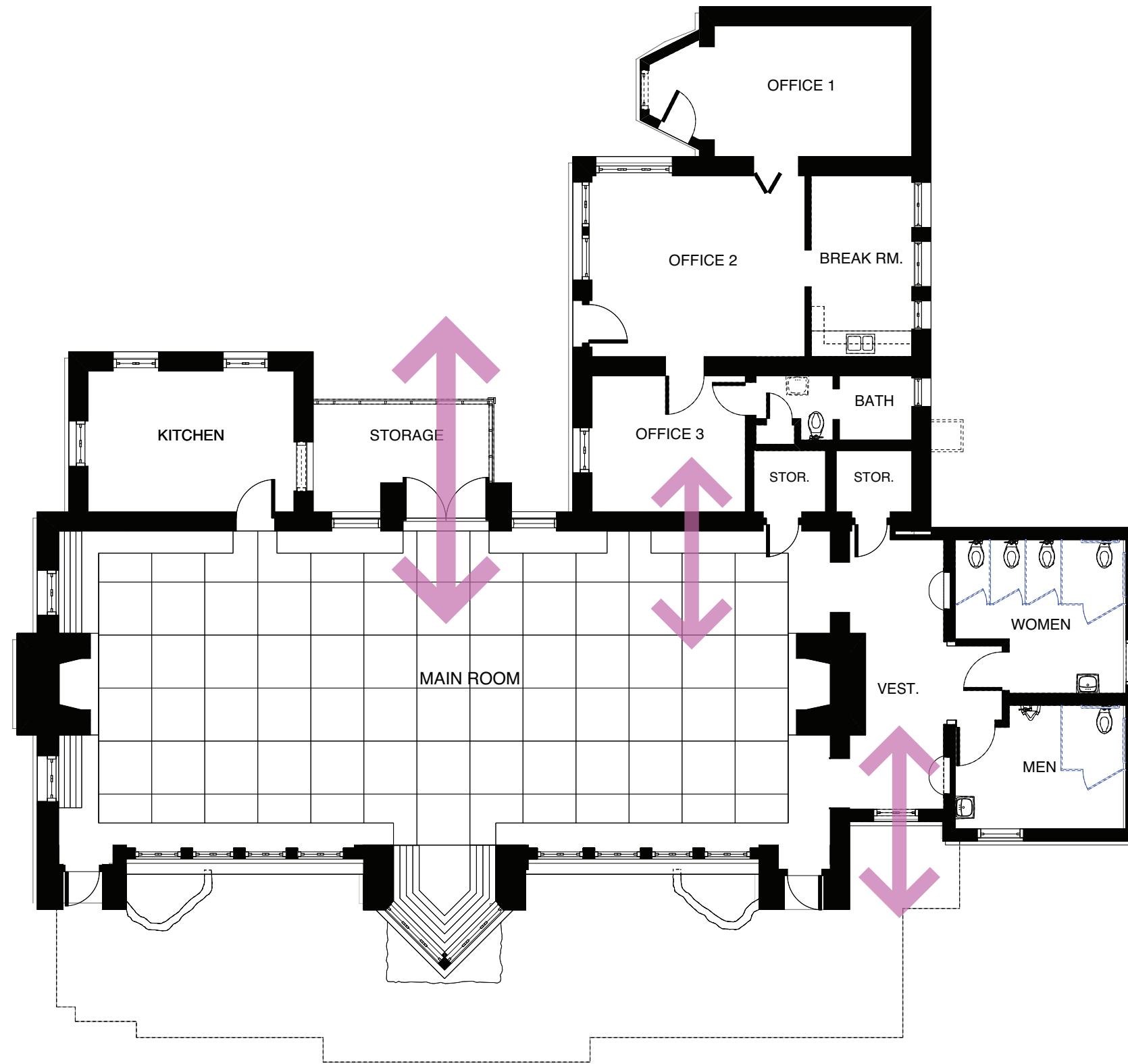
Wayfinding and interpretive signage

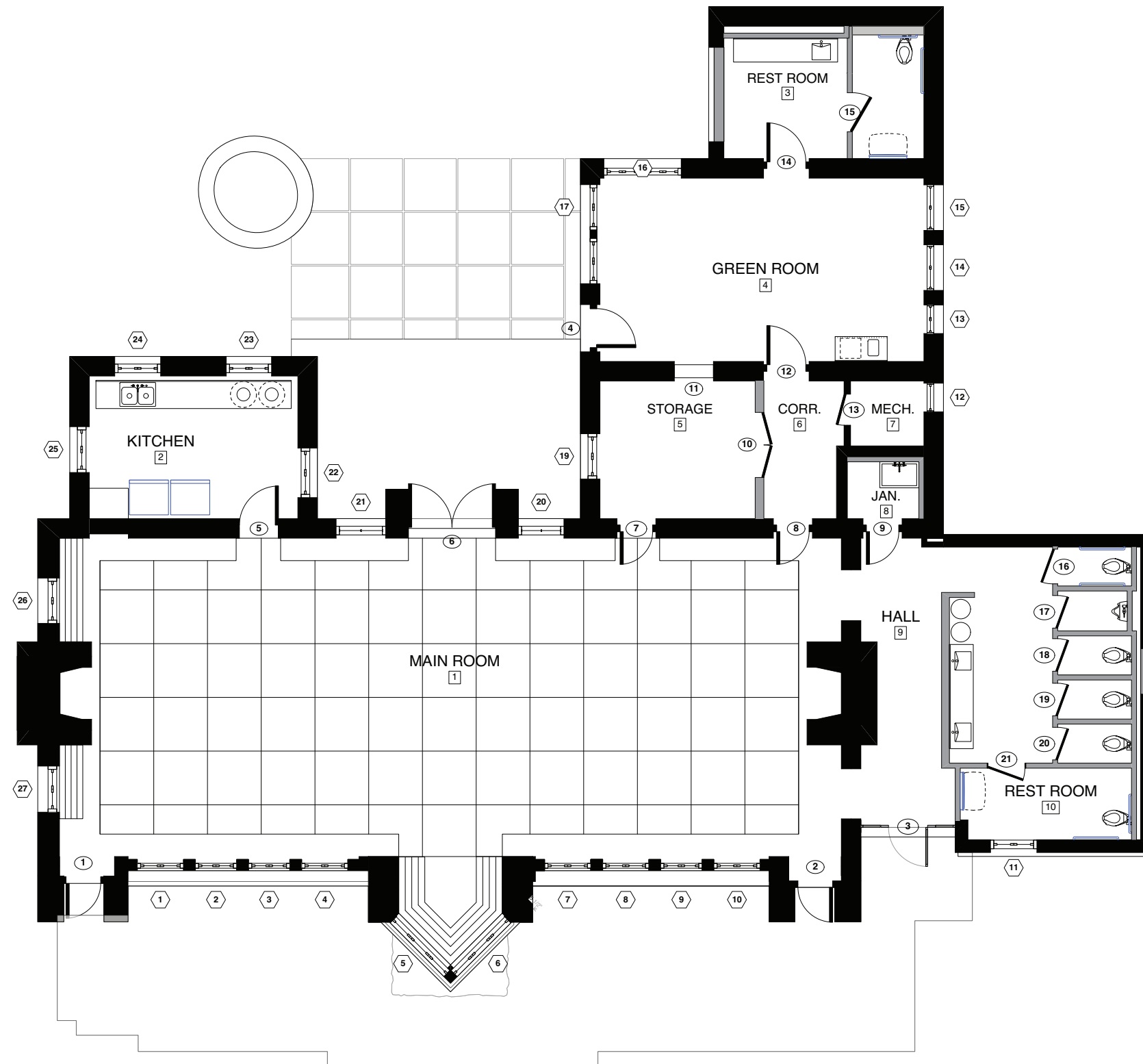
Study HVAC system, water heater relocation, gas service

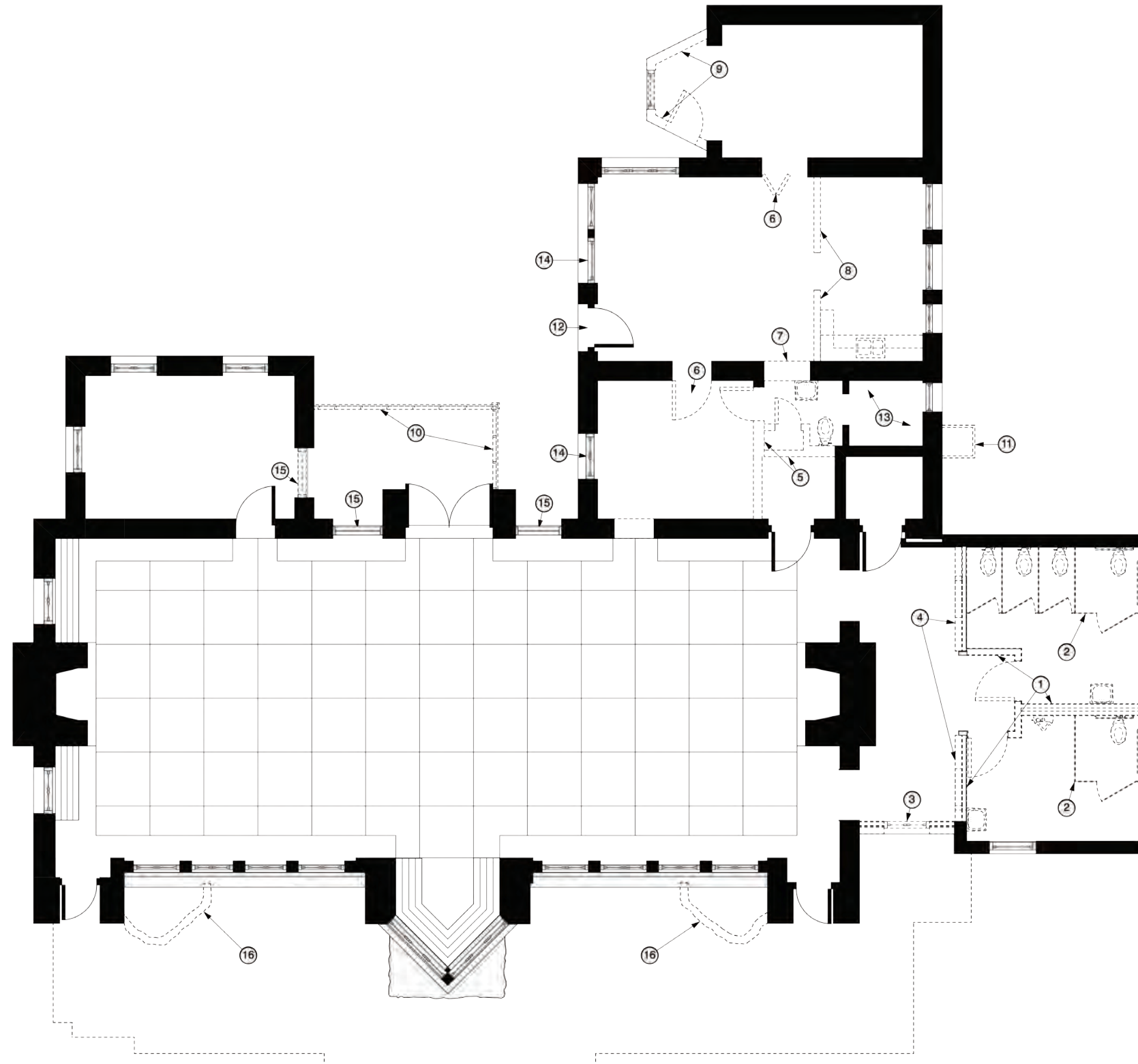
Replace electrical and data systems, improve lighting

Window and door restoration, roof replacement, masonry cleaning, ironwork restoration









1 DEMOLITION PLAN—BUILDNG
Scale: 3/16" = 1'-0"



The building is stone with a tile roof. Success of Fete Pleases Scouts, AS, 8 June 1934



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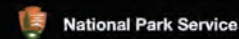
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 - Fully transferable
 - Lifetime Protection
- 
Hail Protection
 - Highest Hail Impact Rating
 - Class IV Impact Resistance
- 
Cost Savings
 - Substantial lifetime savings compared to natural cedar
 - Avoid costly repairs
- 
Aesthetics
 - Unmatched authentic look of cedar and slate
 - Enhance overall home appearance



Preservation and Stewardship



This 1945 image of the Camp 4 Craft Lodge shows the OSS added asphalt shingles. National Archives and Records Administration

In the fall of 2012, Prince William Forest Park implemented its plans to replace the roofing system on its historic 1930s era cabins. Park staff work around the clock to maintain these historic structures to historic standards, replacing board for board and nail for nail. In planning for the long term stability of the structures, park managers must work to balance the historic standards requirements with ever-present funding constraints and park goals for environmental stewardship. It is the goal of the park to eventually replace all of the cabin roofs in alignment with this plan.

The Historic Cabins

The Prince William Forest Park cabins were built by the [Civilian Conservation Corps \(CCC\)](#) during the Great Depression to provide overnight, outdoor recreation for impoverished youth from Washington, DC. During World War II, these same cabins were taken over by the [Office of Strategic Services \(OSS\)](#), the WWII predecessor of the CIA and America's Special Forces, for use as Special Operations and Communications Training Camps. Though many of these cabins have been on the National Register of Historic Places for many years, the park, in its entirety, was nominated to the National Register of Historic Places this year based in a large part on the cabins' Great Depression and WWII era history.



The original cedar shake roofs in 1936

About the Cabin Roofs

The cabins were constructed following the tenets of the rustic architecture movement which was very popular in the early 20th century. This movement used locally-harvested materials to achieve a naturalist, pioneer-made look, despite the use of machines for some construction. For the cabin roofs at Prince William Forest Park, the CCC used hand-made, cedar shake shingles on all of the buildings. You can view a Works Progress Administration worker hand-making these shingles in the early park film, *The Human Crop*.

During the OSS era (1942-1945), some of the original cabin roofs were replaced with asphalt shingles which was cheaper and less labor intensive, despite being aesthetically opposed to the rustic architecture movement. Since the 1940s, layer after layer of asphalt shingles have been laid upon the roofs with more regard to structural preservation that architectural aesthetics. Over the years, the roof color has varied from the original, faded gray for a cedar shake, to brown, green, and gray asphalt shingles.



Considering Our Options

Prince William Forest Park management considered a variety of materials for the proposed roof replacement, and has concluded that the use of authentic cedar shake shingles would be fiscally prohibitive not only due to the cost of the materials themselves, but also because of the frequency with which the shingles would have to be replaced. This new roofing plan will return to a more aesthetic and sustainable roofing material that maintains the character of the rustic style architecture originally used on the camp buildings, as well as to provide for the long-term preservation of these historic buildings. The NPS chose not to select asphalt shingles because they do not match the appearance and visual qualities of wood shake.



About the Roofing Proposal

Park management has selected to replace the existing asphalt shingles with a substitute material shingle, made of composite, recycled material, which best meets the purpose and need of this project. These shingles are made to replicate the look and profile of the original cedar shake shingles that were hand-made by the CCC and installed on the cabins in the 1930s. They are a faded grey color, matching the look of cedar after a few years of weathering. The long term life cycle replacement (how long the shingles are on the roofs until they need to be replaced) far outstretches both asphalt shingles and the original cedar shake shingles. The composite shingles are fire and mod resistant. These factors led the park to choose the composite shingle for its roofing needs on the historic cabins.

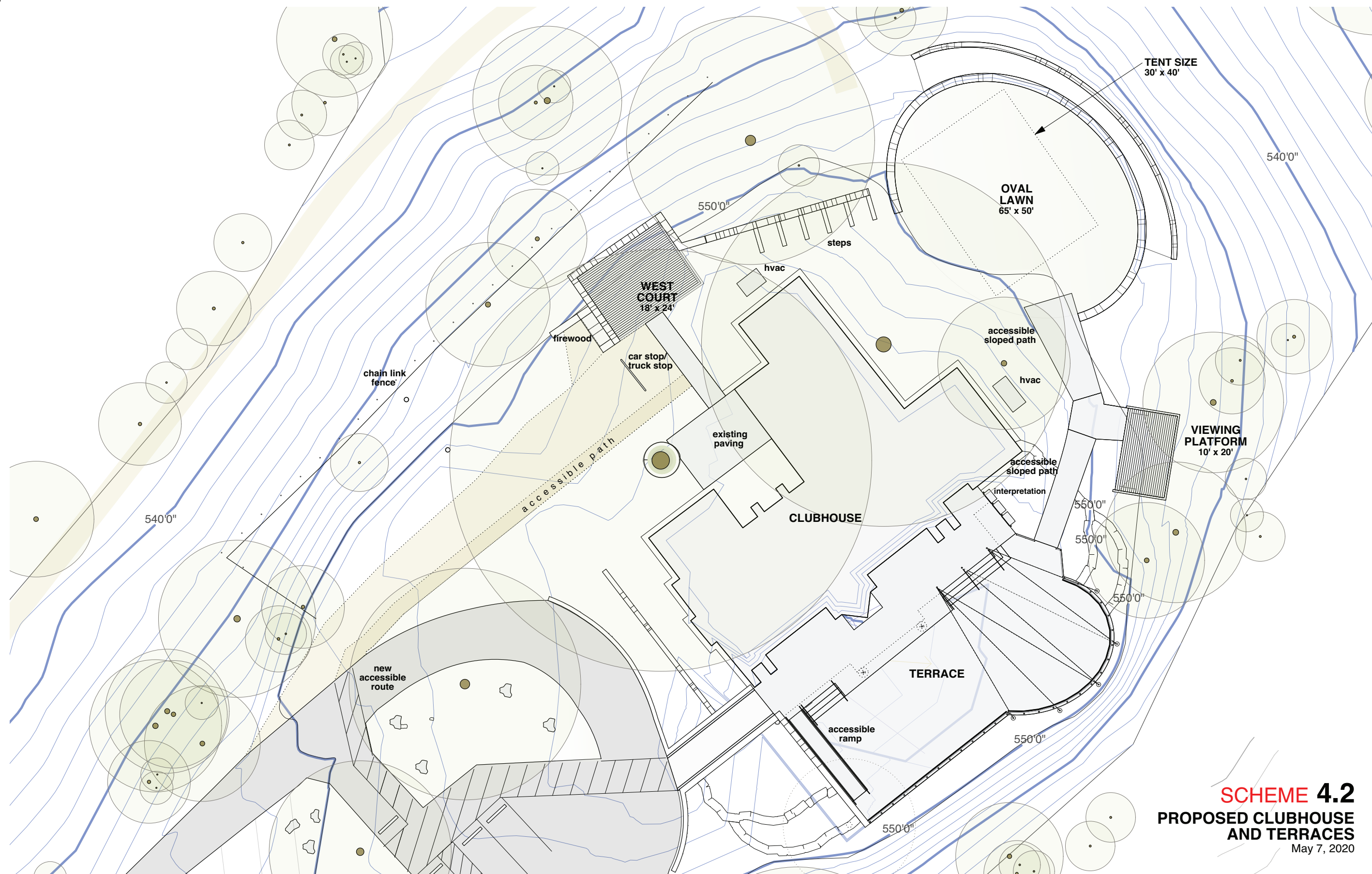


A worker holds up a original cedar shake to the roof of a cabin covered in the chosen composite material

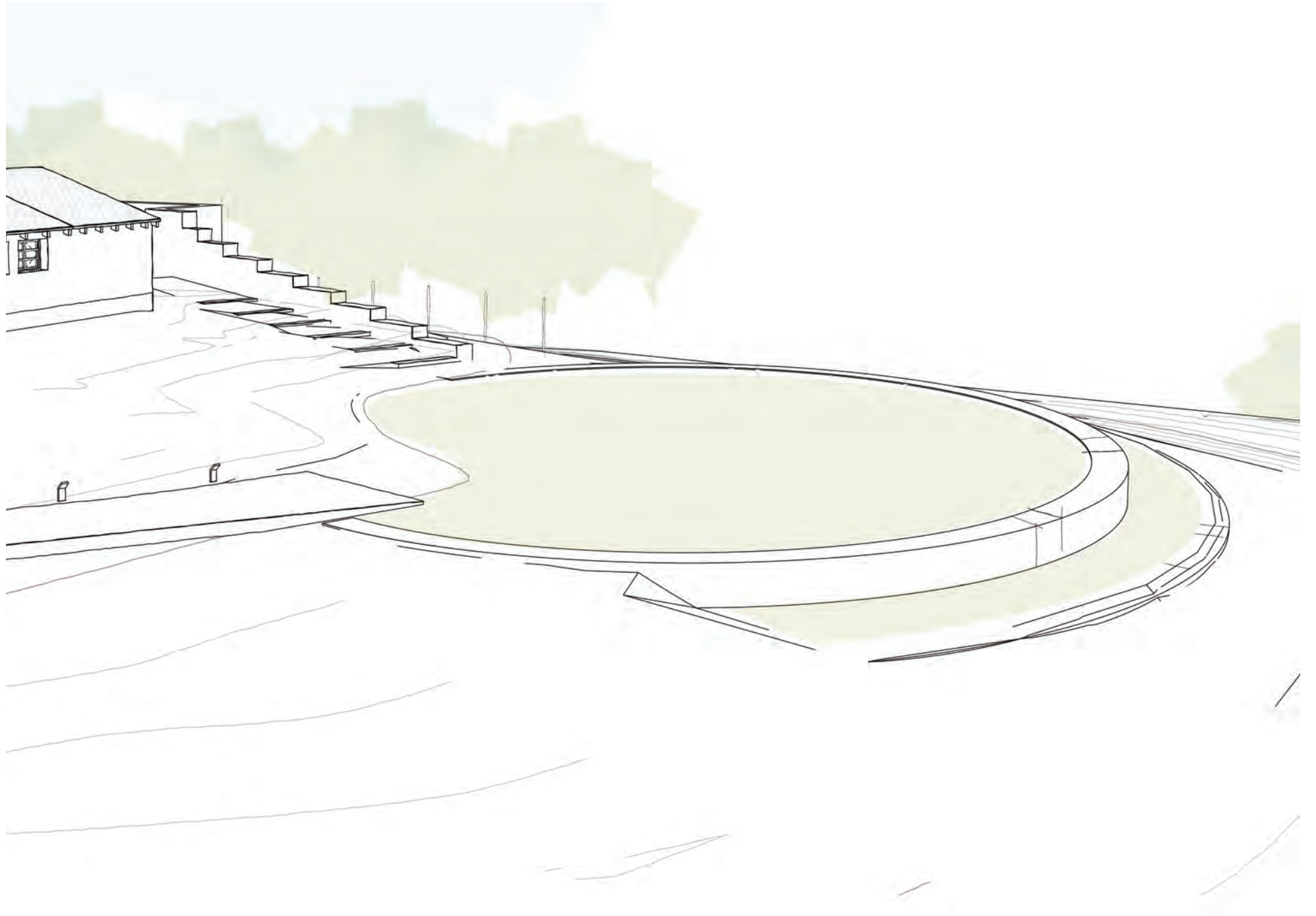


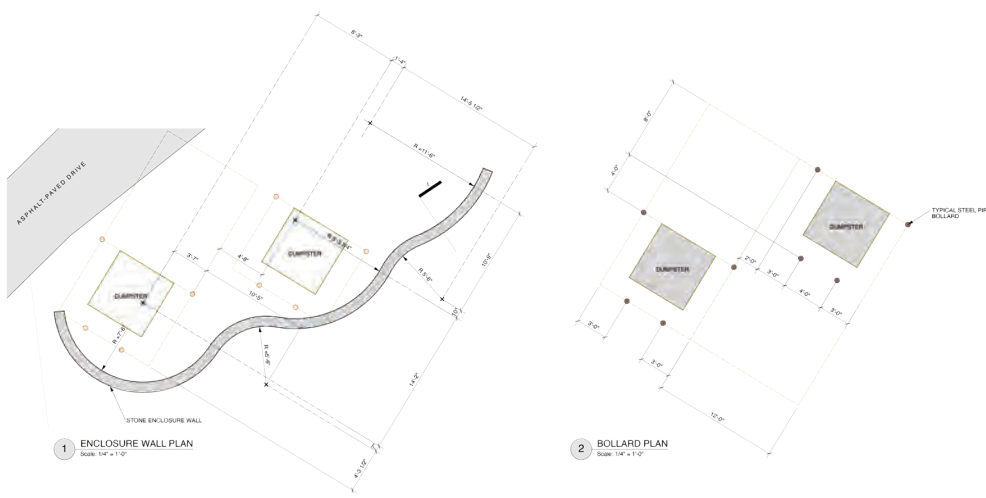


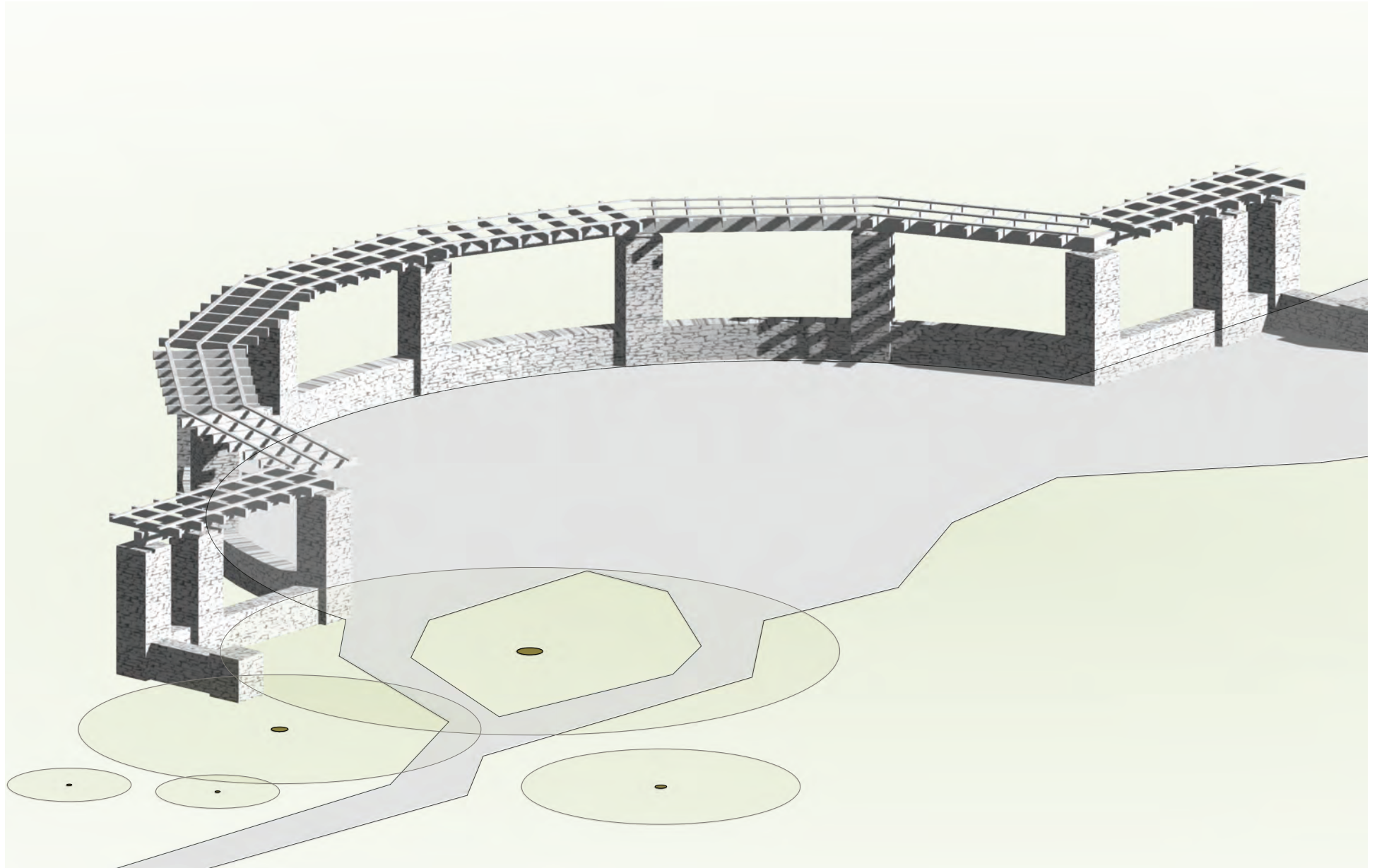




SCHEME 4.2
PROPOSED CLUBHOUSE
AND TERRACES
 May 7, 2020

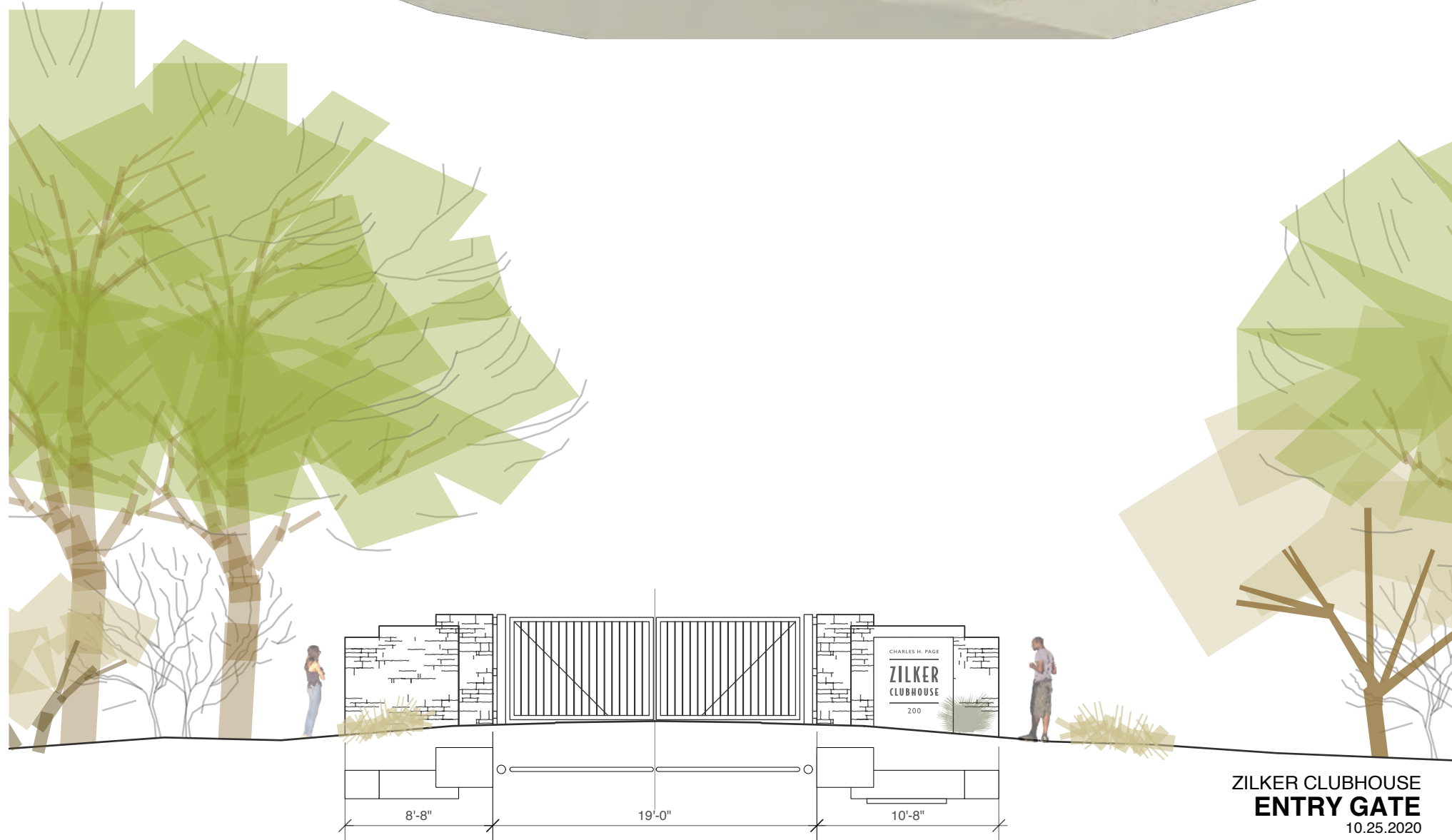




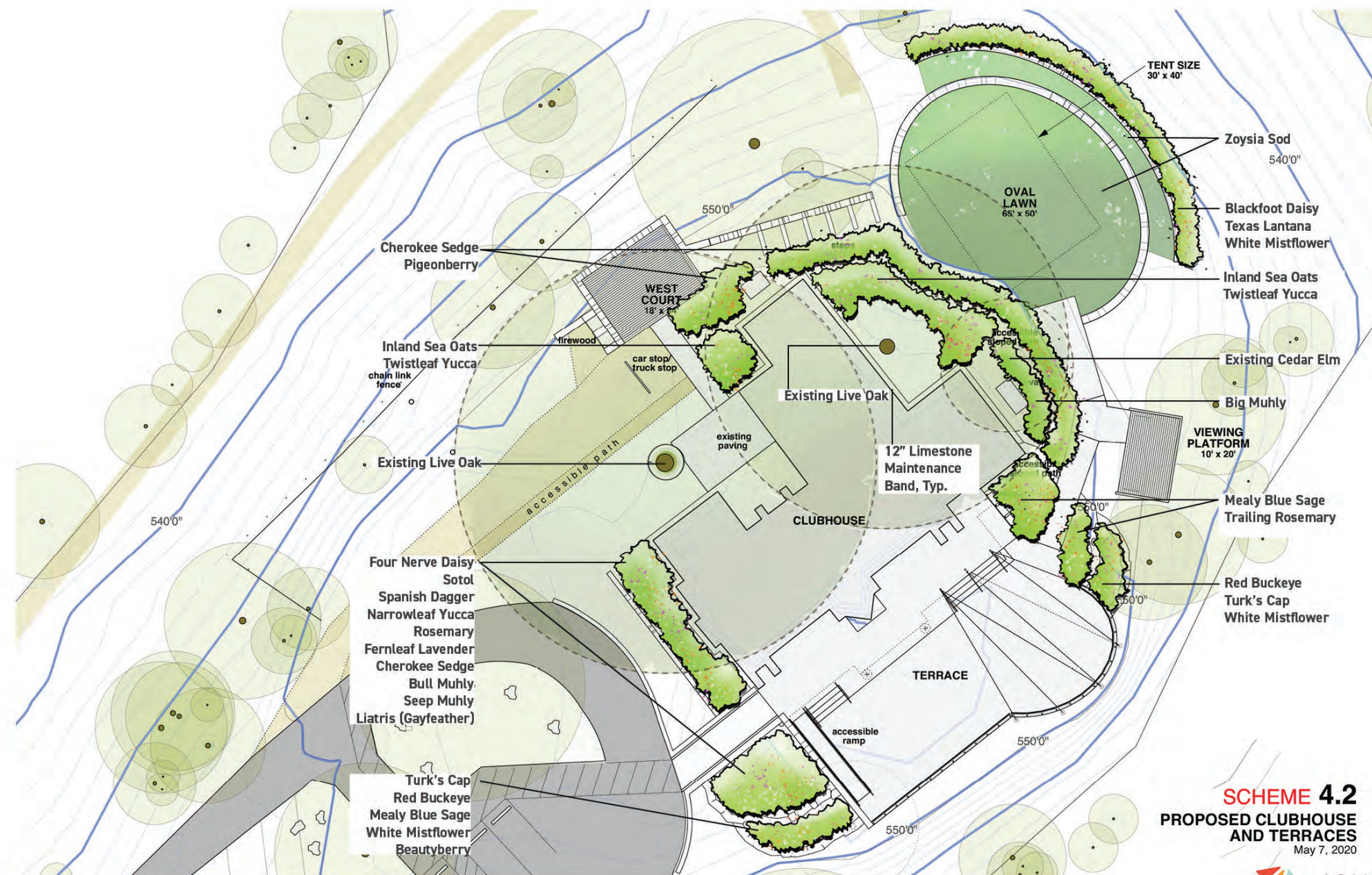




STONE SLAB TEXTURE



ZILKER CLUBHOUSE
ENTRY GATE
10.25.2020



ZILKER BUILDING AND SITE PLAN
 PLANTING PLAN 2020 MAY 13

SCHEME 4.2
PROPOSED CLUBHOUSE AND TERRACES
 May 7, 2020

ASAKURA
ROBINSON

PLANTING PALETTE



Texas Lantana
Lantana Urticoides



Rosemary
Rosmarinus officinalis



Red Buckeye
Aesculus pavia var. pavia



Fernleaf Lavender
Lavandula multifida



Gayfeather
Liatris spicata



Bull Muhly
Muhlenbergia emersleyi



Inland Seaots
Chasmanthium latifolium



White Mistflower
Ageratina havanensis



Switchgrass
Panicum virgatum 'Shenandoah'



Seep Muhly
Muhlenbergia reverchonii Vasey & Scribn.



Twistleaf Yucca
Yucca rupicola



Big Muhly
Muhlenbergia lindheimeri



Sotol
Dasyliirion wheeleri



Cherokee Sedge
Carex cherokeensis



Spanish Dagger
Yucca gloriosa



Narrow Leaf Yucca
Yucca angustissima



Turk's Cap
Malvaviscus arboreus var. *drummondii*



Pigeonberry
Rivina humilis



Mealy Blue Sage
Salvia farinacea 'Henry Duelberg'



Trailing Rosemary
Rosmarinus officinalis 'prostratus'



American Beautyberry
Callicarpa americana



Blackfoot Daisy
Melampodium leucanthum

ZILKER BUILDING AND SITE PLAN
PLANTING PLAN 2020 MAY 13



Thank You



Zilker Clubhouse, 1942, Foster, William Hague. University of North Texas Libraries, The Portal to Texas History, <https://texashistory.unt.edu>; crediting Austin Presbyterian Theological Seminary

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 9, 2022

Submitted By:

Staff

Agenda Item:

Discussion regarding future ordinance amendments related to residential water line and meter relocation policies

Background:

At the February City Council Meeting during the presentation of the Water CIP by K. Friese and Associates, the City Council and staff discussed the relocation of water lines and service connections to the front yards of properties when they are being re-developed. The purpose of this item is to generate discussion regarding a future policy.

Recommendation:

The City has numerous backyard waterlines and meters. These meters are difficult to access during meter reading, and can be problematic during waterline breaks. Staff and Council acknowledge that it is a priority to eventually tie all properties into the water system via a front yard service connection. In an effort to expedite this, staff recommends creating a process for requiring the relocation of those services during such times that a property is under redevelopment. This will make the final disconnection of lines and services easier and less burdensome to both the homeowner and city down the line.

Currently, if a property is under redevelopment, the City invoices the developer for the new connection fee. Generally, the builder wants the line and meter to be located in the front and this has not been an issue. However, the City presently lacks a way to compel developers to relocate their tap if there is an existing usable connection.

Staff would recommend a two-part approach to addressing this issue. First, require as part of the permit application process, that new construction and remodels/additions over 50% for properties with a current rear-yard connection, submit the location of yard lines and proposed tie-in locations. The City should require as-built surveys post construction so that those service connections can be integrated into the city maps.

Second, decide a fair metric for assessing fees for the relocation. Section 34-7(d) of the City Code states:

“Where the city requires relocation of a water meter for the benefit of the city and the city council finds that relocation of the customer's water meter or connection would serve a public purpose, the city council may, but is under no obligation to, authorize a contribution to the customer's cost of relocating the customer's service line and meter in an amount determined by the city council that is related to but in no event exceeds the amount of

benefit to the city resulting from relocation of the specific customer meter or service connection.”

It seems problematic to require a new project to pay the full amount for a new connection, but for the city to pay the cost for existing homes down the line. A more equitable way to address the issue, would be to either establish a cost sharing program, or assess a monthly fee to the water bill for a period of time.

Action Requested:

Discuss and give policy direction to staff regarding elements of a future ordinance to be brought back for City Council review.

Fiscal Impacts:

No significant fiscal implication to the City is anticipated.

Attachments:

- N/A

Sec. 34-7. Water meter and connection policy.

- (a) The city undertakes to provide water service only at the location of its water distribution mains and requires each customer to furnish all facilities and easements necessary to reach the city's water mains. The city requires that each customer's water meter be located as close as practicable to city water distribution mains.
- (b) The city assumes no obligation whatsoever with regard to a water service line or any other facilities on the customer side of the meter.
- (c) The city assumes no obligation whatsoever with regard to the provision of water to any point further from the city's water lines than each customer's water meter.
- (d) Where the city requires relocation of a water meter for the benefit of the city and the city council finds that relocation of the customer's water meter or connection would serve a public purpose, the city council may, but is under no obligation to, authorize a contribution to the customer's cost of relocating the customer's service line and meter in an amount determined by the city council that is related to but in no event exceeds the amount of benefit to the city resulting from relocation of the specific customer meter or service connection.

(Code 1995, § 13.04.007; Ord. No. 2009-10-07, 10-21-2009)

LOCAL GOVERNMENT CODE

TITLE 13. WATER AND UTILITIES

SUBTITLE A. MUNICIPAL WATER AND UTILITIES

CHAPTER 552. MUNICIPAL UTILITIES

SUBCHAPTER Z. MISCELLANEOUS PROVISIONS

Sec. 552.901. RELOCATION OR REPLACEMENT OF WATER OR SEWER LATERALS. (a) By ordinance, a municipality may contract for the relocation or replacement of a sanitation sewer lateral or water lateral that serves a residential structure on private property to connect the lateral to a new, renovated, or rebuilt sanitation main or water main constructed by the municipality. The municipality shall assess the cost of the relocation or replacement of the lateral against the property on which the lateral is located. A lien attaches to the property for the cost of the relocation or replacement.

(b) Before a municipality contracts under Subsection (a), the municipality must obtain the property owner's written consent to the contract, to the relocation or replacement of the sewer lateral or water lateral, and to the assessment. The written consent must state that the person giving the consent is the property owner or the authorized representative of the property owner, must state the owner's address, and must state that:

- (1) the consent is given freely;
- (2) the owner understands that as a result of the assessment a lien attaches to the property for the total cost of the relocation or replacement;
- (3) the municipality will not pay any part of the relocation or replacement cost; and
- (4) the owner has five years from the date the work is completed to repay the cost to the municipality.

(c) Before the contract for the work is made but after the municipality has received bids for the work, the municipality must give notice to the property owner. The notice must state the bid price accepted by the municipality for the completion of the work and that the contract price may be increased by not more than 10 percent because of changes without the written consent of the owner. The notice shall be given to the owner by personal delivery, or by depositing the notice in the United States mail, postage prepaid, addressed to the owner at the address in the owner's written consent.

(d) The municipality shall contract for the performance of the work in accordance with the law applicable to public improvements before work begins on the relocation or replacement of a lateral and after the municipality files the written consent of the property owner with the municipal clerk or municipal secretary. The contract may be changed as necessary for the successful completion of the work, but the contract price may not be increased by more than 10 percent because of those changes without the written consent of the owner as provided by Subsection (c).

(e) Unless the owner waives the right to reject the contract as provided by Subsection (f) on or before the 45th day after the date the notice is mailed or delivered, the owner may exercise that right by notifying the municipal clerk or municipal secretary of the withdrawal of consent. If the owner fails to withdraw consent during the 45-day period, the municipality may contract for the performance of the work, the work may proceed, and the assessment may be made without further consent by the owner. After the expiration of the 45-day period, the owner may not withdraw the consent.

(f) The owner may waive the right to reject the contract by filing a sworn affidavit to that effect with the municipal clerk or municipal secretary. After the affidavit is filed, the municipality may contract for the performance of the work, the work may proceed, and the assessment may be made without further consent by the owner.

(g) On receipt by the municipality of a certificate from the contractor certifying that all work has been completed in accordance with the contract, and on a finding by the municipality that the work has been properly completed in accordance with the applicable codes and ordinances of the municipality, the municipality may pay the contractor the cost of the completed work.

(h) When payment is made to the contractor, the municipality shall issue a certificate certifying that the work has been completed and that payment has been made under the contract. The municipality shall file the certificate with the county clerk of the county in which the property is located and shall deliver a copy of the certificate to the property owner.

(i) The property owner, within five years after the date of the issuance of the certificate under Subsection (h), must pay the municipality the amount that the municipality paid for the completed work as evidenced by the certificate, plus simple interest in an amount not to exceed 10 percent a year as set by the governing body of the municipality. On payment of the principal amount and accrued interest, the municipality shall issue a release of the assessment and lien. The release may be filed for record as provided by law.

(j) If the property owner does not pay the assessment during the five-year period, the municipality may enforce the lien on the property in the same manner in which it is authorized by law to enforce the lien for a paving or other assessment.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.
Renumbered from Local Government Code, Section 402.901 by Acts 2007, 80th Leg., R.S., Ch. 885 (H.B. [2278](#)), Sec. 3.76(a)(2), eff. April 1, 2009.

THE TEXAS CONSTITUTION

ARTICLE 11. MUNICIPAL CORPORATIONS

Sec. 12. EXPENDITURES FOR RELOCATION OR REPLACEMENT OF SANITATION SEWER OR WATER LATERALS ON PRIVATE PROPERTY. The legislature by general law may authorize a city or town to expend public funds for the relocation or replacement of sanitation sewer laterals or water laterals on private property if the relocation or replacement is done in conjunction with or immediately following the replacement or relocation of sanitation sewer mains or water mains serving the property. The law must authorize the city or town to affix, with the consent of the owner of the private property, a lien on the property for the cost of relocating or replacing the laterals on the property and must provide that the cost shall be assessed against the property with repayment by the property owner to be amortized over a period not to exceed five years at a rate of interest to be set as provided by the law. The lien may not be enforced until after five years have expired since the date the lien was affixed.

(Added Nov. 8, 1983; amended Nov. 5, 1985.)

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 9, 2022

Submitted By:

Mayor Massingill

Agenda Item:

Discussion and possible action to approve language to be included in a future ordinance requiring residential construction fences

Background:

At the February City Council Meeting, during the discussion on current building enforcement policies and procedures, the City Council discussed that there is currently not a requirement for construction fences in the city's Code of Ordinances. Mayor Massingill asked staff to make note of this discussion and bring it back to the next meeting.

Recommendation:

Staff has consulted with the Mayor and Legal Counsel to craft the following language to be added to Article VI. – Manner of Conducting Construction Restricted between 101-246 and 101-247

Temporary construction site fencing with mesh fabric privacy screen no less than six (6) feet in height shall be required to surround the property during residential construction. No fence erected under this section shall be erected in such position or placed so as to constitute a traffic hazard.

Action Requested:

Mayor and Staff request approval of the language as stated above. Pending approval, it will be brought back in ordinance form at the next regular City Council meeting for final approval.

Fiscal Impacts:

No significant fiscal implication to the City is anticipated.

Attachments:

N/A

Construction Fences - additional terms:

- 1.** Construction fences are required around all residential sites upon which new construction, remodeling, alterations or building additions are permitted, before the start of the permitted activity.

- 2.** The building permit for the property shall be posted on the fence, in view of the public. Signs identifying the contractor and/or architect for the property are permitted. No signs with any other commercial message are permitted on construction fences or barriers.

- 3.** The building official is authorized to waive the requirement for residential construction fences for a remodel, alternation, or addition if the official determines that the proposed remodeling, alteration or addition will not adversely impact adjoining properties due to construction debris, traffic or other associated conditions.

- 4.** Required construction fences must be at least 6 feet in height. The building official is authorized to require that construction fences be of a solid construction to ensure the safety of the public.

- 5.** Gates in construction fences, when open, may not obstruct streets, sidewalks, or adjacent properties, and must be locked at all times when construction activities are not in progress and at all times when construction activities are not permitted.

AGENDA ITEM SUMMARY SHEET**CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: March 9, 2022****Submitted by: Brook Brown**

Agenda Item __: Discussion and possible action to update building permit applications consistent with current ordinances and requirements, including Ordinance No. 2018-09-19(B) requiring designation of a responsible person for permit compliance, and discussion and possible action as to current permits not in compliance with ordinance requirements.

Action requested: Discussion and possible action with regard to incorporation of requirements of current ordinances into commercial and residential building permit applications including the designation of a responsible person for permit compliance, and to consider appropriate action as to current permits not in compliance with ordinance requirements.

Related documents: Part II. Land Development Code:

https://library.municode.com/tx/rollingwood/codes/code_of_ordinances?nodeId=PTIILADECO

Form of current residential and commercial building permit applications:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning_and_development/page/4160/resbldnewapp.pdf

Demolition permit:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/building/page/4160/demolition_application_rollingwood.pdf

Commercial construction permit application:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning_and_development/page/4159/commercial_building_application.pdf

Other related permit applications:

<https://www.rollingwoodtx.gov/planning-development/page/plans-permits-applications>

Ashley Wayman

From: Brook Brown
Sent: Wednesday, March 9, 2022 2:03 PM
To: Ashley Wayman
Subject: Fw: Agenda Item 13

Ashley,
Could you forward to the Council the email below and also post it in the agenda packet in connection with Agenda Item 13?
Thanks,
Brook

Subject: GIS maps - Cities' public links to GIS mapping data

While this research is not exhaustive, I checked the websites for each of the Cities below as to the status of their GIS maps and each city makes its GIS maps publicly available. I have not at this point compared the data on the Rollingwood GIS map to the data on each of these cities' maps, but will do so and report that information at the next council meeting.

City of Georgetown: <https://opendata-georgetownx.opendata.arcgis.com/>

The City of Georgetown states on the initial page of its GIS: "This page is the City's public platform for exploring, visualizing, and downloading location-based data."

City of Bryan, Texas: <https://www.bryantx.gov/information-technology/gis-mapping-services/gis-maps/>

City of Austin, Texas: <https://www.austintexas.gov/department/gis-and-maps>

City of Lakeway, Texas : <https://www.lakeway-tx.gov/143/City-Maps>

City of Abilene, Texas: <https://gis.abilenetx.com/portal/home/>

AGENDA ITEM SUMMARY SHEET**CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: March 9, 2022****Submitted by: Brook Brown**

Agenda Item __: Staff briefing as to current building enforcement policies and procedures, and Council discussion and possible action with regard to adoption of a statement of policy regarding enforcement of building permit requirements, including processes for enforcement of violations, actions with respect to repeat violations, periodic on-site inspection of permit activities and as-built construction.

Action requested: Staff update to Council with regard to current policies, processes and responsibilities for permit inspections and enforcement, including handling of repeat offenders, schedules for periodic on-site inspections and as-built inspections, and division of responsibilities as between city building officials and city contractors, and Council discussion and consideration of current policies, including adoption of a statement of current policies.

AGENDA ITEM SUMMARY SHEET**CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: MARCH 9, 2022****Submitted by: Brook Brown**

Agenda Item __: Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove within the Residential zone, including discussion of any necessary changes to City Ordinance Section 107-26.

Action requested: Update from staff regarding the status of adoption of an official zoning map, and the status of work undertaken by WSB Engineering with respect to the zoning map as authorized by the Council at its May 19, 2021, meeting, item 9 and further action necessary to the Council's adoption of an official zoning map.

Related documents:

City ordinance Section 107-26:

https://library.municode.com/tx/rollingwood/codes/code_of_ordinances?nodeId=PTIILADECO_CH107Z_O_ARTIIDIRE_DIV1GE_S107-26OFZOMA

Minutes of the City Council, September 16, 2020, Item 28:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/meeting/5571/09-16-2020_budget_workshop_and_city_council_meeting_minutes_-_signed.pdf

Minutes of the City Council, May 19, 2021, Items 9 and 10, and related memo from WSB Engineering:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/meeting/7681/05-19-2021_cc_minutes_-_signed.pdf

<https://mccmeetingspublic.blob.core.usgovcloudapi.net/rollwdtx-meet-787061abfc07423b95f04f73a6d602b4/ITEM-Attachment-001-0da2aefc80ab4fbe9d948afd8370d43b.pdf>

Items Under Review		
Property Address(es) / Area	Description	
3003 Bee Caves Rd.	Discrepancy from past map	Questioning if they are correctly shown as C1 and C2
3103 Bee Caves Rd.	Discrepancy from past map	Shown as same as 3101 on previous maps but now it is different
3101 Bee Caves Rd.		See above
1015 Bee Cave Woods	Discrepancy from past map	Shown now as PUD and on 2014 map is shown as Hospital District
Triangle next to abandoned 4914 South Crest	Discrepancy from past map	Now shown as residential
2900 Bee Caves Road	Discrepancy from past map	Boundary line in Eanes Creek
Property owned by city that abuts 2800-2814	Unsure	City owned, need to consider giving it an address and need to see if it is zoned correctly, commercially zoned
Triangular piece at 900 S. MoPac	Unsure	Unzoned triangle adjacent to it and whether the boundary line is correct
5100 Rollingwood Drive	Discrepancy from past testimony	Double check if this property is zoned commercial
Tract between 2803 Vance and 98 Wallis	Unsure	Single residence (not in Rollingwood) with unzoned section (in Rollingwood)
Next to 3308 Gentry	Unsure	Small unzoned section for house that fronts on North Peak Road but part of the back of the lot is in Rollingwood
Property behind 4716 Timberline	Does not have an address	
Tract in between 5 Randolph, 3 Jeffery and 4 Jeffery	Unsure	City Maintained parcel that we believe it is zoned Residential and owned by the city, but we will double check.
Metes and bounds between 3107 Gentry and 4815 Rollingwood	Discrepancy from past map	determine the joint property line
Triangle behind 2803 Rollingwood	Unsure	
Two tracts between 603 Riley, 2503 Timberline, 2501 Timberline and 2514 Rollingwood Drive	Unsure	Has been a replat, two parcels that were drainage easements that have been replatted and joined. The lots just need to be joined on the map.
405 Inwood	Unsure	These were replatted last year and there may be a lag in the County

Other Items Being Addressed	
Various Street names missing	
Various spots with no zoning designation or with zoning that extends past the city boundary line	
There may be a lag in the County's filing system for properties that have been recently replatted	Would find in an annual/bi-annual/quarterly review
Address changes will also affect this map	Would find in an annual/bi-annual/quarterly review

Other Comments with no Action at this Time
There is an undeveloped lot with no address or access on Laura Lane (Behind 113 Laura)
There is an undeveloped lot with no address or access on Ashworth (Behind 209 Ashworth)
South Side of Grove Court near Edgegrove - belong to the properties across Grove Court

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 9, 2022

Submitted By:

Mayor Massingill

Agenda Item:

Update, discussion and possible action a Franchise Agreement with Austin Energy and certain utility projects related to utility easement

Background:

The city's franchise agreement with Austin Energy expired in February 2021. At the July 21, 2021 City Council Meeting (item 19) the City Council directed the City Administrator and City Attorney to negotiate the additional requests for franchise agreement in the attachment and adding an item to clean up and remove outdated and unused lines and attachments with Austin energy. Below is the link to the packet for the July 21, 2021 City Council meeting.

<https://meetings.municode.com/adaHtmlDocument/index?cc=ROLLWDTX&me=4ce60a31f07e4bf89b95f5a8695bf356&ip=True>

Accordingly, the City of Rollingwood sent a letter to Austin Energy on October 25, 2022 (attached). No response was received.

The city has noted other areas of concern in recent communications with Austin Energy:

- Resistant to properly completing responsible person form as required by building official
- Failure to timely complete pole replacements and removal of old poles on Ashworth
- Police relocation to facilitate Pleasant/Nixon Drainage Project
- Continued lack of appropriate coordination and inefficient requirements for permitting applications at the City of Austin for Rollingwood building projects.

The city has not received a franchise fee payment from the City of Austin since May 2021.

Action Requested:

Discussion among City Council and direction to staff regarding how to proceed

Fiscal Impacts:

No significant fiscal implication to the City is anticipated.

Attachments:

1. Executed 2011 Franchise Agreement
2. Proposed amendment to 2011 Franchise Agreement from City of Austin
3. Letter sent to Austin Energy dated October 25, 2021

ELECTRIC UTILITY FRANCHISE AGREEMENT

This Electric Utility Franchise Agreement is between the City of Austin, Texas, which owns and operates a municipal electric utility d/b/a Austin Energy (“AE”), and the City of Rollingwood, Texas (“the City”).

SECTION 1. GRANT OF FRANCHISE

- 1.1 The City hereby grants AE, for a term of ten years from the effective date of this agreement, a franchise for the transmission, distribution, and sale of electricity within the City. AE may construct, operate and maintain in, upon, over, under, and across the present and future streets, alleys and public ways and places within the City all the facilities AE deems reasonably necessary for the provision of safe, reliable, and economical electric service (“AE Facilities”).
- 1.2 This Franchise shall not be construed to restrict or materially affect or alter any power or authority granted to AE by state or federal law, nor does it grant to the City any right or regulatory authority over AE’s rates or operations not otherwise expressly given the City by state or federal law.

SECTION 2. FRANCHISE FEE

- 2.1 During the term of the franchise granted herein, AE shall pay a Franchise Fee to the City for street rental in the amount of 3% of AE’s Gross Receipts from the sale of electricity to customers within the City from the effective date of this agreement written below. “Gross Receipts” shall consist of amounts actually billed for electric consumption and shall exclude taxes. In the event a customer bill contains charges for services or fees other than for electric service, customer payments shall be allocated between services on a pro-rata basis.

- 2.2 If at any point during the term of this agreement, AE imposes a stand-alone charge upon customers within the City for the direct recovery of the cost of the Franchise Fee rather than recovering the cost through base rates on a system-wide basis, the City may opt to terminate this agreement. AE shall provide written notice to the City not later than 60 days prior to enactment of any such direct recovery charge, and thereafter the City shall have 180 days in which to exercise its termination option. If AE fails to provide written notice as required by this section, the City may terminate this agreement at any time after enactment of such direct recovery charge by providing not less than 60 days advance written notice of termination to AE. Termination of this agreement shall not be construed as a revocation of the City's consent for AE to operate and provide electric service within the municipal limits of the City.
- 2.3 The payment for street rental shall be based upon AE's Gross Receipts on a quarterly basis and will be due and payable to the City within 45 days after the close of each quarter in AE's fiscal year.
- 2.4 The Franchise Fee is in lieu of all other fees and charges and the City shall not impose upon or collect from AE any other charge or fee in connection with the use of rights-of-way for AE facilities within the City.

SECTION 3. CONSTRUCTION AND OPERATION OF FACILITIES

- 3.1 Prior to starting work, AE shall give ten days written notice to the City of the scope and duration of the work and shall otherwise follow the City's generally applicable notice and permitting process for work within City rights-of-way. Prior notice may be reduced or waived by the City Administrator. In the event AE deems there is an emergency, the work is necessary to restore interrupted service, or AE otherwise deems that the notice requirement will hamper its ability to maintain safety or reliability, AE may act without prior notice.

- 3.2 The surface of any street, alley, or public way or place disturbed by AE shall be restored by AE within a reasonable time after completion of the work. Restoration shall be made to standards at least equal to those used by AE within the city limits of Austin.
- 3.3 Unless expressly stated herein, this Agreement does not excuse AE from compliance with any City ordinance that may otherwise be lawfully applicable to AE's operations within the City, nor does it impose upon AE any obligation to comply with a City ordinance that would not otherwise lawfully apply to it.

SECTION 4. CIVIC IMPROVEMENTS

The City shall give AE reasonable prior notice of street widening or straightening projects, water line or wastewater line replacement projects, and other projects that may affect AE's facilities. AE shall, at its expense, relocate AE facilities in City-owned rights-of-way as is reasonably necessary to accommodate street widening or straightening, water or wastewater line replacement, or when otherwise required to relocate by state law.

SECTION 5. USE OF POLE SPACE

AE shall permit the City to use existing AE poles for the City's communications fiber (and other equipment to the extent generally allowed by AE pole-attachment policy) to be used for governmental purposes to the extent AE determines space is available. Such use shall be subject to the City's execution of AE's form contract for pole attachments and payment of the AE fees applicable to such service.

SECTION 6. UNIFORM FRANCHISE FEES

If at any time during the term of this Agreement, AE enters into a franchise agreement with another municipality that provides for payment of a franchise fee at a greater percentage than that stated in Section 2, AE shall provide written notice of such event to

the City. Within 60 days after the City's receipt of notice from AE, the City may opt to amend the percentage stated in Section 2 to reflect the percentage given to such other municipality. Such amendment shall take effect on the same date shown in the franchise with such other municipality.

SECTION 7. LIABILITY

Nothing herein creates for one Party legal liability stemming from acts or omissions of the other Party.

SECTION 8. GOVERNING LAW

This Agreement is performable in Travis County, Texas, shall be governed by the Laws of the State of Texas.

SECTION 9. ACCOUNTS AND RECORDS

On not more than an annual basis, AE will provide reasonable records necessary to verify that all payments to the City are accurate within 30 days of a written request.

SECTION 10. NOTICES

Any notices required under this Agreement shall be effective when delivered to the City through its City Administrator, when notice to the City is required, or to the General Manager of Austin Energy, when notice to AE is required.

SECTION 11. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Agreement be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Agreement.

SECTION 12. SOURCE OF FUNDING

The obligations of AE under this Agreement shall be payable solely from electric utility operating revenues. Nothing herein shall be construed as creating a right or obligation enforceable against the taxing revenues or authority of the City of Austin.

EFFECTIVE AS OF MARCH 1, 2011:

City of Rollingwood

City of Austin d/b/a Austin Energy

By: *William C. Hamilton*
William C. Hamilton, Mayor
Date signed: *July 25, 2011*

By: *Larry Weis*
Larry Weis
General Manager
Date signed: *8/15/11*

Attest:

Robyn Ryan
Robyn Ryan, City Secretary



**AMENDMENT NO. 1 TO
ELECTRIC UTILITY FRANCHISE AGREEMENT**

This First Amendment to Electric Utility Franchise Agreement (“Amendment”) is entered into between the City of Austin, Texas, acting through its municipal electric utility, Austin Energy (“AE”), and the City of Rollingwood, Texas (“the City”), both collectively referred to as “the Parties.”

WHEREAS, the City and AE are party to an Electric Utility Franchise Agreement dated March 1, 2011 (the “Franchise Agreement”); and

WHEREAS, the Parties desire to extend the term of the Franchise Agreement for an additional ten years;

THEREFORE, the Parties agree as follows:

- 1. Subsection 1.1 of the Franchise Agreement is amended to read as follows:

The City hereby grants AE, for a term ending March 1, 2031, a franchise for the transmission, distribution, and sale of electricity within the City. AE may construct, operate and maintain in, upon, over, under, and across the present and future streets, alleys and public ways and places within the City all the facilities AE deems reasonably necessary for the provision of safe, reliable, and economical electric service (“AE Facilities”).

- 2. All other provisions of the Franchise Agreement are affirmed and shall remain in full force and effect through the term specified in Section 1 of this Amendment.

EFFECTIVE AS OF MARCH 1, 2021:

City of Rollingwood

City of Austin d/b/a Austin Energy

By: _____
Amber Lewis
City Administrator

By: *Jackie A. Sargent*

Jackie Sargent
General Manager



Denton Navarro Rocha Bernal & Zech, P.C.
attorneys & counselors at law • rampagelaw.com

San Antonio | Austin | Rio Grande Valley | Texas Gulf Coast
2500 W. William Cannon Drive, Suite 609 | Austin, Texas 78745-5320
V 512-279-6431 | F 512-279-6438

October 25, 2021

Mr. Jeff Vice
Intergovernmental Relations Manager
Austin Energy

via email: Jeff.Vice@austinenergy.com

Re: Franchise Agreement – Austin Energy and City of Rollingwood

Dear Mr. Vice,

Thank you for your submission of the Franchise Agreement renewal as proposed by the City of Austin. City Council has requested that I respond to your proposal. Given the recent storm events, during which the City of Rollingwood was severely impacted in terms of power to the City's critical infrastructure and the City's commercial and residential areas, the City Council is requesting additional terms be included in the proposed Franchise Agreement with Austin Energy, as follows:

(1) Notifications

a. Austin Energy to direct all notifications that would ordinarily be directed to HOAs per Austin Energy's internal policies to be sent to the City Administrator of the City of Rollingwood.

(2) Tree Pruning

- a. Austin Energy to annually meet with the City of Rollingwood to record any areas where active Oak Wilt is identified prior to pruning in the City of Rollingwood.
- b. Austin Energy to notify the City of Rollingwood prior to tree trimming activity in the City of Rollingwood.
- c. Austin Energy to complete pruning of all trees in the City of Rollingwood that abut Austin Energy power lines, within the next 12 months, to specified standards for vegetation removal around power lines.
- d. Austin Energy to map areas where the species of trees abutting Austin Energy power lines require pruning more than every four to five years and schedule more frequent pruning of the mapped areas.

(3) Critical Infrastructure

a. Austin Energy to annually provide verification to the City of Rollingwood that critical infrastructure within the City of Rollingwood is marked in Austin Energy's grid as

critical infrastructure and that contact information for emergency notifications regarding critical infrastructure is current.

b. Austin Energy to provide the City of Rollingwood with a history of the dates and reasons recorded for outages to critical infrastructure over the last five years and prospectively, as soon as practical, but no later than 10 business days after the outage.

c. Austin Energy to conduct an inventory of the age, service type, and path of supply to the critical infrastructure within the City of Rollingwood, coordinate with the City of Rollingwood to evaluate whether supply design updates are necessary for improved reliability of critical infrastructure and perform any such identified updates.

(4) System-wide inventory

a. Austin Energy, at least every two years, if not annually, to conduct a system-wide inventory of all Licensee Attachments and other attachments as provided under Austin Utilities Criteria Manual 6.6.3.1.

b. Austin Energy to provide the City of Rollingwood with the right to review each system-wide inventory.

(5) Additional attachments to Austin Energy operated poles

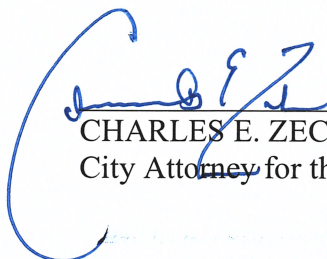
a. Austin Energy to provide the City of Rollingwood with a Communication Attachment Inventory for all Austin Energy operated poles in the City of Rollingwood.

b. Austin Energy to notify the City of Rollingwood of any wireless node attachment applications for Austin Energy poles within the City of Rollingwood.

As the City has previously indicated, Winter Storm Uri and the subsequent spring storm in May, has resulted in the realization that the City’s relationship with Austin Energy is critically important and the City has made it a priority to develop and strengthen their relationship with Austin Energy. To this extent, the City Council has directed City staff to work with Austin Energy in learning more about Austin Energy’s infrastructure in Rollingwood, the maintenance of the infrastructure, and how we can assist Austin Energy in being good stewards of this infrastructure. The City believes that these terms will assist in this very important effort. If you would like to schedule a meeting to discuss, please let me know and I will make sure the necessary City staff are available.

Very truly yours,

Denton Navarro Rocha Bernal & Zech, P.C.
attorneys & counselors at law • rampagelaw.com



CHARLES E. ZECH
City Attorney for the City of Rollingwood

CEZ/mw

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 9, 2022

Submitted By:

Staff

Agenda Item:

Discussion and possible action on a resolution of the City of Rollingwood to join with the State of Texas and political subdivisions of the state as a party in the Texas Opioid Settlement Agreement secured by the Office of the Attorney General

Background:

At the October 20, 2022 City Council Meeting, per recommendation from legal counsel, the City Council signed on to join with the State of Texas and political subdivisions of the state as a party in the Texas Opioid Settlement Agreement secured by the Office of the Attorney General with opioid manufacturer Johnson & Johnson.

The attached resolution and exhibits are for the settlement agreements with pharmaceutical manufacturer Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International plc, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. ("Endo") and Teva Pharmaceutical Industries Ltd., Teva Pharmaceuticals USA, Inc., Cupric Holdings Co., Inc; Teva Pharmaceutical Holdings Cooperative U.A. ("Teva").

Recommendation:

To approve the attached resolution joining with the State of Texas and political subdivisions of the state as a party in the Texas Opioid Settlement Agreement secured by the Office of the Attorney General

Action Requested:

Consider approval of Resolution 2022-03-09-17

Fiscal Impacts:

No significant fiscal implication to the City is anticipated at this time.

Attachments:

1. Resolution 2022-03-09-17

RESOLUTION 2022-03-09-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLINGWOOD, TEXAS (“CITY”) JOINING WITH THE STATE OF TEXAS AND POLITICAL SUBDIVISIONS OF THE STATE AS A PARTY IN THE TEXAS OPIOID SETTLEMENT AGREEMENTS SECURED BY THE OFFICE OF THE ATTORNEY GENERAL; AUTHORIZING THE MAYOR TO EXECUTE SETTLEMENT PARTICIPATION FORMS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Rollingwood, Texas is a General Law Type A municipal corporation formed and organized pursuant to the constitution and laws of the State of Texas; and

WHEREAS, the people of the State of Texas and its communities, including the City of Rollingwood, have been harmed through the national and statewide epidemic caused by the sale, use and distribution of opioids within the State of Texas; and

WHEREAS, the City has been provided with information indicating that certain drug companies and their corporate affiliates, parents, subsidiaries, and such other defendants as may be added to the litigation (collectively, “Defendants”) have engaged in fraudulent and reckless marketing as well as fraudulent distribution of opioids that have resulted in addictions and overdoses; and

WHEREAS, these actions, conduct and misconduct have resulted in the death of many Texans and has resulted in the devastation of families and communities across the State; and

WHEREAS, local governments have been on the front lines of the opioid crisis, which has resulted in significant financial costs to them related to the expenditures and continuing costs for healthcare services, social services, law enforcement and the criminal justice systems; and

WHEREAS, the State of Texas, through the Office of the Attorney General, entered into an agreement with pharmaceutical manufacturer Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International plc, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. (“Endo”); and

WHEREAS, in order to participate in the settlement with Endo, the City must approve and execute the Texas Subdivision and Special District Election and Release Form, attached hereto as Exhibit “A”;

WHEREAS, the State of Texas, through the Office of the Attorney General, entered into an agreement with pharmaceutical manufacturer Teva Pharmaceutical Industries Ltd., Teva Pharmaceuticals USA, Inc., Cupric Holdings Co., Inc; Teva Pharmaceutical Holdings Cooperative U.A. (“Teva”); and

WHEREAS, in order to participate in the settlement with Teva, the City must approve and execute the Texas Subdivision and Special District Election and Release Form, attached hereto as Exhibit “B”;

WHEREAS, the City Council finds and determines that it is in the best interest of the health, safety, and welfare of the City to authorize execution of the Texas Subdivision and Special District

Election and Release Form.

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

Section 1. The City Council hereby authorizes the Mayor to execute the Texas Subdivision and Special District Election and Release Forms attached hereto as Exhibit “A” and Exhibit “B” and incorporated herein for all purposes and further authorizes the Mayor to take any additional actions necessary to implement the intent of this Resolution

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as part of the judgment and finding of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. 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 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED on this 9th day of March, 2022.

Gavin Massingill, Mayor

Ashley Wayman, Interim City Administrator

APPROVED AS TO FORM

Charles Zech, Denton Navarro Rocha Bernal & Zech, P.C.

EXHIBIT A

TEXAS SUBDIVISION AND SPECIAL DISTRICT ELECTION AND RELEASE FORM

Exhibit A**TEXAS SUBDIVISION AND SPECIAL DISTRICT
ELECTION AND RELEASE FORM**

This Election and Release Form for Texas Participating Subdivisions¹ resolves opioid-related Claims against Endo/Par under the terms and conditions set forth in the Endo/Par Texas State-Wide Opioid Settlement Agreement between Endo/Par, the State of Texas, and the Counties of Dallas, Bexar, Harris and Tarrant (the “Agreement”), the provisions of which are here incorporated by reference in their entirety. Upon executing this Election and Release Form, a Participating Subdivision agrees that, in exchange for the consideration described in the Agreement, the Participating Subdivision is bound by all the terms and conditions of the Agreement, including but not limited to the Release found in Section VII of the Agreement and the provisions concerning participation by Subdivisions or Special Districts in Section VIII, and the Participating Subdivision and its signatories expressly represent and warrant on behalf of themselves that they have, or will have obtained on or before the Effective Date or on or before the execution of this Election and Release Form if executed after the Effective Date, the authority to settle and release, to the maximum extent of the Subdivision’s and Special District’s power, all Released Claims related to Covered Conduct. If this Election and Release Form is executed on or before the Initial Participation Date, the Participating Subdivision shall dismiss Endo/Par and all other Released Entities with prejudice from all pending cases in which the Participating Subdivision has asserted Covered Claims against Endo/Par or a Released Entity no later than the Initial Participation Date. If this Election and Release Form is executed after the Initial Participation Date, the Participating Subdivision shall dismiss Endo/Par and all other Released

¹ The Agreement defines a “Participating Subdivision” as a Subdivision or Special District that signs this Election and Release Form and meets the requirements for becoming a Participating Subdivision under subsection VIII.A. of the Agreement.

Entities with prejudice from all pending cases in which the Participating Subdivision has asserted Covered Claims against Endo/Par or a Released Entity concurrently with the execution of this form. By executing this Election and Release Form, the Participating Subdivision submits to the jurisdiction of the Honorable Robert Schaffer, *In Re: Texas Opioid Litigation*, MDL No. 18-0358, Master File No. 2018-63587, in the 152nd Judicial District Court, Harris County, Texas.

Dated: _____

Texas Subdivision Name: _____

By: _____

- [NAME]
- [TITLE]
- [ADDRESS]
- [TELEPHONE]
- [EMAIL ADDRESS]

EXHIBIT B

TEXAS SUBDIVISION AND SPECIAL DISTRICT ELECTION AND RELEASE FORM

Exhibit B**TEXAS SUBDIVISION AND SPECIAL DISTRICT
ELECTION AND RELEASE FORM**

This Election and Release Form for Texas Participating Subdivisions¹ resolves opioid-related Claims against Teva under the terms and conditions set forth in the Teva Texas State-Wide Opioid Settlement Agreement between Teva, the State of Texas, and the Counties of Dallas, Bexar, Harris and Tarrant (the “Agreement”), the provisions of which are here incorporated by reference in their entirety. Upon executing this Election and Release Form, a Participating Subdivision agrees that, in exchange for the consideration described in the Agreement, the Participating Subdivision is bound by all the terms and conditions of the Agreement, including but not limited to the Release found in Section VII of the Agreement and the provisions concerning participation by Subdivisions or Special Districts in Section VIII, and the Participating Subdivision and its signatories expressly represent and warrant on behalf of themselves that they have, or will have obtained on or before the Effective Date or on or before the execution of this Election and Release Form if executed after the Effective Date, the authority to settle and release, to the maximum extent of the Subdivision’s and Special District’s power, all Released Claims related to Covered Conduct. If this Election and Release Form is executed on or before the Initial Participation Date, the Participating Subdivision shall dismiss the Released Claims with prejudice and sever Teva and all other Released Entities from all pending cases in which the Participating Subdivision has asserted Covered Claims against Teva or a Released Entity no later than the Initial Participation Date. If this Election and Release Form is executed after the Initial Participation Date, the Participating Subdivision shall dismiss the

¹ The Agreement defines a “Participating Subdivision” as a Subdivision or Special District that signs this Election and Release Form and meets the requirements for becoming a Participating Subdivision under subsection VIII.A. of the Agreement.

Released Claims with prejudice and sever Teva and all other Released Entities from all pending cases in which the Participating Subdivision has asserted Covered Claims against Teva or a Released Entity concurrently with the execution of this form. By executing this Election and Release Form, the Participating Subdivision submits to the jurisdiction of the Honorable Robert Schaffer, *In Re: Texas Opioid Litigation*, MDL No. 18-0358, Master File No. 2018-63587, in the 152nd Judicial District Court, Harris County, Texas.

Dated: _____

Texas Subdivision Name: _____

By: _____

[NAME]

[TITLE]

[ADDRESS]

[TELEPHONE]

[EMAIL ADDRESS]

AGENDA ITEM SUMMARY SHEET**City of Rollingwood, Texas****Meeting Date: March 9, 2022****Submitted by: Brook Brown**

Agenda Item: Discussion and action to set dates for the 3rd public workshop on the Comprehensive Plan and to set dates for remaining tasks necessary for adoption of a Comprehensive Plan.

Action Requested: This agenda item requests Council action to set dates for the 3rd public workshop to receive comments on and answer questions regarding that portion of the proposed Comprehensive Plan as described below, and to set a date for future action by the Planning and Zoning Commission and for public hearings by the Council on consideration and adoption of a Comprehensive Plan.

Set Date for Workshop 3: Parks and Recreation (p.29-30), and Mobility (p.35-38), including Bee Caves Road and MoPac South impacts.

Schedule tentative dates for remaining tasks:

Planning and Zoning work session on Final Comprehensive Plan

Council action for 1st readings on adoption of Final Comprehensive Plan

Council action for 2nd readings on adoption of Final Comprehensive Plan

See links at:

Comprehensive Plan:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive_plan_strike_force/page/5871/final_cp_draft_10_12_2021.pdf

Remaining tasks for adoption of Final Comprehensive Plan at:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/page/5911/rw-cmp-fact-sheet-double-sided.pdf

Comprehensive Plan:

https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive_plan_strike_force/page/5871/final_cp_draft_10_12_2021.pdf



Date: March 9, 2022
To: Mayor and Council Members of the City of Rollingwood
From: Ashley Wayman, Interim City Administrator
Subject: City Administrator's Report

Financials – Highlights of the financials through the month of February 2022 will be available soon and included in next month's City Administrator Report. Because this meeting was moved a week earlier, we do not yet have the state sales tax numbers to finalize the financials.

At last month's City Council meeting, a potential funding opportunity with the Texas Water Development Board (TWDB) was discussed. After further research, and given that we do not yet have an approved water Capital Improvements Plan, we are comfortable that we should defer our application to the next available submittal period. We will continue to gather all relevant data and pertinent engineering information over the course of the next several months so we can be ready to submit a completed Project Information Form to TWDB for the Drinking Water State Revolving Fund (DWSRF).

We have worked nearly all of the way through the utility billing issues that we encountered during our conversion to in-house utility billing. If you are aware of anyone that still has concerns regarding their bill, please have them reach out to us at City Hall and we will be happy to assist them. Our next steps will be to present to the community the opportunity to sign up for electronic billing (E-Bills) and the Utility Billing online bill view portal. These are now both fully functional and will relieve staff of some envelope stuffing and past bill researching.

We have posted for the positions of Public Works Superintendent and City Secretary. We also still have open positions for an additional Police Officer and Public Works Operator. Makayla Rodriguez joined our team last week as our Assistant to the City Administrator. Makayla is already proving to be a wonderful addition and a great asset to our team!

We have coordinated with the City Attorney to schedule a training for the Planning and Zoning Commission on Wednesday, March 30 at 6:00 p.m. We are also in the process of finalizing a date for a Board of Adjustment training. We think that these trainings will be beneficial for both our new members and those that have served longer.

Finally, after an availability poll of the City Council, the best date for the third and final Comprehensive Plan Workshop was Wednesday, March 23 at 6:00 p.m. There is an item on this month's agenda to formally schedule this workshop.

I am available by email and cell phone at 737-218-8326. Please let me know if you have any questions or concerns.

Best,

Ashley Wayman
Interim City Administrator



Rollingwood Police Department

01. Total Traffic Stops		419	
02. Location of Stop			
a. City Street		189	45.11%
b. US Highway		0	0.00%
c. County Road		0	0.00%
d. State Highway		230	54.89%
e. Private Property or Other		0	0.00%
03. Was Race known prior to Stop			
a. NO		416	99.28%
b. YES		3	0.72%
04. Race or Ethnicity			
a. Alaska/ Native American/ Indian		1	0.24%
b. Asian/ Pacific Islander		26	6.21%
c. Black		21	5.01%
d. White		311	74.22%
e. Hispanic/ Latino		60	14.32%
05. Gender:			
a. Female		161	38.42%
i. Alaska/ Native American/ Indian		1	0.62%
ii. Asian/ Pacific Islander		9	5.59%
iii. Black		5	3.11%
iv. White		125	77.64%
v. Hispanic/ Latino		21	13.04%
b. Male		258	61.58%
i. Alaska/ Native American/ Indian		0	0.00%
ii. Asian/ Pacific Islander		17	6.59%
iii. Black		16	6.20%
iv. White		186	72.09%
v. Hispanic/ Latino		39	15.12%

06. Reason for Stop:

a.	Violation of Law	0	0.00%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	0	0.00%	
	v. Hispanic/ Latino	0	0.00%	
b.	Pre-Existing Knowledge	0	0.00%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	0	0.00%	
	v. Hispanic/ Latino	0	0.00%	
c.	Moving Traffic Violation	332	79.24%	
	i. Alaska/ Native American/ Indian	1	0.30%	
	ii. Asian/ Pacific Islander	23	6.93%	
	iii. Black	16	4.82%	
	iv. White	243	73.19%	
	v. Hispanic/ Latino	49	14.76%	
d.	Vehicle Traffic Violation	87	20.76%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	3	3.45%	
	iii. Black	5	5.75%	
	iv. White	68	78.16%	
	v. Hispanic/ Latino	11	12.64%	

07. Was a Search Conducted

a.	NO	409	97.61%	
	i. Alaska/ Native American/ Indian	1	0.24%	
	ii. Asian/ Pacific Islander	26	6.36%	
	iii. Black	19	4.65%	
	iv. White	306	74.82%	
	v. Hispanic/ Latino	57	13.94%	
b.	YES	10	2.39%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	2	20.00%	
	iv. White	5	50.00%	
	v. Hispanic/ Latino	3	30.00%	

08. Reason for Search

a.	Consent	2	0.48%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	50.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		1	50.00%
b.	Contraband in Plain View	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
c.	Probable Cause	6	1.43%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	16.67%
	iv. White		3	50.00%
	v. Hispanic/ Latino		2	33.33%
d.	Inventory	1	0.24%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		1	100.00%
	v. Hispanic/ Latino		0	0.00%
e.	Incident to Arrest	1	0.24%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		1	100.00%
	v. Hispanic/ Latino		0	0.00%

09. Was Contraband Discovered

a. YES	5	1.19%	
i. Alaska/ Native American/ Indian		0	0.00%
Finding resulted in arrest - YES		0	
Finding resulted in arrest - NO		0	
ii. Asian/ Pacific Islander		0	0.00%
Finding resulted in arrest - YES		0	
Finding resulted in arrest - NO		0	
iii. Black		1	20.00%
Finding resulted in arrest - YES		0	
Finding resulted in arrest - NO		1	
iv. White		3	60.00%
Finding resulted in arrest - YES		0	
Finding resulted in arrest - NO		3	
v. Hispanic/ Latino		1	20.00%
Finding resulted in arrest - YES		0	
Finding resulted in arrest - NO		1	
b. NO	5	1.19%	
i. Alaska/ Native American/ Indian		0	0.00%
ii. Asian/ Pacific Islander		0	0.00%
iii. Black		1	20.00%
iv. White		2	40.00%
v. Hispanic/ Latino		2	40.00%

10. Description of Contraband

a.	Drugs	5	1.19%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		1	20.00%
	iv. White		3	60.00%
	v. Hispanic/ Latino		1	20.00%
b.	Currency	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
c.	Weapons	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
d.	Alcohol	2	0.48%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		2	100.00%
	v. Hispanic/ Latino		0	0.00%
e.	Stolen Property	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
f.	Other	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%

11. Result of Stop

a.	Verbal Warning	0	0.00%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	0	0.00%	
	v. Hispanic/ Latino	0	0.00%	
b.	Written Warning	268	63.96%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	17	6.34%	
	iii. Black	13	4.85%	
	iv. White	211	78.73%	
	v. Hispanic/ Latino	27	10.07%	
c.	Citation	149	35.56%	
	i. Alaska/ Native American/ Indian	1	0.67%	
	ii. Asian/ Pacific Islander	9	6.04%	
	iii. Black	8	5.37%	
	iv. White	98	65.77%	
	v. Hispanic/ Latino	33	22.15%	
d.	Written Warning and Arrest	2	0.48%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	1	50.00%	
	v. Hispanic/ Latino	1	50.00%	
e.	Citation and Arrest	0	0.00%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	0	0.00%	
	v. Hispanic/ Latino	0	0.00%	
f.	Arrest	0	0.00%	
	i. Alaska/ Native American/ Indian	0	0.00%	
	ii. Asian/ Pacific Islander	0	0.00%	
	iii. Black	0	0.00%	
	iv. White	0	0.00%	
	v. Hispanic/ Latino	0	0.00%	

12. Arrest Based On

a.	Violation of Penal Code	1	0.24%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		1	100.00%
b.	Violation of Traffic Law	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
c.	Violation of City Ordinance	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
d.	Outstanding Warrant	1	0.24%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		1	100.00%
	v. Hispanic/ Latino		0	0.00%

13. Was Physical Force Used

a.	NO	419	100.00%	
	i. Alaska/ Native American/ Indian		1	0.24%
	ii. Asian/ Pacific Islander		26	6.21%
	iii. Black		21	5.01%
	iv. White		311	74.22%
	v. Hispanic/ Latino		60	14.32%
b.	YES	0	0.00%	
	i. Alaska/ Native American/ Indian		0	0.00%
	ii. Asian/ Pacific Islander		0	0.00%
	iii. Black		0	0.00%
	iv. White		0	0.00%
	v. Hispanic/ Latino		0	0.00%
13 b 1.	YES: Physical Force Resulting in Bodily Injury to Suspect		0	0.00%
13 b 2.	YES: Physical Force Resulting in Bodily Injury to Officer		0	0.00%
13 b 3.	YES: Physical Force Resulting in Bodily Injury to Both		0	0.00%

14. Total Number of Racial Profiling Complaints Received

0

REPORT DATE COMPILED

February 5, 2022

Police Department Report - February 2022

Staffing	
Authorized Staff:	9
Current Staff:	8
Hours Worked For Comp:	14.5
Comp Hours Spent:	10
Vacation Hours Spent:	18
Sick Hours Spent:	34
Holiday Hours Worked:	16
Holiday Hours Not Worked :	24
Hours Worked For Overtime:	49
Regular Hours Worked:	829

Possible Liabilities (PD Employees Only)	
Comp Pool Liability (Dollars):	\$ 15,777
Vacation Pool Liability (Dollars):	\$ 35,625
Total Sick Pool Liability (Dollars):	\$ 60,401
Total Possible Liabilities:	\$ 111,803

Fleet	
Vehicles Authorized:	5
Vehicles Operational:	5
Gasoline Used (gal):	311.44
Total Miles Driven:	3358

Police Activity	
Calls for Service	
Calls Dispatched:	44
Self Assigned Calls:	37
Total Calls for Service:	81
Agency Assists:	38
Police Reports:	11
Theft/Burglary Reports:	4
Arrests	
Misdemeanor Arrests:	0
Felony Arrests:	0
Total Arrests:	0
Proactive Citizen Contacts:	
Vehicle Accidents	
Minor Accidents:	5
Major Accidents:	
Total Vehicle Accidents:	5

Ordinance Violations	
Construction:	1
Solicitation:	
Noise:	
Tree Related:	
Animal Related:	
All Others:	
Total Ordinance Violations:	1

Traffic Initiatives	
Location 1: School Zone	
Citations/Warnings issued at this Location:	
Location 2: Park Zone	
Time spent (hours):	
Citations/Warnings Issued at this Location:	7
Location 3: Bee Caves	
Citations/Warnings Issued at this Location:	25
Total time spent on traffic initiatives (hours):	0
Total Citations/Warnings issued during traffic initiatives:	32

Traffic Enforcement	
	30
Total Warnings issued:	9
Total Citations and Warnings:	39
Type of Violations:	
Parking Violations:	6
Moving Violations:	33
Non-Moving Violations:	6
Total Violations:	45
Location of Traffic Stops	
City Roadways:	14
Bee Caves Road:	25
Total Traffic Stops:	39

Chief's Blotter

Staffing: We are currently conducting a background investigation for an applicant. We plan to bring a new reserve officer onboard soon.

Racial Profiling Report: As per Texas Criminal Code of Procedure Art. 2.132, the 2021 racial profiling report for the Rollingwood Police Department has been completed and submitted to the Texas Commission on Law Enforcement (TCOLE) and the Rollingwood City Council.

Flooding: On 02/02/2022 Edgegrove had to be temporarily closed due to water over the roadway.

Fleet: All vehicle radars have been recertified and are properly calibrated. We are looking at options to improve the ballistic protection of our marked police cars.

Chief of Police Report - 2022

Staffing:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Authorized Staff:	9	9										
Current Staff:	8	8										
Hours Worked For Comp:	34.6	14.5										
Comp Hours Spent:		10										
Vacation Hours Spent:		18										
Sick Hours Spent:	44	34										
Holiday Hours Worked:	69	16										
Holiday Hours Not Worked :	43	24										
Hours Worked For Overtime:		49										
Total Hours Worked:	711	829										

Possible Liabilities (PD Employees Only)												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Comp Pool Liability (Dollars):	\$ 15,616	\$15,777										
Vacation Pool Liability (Dollars):	\$ 33,745	\$35,625										
Total Sick Pool Liability (Dollars):	\$ 58,108	\$60,401										
Total Possible Liabilities:	\$ 107,469	\$111,803										

Fleet:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Vehicles Authorized:	5	5										
Vehicles Operational:	5	5										
Gasoline Used (gal):	304	311										
Total Miles Driven:	3739	3,358										

Police Activity:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Calls for Service												
Call dispatched:	32	44										
Self assigned calls:	23	37										
Total Calls for Service:	55	81										
Total Agency Assists:	42	38										
Criminal Offense Reports:	8	11										
Theft/Burglary Reports:	2	4										
Arrests												
Misdemeanor Arrests:												
Felony Arrests:												
Total Arrests:												
Proactive Citizen Contacts:	12											
Vehicle Accidents												
Minor Accidents:		5										
Major Accidents:												
Total Vehicle Accidents:		5										

Ordinance Violations:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Construction:		1										
Solicitation:												
Noise:												
Tree Related:												
Animal Related:												
All Others:												
Total Ordinance Violations:		1										

Traffic Initiatives:



1120 S. Capital of TX Hwy, CityView 2, Suite 100
 Austin, Texas 78746
 P: 512.338.1704
 TBPE Firm No. 6535

**CITY OF ROLLINGWOOD
 MONTHLY ENGINEERING REPORT
 March 9, 2022**

Includes Activities and Services from February 1, 2022 to March 7, 2022

1. Site Development Plans (Drainage) and RSDP Review

a. Drainage Plan Reviews

Task No.	Project Address	Status	Date Returned
349	19 Treemont	Approved	2/24/2022
321	104 Riley	<i>In Review</i>	-
351	3200 Park Hills	<i>In Review</i>	-
361	2405 Rollingwood	Complete	2/13/2022
363	2407 Vance	<i>In Review</i>	-
371	402 Inwood	<i>In Review</i>	-
372	5014 Timberline	Returned Comments <i>In Review</i>	2/13/2022 -
373	4814 Rollingwood	<i>In Review</i>	-
377	5015 Timberline	<i>In Review</i>	-
378	108 Kristi Drive	<i>In Review</i>	-
379	5012 Timberline	<i>In Review</i>	-
380	104 Kristi Drive	<i>In Review</i>	-

b. Residential Stormwater Discharge Permit (RSDP)

Task No.	Project Address	Status	Date Returned
-	-	-	-

c. Drainage Plan Inspections

Task No.	Project Address	Status	Date Returned
357	1 Randolph	Returned Comments <i>Pending Final Inspection</i>	2/13/2022 -

2. Zoning Reviews for Site Development Plans

City of Rollingwood
 Engineer's Monthly Report
 March 9, 2022
 Page 2 of 4

Task No.	Project Address	Status	Date Returned
624	104 Riley	<i>In Review</i>	-
655	3200 Park Hills	<i>In Review</i>	-
654	5014 Timberline	Returned Comments <i>In Review</i>	2/13/2022 -
656	4814 Rollingwood	<i>In Review</i>	-
660	5015 Timberline	<i>In Review</i>	-
661	108 Kristi Drive	<i>In Review</i>	-
662	104 Kristi Drive	<i>In Review</i>	-

3. WORK AUTHORIZATION PROJECT UPDATES

Project	Project Summary	Status	Next steps
WA03 Hubbard, Hatley, Drainage Improvements PS&E	Preparation of plans, specifications and estimates for the development of a construction bid package. Option 2 from the PER has been selected as the preferred option which proposes to construct a storm drain system from the creek at Almarion Way extending upstream to Hatley, Hubbard and Pickwick.	Intention will be to bid this package together with the Nixon/Pleasant project. Easement coordination, design, coordination with City staff.	Final design in Progress. Easement coordination.
WA04 Nixon/Pleasant Drainage Improvements PS&E	Preparation of plans, specifications and estimates for the development of a construction bid package. This will include channel improvements and Segment 1 of the storm sewer improvements.	Intention will be to bid this package together with the Hubbard/Hatley project. Easement coordination, design, coordination with City staff, property owners, and Landscape Architect.	Final design in Progress. Easement coordination.
WA05 Water CIP	Preparation of a 10-year Capital Improvements Program (CIP). The CIP program will include addressing ongoing maintenance issues and look at the 10-year anticipated growth	Proposal approved at the August 25 council meeting. CIP sent to City Staff for review and presented at February 2022 Council meeting.	Finalize report.

City of Rollingwood
 Engineer's Monthly Report
 March 9, 2022
 Page 3 of 4

4. General Engineering Services

Task	Assignment Summary	Status	Next steps
General	Coordination with City staff regarding on-going development review services, engineering services, and attendance of meetings at City's request.	On-Going	Regular recurring activities
Water/Wastewater System Modeling & Mapping Updates	<p>Data gathering and review of water/wastewater system infrastructure mapping.</p> <p>Develop/update wastewater and water system model updates to evaluate current and future system capacity needs.</p> <p>Utilize model to plan for infrastructure repairs, upgrades, and future growth needs.</p>	<p>Ongoing</p> <p>Maps submitted to the City.</p>	Updating models as needed.
Water/Wastewater System	Coordination/support with Crossroads regarding infrastructure such as valves, pressure planes, and infrastructure.	<p>On-going data collection.</p> <p>Lift Station Operation contract revisions.</p> <p>Vale, Vance Bettis WL scope update at February 2022 Council meeting.</p>	<p>Continue coordination to support mapping and KFA modeling efforts.</p> <p>Raw water contract discussion.</p>
Stratford Drive / Riley Road Traffic Reconfiguration	<p>Reconfigure City of Austin intersection at Stratford and Riley to prevent traffic from Zilker Park cutting across neighborhood. Explore potential traffic calming solutions.</p> <p>City/KFA is coordinating with City of Austin to determine interim design and implementation solution.</p>	Approval and Implementation by City of Austin.	Traffic counts to be collected by the City for post improvement condition when weather has warmed up.
GIS	KFA to maintain and update the City GIS system.	On-going	GIS exhibits and mapping updates as needed.

City of Rollingwood
Engineer's Monthly Report
March 9, 2022
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Task	Assignment Summary	Status	Next steps
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2022 calendar year.	On-going Continue coordination and compliance efforts for permit compliance.	Send 2021 report to TCEQ. Continue compliance coordination for 2022.

Submitted By,



Lauren Winek, PE
Project Manager



OPERATOR'S REPORT

City of Rollingwood



March 9, 2022



MEMORANDUM

To: Ms. Ashley Wayman, Interim City Administrator, City of Rollingwood
From: Andrew Hunt, Crossroads Utility Services LLC
Subject: Monthly Report
Date: 3/2/22

Previous Directives

Current Operations Report

- I. **Utility Operations Report**
 - A. **Billing Report/ Water Accountability** – Please see enclosed water operations report
 - a. Bac-t samples have been pulled for February 2021 – all clean samples
 - B. **Water System Operations and Maintenance** –
 - a. Completed Leak Repair at 405 Almarion
 - b. Completed Leak Repair at Gentry and Rollingwood Dr
 - C. **Wastewater Collection System Operations and Maintenance** -
 - a. We assisted with several grinder pump issues at 4904 Timberline
 - D. **Lift Station Maintenance** – *See enclosed report*
- II. **Customer Service Issues**– No reported issues
- III. **Emergency Response Items** –We are coordinating with the SitePro improvements at each Lift Station for final implementation. We have provided a draft site control document to the City for review.
- IV. **Drought Contingency Plan / Watering Restrictions**
 - a. Lake Travis Level – 660.50 – Current Storage 774,096 acre-feet (69% full)
 - b. The City of Austin is currently in Conservation Stage watering restrictions – (twice per week watering)
- V. **COVID-19** –Crossroads is currently in “Normal” operations phase with 100% of its operational resources reporting as of 3/1/22 (Phase 1 out of 4).

**MEMORANDUM**

To: Ms. Amber Lewis, City Administrator, City of Rollingwood
From: Andrew Hunt, Crossroads Utility Services LLC
Subject: Lift Station Report Detail
Date: 3/2/22

1. Lift Station 1 – Dellana Ln.
 - Responded to issues with a high level at the facility due to pumps tripping
 - Replaced the dialer battery
2. Lift Station 2 – Hatley Dr.
 - Replaced the pressure transmitter for site pro system
 - Replaced the dialer battery
3. Lift Station 3 – Almarion Way
 - Assisted in cleaning the wet well
 - Replaced the dialer battery
4. Lift Station 4- Rockway Cv.
 - Replaced the dialer battery
5. Lift Station 5 – Vale Dr.
 - Replaced the dialer battery
6. Lift Station 6 – Pleasant Cv.
 - Replaced the dialer battery
7. Lift Station 7 – Nixon Dr.
 - Replaced the dialer battery

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
Water Utilities Division

Monthly Operational Report For Public Water Systems Purchasing Treated Water From Another System
Which Uses Surface Water Sources or Groundwater Sources Under The Influence of Surface Water

PUBLIC WATER SYSTEM NAME: **City of Rollingwood**

System I.D. #: 2270016

Month: **February 2022**

Submitted by:

Date:

No. of Connections: **537**

License #:

Grade:

TREATED WATER PURCHASED FROM A WHOLESALE SUPPLIER				
Date	Quantity (mgd)	Date	Quantity (mgd)	Monthly Summary (mgd)
1	0.230	16	0.282	Total
2	0.230	17	0.264	Monthly
3	0.230	18	0.242	Purchase: 6.875
4	0.230	19	0.243	Average
5	0.232	20	0.244	Daily: 0.246
6	0.227	21	0.276	Maximum
7	0.242	22	0.352	Daily: 0.352
8	0.184	23	0.277	Minimum
9	0.241	24	0.229	Daily: 0.184
10	0.271	25	0.212	
11	0.231	26	0.212	
12	0.233	27	0.213	
13	0.233	28	0.251	
14	0.257			
15	0.307			

DISTRIBUTION SYSTEM (DISINFECTANT RESIDUAL MONITORING)			
Minimum allowable disinfectant residual:	0.5	mg/L	Percentage of the measurements below the limit this month:
Total no. of measurements this month:			<input type="text" value="0%"/> (1A)
No. of measurements below the limit:	0		
Percentage of the measurements below the limit last month:			<input type="text" value="0%"/> (1B)

PUBLIC NOTIFICATION			
TREATMENT TECHNIQUE VIOLATION	Yes/No	If YES, Date when Notice was Given to the:	
		TCEQ	Customers*
More than 5.0% of the disinfectant residuals in the distribution system below acceptable levels for two consecutive months? - see (1A) and (1B)	NO		

* A sample copy of the Notice to the customers must accompany this report.

MASTER METER REPORT

DISTRICT: **City of Rollingwood**

MONTH: **February 2022**

LOCATION: **Bee Cave Woods**

I.D. #: **2270016**

		METER #07914810	SIZE 6"	METER #18713312	SIZE 3"	TOTAL FLOW	TOTAL GAL PURCHASED	CHLORINE RESIDUAL
DAY	DATE	A	TH GAL	B	TH GAL	TH GAL	MG	mg/L
Tue	1	811969	70.0	53989	156.0	226.0	0.230	2.6
Wed	2	812039	70.0	54145	156.0	226.0	0.230	2.2
Thu	3	812109	70.0	54301	156.0	226.0	0.230	2.8
Fri	4	812179	70.0	54457	156.0	226.0	0.230	2.5
Sat	5	812249	71.0	54613	156.0	227.0	0.232	2.6
Sun	6	812320	71.0	54769	157.0	228.0	0.227	2.4
Mon	7	812391	57.0	54926	175.0	232.0	0.242	2.4
Tue	8	812448	58.0	55101	117.0	175.0	0.184	2.8
Wed	9	812506	90.0	55218	150.0	240.0	0.241	2.6
Thu	10	812596	97.0	55368	170.0	267.0	0.271	2.7
Fri	11	812693	64.0	55538	154.0	218.0	0.231	2.6
Sat	12	812757	64.0	55692	155.0	219.0	0.233	2.4
Sun	13	812821	64.0	55847	155.0	219.0	0.233	2.2
Mon	14	812885	88.0	56002	168.0	256.0	0.257	2.7
Tue	15	812973	138.0	56170	168.0	306.0	0.307	2.5
Wed	16	813111	115.0	56338	164.0	279.0	0.282	2.9
Thu	17	813226	96.0	56502	158.0	254.0	0.264	2.6
Fri	18	813322	72.0	56660	156.0	228.0	0.242	2.8
Sat	19	813394	72.0	56816	157.0	229.0	0.243	3.1
Sun	20	813466	73.0	56973	157.0	230.0	0.244	3.0
Mon	21	813539	103.0	57130	168.0	271.0	0.276	2.7
Tue	22	813642	148.0	57298	203.0	351.0	0.352	2.7
Wed	23	813790	106.0	57501	170.0	276.0	0.277	2.8
Thu	24	813896	71.0	57671	154.0	225.0	0.229	3.0
Fri	25	813967	56.0	57825	147.0	203.0	0.212	2.8
Sat	26	814023	56.0	57972	147.0	203.0	0.212	2.8
Sun	27	814079	57.0	58119	147.0	204.0	0.213	2.9
Mon	28	814136	81.0	58266	157.0	238.0	0.251	2.8
Tue	1	814217		58423				
Total			2248.0		4434.0	6682.0	6.9	
Avg.			80.3		158.4	238.6	0.246	2.7
Max.			148.0		203.0	351.0	0.352	3.1
Min.			56.0		117.0	175.0	0.184	2.2

Operator: _____

MASTER METER REPORT

DISTRICT: **City of Rollingwood**

MONTH: **February 2022**

LOCATION: **Riley MM**

I.D. #: **2270016**

DAY	DATE	METER	SIZE	METER	SIZE	TOTAL
		No S/N	6"	No S/N	3"	FLOW
		A	TH GAL	B	TH GAL	TH GAL
Tue	1	444	0.0	640	4.0	4.0
Wed	2	444	0.0	644	4.0	4.0
Thu	3	444	0.0	648	4.0	4.0
Fri	4	444	0.0	652	4.0	4.0
Sat	5	444	0.0	656	5.0	5.0
Sun	6	444	0.0	661	5.0	5.0
Mon	7	444	0.0	666	10.0	10.0
Tue	8	444	0.0	676	11.0	11.0
Wed	9	444	0.0	687	1.0	1.0
Thu	10	444	0.0	688	4.0	4.0
Fri	11	444	0.0	692	13.0	13.0
Sat	12	444	0.0	705	14.0	14.0
Sun	13	444	0.0	719	14.0	14.0
Mon	14	444	0.0	733	1.0	1.0
Tue	15	444	0.0	734	1.0	1.0
Wed	16	444	0.0	735	3.0	3.0
Thu	17	444	0.0	738	10.0	10.0
Fri	18	444	0.0	748	14.0	14.0
Sat	19	444	0.0	762	14.0	14.0
Sun	20	444	0.0	776	14.0	14.0
Mon	21	444	0.0	790	5.0	5.0
Tue	22	444	0.0	795	1.0	1.0
Wed	23	444	0.0	796	1.0	1.0
Thu	24	444	0.0	797	4.0	4.0
Fri	25	444	0.0	801	9.0	9.0
Sat	26	444	0.0	810	9.0	9.0
Sun	27	444	0.0	819	9.0	9.0
Mon	28	444	0.0	828	13.0	13.0
Tue	1	444		841		
Total			0.0		201.0	201.0
Avg.			0.0		7.2	7.2
Max.			0.0		14.0	14.0
Min.			0.0		1.0	1.0

Operator: _____

MASTER METER REPORT

DISTRICT: **City of Rollingwood**

MONTH: **February 2022**

LOCATION: **Hatley MM**

I.D. #: **2270016**

		METER No S/n	SIZE 6"	METER #151074A	SIZE 3"	TOTAL FLOW
DAY	DATE	A	TH GAL	B	TH GAL	TH GAL
Tue	1	76	0.0	6817	0.0	0.0
Wed	2	76	0.0	6817	0.0	0.0
Thu	3	76	0.0	6817	0.0	0.0
Fri	4	76	0.0	6817	0.0	0.0
Sat	5	76	0.0	6817	0.0	0.0
Sun	6	76	0.0	6817	6.0	6.0
Mon	7	76	0.0	6823	0.0	0.0
Tue	8	76	2.0	6823	0.0	2.0
Wed	9	78	0.0	6823	0.0	0.0
Thu	10	78	0.0	6823	0.0	0.0
Fri	11	78	0.0	6823	0.0	0.0
Sat	12	78	0.0	6823	0.0	0.0
Sun	13	78	0.0	6823	0.0	0.0
Mon	14	78	0.0	6823	0.0	0.0
Tue	15	78	0.0	6823	0.0	0.0
Wed	16	78	0.0	6823	0.0	0.0
Thu	17	78	0.0	6823	0.0	0.0
Fri	18	78	0.0	6823	0.0	0.0
Sat	19	78	0.0	6823	0.0	0.0
Sun	20	78	0.0	6823	0.0	0.0
Mon	21	78	0.0	6823	0.0	0.0
Tue	22	78	0.0	6823	0.0	0.0
Wed	23	78	0.0	6823	0.0	0.0
Thu	24	78	0.0	6823	0.0	0.0
Fri	25	78	0.0	6823	0.0	0.0
Sat	26	78	0.0	6823	0.0	0.0
Sun	27	78	0.0	6823	0.0	0.0
Mon	28	78	0.0	6823	0.0	0.0
Tue	1	78		6823		
Total			2.0		6.0	8.0
Avg.			0.1		0.2	0.3
Max.			2.0		6.0	6.0
Min.			0.0		0.0	0.0

Operator: _____

1301 South Mopac Expressway, Suite 400
Austin, Texas 78746
texasgasservice.com

February 21, 2022

VIA EMAIL

Honorable Mayor and Council Members of

Austin, Bee Cave, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart, Luling, Nixon, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas

RE: Annual Reporting Requirement per Rate Schedule Pipeline Integrity Testing (PIT) Rider for the Central-Gulf Service Area served by Texas Gas Service Company

Texas Gas Service Company, a Division of ONE Gas, Inc., (“TGS” or the “Company”) was authorized recovery of Pipeline Integrity Testing (“PIT”) expenses for the above captioned cities of the Central-Gulf Service Area (“CGSA”) pursuant to Rate Schedule PIT Rider approved by the Railroad Commission of Texas in Gas Utilities Docket No. 10928. TGS is filing this letter in compliance with the annual reporting requirements of the PIT Rider rate schedule.

For the calendar year ending December 31, 2021, the Company incurred Pipeline Integrity Testing expenses in the CGSA totaling \$468,947. As a result of the 2021 annual PIT report, the Company was authorized to recover \$163,519. During the period April 2021 through December 2021, the Company recovered \$89,935. The Company estimates it will recover an additional \$73,584 during the period January through March 2022, leaving no balance uncollected. As a result of the 2020 annual PIT report, the Company was authorized to recover \$7,261. During the period April 2020 through March 2021, the Company recovered \$0, leaving a balance of \$7,261 undercollected, which will be added to the recovery during 2022 as set forth in the tariff. The Company has calculated a rate of \$0.00280 per Ccf to be collected from customers for the 12-month period, April 2022 through March 2023.

Enclosed are a copy of the PIT-Rider tariff showing the \$0.00280 rate, a copy of the proposed Public Notice and supporting documentation. The proposed Public Notice follows the same format as that of the notice previously approved under the prior PIT Rider.

If you have any questions or concerns, please contact me at stacey.mctaggart@onegas.com or at 512-370-8354.

Respectfully submitted,



Stacey McTaggart
Rates and Regulatory Director

PUBLIC NOTICE
2022 CGSA Pipeline Integrity Testing Rider

Texas Gas Service Company, a Division of ONE Gas, Inc., (the “Company” or “TGS”) hereby gives notice of rates to be charged from April 2022 through March 2023 under the Pipeline Integrity Testing (“PIT”) Rider applicable to the Central Gulf Service Area incorporated and environs areas of Austin, Bee Cave, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart, Luling, Nixon, Rollingwood, Shiner, Sunset Valley, West Lake Hills, and Yoakum Texas and the environs of Buda, Texas. The PIT Rider permits the Company to recover the cost of pipeline safety testing that the Company is required to perform by law.

The effect of the PIT Rider on the various customer classes within the CTSA is set forth in the table below:

Rate Schedule	PIT Rate per Ccf	Average Monthly Bill Impact	Number of Customers
Residential	\$0.00280	\$0.09	247,975
Commercial	\$0.00280	\$0.72	12,479
Public Authority	\$0.00280	\$1.16	585
Industrial	\$0.00280	\$7.16	26
Standard Transportation	\$0.00280	\$9.25	866

Persons with questions or who want more information about this filing may contact the Company at 1-800-700-2443. A copy of the filing will be available for inspection during normal business hours at the Company’s office at 9228 Tuscany Way in Austin, Texas or on the Company's website at <https://www.texasgasservice.com/rate-information/central-gulf>.

PIPELINE INTEGRITY TESTING (PIT) SURCHARGE RIDER

A. APPLICABILITY

The Pipeline Integrity Testing Surcharge (PIT) rate as set forth in Section (B) below is for the recovery of costs associated with pipeline integrity testing as defined in Rate Schedule PIT. This rate shall apply to the following gas sales and standard transportation rate schedules of Texas Gas Service Company, a Division of ONE Gas, Inc. currently in force in the Company's Central-Gulf Service Area ("CGSA") within the incorporated and unincorporated areas of Austin, Bee Cave, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart, Luling, Nixon, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas and in the environs area of Buda, Texas: 10, 20, 30, 40, 48, C-1, CNG-1, T-1, 1Z, 2Z, 3Z, 4Z, 4H, C-1-ENV, CNG-1-ENV and T-1-ENV.

B. PIT RATE

\$0.00280 per Ccf

This rate will be in effect until all approved and expended pipeline integrity testing expenses are recovered under the applicable rate schedules.

C. OTHER ADJUSTMENTS

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

D. CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Texas Gas Service Company, a Division of ONE Gas, Inc.
Central Gulf Service Area- Central Texas cities only
Pipeline Integrity Testing Rider
Rate Calculation

Line	Description	Amount
1	Pipeline Integrity Testing Costs Deferred in 2021	468,947
2	Prior years true-up	<u>7,261</u>
3	Total to Recover April 2022 through March 2023	<u>\$476,208</u>
4	Annual Volumes (Ccf)	<u>168,973,363</u>
5	PIT Rider Rate per Ccf for April 2022 through March 2023	<u><u>\$0.00280</u></u>
6	(Line 3 divided by Line 4)	

Texas Gas Service Company, a Division of ONE Gas, Inc.
Central Gulf Service Area- Central Texas cities only
Pipeline Integrity Testing Rider
Bill Impact

Line	Rate Schedule	Bills	Customers	Volumes	Average Use per Customer	PIT Rate per Ccf	Average Monthly Bill Impact
1	Residential	2,975,695	247,975	92,353,700	31	0.0028	\$ 0.09
2	Commercial	149,742	12,479	38,577,330	258	0.0028	0.72
3	Industrial	312	26	798,338	2,559	0.0028	7.16
4	Public Authority	7,021	585	2,919,284	416	0.0028	1.16
6	Standard Transportation	10,391	866	34,324,710	3,303	0.0028	9.25

Texas Gas Service Company, a Division of ONE Gas, Inc.
 Central Gulf Service Area- Central Texas cities only
 Pipeline Integrity Testing Rider
 True-up of prior years recovery of Pipeline Integrity Testing expenses

Line	Description	Amount	
1	Approved 2019 Amount to Recover	\$7,168	
2	Recoveries Apr-Dec 2020	93	
3	Unrecovered 2019 PIT Expenses at 12/13/2020	<u>\$7,261</u>	
4	Recoveries Jan - Mar 2021	<u>(0)</u>	
5	Unrecovered 2019 PIT Expenses at 12/13/2020	\$7,261	
6	Interest on Under (Over) Recovery at WACOC	0	
7	Remaining 2018 Costs to recover (refund)	<u>\$7,261</u>	\$7,261
8	Approved 2020 Amount to Recover	\$163,519	
9	Recoveries Apr-Dec 2021	<u>(89,935)</u>	
10	Unrecovered 2020 PIT Expenses at 12/13/2021	\$73,584	
11	Estimated recoveries Jan-Mar 2022	<u>(73,584)</u>	
12	Estimated unrecovered 2020 PIT Expenses at 3/31/2022	<u>\$0</u>	<u>\$0</u>
13	Total Prior Year True-Up		<u>\$7,261</u>

Texas Gas Service Company, a Division of ONE Gas, Inc.
 Central Gulf Service Area- Central Texas cities only
 Pipeline Integrity Testing Rider
 Deferred Pipeline Integrity Testing Expense

Project Number	Project Description	Expenditure Type	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Grand Total
091.082.7200.010014	(2021 IMP) LINE 2000	Contract Labor (O&M)											42,580.00		42,580.00
		Contractor Supplied Labor	26,070.00	7,430.00					808.06	25,168.00	113,621.14	32,584.25	9,872.14	195,890.59	411,444.18
		Direct Purchase Material						564.25							564.25
		Employee Expensed Meals											37.23		37.23
		Employee Expensed Travel											1.41		1.41
		Othe Charges Conversion - CSI Prepaid Inventory - Invoice 098833				1,815.37									1,815.37
		Restoration	468.00												468.00
		Stores Material Issues						4,939.63		4,860.74	56.44	71.70			9,928.51
		Stores Overhead						907.90		1,166.58	13.55	20.08			2,108.11
Grand Total			26,538.00	7,430.00	-	1,815.37	-	6,411.78	808.06	31,195.32	113,691.13	32,676.03	52,490.78	195,890.59	468,947.06

Texas Gas Service Company, a Division of ONE Gas, Inc.
Central Gulf Service Area- Central Texas cities only
Pipeline Integrity Testing Rider
Recovery of Pipeline Integrity Testing Expense

**Recoveries**

January-21	(0.24)
February-21	(0.01)
March-21	(0.09)
April-21	(12,798.24)
May-21	(10,591.26)
June-21	(9,116.78)
July-21	(7,959.42)
August-21	(7,680.08)
September-21	(7,898.02)
October-21	(8,188.26)
November-21	(10,402.19)
December-21	(15,300.29)
Total Net Recoveries in 2021	(89,934.88)



March 1, 2022

City of Rollingwood
 403 Nixon Drive
 Rollingwood, Texas 78746

Honorable Mayor and Members of the City Council:

Pursuant to the Cost of Gas Clause currently in effect for Central Texas service area, the following is the determination of the cost of gas to be used for billings in March 2022:

1.	Cost of Purchased Gas @ 14.73 PSIA.....	\$6.9877	
2.	Cost of Purchased Gas @ 14.65 PSIA.....	\$6.9497	
3.	Purchase/Sales Ratio.....	1.0246	
4.	Commodity Cost (Line 2 x Line 3).....	\$7.1207	
5.	Reconciliation Factor.....	\$0.1145	
6.	Other Cost.....	\$0.0000	
7.	Subtotal (Line 4 + Line 5 + Line 6).....	\$7.2352	
8.	Revenue-associated Fees and Taxes.....	\$0.0000	
9.	Cost of Gas (Line 7 + Line 8).....	<u>\$7.2352 / Mcf</u>	
			<u>\$0.7235 / Ccf</u>

Billings using the cost of gas as determined above will begin with meters read on and after February 24, 2022 and end with meters read on and after March 28, 2022.

Sincerely,

Lisa Wattinger

Lisa Wattinger, Manager
 Gas Supply